

Stamp: JUDr. Danuše Hyprová  
national symbol  
notary public  
in Brno

Ministry of Industry and Trade  
File No.: 1313/09/02700/1000  
PID: MIPOX01EX3NI

Prague, 10 March 2009

**Resolution No. 16/2009  
of the Minister of Trade and Industry**

modifying the establishing constitutional document of the Czech Metrology Institute

Based on novel of §14 para. 1 Act No. 505/1990 Coll., on metrology, as amended by the latest regulations and some other acts, I herewith announce new wording of the establishing constitutional document of the Czech Metrology Institute, issued by the Ministry of Economy under file No. 521385/92-44 dated 21.12.1992, establishing the institute - in compliance with act of the CNR 576/1990 Coll., on budget regulations of the republic, as amended - as to the date of 1.1.1993, with changes established by the Minister of Trade and Industry under file No. 41516/97/6000/1000 dated 18.12.1997 and announced in new wording by the Deputy Prime Minister and Minister of Industry and Trade under file No. 21943/02/4001/1000 dated 6 June 2002.

**ESTABLISHING CONSTITUTIONAL DOCUMENT**

**{PRIVATE}ČESKÝ METROLOGICKÝ INSTITUTÉ**

Headquarters: Brno, Okružní 31, zip code 638 00

Identification number 00177016

Trade name in English language: **CZECH METROLOGY INSTITUTE**

**Art. 1**

**Preamble**

- 1.1. The Czech Metrology Institute is an allowance organisation directly governed by its founder; it is not registered in the commercial register or any other register set by law. As from 1.11.1996, based on Act No. 272/1996 Coll., the function of the founder was transferred to the Department of Trade and Industry, as to the extent of the scope of activities emerging from laws and other law regulations.
- 1.2. The basic aim and corresponding {PRIVATE}subject of the Czech Metrology Institute activities is the fulfilment of functions of the state administration body according to the Law No. 505/1990 Coll. on metrology, as amended, as well as fulfilment of the functions of the national metrology institute in the field of science, research and application of metrology knowledge in practical use, as well as arrangement of functions of an executive metrology authority of legal and industrial metrology for business and non-business subjects and citizens of the Czech Republic, as well as presentation of the Czech Republic within the scope of international co-operation and other specialised technical activities.
- 1.3. The Czech Metrology Institute is a national metrology institute of the Czech Republic, developing on the basis of its activities the basic pre-assumptions for arrangement of unification and correctness of measuring instruments and measuring in all the fields of scientific, technical and economic activities. It mainly arranges compliance of realisation of physical and technical units in the Czech Republic and internationally approved standards and transfer of measuring unit values into practice.

**Art. 2**  
**Subject of Principal Activities**

{PRIVATE}The subject of principal activities of the Czech Metrology Institute includes performance and arrangement of performance and activities in the field of metrology and electronic communication, set as follows:

- 2.1. {PRIVATE}On the basis of the state scientific institution position the performance of metrological research and storage of national standards including transfers of measuring unit values to lower precision measuring instruments and performance of research and development in the field of electronic communication.
- 2.2. Certification of reference materials.
- 2.3. State metrological control of measuring instruments.
- 2.4. Issuance of approvals, certificates and other documents on metrological activities performed or on refusal of issuance, with an authorisation for national symbol seals to be used on the official deeds.
- 2.5. Registration of subjects producing or repairing given measuring instruments, respectively performing assemblage of such measuring instruments.
- 2.6. Performance of state metrological supervision at authorised metrological centres, calibration service centres, at subjects authorised for official measuring performance, at subjects producing or repairing given measuring instruments, respectively performing assemblage of measuring instruments at users of measuring instruments.
- 2.7. Performance of metrological controls of pre-packed goods and bottles, used as measuring packages for pre-packed goods.
- 2.8. Participation in international co-operation in the field of scientific, fundamental and legal metrology, based on co-operation with the Institute for Technical Standardisation, Metrology and State Testing Activities and in international co-operation in the field of electronic communication.
- 2.9. In relation to participation in solution of tasks in the field of international co-operation emerging from the membership of the Czech Republic in international metrological authorities, its professional employees participate in implementation of international metrological projects to the agreed or given extent.
- 2.10. Approval of preliminary manufacture before type approval of the measuring instrument.
- 2.11. Approval of short-term use of given measuring instrument in the period from termination of its repair to the verification, with such term limitation.
- 2.12. Processing the metrological regulations and other normative instruments setting the technical requirements for measuring instruments and methods of measuring unit values transfer from state standards to standards of lower levels and operation measuring instruments.
- 2.13. Processing of material bases for draft notices aimed at arrangement of unification and correctness of measuring instruments and measuring and notices, setting the measuring instruments that are subject to type approval and verification; processing and issue of measures of general character.
- 2.14. Close co-operation with universities and other professional institutes in arrangement of scientific activities, research and development in the field of state metrology, related mainly to realisation of new primary standards, standard instruments and measuring instruments important for metrological purposes in the Czech Republic and arrangement of research and development in the field of electronic communication.
- 2.15. Arrangement of the system of scientific and technical information in professional field.
- 2.16. Certifications, professional training and instructing of employees in metrology, including relevant tests.
- 2.17. Verification of the level of metrological and technical equipment of subjects and qualification of their employees.
- 2.18. Calibration of main standards and operation measuring instruments owned or used by corporate or physical bodies.
- 2.19. Arrangement of secondary standard setting of physical and technical features; keeping, comparison and improvement of own secondary standards and development of standard setting methodologies.
- 2.20. Arranging service of measuring equipment, respectively its manufacture and assemblage.
- 2.21. Organisation of standard radiation sources manufacture including attests and distribution of secondary standard radiation sources for the calibration purposes.
- 2.22. Arrangement of reference materials and standards manufacture.
- 2.23. Arrangement of purchase and sales of measuring equipment, instruments and material for its activities; as the main executive authority it fulfils the tasks of state metrology, mainly import and

- export of measuring instruments, measuring engineering, equipment, including know-how, spare parts and materials for metrological purposes, including scientific research and development.
- 2.24. Arrangement of repairs and service of measuring equipment, respectively its manufacture and assemblage depending on needs and technical possibilities.
  - 2.25. Manufacture of standard radiation sources in the form of closed and open sources of ionisation radiation, reference materials and arrangement of attests and distribution of secondary standard radiation sources and solutions with radio-nuclides for the purposes of calibration; the institute arranges import and export of radio-active materials for the above stated purposes.
  - 2.26. Performing tests and issue of quality certifications of closed radio-active radiation sources on the basis of valid authorisation issued by the State Authority for Nuclear Safety.
  - 2.27. Performance of expert activities in the field of metrology with the extent of the expert authorisation as set in the records of the second part of the list of institutes, qualified for expert activities – the institute was listed in the list on the basis of a resolution of the Minister of Justice, file No. M-154/2002 dated 1 February 2002.
  - 2.28. Lease of real estates and movables, temporarily unneeded for its activities, in compliance with the relevant generally binding legal rules and running the recreation premises that it is authorised to manage, including provision of necessary related services.
  - 2.29. Provision of professional services in the field of metrology and electronic communication.
  - 2.30. Performance of activities in assessment of compliance and testing of products in the extent of granted authorisations or accreditation, mainly in the field of measuring and in the field of assessment of technical competence of measuring devices and technical devices for use in electronic communication.
  - 2.31. Arrangement of activities connected with state administration support in the field of electronic communication.
  - 2.32. Arrangement of other activities emerging from its legal subjectivity in compliance with general regulations and fulfilment of tasks set by the establishing authority within its scope of activities.
  - 2.33. With efficiency as from 1 May 2004, the date of the contract on admission of the CR to the EU to come into effect, the Czech Metrology Institute becomes a subject, providing the authorities of the European Communities or relevant authorities of states with which relevant contracts have been concluded with information on issues, changes, cancellation or limitation of certificates related to type approvals of measuring instruments.

### **Art. 3**

#### **Legal Subjectivity**

The Czech Metrology Institute is a legal entity authorised to obtain rights and obligations to the full extent and it always acts on its own behalf. The statutory representative or the employee appointed by the statutory body are entitled to act on behalf of the Czech Metrology Institute at courts and public administration authorities.

### **Art. 4**

#### **Organisation Structure**

4.1. The basic organisation structure of the Czech Metrology Institute is as follows:

4.1.1. Directorate, consisting of:

{PRIVATE}

- b) Section of Fundamental Metrology,
- c) Section of Legal Metrology,
- d) Section of Economical Affairs.

4.1.2. internal organisation units;

4.1.3. specialised and expert sections.

4.2. The organisation structure of sections and internal organisation units of the Czech Metrology Institute and related detail specification of individual activities including the extent of employees' rights and obligations, are set by the organisation rules issued on the basis of competencies of the General Director of the Czech Metrology Institute.

a) Section o

**Art. 5**  
**Statutory Bodies and their Function Marking**

- 5.1. {PRIVATE}The statutory bodies of the Czech Metrology Institute are:
- a) {PRIVATE}General Director,
  - b) Professional director for fundamental metrology,
  - c) Professional director for legal metrology,
  - d) Professional director for economical affairs.
- 5.2. The General director is appointed and removed from his/her position by the Minister, the professional directors are appointed and removed from their functions by the General Director.
- 5.3. {PRIVATE}Each of the statutory bodies is allowed to act on behalf of the Czech Metrology Institute independently in all and any matters.

**Art. 6**  
**Determination of Entrusted Property**

In compliance with Act No. 218/2000 Coll. and Act No. 219/2000 Coll., the Czech Metrology Institute is authorised to administrate the state property entrusted to the Institute at the moment of its establishment and the state property obtained in the course of the Institute existence, while the Institute is entitled to handle the property only in compliance with the above stated acts and other relevant valid legal regulations and within the scope of activities set by this establishing constitutional document. The financial management of the Czech Metrology Institute follows the Act No. 218/2000 Coll., on budget rules, as amended.

**Art. 7**  
**Setting the Time Operation**

The Czech Metrology Institute is established for an indefinite time period. The wording of this establishing constitutional document enters into effect as from 10 March 2009.

Seal: Ministry of Industry and Trade  
*national symbol*  
Prague

*Signature: illegible*  
Ing. Martin Říman  
Minister of Industry and Trade

Stamp: Certification – vidimation  
I herewith certify that this transcript consisting of 4 pages  
is a literal copy of the deed which it was made of,  
consisting of 4 sheets.  
In Brno, this 24.07.2014  
JUDr. Danuše Hyprová  
Notary public in Brno

Seal: JUDr. Danuše Hyprová  
*national symbol*  
3  
notary public in Brno

*signature: illegible*  
Stamp: Michaela Dederová  
appointed  
by JUDr. Danuše Hyprová  
Notary public in Brno