



Measure of the Dean No. 5/2018

Rules for the creation, approval and publication of strategic documents of the Faculty of Fisheries and Protection of Waters of the University of South Bohemia in České Budějovice (FFPW USB)

In accordance with the Rector's Measure R 344, I issue the Rules for creation, approval and publication of strategic documents of the FFPW USB.

Article I.

Introductory provisions

- (1) These rules specify the processes of creation, approval and publication of strategic documents of the FFPW USB and involvement of members of the academic community of the faculty in these processes.
- (2) The strategic documents of the faculty are the Strategic Plan for Educational and Creative Activities of the FFPW USB (Strategic Plan), the Plan for the Implementation of the Strategic Plan of the FFPW USB and the Plan and Evaluation of the Implementation of the Strategic Plan of the FFPW USB.
- (3) This Measure also applies to the process of preparation, approval and publication of the Annual Report on Activities of the FFPW USB and the Annual Report on Management of the FFPW USB.
- (4) If the process of creation, approval, and publication of a strategic document is defined by legal or other standards that the FFPW USB is bound to, the requirements of these standards are respected.

Article II.

Basic terms

- (1) The Strategic Plan of the FFPW USB is the basic strategic document of the faculty, which is prepared in accordance with the Strategic Plan of the USB.
- (2) The Plan for the Implementation of the Strategic Plan of the FFPW USB is always drawn up for one calendar year. It is based on the Strategic Plan of the FFPW USB and it is in line with the Strategic Plan of the USB and the Plan for Implementation of the Strategic Plan of the USB for the given year. The Plan for the Implementation of the Strategic Plan of the FFPW USB specifies and updates the activities, the schedule of the activities and takes into account the shifts of the priorities stipulated in the Strategic Plan of the FFPW USB. The Plan and Evaluation of the Implementation of the Strategic Plan of the FFPW USB evaluates the



fulfilment of the activities defined in the Plan for the Implementation of the Strategic Plan of the FFPW USB for the respective calendar year.

(3) The Annual Report on Activities of the FFPW USB is prepared for the last calendar year and it includes the Plan and Evaluation of the Implementation of the Strategic Plan of the FFPW USB. The Annual Report on Management of the FFPW USB is also compiled for the past calendar year.

Article III.

Creation of strategic documents

(1) The creation of strategic documents of the FFPW USB takes place at the level of the management of the FFPW USB, or the Dean's Collegium of the FFPW USB.

(2) The coordinator of the creation of strategic documents is the Dean of the FFPW USB or a person authorized by him.

(3) The materials for the creation of strategic documents are elaborated by the individual members of the management of the FFPW USB or the Dean's Collegium of the FFPW USB within the scope of their competencies according to the schedule established by the coordinator.

Article IV.

Discussion and approval of strategic documents

(1) The negotiation and approval of strategic documents takes place in the following order:

Discussion at the level of management of the FFPW USB
Discussion at the level of the Dean's Collegium of the FFPW USB
Discussion at the level of the Scientific Board of the FFPW USB
Approval at the level of the Academic Senate of the FFPW USB

(2) It is not required to discuss the Annual Report on Management for the relevant year at the level of the Scientific Board of the FFPW USB.

Article V.

Publication of strategic documents

(1) The Strategic documents of the FFPW USB are published in the electronic form in the public section of the faculty's web pages (Public Documents) after discussion and approval at the above mentioned levels.

(2) The coordinator ensures and is responsible for publication of these documents.

This Measure takes into effect on 5th March 2018.

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Dean of the FFPW USB