

# **Charles University**

## **Rector's Directive 23/2024**

Title:

**Principles for negotiating and agreeing on contractual wages at Charles University**

To implement:

**Article 3 (2) of Internal Salary Regulation of Charles University, as amended**

Lead office:

**Finance, Human Resources and Payroll Department of the Rectorate**

Date of effect:

**1 July 2024**

## **Principles for negotiating and agreeing on contractual wages at Charles University**

### **Article 1**

#### **Principles for negotiating and agreeing on contractual wages**

Under Article 3 (2) of the Internal Salary Regulation of Charles University, as amended (the “Salary Regulation”), I provide the following principles for awarding contractual wages to employees of Charles University:

1. Remuneration in the form of contractual wage is negotiated and agreed in the employment contract, or in a separate agreement in cases where the employment was created by appointment.
2. A contractual wage may be granted only to an employee whose employment workload is 0.3 or higher.
3. The employment contract or separate agreement on contractual wage must always state the following:
  - a) Period for which the contractual wage is agreed, usually for the term of the employment contract, if it is a fixed-term employment contract, or for a period of five years, if it is an open-ended employment contract;
  - b) The principle that the provision of the contractual wage ends on the last day of the calendar month in which the employee agreed with the employer on terminating the provision of the contractual wage or resigned from the office which formed the basis for agreeing on the contractual wage;
  - c) The principle that the provision of the contractual wage ends on the last day of the calendar month in which the employee’s employment contract was terminated by notice or the employee was removed from the office which formed the basis for agreeing on the contractual wage;
  - d) The principle that if the provision of the contractual wage is terminated before the employee’s employment is terminated, the wage will be determined in accordance with placing of the employee’s position within the relevant pay band, basic wage, and determination of other wage components under the applicable wording of the Salary Regulation;
  - e) The amount of the contractual wage, or other facts under Article 3 (1) of the Salary Regulation, where the amount of the contractual wage must not be lower than the aggregate of the amount of the basic wage and personal performance bonus amounting to 100% of the basic wage within the pay band into which the employee would be placed using the procedure under Article 4 of the Salary Regulation.
4. Contractual wages may be agreed with the employee if it is in the interest of the Faculty or University due to:
  - a) Outstanding scientific, research, development, innovative, artistic or other creative activities of the employee, or exceptional educational activities of the employee, and the benefits of such activities for the University or the Faculty in the case of members of the educational staff or researchers;
  - b) Special importance of the employee’s professional activities for the University or Faculty in the case of economic-administrative, technical, and professional staff; or
  - c) Extensive economic and management responsibility of the employee.

### **Article 2**

#### **Transitional Provision**

Unless the employee agrees otherwise with the employer, the wage of an employee who agreed on a contractual wage before the date of effect of this regulation remains unchanged until the term provided in the employment contract (or separate agreement on contractual wage) expires.

**Article 3**  
**Final Provisions**

1. Rector's Directive No. 26/2021, principles for negotiating and agreeing on contractual wages, are hereby repealed.
2. This directive was discussed with the committees of the Trade Union Organization of Charles University, a member of the Higher Education Trade Union, represented by the Coordinating Trade Union Council, on 19 June 2024.
3. The Academic Senate of Charles University expressed its opinion on this Directive in accordance with Article 3 (2) of the Salary Regulation on 21 June 2024.
4. This Directive comes into force on the date of its signature and becomes effective on 1 July 2024.

Prague, 28 June 2024

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Rector of Charles University