**

 Smetanovo nábř. 6

 Praha 1

**Operational Safety Rules (Under Detailed Rules**

**for Safe Operation of Transport Vehicles Issued April 30, 2012)**

**Requirements for Drivers Using a Private Vehicle for Business Purposes:**

**Drivers are required:**

1. to wear safety vests with high visibility that conform to legal requirements when dealing with breakdowns that may occur during travel on streets and highways and which require exiting the vehicle,

2. not to exceed a maximum driving time of 4.5 hours; interruptions of travel for less than fifteen minutes will be considered as driving time,

3. no later than the expiration of the maximum driving time, travel must be interrupted by a safety rest stop lasting no less than 30 minutes, unless a continuous rest period follows. The rest stop may be divided into two parts of no less than fifteen minutes each during the time of trave,

4. not to perform any activity related to his or her work duties other than monitoring the vehicle and its contents. Safety rest stops and stops for food and other rest shall not be taken at the beginning or end of a work shift,

5 to keep a daily record of the time spent driving the vehicle and safety rest stops taken, in particular when driving time is expected to exceed three hours. If the driver does not maintain a logbook in the vehicle, he or she must prepare a report of driving time and time used for rest stops for each individual trip (an example can be found in an attachment),

6. to observe the requirements of the user manual for the vehicle when it must be raised up, for example when a wheel is changed.

............................................................................................................................................................................

**I have been made aware of the Requirements for Drivers Using a Private Vehicle for Business Purposes under the Rules for Safe Operation of Transport Vehicles detailing safety requirements for the use of means of transport and dated April 30, 2012, and have been given the Report of Driving Time and Use of Safety Rest Stops.**

Date: ………………………….

 ......................................................

 Signature of Driver

This statement of requirements is to be given to the driver by the person who has authorized/ordered trave by a private vehicle. The signed statement must be retained in the files.