

Annex No 1

Conditions of the "Employee Mobility" Project, as amended by Schedule No 1

I. Project Name:

Employee Mobility

II. Introductory Provisions

The Moravian-Silesian Region, business ID No 70890692, registered office 28. října 117, 702 18 Ostrava, has decided to implement the "Employee Mobility" project, comprising the free-of-charge provision of long-term travel passes to selected beneficiaries (the "Project"). The Project will be implemented based on the Project Implementation Contract by Moravskoslezské Investice a Development, a.s., business ID No 47673168, registered office Na Jízdárně 7/1245, 702 00 Ostrava ("MSID"), including the provision of the long-term travel passes (ODIS cards).

III. Objectives and Priorities

1. The objectives of this initiative by the region is to stop the depopulation of the Havířov – Karviná – Orlová agglomeration, attract new people who are ready to work to these cities and their environs, retain young people in the area, and increase people's interest in settling in Havířov, Karviná, Orlová and their environs.

For the purposes of the Project, "the cities of Havířov, Karviná, Orlová and their environs" means the territory of the administrative districts of the Havířov, Karviná and Orlová municipalities with extended powers, defined under Section 19 of Decree No 388/2002, on the establishment of administrative districts of municipalities with authorised municipal authorities and administrative districts of municipalities with extended powers, as amended.

The administrative district of the municipality with extended powers:

Havířov is defined by the territory of the municipalities of Albrechtice, Havířov, Horní Bludovice, Horní Suchá and Těrlicko,

Karviná is defined by the territory of the municipalities of Dětmarovice, Karviná, Petrovice u Karviné and Stonava,

Orlová is defined by the territory of the municipalities of Doubrava, Orlová and Petřvald.

2. The plan is to provide long-term travel passes (ODIS cards) for a 365-day period for the commute to work and to the regional metropolis – Ostrava – to motivate working people to move to the indicated agglomeration, respectively to motivate school-leavers and graduates not to move away.
3. MSID will provide a total of 209 ODIS cards for residents of Havířov, Karviná and Orlová and their environs, and for physicians and medical workers working in these cities. The ODIS cards will be provided on a gradual basis according to the date/time of submission of a completed application until the exhaustion of the determined quantity of ODIS cards. Applicants will be informed of the exhaustion of the determined quantity of ODIS cards on the website www.mobilita.msk.cz.

4. A Contract for the Provision of a Long-Term Travel Pass will be concluded between MSID and the long-term travel pass beneficiary.

IV. Definition of Long-Term Travel Pass Recipients

1. A citizen of the Czech Republic with at least part-time employment (50% of standard working hours) and who can demonstrate this when making their application is entitled to apply for a long-term travel pass if:
 - a) before the announcement date of the Project they were resident outside Havířov, Karviná or Orlová and their environs and, in the period between the announcement date of the Project and the application submission date, changed their permanent address to Havířov, Karviná or Orlová and their environs; or
 - b) they are a secondary education, higher vocational or higher education graduate and have, at the time of application submission, their permanent address in Havířov, Karviná or Orlová and their environs. A graduate is considered to be a person who, as of the date of submission of their application, meets the condition that they completed their studies in secondary education, higher vocational or higher education less than 1 year before, or
 - c) they are a physician, dentist, pharmacist, medical worker or other professional pursuant to Act No 96/2004, on the Conditions for the Obtaining and Recognition of Qualifications for Pursuing Paramedical Professions and for Activities in Connection with the Provision of Health Care and on the Amendment of Some Related Acts (Act on Paramedical Professions), as amended, employed by a medical facility in the territory of Havířov, Karviná or Orlová and their environs, while their employment contract was concluded after the announcement date of the Project.
2. A foreigner entitled to stay in the territory of the Czech Republic is also entitled to apply if they have at least part-time employment (50% of standard working hours) in the Czech Republic and they can demonstrate this when making their application if, in addition:
 - a) in the period between the announcement date of the Project and the application submission date they changed their place of stay to the territory of Havířov, Karviná or Orlová and their environs and can demonstrate this fact, or
 - b) they are a physician, dentist, pharmacist, medical worker or other professional pursuant to Act No 96/2004, on the Conditions for the Obtaining and Recognition of Qualifications for Pursuing Paramedical Professions and for Activities in Connection with the Provision of Health Care and on the Amendment of Some Related Acts (Act on Paramedical Professions), as amended, employed by a medical facility in the territory of Havířov, Karviná or Orlová and their environs, while their employment contract was concluded after the announcement date of the Project.
3. A natural person already provided with an ODIS card under the "Employee Mobility" project cannot apply for another.

V. Long-Term Travel Pass Provision Conditions

1. An ODIS card applicant/beneficiary must meet the conditions indicated in Article IV.
2. An ODIS card applicant/beneficiary must submit a completed application form (Annex No 1 to the Project), clearly showing that:
 - a) they are employed (type of employment, whether full-time or part-time, and place of work must be confirmed by the employer),

- b) they have their permanent address (or place of stay for foreigners) in the territory of the cities of Havířov, Karviná or Orlová and their environs – this information will be checked by MSID during the application approval process,
 - c) they changed their permanent address (or place of stay for foreigners) during the decisive period pursuant to Art. IV(1)(a) or (2)(a) – this information will be checked by MSID during the application approval process,
 - d) they are a secondary education, higher vocational or higher education graduate (they must submit a copy of their school-leaving certificate, diploma on graduation from higher vocational education or higher education), if relevant,
 - e) they are a physician, dentist, pharmacist, medical worker or other professional pursuant to Act No 96/2004, on the Conditions for the Obtaining and Recognition of Qualifications for Pursuing Paramedical Professions and for Activities in Connection with the Provision of Health Care and on the Amendment of Some Related Acts (Act on Paramedical Professions), as amended, employed by a healthcare facility and concluded their employment contract after the announcement date of the Project, if relevant,
 - f) they are not using another other subsidy for commuting to work, and they have not been provided with a gift for this purpose from other financial sources.
3. An applicant must provide, as an annex to the long-term travel pass application:
- a) a copy of their employment contract showing the place of work,
 - b) the change to the permanent address (or place of stay for foreigners) – e.g. through a statement from the population registry agenda information system or the aliens information system (note that the statement must show the current place of stay, the preceding place of stay and the date of the change), if relevant,
 - c) a copy of the school-leaving certificate, diploma on graduation from higher vocational education or higher education, if relevant,
 - d) a photograph (colour, 35 x 45 mm, showing the current appearance of the applicant, according to the format and principles for acquiring photographs for an ID card or passport),
4. A Contract for the Provision of a Long-Term Travel Pass (ODIS card) will be concluded with an applicant who meets all the required conditions of the Project, the card will be concurrently handed over to them, and its validity will be 365 days:
- a) ODIS cards are issued by Koordinátor ODIS s.r.o.
 - b) An ODIS card issued for this purpose will only be usable for this purpose, and visually distinct from other types of ODIS cards issued within the Moravian-Silesian Region.
 - c) If an ODIS card is damaged or lost, after the payment of MSID costs for a new card of CZK 130, MSID will issue the beneficiary with a new ODIS card, onto which the long-term travel pass with the original amount and validity will be transferred free-of-charge.
 - d) An applicant/beneficiary may also use their ODIS card as an electronic wallet (EW) in accordance with the conditions for a contactless chip card issued on the website <http://odiska.kodis.cz/>. It is recommended that an applicant/beneficiary uses the entire credit on the card before the expiry of the long-term travel pass, alternatively the credit may be paid out to them at a KODIS counter before the expiration of the ODIS card.
5. Validation of entitlement to an ODIS card during its validity period:

- a) The beneficiary of a long-term travel pass will submit, electronically or in person, and according to the schedule indicated in the Contract for the Provision of a Long-Term Travel Pass concluded between MSID and the beneficiary, three (see paragraph (7)(d) of this article) completed and confirmed data verification forms (Annex No 3 to the Project), showing that they are employed. The form will be confirmed by their employer. Submission of this data verification form is a condition to prevent the ODIS card being blocked and for its continued use.
- b) If a beneficiary does not deliver a data verification form to MSID pursuant to paragraph (7)(a) of this article, their ODIS card will be blocked. If a beneficiary submits a data verification form late due to a business trip, illness, or caring for a family member, however at the latest by the 99th day, the 189th and 279th day from the ODIS card issue date, their ODIS card will be unblocked and its validity restored.
- c) If the data verification form pursuant to paragraph (7)(b) of this article is submitted late, the beneficiary must also submit a document demonstrating the obstacles that forced them to submit the data verification form late.
- d) This procedure will be performed a total of three times before the expiration of the ODIS card (86th to 95th day, 176th to 185th day, 266th to 275th day, while the maximum provided travel pass duration is 365 days from the ODIS card issue date), unless it is terminated earlier for one of the reasons indicated in this article.
- e) The beneficiary is authorised to change their employer only once during the period of provision of the long-term travel pass. If the data verification form that the beneficiary submits shows that they have changed their employer more than once since the application submission date, the validity of their long-term travel pass will be terminated.

VI. Submission of an Application for a Long-Term Travel Pass

1. An application for a long-term travel pass together with all its annexes may be submitted via a data box, by e-mail, or as a single signed original by post, or in person to the MSID registered office at the following address:
Moravskoslezské Investice a Development, a.s.
Na Jízdárně 7/1245
702 00 Ostrava
Box ID: z5jcmik
e-mail: mobilita@msid.cz
website: www.msid.cz
2. An application submitted by e-mail/data box must be submitted in pdf format, the application must be signed by the applicant and must include the required annexes and a photograph in jpg format (453x570 pixels, around 100 kB in size).
3. An application delivered by post or in person must be delivered in an envelope bearing the following:
 - a. the designation **Employee Mobility**,
 - b. the first name, surname and permanent address (or place of stay for foreigners) of the applicant,
 - c. the text "Do not open – Employee Mobility application".

If submitted in person at the MSID registered office, the applicant will receive confirmation through a document confirming personal submission.

An application may be submitted in person on business days between 8:00 a.m. and 11:00 a.m. and between 12:00 p.m. and 3:00 p.m., or at another time upon prior arrangement, see the contact person indicated in Art. VIII(4). Printed application forms are also available for applicants at the MSID registered office.

VII. Application Assessment and Provision of a Long-Term Travel Pass

1. MSID will assess each application as to whether it meets the conditions pursuant to Art. V of the Project.
2. If an application shows deficiencies preventing its proper assessment (in particular if it is incomplete), the applicant will be called to supplement it and provided with a deadline of 15 calendar days to do so.
3. Applicants will be informed via e-mail within a deadline of 30 calendar days from the application submission date of whether they meet the conditions of the Project or not, including information as to the subsequent procedure (when they can come to sign the Contract for the Provision of a Long-Term Travel Pass), or will be informed of the reason why a long-term travel pass will not be provided.

VIII. Other

1. The receipt of a long-term travel pass may be subject to income tax pursuant to Act No 586/1992.
2. All submitted applications, including their annexes, will be archived and not returned to the applicants.
3. Applications for a long-term travel pass may be submitted between 1 January 2019 and 30 November 2021, or until the stocks of ODIS cards are exhausted. Applicants will be informed of the exhaustion of stocks on the websites www.mobilita.msk.cz and www.msic.cz.
4. Contact persons:
Moravskoslezské Investice a Development, a.s., Kateřina Plesníková, tel.: 595 691 266, GSM: 770 194 950, e-mail: mobilita@msic.cz.
5. Project annexes:
 - a) Annex No 1 – Application Form

An applicant/beneficiary must submit the following together with the application form:

- a copy of their employment contract indicating the place of work and whether it is full-time or part-time,
- proof of the change to the permanent address (or place of stay for foreigners) – e.g. through a statement from the population registry agenda information system or the aliens information system (note that the statement must show the current place of stay, the preceding place of stay and the date of the change), if relevant,
- a copy of the school-leaving certificate, diploma on graduation from higher vocational education or higher education, if relevant
- a photograph (colour, 35 x 45 mm, showing the current appearance of the applicant, according to the format and principles for acquiring photographs for an ID card or passport).

- b) Annex No 2 - Contract for the Provision of a Long-Term Travel Pass
- c) Annex No 3 - Data Verification Form

This Project was announced on 1 January 2019 through publication on the website www.mobilita.msk.cz.

Schedule No 1 to the Project was announced on 1 September 2019 through publication on the website www.mobilita.msk.cz.