

THE KOŠETICE NATIONAL ATMOSPHERIC OBSERVATORY

Accommodation Rules

1. These **accommodation rules** are intended for informing all persons interested in using the accommodation facilities at the premises of the Košetice National Atmospheric Observatory (NAOK), the owner and operator of which is the **Czech Hydrometeorological Institute**, Na Šabatce 2050/17, 143 06 Praha 4, ID 00020699.

2. The scope of rights and obligations set out in these Rules is to be observed by the CHMI staff, guests and trainees, scientists who come to NAOK for training, excursions and work visits, not exclusively in connection with the ACTRIS–CZ, and are interested in using for that purpose accommodation facilities for short and temporary stays.

3. Accommodation in NAOK is not of a hotel-type.

4. Offering a possibility of accommodation in NAOK is not a subject of a legal obligation.

5. Accommodation in NAOK consists of accommodation in rooms with bathroom; a small kitchen and a terrace are also available.

6. Parking is provided within the NAOK area.

7. No payment is required for accommodation in NAOK.

8. Prior to arrival to NAOK for a stay, everyone is required to become familiar with the NAOK security rules otherwise no accommodation is possible.

9. Upon arrival, everyone is required to prove the identity to the NAOK operator

otherwise the accommodation will not be acceptable. An entry about the arrival is made in the accommodation book.

10. Meals are provided on the basis of a prior agreement.

11. OBLIGATIONS OF THE ACCOMMODATED PERSON:

- i. to behave quietly at night from **22:00 to 7:00 am**
- ii. to comply with safety and fire regulations
- iii. in accordance with the fire safety regulations, not to lock entrance door of the building during entire 24 hours
- iv. to collect bed linen, to coat and remove bedclothes
- v. in kitchens, to clean the used kitchenware and kitchen unit
- vi. when leaving the common rooms, to check the switch off of electrical appliances
- vii. when leaving the room, to lock the door and not to leave jewellery, money and other valuables unattended
- viii. to keep rooms and other parts of the building clean
- ix. not to transfer room equipment to another room
- x. the entry of foreign persons into NAOK only with the consent of the operator
- xi. not to keep animals
- xii. to use only allowed electrical appliances: electric razors, hair dryers (PC, audio-video equipment is allowed), other appliances only by agreement with the operator
- xiii. not to make fire and not to feed the operator's dog
- xiv. not to keep sharp objects and weapons

- xv. not to enter the NAOK water tank that is not intended for bathing
- xvi. in the event of faults being detected to call the NAOK operator immediately
- xvii. to take care of the own safety and the comfort of the own person and other people.

12. OBLIGATIONS OF THE OPERATOR:

- i. to enter the room and common areas in the absence of the accommodated person for the purpose of checking, fixing defects, faults, and making repairs
- ii. to clean rooms and the whole building, to launder bed linen
- iii. to ensure activities related to NAOK operation.

13. The accommodated person is responsible for complying with the terms of the Accommodation Rules and, in the event of their violation, is obliged to compensate for the damage caused by non-compliance.

14. Smoking is forbidden throughout NAOK. The smoking area is designated by the Head of the Observatory (area in front of the garage).

15. In case the accommodated person, despite a notice by the Head of NAOK, will grossly violate the accommodation rules, will be called upon to terminate the accommodation on the basis of an oral notice.

16. THE GROSS VIOLATION OF THE ACCOMMODATION RULES INCLUDES:

- i. deliberate destruction of the operator's facilities
- ii. repeated non-observance of night rest
- iii. gross and offensive behaviour towards other accommodated persons, physical

assault

- iv. use of addictive substances and alcohol, smoking inside the building

- v. fire making, dog feeding.

17. The accommodated person is obliged to leave the NAOK area and the entitlement to accommodation expires in the case of behaviour listed under item 16.

18. The operator is liable for the personal items brought to the accommodation facility if the accommodated person hands over such items to the responsible person of the operator. For jewellery, money and other valuables, the operator is responsible without limitation only if they were stored in a lockable wardrobe or a safe or taken into safekeeping and the damage was incurred as a result of the fault by the operator. The right to compensation must be claimed without undue delay within 15 days when the injured person has learned of the damage.

19. NAOK is a part of the Czech Hydrometeorological Institute, so all personal data of the persons required for verification of the identity at arrival for a stay are processed by the Czech Hydrometeorological Institute, as a personal data controller, in accordance with Act No. 101/2000 Coll., On the Protection of Personal Data, as amended, and with the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation), and any further information regarding the processing of personal data is available at <http://portal.chmi.cz/o-nas/ochrana-osobnich-udaju>, or provided by the controller on request.

20. Termination of accommodation and leaving the accommodation facilities is based on an agreement with the operator.

21. NAOK maintenance man: Petr Koten
Tel. No.: 565 301 058
email: petr.koten@chmi.cz
Cell phone number: 608 152 316

These Accommodation Rules enter into force on 1st May 2020.

In Košetice, 30th April 2020

Approved by:

Mgr. Adéla Holubová Šmejkalová
Head of Košetice Observatory

Signature: 
