

University of Chemistry and Technology, Prague	
Title	DECREE No. A/V/961/13/2026
Subject	Rules for the Use of Quiet Rooms Designated for Students' Leisure Time
Applicability	All university
Effective from	24 August 2026
Effective to	30 June 2027
Revision	-
Cancelled	Decree No. A/V/961/8/2026
Prepared by	972 – Department of Safety and Risk Prevention
Issued by	Prof. Ing. Milan Pospíšil, CSc. – Rector

This translation is provided for convenience only. The Czech version is the legally binding version. In case of any inconsistency or ambiguity, the Czech version shall prevail.

Article I

For the implementation of Directive No. A/S/961/1/2024 'Systém organizace a řízení bezpečnosti a ochrany zdraví při práci' (System of Organisation and Management of Occupational Health and Safety) and to supplement Decree No. A/V/961/19/2024 'Bezpečnostní zásady pro studenty VŠCHT Praha' (Safety Guidelines for Students of UCT Prague), in connection with making selected classrooms accessible to students outside scheduled teaching, I hereby issue this Decree.

For the purposes of this Decree, these classrooms are hereinafter referred to as 'quiet rooms'.

While spending their free time inside the buildings of UCT Prague, students may use quiet rooms or other designated areas (respirium, snack bars), thereby minimising their presence in corridors.

Article II

Regime of quiet rooms

Selected classrooms in Buildings A and B will be made accessible to students of UCT Prague outside the times when teaching is scheduled there, exclusively for the purpose of providing an undisturbed environment for self-study and rest.

List of quiet rooms in individual buildings of UCT Prague:

- Building A: AI, AII, A01, A02, A11, A12, A31.
- Building B: BI, BII, BIII, B02, B06, B07, B08, B09, B11, B14, B21, B22, B23, B24, B25, B26, B31, B32, B33, B35, B36, B37, B(S)1, J1, J2, J3, J4.

The above-mentioned quiet rooms will be accessible to students only during periods when teaching or the examination period is taking place in the given semester, specifically from Monday 7:00am until Friday 7:00pm.

The receptionists on duty in the respective buildings are responsible for making these rooms accessible at the specified times (ie for unlocking them in the morning and locking them in the evening).

Teachers who conduct scheduled classes or examinations of students in these rooms do not need to collect keys from the reception desk. After finishing their classes or examinations, they will leave the rooms unlocked.

The maximum occupancy of each quiet room corresponds to the number of chairs normally provided in the room.

Article III

Guidelines for the use of quiet rooms

When using quiet rooms, students are required to:

- 1) use quiet rooms exclusively for the purpose of individual self-study, rest or consumption of snacks,
- 2) not exceed the maximum occupancy,
- 3) use the quiet room facilities, such as chairs, tables, electrical sockets, lighting, water supply, etc. only for their intended purposes,
- 4) behave considerately towards other users of the quiet room and refrain from loud behaviour, listening to music without earphones, or engaging in group (gaming) activities,
- 5) maintain cleanliness and order in the quiet rooms and clear up any mess they cause,
- 6) report any faults or damage to equipment to the receptionists,
- 7) take care of their personal belongings and protect them from damage or theft.

Students are prohibited from the following while in quiet rooms:

- 1) smoking (including electronic cigarettes), consuming alcoholic beverages or abusing other addictive substances,
- 2) handling naked flames or lighting fires (eg candles, incense sticks, etc),
- 3) bringing unauthorised persons into quiet rooms, except for officially permitted visitors,

- 4) bringing animals into quiet rooms. This prohibition does not apply to assistance dogs accompanying persons to whom they are assigned.
- 5) behaving loudly, aggressively, violently, deliberately dangerously or in a vulgar manner,
- 6) holding celebrations, gatherings, demonstrations or group (gaming) activities in quiet rooms,
- 7) preventing other students or employees from using the quiet room, occupying space exclusively or otherwise adversely affecting scheduled teaching, examinations, etc,
- 8) using inventory or technical equipment of the quiet room that is not intended for free use by students (ie instruments, computer hardware, etc),
- 9) moving furniture within the quiet room or taking it out of the room,
- 10) using personal electrical appliances, such as kettles, microwave ovens, portable heaters, etc,
- 11) leaning out of windows, galleries or balconies,
- 12) using quiet rooms as emergency accommodation or for overnight stays,
- 13) leaving any items behind in quiet rooms, including rubbish.

Article IV

Final provisions

Compliance with the above guidelines is one of the basic obligations of every student enrolled at UCT Prague in accordance with Section 63 (2) of Act No. 111/1998 Coll. on Higher Education Institutions and Article 4 (1)(a) of the Study and Examination Rules of UCT Prague.

Compliance with the rules set out herein (see Article III) may be monitored by receptionists, employees of the Department of Safety and Risk Prevention and all managers of UCT Prague.

In the event of a breach of the rules set out herein, the student may be required to leave the quiet room.

UCT Prague accepts no liability for the loss of students' personal belongings during their stay in quiet rooms.

This document is valid as of the date of its signing and effective as of the date of its announcement.

Prague, dated:

Prof. Ing. Milan Pospíšil, CSc.
Rector