**Proposal for granting an exceptional remuneration**

In accordance with the valid Internal Wage Regulations of the Silesian University in Opava and other internal standards of the Silesian University in Opava, I propose to pay a reward for successful performance of work tasks to employees:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Tribal workplace:** | **Name and surname:** | | | **Freight. workplace:** | | **Amount of reward:** |
|  |  | | |  | |  |
|  |  | | |  | |  |
|  |  | | |  | |  |
|  |  | | |  | |  |
|  |  | | |  | |  |
| **Total** | **Activity:** |  | **Order:** | |  |  |

**Justification:**

***Name and surname***

* *justification*

***Name and surname***

* *justification*

***Name and surname***

* *justification*

|  |  |  |  |
| --- | --- | --- | --- |
|  | Date |  | Signature |
| He suggested: |  |  |  |
| He recommended: |  |  |  |
| Operation Principal: |  |  |  |
| Budget Manager: |  |  |  |

**Decision on payment of extraordinary remuneration**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Date |  | Signature |
| Approved: |  |  |  |