**Ministry of Education and Science**

**Federal State Educational Institution of Higher Professional Education "Altai State University"**

**COLLECTIVE** **AGREEMENT**

**Altai State University**

**(Altai)**

**in the years 2016-2019**

Rector of Altai

Chairman of Labor Union

S.V. Zemlyukov

O.N. Zausaeva

Collective agreement signed "23" May 2016.

Approved by the Conference of Research

pedagogical workers,

representatives other category

workers and students

FGBOU HPE "Altaic

State University "by

April 29, 2016 (№2 Protocol)

**Collective agreements Altai State University in the years 2016-2019**

Collective Agreement adopted in accordance with the Labor Code of the Russian Federation (hereinafter - the Labor Code);

Federal Law of January 12, 1996 № 10-FZ "On Trade Unions, their Rights and Guarantees" (as amended);

Federal law of December 29, 2012 number 27E-FZ "On Education in the Russian Federation" (as amended);

Industry Agreement for organizations under the authority of the Ministry of Education and Science of the Russian Federation for 2015-2017 years, approved by the Russian Ministry of Education, the Trade Union of National Education and Science of the Russian Federation of 22.12.2014 r .;

General agreement between the national associations of trade unions, employers and the national associations of the Russian Federation Government;

Presidential Decree of 07.05.2012 № 597 "On implementation of the state social policy measures" (hereinafter - the Decree № 597);

State program of the Russian Federation "Development of Education" for 2013-2020, approved by Resolution of the Russian Government dated 04.15.2014 № 295 (hereinafter - Program number 1);

State program of the Russian Federation "Development of science and technology" for 2013-2020, approved by the Russian Federation from 4/15/2014 № 301 (hereinafter - the Program number 2);

Program phased improvement of the remuneration system in the state (municipal) institutions in 2012-2018, approved by the Federal Government from 26.11.2012 № 2190-p (hereinafter - the Program number 3);

Action plan ( "Roadmap") "Changes in the social sectors, aimed at improving the efficiency of education and science", approved by the Federal Government on April 30, 2014 № 722-p (hereinafter - the "road map");

Charter of the Altai State University and other laws and regulations in force in the territory of the Russian Federation.

This collective agreement is signed in order to ensure social guarantees, the implementation of social and labor rights, protect the professional interests of employees

Altai State University and the creation of the necessary labor and socio-economic conditions for them.

1. **GENERAL PROVISIONS**

1.1. The basic concepts used in the Collective Agreement:

**Employer** - Federal State Educational Institution of Higher Professional Education "Altai State University", including branches, representative offices and other separate structural subdivisions (hereinafter

- Altai, Altai State University, University), has entered into an employment relationship with the employee.

**employees**- individuals (teaching staff, scientists, engineering, administrative, economic, industrial, educational support, medical and other workers engaged in support functions), entered into an employment relationship with the employer.

**teaching staff** - workers, replacing the position assigned to the posts of teachers in accordance with the RF Government Decree of 08.08.2013 №678 «On approval of the nomenclature of posts of teachers organizations engaged in educational activities, educational organizations for managers."

**Labor collective** - the union workers of Altai.

**Officials Altai** - persons permanently, temporarily or by special

rights to perform the organizational and regulatory, administrative functions at the University. Altai State University officials are: the rector, vice-rectors, heads of departments and university-wide services, deans, directors of institutes and other units of Altai State University, carrying out organizational regulatory, administrative functions in accordance with the official duties.

**trade union** - a voluntary public association of citizens, by common industrial and professional interests by the nature of their activities, created for the purpose of representation and protection of their social and labor rights and interests.

**The primary trade union organization** - a voluntary association of trade union members working at the University and its branches, representative offices and other separate structural subdivisions of the University.

* + University has primary trade union organization of the Altai State University of Trade Unions of Public Education and Science of the Russian workers.

**Trade union, the trade union committee** - Committee of the trade union organization of the Altai State University, an elected body of primary trade union organization.

**Conference of labor collective** - general meeting of delegates from the Altai State University employees convened in cases provided for by the Charter of the Altai, the Labor Code and the Collective Agreement.

**Listening to the primary trade union organization** - required to obtain the employer in writing of a reasoned opinion of the elected body of the primary trade union organization before making local normative act, as well as termination of an employment contract with an employee in the cases stipulated by the Labor Code of the Russian Federation and other federal laws and other normative legal acts of Russian Federation, the collective agreement , agreements.

The procedure for registration of a reasoned opinion and the consequences of its non-compliance are determined by the current legislation.

**Representation** - an act of the trade union committee of Altai directed to the employer and to be

mandatory review in the manner prescribed by law. Other terms used in this contract, the meanings

it attaches to the Labor Code, other acts of labor legislation, as well as the local regulations of the Altai State University.

**1.2. The parties and the scope of the Collective Agreement**

**one**.**2**.**one**. This collective agreement concluded between the employer in the faceRector, acting on the basis of the Charter of the University, and employees of the University, on whose behalf the primary trade union organization in the person of the Chairman of the trade union organization, acting on the basis of the Charter of National Trade Union of Education and Science of the Russian Federation and the Regulation on primary trade union organization of teachers and employees of Altai.

1.2.2. This collective agreement is a legal act regulating social and labor relations at the University and the employees and the employer concluded on behalf of their representatives.

**1.2.3.** The collective agreement sets the social and economic guarantees andrestricts the rights of employers in expanding these guarantees.

**1.2.4.** The employer recognizes the primary trade union organization of workers of Altai

* the face of the trade union as the authorized representative of the staff, is the spokesman and protector of the professional and social interests of all employees of the University, which authorized him to sign on behalf of the collective agreement. Workers who are not union members, may authorize the trade union committee to represent their interests in relations with the employer, provided their written statement in the prescribed form.

**1.2.5.** The Parties shall determine the following forms of cooperation within the framework of the presentCollective agreement:

account the views of the representative body of workers in the cases stipulated by the Labor Code, collective agreements, agreements;

holding employees' representative body in consultation with the employer on the adoption of local regulations;

receive from the employer information on issues directly affecting the interests of workers, including on matters specified in Art. 53 LC RF;

discussion with the employer issues relating to scientific, industrial and economic activities of Altai, make suggestions for its improvement;

discussion of the representative body of employees plans for socio-economic development of the organization;

participate in the development and adoption of collective agreements and the control over its

execution;

other forms defined RF LC and other federal laws, the founding documents of the organization, the collective agreement, contracts, local regulations.

Workers' representatives have the right also to make on the matters specified in Art. 53 TC RF, the university controls relevant proposals and participate in the meetings when they are considering.

1.2.6. The parties agreed to consider the PPP core staff of educational activities with the numerical advantage in accordance with the recommendations of the orders of the Russian Federation from April 30, 2014 № 722-p ( "Roadmap").

**1.3.** **The action of the collective agreement. Amendments and additions to the collective agreement**

**1.3.1.** The collective agreement applies to all employeesUniversity, including branches, representative offices and other separate structural subdivisions.

**1.3.2.** The collective agreement shall remain in force in cases of changethe name of the University, such as changes in state or municipal institutions, the University of reorganization and termination of an employment contract with the Rector of the University.

**1.3.3.** If you change the form of ownership of the University collective agreement preservesits action within three months from the date of transfer of ownership.

**1.3.4.** With the reorganization of the University in the form of merger, joining, division,highlight the collective agreement remains in effect for the duration of the reorganization.

**1.3.5.** collective agreement remains in effect in the case of liquidation of the Universityfor the duration of the liquidation.

**1.3.6.** Neither party can not for a set period of its validity inunilaterally terminate the obligations assumed.

**1.3.7.** Proposals for inclusion in the collective agreement changes and amendments toDuring the period of its validity shall be entered in the Conciliation Committee, formed in accordance with the legislation for collective bargaining, prepare a draft collective agreements and collective bargaining.

**1.3.8.** The collective agreement may be changed or supplemented atmutual agreement on the basis of negotiations. Additions and changes, designed as an application to the collective agreement signed by the parties and constitute an integral part of and have equal validity with other provisions of the Collective Agreement. Amendments and additions to the collective agreement carried out after the decision of the Conciliation Commission and the signing of the application by the parties of such changes and additions to the collective agreement without a labor collective Conference. Changes and additions are recorded in the appropriate body for labor. On changes and amendments to the Collective Agreement shall be notified to the labor collective.

**1.3.9.** The collective agreement shall come into force upon its signing by the parties andvalid for three years.

**1.3.10.** Parties have the right to renew the collective agreement for a period notmore than three years.

**2.** **OBLIGATIONS OF THE PARTIES FOR THE COLLECTIVE AGREEMENT**

**Social and labor rights and professional interests of staff of the University**

The basic principles of social partnership, aware of the responsibility for the operation and development of the Altai State University and the need to improve the situation of workers, the employer and the primary trade union organization agreed as follows:

2.1. ***employees undertake***:

2.1.1. Comply with the Charter of the University and Internal regulations.

2.1.2. Observe and comply with the requirements of labor protection and fire safety laid down by current University rules, regulations and instructions on occupational health, safety and fire safety.

**2.1.3.** Avoid damage to the University, and care forequipment and property, to ensure its safety, economical use of energy, fuel and other material and financial resources.

**2.1.4.** Maintain cleanliness and order in the territory and in workrooms

University. Participate in organized by the administration and the trade union committee activities aimed at maintaining order and cleanliness in the premises on the campus of the University.

**2.1.5.** Contribute to the maintenance of public order in the unitsUniversity. Respect the ban on smoking in the University premises.

2.1.6. Instill in students a sense of patriotism and pride for the chosen profession and home university, to instil in them the quality of integrity and intelligence.

**2.1.7.** To use their time for productive work, to complytechnological discipline, to ensure high quality work.

2.1.8. Carry out activities aimed at the prevention of administrative violations, identifying and eliminating the causes and conditions that contribute to their occurrence, the education of workers and students in the spirit of strict compliance with existing legislation.

**2.1.9.** Strictly comply with the order to protect state secrets and commercial secretsUniversity and Altai rights to intellectual property.

2.1.10. Participate in training actions in emergency situations, in the prevention and elimination of consequences of emergency situations in the work to identify and eliminate conditions conducive to terrorist activity on the territory of the University.

2.1.11. Actively participate in the ongoing production meetings in all divisions, including the mandatory discussion of the issues of the Collective Agreement, the implementation of internal regulations, other local regulations, culture, behavior Altai workers.

2.1.12. Resolve labor disputes in accordance with applicable law.

**2.1.13.** Regularly upgrade their skills.

*Ans. - PC, chairmen of trade union bureau.*

2.2. ***The employer and the trade union undertake***:

2.2.1. All decisions on social and labor and socio-economic issues related to the workforce, taken after mutual consultation with the trade union committee of the employer. Controversial issues to solve on the basis of mutual respect, voluntary acceptance by the parties of obligations, trust and constructive dialogue.

2.2.2. Improve the quality of education, the impact of the University's activities, the competitiveness of Altai State University graduates.

**2.2.3.** To ensure openness and transparency of all activities of the University. ATmandatory through the information network of the University of Altai promptly inform staff about the orders, rulings, decisions of the Academic Council:

an analysis of the efficiency of certain business lines

Altai State University;

to address social problems, measures for the legal protection of workers;

* + financial position, income and expenses of Altai; the use of the wage bill;
	+ personal responsibility of the heads of the trade union and the University for serious violations in the work.

Provide information to:

* + move to principles of normative per capita funding for reimbursement of state tasks and pursuant to the decision of the Tripartite Agreement in stages from 2016 on the implementation of the transfer to it of the University academic units
* mutatis mutandis, the mode of financing of these structures and the strengthening of their responsibility for improving the quality of educational programs;
	+ the results of the wage monitoring methodology Ministe of Education and Science of Russia (the average salary of all categories of teachers
* Altai scientific workers, taking into account the proportion of salary, incentives and other benefits, in addition to grant funds).

**2.2.4.** In order to improve the social status of educators, prestigethe teaching profession and the motivation of the parties working together to develop proposals to:

* + increase the level of pay of employees in order to achieve the minimum subsistence level;
	+ establishment of base salary (base salary, basic wage rates) for all categories of workers;
	+ annual increase in payroll employees of the organization.

**2.2.5.** Contribute to the superior organization proposals aimed at improving thethe living standards of employees of the University.

2.2.6. Participate in ongoing social partnership bodies.

**2.2.7.** To provide representatives of the trade union participation in the certificationCommission for certification of teaching, scientific and other categories of workers in the work of scientific councils.

2.2.8. Preserve, develop and use all the social facilities for the goals and objectives of social support for employees and their minor children, improve working conditions and rest.

**2.2.9.** Establish and periodically update the information stands in the traininghousings with the materials of the present Collective Agreement and other important information regarding the social and labor relations and workers' interests.

*Ans. -rektor PC.*

**2.3.** ***Employer*:**

**2.3.1.** It provides full and timely payment of wages and other payments

* funding of statutory activities of the University in accordance with the volumes of budget
* extrabudgetary funds.

*Ans. - UBC, PFCs.*

**2.3.2.** Regularly (at least once a year) informs the team of the University offinancial results and financial position of Altai. Provide, upon request of the trade union committee of timely information on the financial situation, the socio-economic development of the University and its units.

*Ans. - Vice President for EiSR, PFCs.*

**2.3.3.** Trade union committee provides information on relevant federal targetprograms relating to social and labor rights of workers. It provides union committee regulations, entering the University of the Russian Federation Government, its ministries, agencies, other government agencies and dealing with various aspects of the social sphere (labor and wages, vacation, payment of various benefits and compensation, the calculation of holidays, trips and so on. d.). Upon written request of the trade union introduces the results of the decisions of supervising bodies upon inspection.

*Ans.* **-** *Vice-Rector for EiSR, PFCs, UBC.*

**2.3.4.** It provides the trade union committee at its request, information on the size, compositionworkers, the wage system, the amount of the average salary of certain categories of workers, on the amount of central funds of the University, aimed at rewarding employees of the University, and the distribution of these funds on the structural units, the amount of arrears of wages and other indicators. Inform the occupational safety performance, planning and conducting activities to reduce the size of the mass (state) employees.

*Ans.* **-** *Vice-Rector for EiSR, PFCs, the Criminal Code.*

**2.3.5.** Inform the trade union committee of the developed projects of local acts, plans andsocial programs. Prior to the adoption of local regulations affecting the socio-economic interests of workers (working conditions and standards, remuneration system, bonuses, compensation and bonuses) is conducting preliminary consultations with the trade union committee. Local regulations on social and labor issues takes in agreement with the trade union committee.

*Ans. -rektor.*

**2.3.6.** Provides employee participation in the management of universities in the form,provided by the Labor Code, other federal laws and the present Collective Agreement. It creates a permanent or temporary boards at the Rector and / or vice-rectors, including the possibility of including in their composition for the study and training on various issues making activities of the University's leading professors and scientists.

*Ans. - Rector.*

**2.3.7.** It takes into account the opinion of the trade union when considering personal staffissues related to the violation of the rights and interests of workers.

*Ans.* **-** *Rector of the Criminal Code.*

**2.4.** ***the trade union:***

**2.4.1.** Fully ensure the representation of interests and social protectionlabor rights of employees of the University. Organize consultations for union activists on economic and legal issues.

**2.4.2.** It uses the opportunity of the negotiation process to take into account the interests of parties

* prevent social tensions in the teams units. It provides union members and trade union organizations to help departments in the application of labor legislation, the development of local normative acts containing norms of labor law, collective agreements and the resolution of individual and collective labor disputes.

**2.4.3.** In the event of labor disputes between employers and employeesfully contributes to their objective consideration, providing employees where necessary moral, legal and financial assistance.

**2.4.4.** Shall monitor compliance by the employer of laborlaws and other normative acts containing norms of labor law. Take measures to repeal administrative decisions taken by the organs of administration, contrary to the legislation, the provisions of the Collective Agreement and the worsening socio-labor situation of workers.

**2.4.5.** The trade union committee is involved in monitoring the use of fundsthe federal budget and funds from the income-generating activities. To this end, the composition of the budget committee of the Scientific Council of Altai State University introduced a representative of the trade union that is a member of the Academic Council.

*Ans. - PC, chairmen of trade union bureau.*

* 1. **LABOR RELATIONS**

**3.1.** ***Terms and conditions of employment. Employment contract***

**3.1.1.** The employment relationship between the employee and the University (the employer),arising out of the employment contract are governed by the Labor Code and other laws and regulations, industry agreements, the University Charter and the present Collective Agreement.

*Ans. -rektor, the Criminal Code, the UPR.*

**3.1.2.** When you receive an employment relationship between the employee to work, andUniversity formalized by the conclusion of an employment contract. Contents of the employment

agreement, the procedure for its conclusion, modification and termination are determined in accordance with the Labor Code and other laws and regulations, the University Charter and the Collective Agreement.

Terms and conditions of the employment contract, reducing the level of workers' rights and guarantees established by labor legislation, the present Collective Agreement, are invalid and can not be applied (Art. 9 of the LC RF).

*Ans. - the Criminal Code, the UPR PC.*

3.1.3. The employment contract shall be in writing, made in two copies, each signed by the parties. One copy of the employment contract is sent to the employee, the other is kept by the employer. employee receiving a copy of the employment contract must be confirmed by the signature of the employee on a copy of the employment contract, kept by the employer. The employment contract is the basis for issuance of order for a job.

*Ans. - the Criminal Code, the UPR.*

3.1.4. The employment contract for the remote operation and an agreement to amend certain terms of the labor parties of the remote work agreement may be concluded by the exchange of electronic documents. At the same time as the location of the employment contract of the remote work agreements to amend certain provisions of the employment agreement by the parties on the remote sets the location of the employer. If the employment contract of the remote work concluded by exchange of electronic documents, the employer no later than three calendar days from the date of conclusion of the employment contract is obliged to send a remote employee by registered mail with notice duly executed copy of this employment contract on paper. Features remote employees governed by the Labor Code (Chapter 49.1.) And other regulatory legal acts of the Russian Federation.

*Ans. - the Criminal Code, the UPR.*

3.1.5. At the conclusion of the employment contract are taken into account the requirements of the Russian Federation Government order dated November 26, 2012 № 2190-r "On the program of phased improvement of the remuneration system in the state (municipal) institutions in 2012-2018.

The employment contract as mandatory conditions of remuneration shall include:

* + the salary (the salary), the wage rate, specifically established for the performance of the employee labor (official) duties specified complexity (qualifications) per calendar month or for a set of labor standards (rules of hours of pedagogical work per week (per year) for the rate of wages) ;
	+ the size of compensation payments (when working with harmful
* / Or dangerous conditions in the conditions that deviate from normal working conditions, and

**etc.).;**

* + the size of incentive payments or conditions for their establishment, with reference to the local regulation governing the procedure for incentive-based payments, if their size depends on the organization established indicators and benchmarks.

*Ans. - Rector, Vice-Rector for EiSR, the Criminal Code, the UPR, the heads of departments.*

3.1.6. The employment contract with the employees is, as a rule, for an indefinite period. Fixed-term employment contract is concluded when the employment relationship can not be established for an indefinite period depending on the nature of the work or the conditions of its implementation, namely in the cases provided for by the first part of Art. 59 LC RF. In cases stipulated by the second part of Art. 59 TC RF, fixed-term employment contract may be concluded by agreement of the parties of the labor contract without taking into account the nature of the work and conditions

* performance.

*Ans. - the Criminal Code, the UPR.*

3.1.7. conclusion labor agreement for the replacement post pedagogical

employee related to the teaching staff, as well as the transfer to such position is preceded by the election of the competition for filling of the post, which is conducted in the manner prescribed by the legislation of the Russian Federation, subject to the constitution and / or local regulatory acts of the University.

Labor contracts with the specifications established by Chapter 52 of the Labor Code of the Russian Federation, for positions of teachers belonging to the faculty at the University can be like for an indefinite period, and the period specified by the labor contract parties (but not more than for 5 years).

The term of an employment contract with a particular employee is established by agreement of the parties. At the conclusion of fixed-term employment contract with an employee whose post is attributed to the faculty may be taken into account opinion of the Academic Council.

* + order to preserve the continuity of the learning process is permitted to conclude an employment contract for the position of teaching staff belonging to the faculty, without the election of a competition for the respective position in hiring part-time for a period not exceeding one year, and for the replacement of a temporarily absent employee, for which, in accordance
* law kept open - before the release of the employee to work.

When an employee election of a competition for previously occupied by them on fixed-term contracts of teaching staff positions related to the faculty, the new labor agreement can not be concluded. In this case, the effect of fixed-term employment contract with an employee is extended by agreement of the parties shall be in writing, for a specified period not exceeding five years or indefinitely.

When transferring to the position of teaching staff belonging to the teaching staff, as a result of the election of the competition for the respective position duration of the employment contract of an employee can be changed by agreement of the parties shall be in writing, for a specified period not exceeding five years or for an indefinite term.

* order to confirm the suitability of an employee his position teaching staff belonging to the teaching staff (with the exception of employees, labor contract which was concluded for a definite period), once the certification is carried out every five years. certification procedure is governed by the applicable laws of the Russian Federation and local regulations of the University.

In determining the duration of the contract it is advisable that its end coincides with the end of the semester or school year.

*Ans.* **-** *Rector, the first rector for SD, CSS, CC, UPR.*

3.1.8. dean positions and Chair are elected. Manner of holding Elections for these positions is established by the Charter and local normative acts of the University.

*Ans.* **-** *Rector, the first rector for SD, CSS, CC, UPR.*

3.1.9. Labor contracts with the specifications established by Chapter 52.1 of the Labor Code of the Russian Federation, to fill the positions of scientists can be both an indefinite period and for a period specified by the parties of labor contracts (but not more than 5 years).

The conclusion of an employment contract on the replacement of certain positions of researchers, as well as transfer to the respective positions of scientists precedes the election of the competition for filling the relevant post.

The list of positions of scientific workers to be filled on a competitive basis, and

the order of the competition are determined by the applicable laws of the Russian Federation and local regulations of the University.

* + order to preserve the continuity of scientific activity is permitted to conclude an employment contract for the position of the scientist without the election of the competition for filling the respective positions in hiring part-time for a period not exceeding one year, and for the replacement of a temporarily absent employee, which was preserved in accordance with the law work - before the release of the employee to work.

In the election of the employee of a competition for previously occupied by them for fixed-term employment contract research positions a new labor agreement can not be concluded. In this case, the effect of fixed-term employment contract with an employee is extended by agreement of the parties shall be in writing, for a specified period not exceeding five years or indefinitely.

When transferring to the position of a scientist as a result of the election of the competition for the respective position duration of the employment contract of an employee can be changed by agreement of the parties shall be in writing, in accordance with the terms of the tender for a fixed period not exceeding five years or indefinitely.

* + order to confirm the suitability of an employee his position as a researcher (with the exception of scientific workers, labor contracts are concluded for a fixed term) conducted certification in the terms defined by local regulation, but not more often than once every two years and not less than once every five years .

The procedure for certification of workers who hold positions of scientists, established by current legislation of the Russian Federation

* local normative acts of the University.

*Ans. -rektor first rector on SD for Research vice rector, CSS, CC, UPR.*

3.1.10. When hiring (prior to signing an employment contract), the employee must be familiar with the local regulations of the University, is directly related to his employment (Part 3 of Article 68 of the LC RF..):

* with the internal regulations of the University and the Regulation on remuneration;
* with the job description;
* the collective agreement;
* other local regulations directly related to the employee's work.

Acquaintance with these documents is confirmed by the signature of the employee in the employment contract indicating that he is familiar with them.

*Ans. - UK, heads of departments.*

3.1.11. The Employer shall not require an employee to perform work not provided for an employment contract, except in cases provided by law (Art. 60, 74 of the LC RF).

*Ans. -rektor, the Criminal Code, the UPR PC.*

3.1.12. The employee must be notified by the University to amend the terms of the employment contract in writing no later than 2 months prior to their introduction (vv. 74, 162 of the LC RF).

*Ans. - Rector of the Criminal Code, the UPR.*

***3.2. The termination (termination) labor contract***

3.2.1. Cessation or termination of the employment contract with an employee (hereinafter - the dismissal of an employee) can be made on the grounds provided the Labor Code (art.

71, 77, 81) of teachers addition - for reasons of Art. 336 TC RF, persons

working on moonlighting conditions, in addition - on the grounds of Art. 288 TC RF, further remote workers - on the grounds stipulated in the employment contract (Article 312.5 of the LC RF.), Including compliance with the guarantees and workers' compensation related to the termination of the employment contract, established Art. 178-181 of the LC RF.

*Ans. -rektor, the Criminal Code, the UPR PC.*

3.2.2. The employer shall not permit an economically and socially unjustified job cuts and employees of the University, violation of legal guarantees for workers.

*Ans. -rektor at EiSR Vice-Chancellor, the UPR PC.*

3.2.3. When deciding on the decline or staff employees of the University (branch) and the possible termination of employment contracts with employees, in accordance with paragraph 2 of the Article. 81 the Labor Code the employer is obliged in writing to inform the elected body of primary trade union organization no later than two months before the publication of administrative documents (orders, instructions), and if the decision to reduce the number or state employees may lead to mass layoffs not later than three months before the start of the relevant activities.

The dismissal is considered mass in the following cases:

* liquidation of the organization employing 15 or more people;
* downsizing or state employees in the amount of:

20 people or more, within 30 days;

60 people or more, within 60 days;

100 people or more, within 90 days; Ans. - Rector, Vice-Rector for EiSR, the Criminal Code, the UPR PC.

3.2.4. About the upcoming dismissal in connection with the liquidation of the University (branch) (paragraph

1. the first part of Art. 81 LC RF), downsizing or staff employees of the University (branch) (item 2 of the Art. 81 of the LC RF) employees warned the employer personally and on receipt of not less than two months before the dismissal. The employer is obliged in writing to inform the elected body of primary trade union organization no later than two months, and if the decision to reduce the number or state employees may lead to mass dismissal of employees - not later than three months before the start of the relevant activities .

*Ans. - Rector, Vice-Rector for EiSR KJV, MC, PC.*

3.2.5. In the event of the need to reduce the number of employees to bring to the established standards of all categories of employees, the employer undertakes to preserve the jobs carried out in coordination with the trade union committee of the following activities:

* + workers transfer to part-time work;
	+ restriction of overtime, work on weekends and holidays;
	+ use of the possibility of early (within two years) of the output of redundant workers to retire in accordance with the conclusion of the employment services on the basis of personal

the application of the employee;

* providing workers in the period of reduced to 4 hours per week for independent job search;
* other activities in order to prevent, reduce or mitigate the effects of mass layoffs;
* termination (in the manner prescribed by the labor legislation and this Collective Agreement) of the employment contract in the first place with the pluralists, BPE mennymi and seasonal workers;
* limitation of combining professions, positions.

Ans. - UK, heads of departments, PC.

3.2.6. With the reduction of the number of employees Head of department (including the Head of Department, Dean, director of the institute) is addressed to the rector of a reasoned justification for the released candidacy. The decision taken by the Commission to terminate the employment contract, which includes a representative from the primary trade union organization, formed to carry out the reduction procedure.

*Ans. - UK, heads of departments, PC*

3.2.7. During the downsizing process or state employees released workers the employer is not obliged to offer jobs in other areas.

*Ans. -rektor at EiSR Vice Rector, PFC, of ​​the Criminal Code.*

3.2.8. The employer undertakes to downsizing to avoid dismissal of two employees of the same family at the same time.

*Ans. - Rector, Vice-Rector for EiSR, MC, PC.*

3.2.9. Upon termination of the employment contract in connection with the liquidation of the organization or the number or staff of workers reduction organization to lay off workers be paid severance pay at a higher rate as compared to the established by the legislation: for those who have worked in the organization for more than 20 years - 50% of the average monthly wage, but not less than 2 minimum wages.

*Ans. - Rector, Vice-Rector for EiSR KJV, MC, PFCs*

3.2.10. Termination of an employment contract with the teaching staff in connection with the downsizing or staff shall be permitted only after the end of the school year, and in the event of termination of activities of the University, revocation of license, depriving the organization of state accreditation of the respective program, the expiry of the state accreditation of relevant educational programs, suspension license, the suspension of the state accreditation in whole or in respect of certain education levels, aggregated groups of professions, specialties and areas of training, termination of activity of structural divisions of the University, students contingent reduction is allowed during the school year, taking into account the views of the trade union committee.

*Ans. - Rector, Vice-Rector for EiSR KJV, MC, PFC PC.*

3.2.11. The parties have agreed that, in addition to the persons referred to in Article 179 of the Labor Code, the pre-emptive right to remain on the job during downsizing are also persons close to retirement age (the year before retirement).

*Ans. - Rector, Vice-Rector for EiSR KJV, MC, PFC PC.*

***3.3. guarantee workers - members union to terminate the employment contract***

3.3.1 In deciding to terminate the employment contract in accordance with para. 2, 3, 5, Part 1 of Art. 81 TC RF with an employee who is a member of a trade union, the employer sends to the elected trade union body of the draft order, as well as copies of documents that are the basis for such decision. Elected trade union body within seven working days from the date of receipt of the draft order and copies of documents shall consider the matter and forward its reasoned opinion to the employer in writing. The opinion is not submitted within ten days, or unmotivated opinion of the employer is not considered.

* if an elected trade union body has expressed disagreement with the proposed decision of the employer, he spent three days spent with the employer or his representative, additional consultations. The results of negotiations in the protocol. If no general agreement on the results of the consultations the employer after ten working days from the date of the election in the trade union body and the draft order copies of documents has the right to make the final decision, which may be

It appealed to the appropriate state labor inspection and / or in court.

The employer has the right to terminate the employment contract not later than one month from the date of receipt of a reasoned opinion of the elected trade union body.

*Ans. -rektor at EiSR Vice-Chancellor, the Criminal Code, the UPR PC.*

3.3.2. Firing on the grounds provided n. 2 or 3 hours. 1 tbsp. 81 TC RF, heads (their deputies) elected collegial bodies of primary trade union organizations, elected collegial bodies of trade union organizations of the structural divisions of the organization, not released from the basic work, is allowed in addition to the general dismissal only with the superior elected trade union body prior consent, as well as the guarantees established by art. 374 TC RF.

Firing on the ground provided n. 5 hours. The 1 st. 81 TC RF, employees referred to in para. 1 p. 3.3.2. this Collective Agreement shall be allowed in addition to the general dismissal of only taking into account a reasoned opinion of its parent elected trade union body.

Termination of employment contract by the employer for the reasons specified in sub. 2, 3, or 5 hours. 1 tbsp. 81 TC of the Russian Federation with the head of the elected body of primary trade union organization and his deputies for two years after the end of their term of office shall be permitted only in compliance with the procedure established by Art. 374 TC RF.

*Ans. -rektor at EiSR Vice-Chancellor, the Criminal Code, the UPR PC.*

3.4. **Additional severance pay**

Apart from the cases referred to in Art. 178 of the Labor Code, an additional severance payment paid upon termination of the employment contract by the employer (except in cases of dismissal for violation of labor discipline) in the following categories of workers:

industrial injury received in the performance of job duties - in the amount of three times the minimum wage;

dismissed in connection with the recognition of the worker completely unfit for work in accordance with the medical report (p. 5 h. 1 Art. 83 of the LC RF), as well as in the event of termination of the employment contract with the employee refuses to be transferred to other work needed to it in accordance with medical findings (. Part 3. 73 LC RF.) - amounting to two SMIC;

have a dependent child under 14 years old and raising it without the other parent - in the amount of two times the minimum wage;

elected to the trade union bodies - in the amount of two minimum wages.

*Ans. - Vice President for EiSR, PFCs, the Criminal Code, the UPR, PC*

**3.5. Other legal relations connected with labor**

3.5.1. The primary trade union organization has the right to demand of bringing to disciplinary liability up to dismissal of officials who violate the legislation on trade unions which do not fulfill obligations under the collective agreement.

3.5.2. For employees, a veteran Labor University, with which the labor relationship is terminated in connection with the downsizing, retains the right to use the services of cultural, sports and recreational facilities of the University since the dismissal.

*Ans. - PC, heads of departments.*

3.5.3. Pedagogical University employees should improve their qualifications at least once in 3 years on the profile of the subjects taught in various forms: training, FPK, sabbatical, thesis, etc. The particular form of training is established taking into account available resources and the employer in accordance with the basic norms of expenses for professional development of faculty

composition, taking into account the employee's choice, due to the needs to improve the quality of the educational program.

*Ans. -First Vice-Rector for SD, PC, heads of departments, head. departments.*

3.5.4. The employer will organize competitions for teachers and researchers, departments and divisions of educational and methodical, scientific and innovative work.

*Ans. - vice-rectors.*

1. **Labor standards. SALARY**

4.1 Normalization of Labor

4.1.1. Rationing of labor of certain categories of employees of the University may take into account the production processes on the basis of existing labor laws and local regulatory acts of the University adopted by taking into account the views of the elected body of primary trade union organization.

*Ans.* **-** *Rector, vice-rectors, PFCs, heads of departments.*

4.1.2. The trade union committee may make proposals to amend the regulations of different labor processes, labor costs.

*Ans.* **-** *PC, chairmen of trade union bureau.*

**4.2. Determination of the teaching load**

4.2.1. To determine the academic load of teachers, substitute positions of the faculty (hereinafter - the teaching staff), each year at the beginning of the school year at departments of the University, provides education on educational programs of higher education, additional professional programs, taking into account the directions they provide training to local normative act set the average amount of training load, as well as its upper limits diff rentsirovanno for posts of teaching staff.

*Ans. - Rector, Vice-Rector of UR MIND, PFCs, UPR, MC, PC.*

4.2.2.Uchebnaya load of each teaching staff is determined depending on his position, skill level, and can not exceed the upper limits set for posts of teaching staff in the manner prescribed by paragraph 4.2.1. the present Collective Agreement.

*Ans.* **-** *First Vice-Rector of UR MIND, PFCs.*

4.2.3. The time allowances by type of learning activity includes workload of teachers, determined by the employer and approved by the local regulation taking into account the views of the trade union committee.

*Ans.* **-** *Rector, Vice-Rector of UR MIND KJV.*

4.2.4. The ratio of academic load of teachers, established for the academic year, and the other activities provided for official duties and / or individual plan (scientific, creative, research, methodology, preparation, organization, diagnostic, medical, expert, different, including those associated with increased their professional level) within the set working time is determined by local regulation organization depending on the position and the employee.

*Ans. - First Vice-Rector of UR MIND KJV PC.*

4.2.5. Academic load for the wage rate for each teaching staff involved in the implementation of educational programs of higher education, the upper limit of the teaching load, determined by the positions of the teaching staff shall be determined by the employer, depending on the employee's qualifications and the profile of the department and may not exceed 900 hours in

school year; program of additional professional education (training) of specialists can not exceed 800 hours per academic year.

*Ans. - First Vice-Rector of UR MIND, deans, heads of educational departments.*

4.2.6. Displacement training load when operating concurrently at the same and / or another employer in positions faculty should not exceed half of the upper limit of the training load, is determined by positions of the faculty in accordance with paragraph 4.2.1. the present Collective Agreement.

*Ans. - First Vice-Rector of UR MIND, deans, heads of educational departments.*

4.2.7. Teachers engaged in educational activities on educational programs of secondary vocational education, the rate of hours of training (teaching) work for the wage rate that is 720 hours per year, the upper limit of the teaching load is set at a rate not to exceed 1440 hours per academic year.

*Ans.* **-** *First Vice-Rector of UR MIND, PFCs, heads of educational departments.*

4.2.8. execution mode instructor duties related to scientific research, creative and performing, development work, as well as teaching methods, organizational and methodical, educational, physical culture, sports and recreational activities, regulated by internal regulations of the University, research plans work programs, schedules, etc.

*Ans.* **-** *vice-rectors, MIND, PFCs, MC, heads of educational departments.*

4.2.9. For the teaching staff is not considered moonlighting and does not require the conclusion (registration) of the employment contract pedagogical work on an hourly basis in the amount of no more than 300 hours per year.

*Ans.* **-** *First Vice-Rector of UR MIND, PFCs, the Criminal Code, the UPR, PC*

4.2.10. Payment academic load when replacing an absent teacher is made for hours actually worked during the replacement period on an hourly basis or on terms of combining.

*Ans. - heads of educational departments, intelligence, PFCs, the Criminal Code, the UPR.*

4.2.11. In drawing up the schedule of training sessions is not a combination of the last pair is allowed and the first pair of the day, as well as the presence of unjustified interruption of more than 3 hours in the schedule in one day.

*Ans.* **-** *First Vice-Rector of UR MIND PC.*

4.2.12. Changing individual teaching load during the school year without changing its volume can be made head of the department with the consent of the instructor

* approved at the meeting of the department with the subsequent approval of the dean of faculty. Ans. - the first vice-rector of the UR.

**4.3. Salary**

4.3.1. The employer shall ensure that the priority of labor costs and the holiday and count PPP wage fund protected item in the budget.

*Ans. - Rector, Vice-Rector for EiSR, PFCs.*

4.3.2. Wages University employees shall be established in accordance with the Russian legislation and the "Regulations on remuneration VPO" Altai State University "" is a supplement to the present Collective Agreement

*Ans. - Rector, Vice-Rector for EiSR, MC, PFCs.*

4.3.3. The wages paid to the employee, as a rule, by way of transfer to the specified account of the employee in the credit institution on the basis of the statement of the employee. The employer is obliged to provide each worker information on all

been charged his wages and residues in writing at payroll calculation by issuing sheet. Payslip form approved by the employer

* taking into account the opinion of the representative body of employees in the manner prescribed by the Labor Code. Ans. - Chief Accountant, UBC.

4.3.4. Payment of wages carried out at least every two weeks. Days of payment are: 21 of the current month and 6 day of the following month. When the coincidence of the day on a weekend or non-working holiday payment of wage payment is made on the eve of this day.

*Ans. - Chief Accountant, UBC.*

4.3.5. Vacation pay is made not later than three days before it starts.

*Ans. - Chief Accountant, UBC.*

4.3.6. That employees of the additional types of activities not included in the scope of their duties, subject to an additional payment in accordance with the Russian legislation and local regulations of the University.

*Ans. -rektor, UBC, PFCs, the Criminal Code, the UPR.*

4.3.7. Compensation of employees engaged in work with harmful and / or dangerous conditions, set at a higher rate as compared to the tariff rates, salaries (salary), established for different types of work with normal working conditions, but does not fall below the level set by the labor legislation and other normative legal acts containing norms of labor law.

Specific sizes of surcharges established by the employer taking into account the opinion of the elected body of primary trade union organizations in the manner provided in Article 372 of the Labor Code of the Russian Federation to adopt local regulations.

During a special assessment of working conditions in accordance with the Federal Law "On special assessment of working conditions" on December 28, 2013 № 426-FZ of workers, working conditions, which are related to harmful and (or) dangerous as a result of a special assessment of working conditions, provided guarantees and compensation in the amount and on the terms stipulated in articles 92, 117 and 147 of the Labor Code.

Prior to the special assessment of working conditions the employer retains:

payments to employees engaged in work, provided the list of works with hazardous (extremely hazardous), harmful (particularly harmful) and heavy (very heavy) working conditions, which are set co-pay up to 12 percent or 24 percent, approved by Order Gosobrazovaniya USSR dated August 20, 1990 # 579, or a similar list, approved by the Ministry of science, higher Education and technical policy of the Russian Federation from October 7, 1992 № 611;

guarantees and compensations (length of working time - no more than 36 hours per week; additional annual paid leave - not less than 7 calendar days, increased wages - at least 4 per cent of the tariff rate (salary) provided for different types of work with normal working conditions) employees engaged in work with harmful and (or) hazardous working conditions established in accordance with the procedure in force before the coming into force of the Federal Law "on special assessment of working conditions" on December 28, 2013 № 426-FZ.

*Ans. - Vice President for EiSR, PFCs, the Criminal Code, the UPR OOTiPB, UBC, PC.*

4.3.8. For night work set surcharges. Every hour of operation at night charged at a higher rate as compared to operation under normal conditions, but not below 40 percent hourly wage (salary portion (salary), calculated per hour) for each hour during the night. Specific dimensions of higher wages for night work shall be established by a local normative act adopted taking into account the opinion of the elected body of the primary trade union organization, the employment contract.

*Ans.* **-** *Vice-Rector for EiSR, PFCs, the Criminal Code, the UPR OOTiPB, UBC, PC.*

4.3.9. The employer and the heads of structural subdivisions of educational faculties, departments and other departments in conjunction with the trade unions undertake annually in the formation of the plan of financial and economic activity to seek opportunities to use available extrabudgetary funds for additional labor payment of workers of Altai. The procedure for the allocation of extrabudgetary funds to departments must be approved at the meeting of the Academic Council of the Faculty.

Employer University and heads of departments are obliged to ensure the development principles that encourage employees and their publicity.

Report on extrabudgetary funds The faculty deans at the Academic Council of the Faculty.

*Ans. - Vice President for EiSR, PFCs, PC, heads of educational departments.*

4.3.10 Pursuant to the decision of the Russian tripartite commission on regulation of social and labor relations on December 25, 2015, Minutes № 12 to provide the accountant of the share in the structure of wages of all categories of PPP is not lower than 70%.

*Ans.* **-** *Vice-Rector for EiSR, PFC PC.*

1. **Working time, rest time**

**5.1. Working time**

5.1.1. Mode working time and time recreation workers university

determined by the Rules of the internal labor regulations of the University, work schedules and schedule of classes and other local normative acts of the University in accordance with the requirements of the labor legislation.

When preparing said local acts should not be exceeded set duration of daily work (Art. 94 LC RF) or established working time for the registration period (Art. 104 TC RF).

*Ans. - Vice President, PFCs, the mind of the Criminal Code, the UPR PC.*

5.1.2. For the employees of the University, working hours which is different from the general rules established by the University, working hours set the employee's contract (Art. 100 of the LC RF). Working hours of remote worker set them in their own discretion, unless otherwise provided in the employment contract of the remote work (Art. 312.4 TC).

*Ans. - Vice President, PFCs, the Criminal Code, the UPR.*

5.1.3. For employees, the duration of the production process exceeds the permissible duration of daily work, we introduce shift work. When the shift operation each group of workers must perform work during the working time set in accordance with the shift schedule to be approved with the opinion union committee. shift schedules are communicated to the employees not later than one month before their entry into force. Work in two shifts in a row is prohibited.

*Ans. - Vice President for EiSR, PFCs, PC, heads of departments.*

5.1.4. When the conditions of production (work) at the University as a whole, in the departments of the University, or performing certain types of work can not be followed established for this category of employees (including employees engaged in work with harmful and / or dangerous working conditions) daily or weekly working time, allowed the introduction of calculation of the total working time, so that working time for the registration period (month, quarter and other periods) is not exceeded nor cial number of working hours.

Accounting period for all categories of workers, which is installed summarized account of working time is one year, and for workers engaged in work with harmful and / or dangerous working conditions, - three months. The order of introduction of summary recording

working hours established by the rules of the internal labor regulations of the University.

*Ans. - Vice President for EiSR, PFCs, PC, heads of departments.*

5.1.5. Working hours of remote employees is determined on the basis of a labor agreement with the specifications stipulated by the current legislation.

*Ans. - Vice President, PFCs, the Criminal Code, the UPR.*

5.1.6. Work allowed for employees of the University at night, which by virtue of their duties may be assigned to work in the specified time period. Night is the time from 22 hours to 6 hours.

*Ans. - Vice President for EiSR, PFCs, PC, heads of departments.*

5.1.7. In the cases referred to in para. 3 tbsp. 99 TC RF, overtime work is done without the consent of the employee, in the cases referred to in para. 2, Art. 99 TC RF - with the written consent of the employee, and in other cases the attraction to work overtime without the express written consent of the employee, taking into account the views of the trade union.

Duration overtime must not exceed to 4 hours of each employee for 2 consecutive days, and 120 hours per year. The employer is obliged to provide accurate records of the length of overtime per employee (Art. 99 of the LC RF).

*Ans.* **-** *Vice-Rector for EiSR, heads of departments, PFCs, the Criminal Code, the UPR, UBC,*

*PC.*

5.1.8. Attracting employees to work on weekends and nonworking (holiday) days is allowed in order to ensure the continuous work of the University and is made in the cases referred to in para. 2, Art. 113 TC RF, with the written consent, in cases referred to in para. 3 of Art. 113 TC RF, - without the written consent of the employee, and in other cases - with the written consent of the employee, taking into account the views of the trade union on the basis of the order of the rector. Wages in attracting employees to work on weekends and public holidays is carried out

* accordance with applicable law and local regulations of the University. According to the request of the employee, who worked on a weekend or public holiday the day, he may be granted another day of rest. In this case, the work in a non-working holiday is paid in single size, and a day of rest is not subject to payment.

*Ans. - Rector, Vice-Rector for EiSR, heads of departments, UBC, PFCs, the Criminal Code, the UPR,*

*PC*

5.1.9. In accordance with the current legislation for the teaching staff of the University is set shorter working time - no more than 36 hours a week on one wage rate (salary), and for other workers - 40 hours.

*Ans. - the Criminal Code, the UPR, the mind PFCs.*

5.1.10. long working hours can be set for certain categories of workers. The list of positions with irregular working hours established local regulation taking into account the views of the trade union committee.

*Ans. - Rector, vice-rectors, the Criminal Code, the UPR, PFC PC.*

5.1.11. To the special assessment of working conditions, in accordance with the Federal Law "On special assessment of working conditions» № 426-FZ of 28.12.2013 city, it can be set shorter working hours.

Prior to the special assessment of working conditions provided guarantees preservation of and compensation for work in harmful and / or dangerous conditions, and the right to reduced working hours in accordance with the List of production facilities, workshops, professions and jobs with hazardous working conditions, work in which entitles to additional leave and shorter working hours, approved by decree of the USSR State Committee and the Presidium of the All October 25, 1974 № 298 / I-22.

*Ans.* **-** *OOTiPB, PFCs, the Criminal Code, the UPR PC.*

5.1.12. The start and end of the working day, a break for rest and food, the duration of the training sessions, as well as weekdays and weekends are established by the Internal regulations of the University, the employment contract.

*Ans. - CC, MIND, PFCs, UPR.*

5.1.13. performing teaching is governed by the schedule of training sessions. Other types of work determined by the individual teacher plan.

*Ans. -* *UMU.*

5.1.14. According to the agreement between the University and the employee, including at the conclusion of the employment contract, the employee may be established part-time, part-time.

The Employer agrees to establish a part-time (shift) or part-time at the request of a pregnant woman, one of the parents (guardian, trustee) who has a child under the age of fourteen (disabled child under the age of seventeen years), as well as persons caring for a sick family member in accordance

* medical certificate issued in accordance with the procedure established by federal laws and other normative legal acts of the Russian Federation.

Part-time fixed in the employment contract with the employee and order.

When working on a part-time employee's salary is made pro rata to their time or, depending on the amount of work performed by them.

Work on part-time work does not lead to workers any time limits basic annual paid leave, calculation of seniority and other employment rights.

*Ans. - Rector, Vice-Rector for EiSR, PFCs, the Criminal Code, the UPR PC.*

5.1.15. For the purpose of rational use of weekends and public holidays, as well as in the interests of workers and the organization of educational process of the University in accordance with applicable law can carry a day of rest the next day to join it with the nearest holiday.

*Ans.* **-** *Criminal KJV.*

5.1.16. Mothers with primary school children, flexible schedule can be set, wherein the start, end, or the total duration of the day (shifts) determined by agreement of the parties. Thus the employer provides an employee testing of the total number of operating hours for respective reporting periods (the day, week, month, etc.).

*Ans. - Vice President, PFCs, the mind of the Criminal Code, the UPR PC.*

5.1.17. When scheduling training sessions the teacher has the right under the personal application at the rate of one - one day off per week for educational and methodical work.

*Ans. -* *UMU PC.*

**5.2. Time relax**

5.2.1. The weekly rest period may not be less than 42 hours. The duration of the special breaks (for certain categories of workers employed in certain types of work), as well as breaks for rest and food are governed by regulations and / or local acts of the employer, including internal regulations, the employment contract.

*Ans. - PFC, of ​​the Criminal Code, the UPR, the heads of departments.*

5.2.2. The sequence of annual paid leave and additional paid vacation leave schedule is set to be approved by the employer, taking into account the views of the trade union, in accordance with the applicable legislation. vacation schedule is made with regard to the need normal

organization of educational process and the principle of creating favorable conditions for the rest of employees.

holiday schedule is made for each calendar year and is compulsory for both the employer and the employee.

*Ans. - CC, MIND, the UPR, the heads of departmentsd.*

5.2.3. About the time of the leave the employee must be notified against signature no later than 2 weeks prior to its commencement.

*Ans.* **-** *Criminal Code, heads of departments.*

5.2.4. Employees working part-time, are granted annual paid leave at the same time with the release of the basic work. Other features of tempering at a part-time work are regulated in accordance with Article 286 of the Labor Code.

*Ans.* **-** *Criminal KJV, PC, heads of departments.*

5.2.5. By agreement between the employee and the employer paid annual leave may be divided into parts. In this case, at least one of the parts of this leave should be not less than 14 calendar days.

*Ans. -* *Criminal KJV PC.*

5.2.6. The provision of basic and additional annual paid leave is carried out, usually at the end of the school year during the summer.

*Ans. - CC, MIND, PC.*

***5.2.7.*** Review of employee leave is allowed only with his consent. unused

* Therefore, part of the leave should be provided on the choice of the employee at a convenient time for him during the current business year, or attached to the release of the next business year.

It is not allowed to review employee leave under the age of eighteen years of age, pregnant women and workers engaged in work with harmful and / or dangerous conditions.

*Ans. - the Criminal Code, the UPR PC.*

5.2.8. Annual leave shall be rescheduled to another date by agreement between the employee and the employer in the cases provided by law, including if the employee is not in a timely manner has been paid during the leave or the employee has been warned about the time of the leave later than two weeks before it starts .

*Ans. - the Criminal Code, the UPR PC.*

5.2.9. In granting annual leave to teachers and other education personnel in the first year of operation in the holiday period, including before the expiry of six months of work, its duration should correspond to the established for these positions duration and payable in full.

Calculation of proportion to the duration of the holiday time worked is carried out only in case of monetary compensation for unused leave at dismissal of the employee.

Teachers and other education personnel, length of the holiday is not less than 56 calendar days worked in the year of employment for at least 10 months, monetary compensation for unused leave at dismissal is paid based on the established duration of the holiday.

*Ans. - the Criminal Code, the UPR PC.*

5.2.10. Scientists with academic degrees and occupying established posts for which tariff-qualification requirements stipulated degrees granted annual paid leave following duration:

doctors of sciences - 48 calendar days, candidates of sciences - 36 calendar days. Ans. - the Criminal Code, the UPR PC.

5.2.11. In accordance with Art. 116, 117, 118, 119 of the Labor Code, employees engaged in work with harmful and / or dangerous working conditions, workers with the special nature of the work, workers with irregular working hours, as well as in other cases stipulated by the Labor Code and other federal laws , provided additional annual paid holidays. The list of jobs and professions, entitling the employee to additional annual paid leave shall be determined in accordance with applicable laws and local acts of the University and approved by the employer considering the opinion of the elected body of primary trade union organization.

*Ans. - Criminal KJV, OOTiPB, UBC, PC.*

5.2.12. During a special assessment of working conditions (in accordance with the Federal Law of December 28, 2013 № 426-FZ "On special assessment of working conditions' to workers, working conditions, which are related to harmful and (or) dangerous as a result of a special assessment of working conditions, provided additional annual paid leave in accordance with Article 117 of the Labor Code.

Prior to the special assessment of working conditions provided guarantees preservation of and compensation for work in harmful and / or dangerous working conditions and assess the actual working conditions of employees, the employer keeps employees engaged in work with harmful and / or dangerous working conditions, the right to additional leave and shortened working day in accordance with the List of production facilities, workshops, professions and jobs with hazardous working conditions, work in which entitles you to additional leave and shorter working hours, approved by Decree of the USSR State Committee and the Presidium of the All October 25, 1974 № 298 / I-22.

*Ans. - the Criminal Code, the UPR OOTiPB, UBC, PC.*

5.2.13. Additional leave to workers with irregular working day is set locally normative act communicated to the trade union organization and can not be less than 3 calendar days (Art. 119 of the LC RF).

*Ans. -* *Criminal KJV PC.*

5.2.14. The employer is obliged to provide employees combining work with education, as well as to workers admitted to the degree of Candidate of Science or Doctor of Science, guarantees and indemnifications, including those related to the provision of additional leave set out in Articles 173-177 of the LC RF.

*Ans. - CC, PC, heads of departments.*

5.2.15. Teaching staff organization engaged in educational activities at least once every 10 years of continuous pedagogical work are entitled to long leave of up to one year, the procedure and conditions of which are determined in the manner prescribed by the federal executive authority performing functions of public policy and normative legal regulation in the sphere of education (art. 335 of the LC RF).

*Ans. - Vice-rector of the UR, CC, PC, heads of departments.*

5.2.16. One of the parents (or guardians, foster parents) bringing up a disabled child under the age of eighteen years, paid annual leave shall be granted at his request at any time convenient for him.

*Ans. - CC, PC, heads of departments.*

5.2.17. The employer is obliged to provide employees paid leave of three calendar days in the following cases:

* Marriage registration;
* University employees (mothers; others responsible for the child without a mother) having 2 or more children under the age of 12 years, at their request;

one calendar day in the following cases:

* employee relocation to a permanent place of residence;
* registration of marriage (children, parents).

The employer is obliged to provide the workers with average pay of rest days in the following cases:

* + three calendar days - death of close relatives (parents, spouses, children);
	+ of two calendar days - at birth (adoption) of the child's father - an employee of the University.
	+ the duration of one calendar day - the mother (father) or another person (guardian, foster parent), actually raising a child - a student of junior (1-4) classes - the Day of Knowledge (September 1). If the 1 September falls on a Sunday, the additional leave is granted in the following business day.

*Ans.* **-** *CC, PC, heads of departments.*

5.2.18. One of the parents (or guardians) for the care of disabled children in his written statement provided four extra paid days off per month, which can be used one of the said persons or divided them among themselves at their discretion. Payment for each additional day is done

* average earnings and order, which is set by federal law. The order of these additional days of paid holidays established by the RF Government.

*Ans.* **-** *CC, PC, heads of departments.*

5.2.19. The employer, in addition to the cases referred to in Article 128 of the Labor Code, is obliged to provide the employee at his written request leave without pay in the following cases:

* + in the case of birth, marriage, death of close relatives - up to seven calendar days (in addition to the leave provided pursuant to paragraph 5.2.17 of the Collective Agreement.);
	+ mothers with children under the age of sixteen years for workers with two or more children under the age of fourteen years, the employee has a child with a disability
* the age of eighteen, her father raising a child under sixteen years of age without a mother, - up to 14 days at a time convenient for them;
	+ employees to be awarded the honorary title "Veteran of Labor of Altai" and the persons equal to the Veterans of Labor of Altai, in accordance with local regulation Universiteta- up to 14 calendar days;
	+ relatives to care for a sick family member - for the period specified in the conclusion of public health.

*Ans.* **-** *Criminal KJV, PC, heads of departments.*

**6. Conditions and Health**

6.1. The employer with the trade union committee established by the legislation provides conditions of work and protection of workers: to create a healthy and safe working conditions, introducing modern safety equipment, warning of injury, and ensures sanitary conditions to prevent the occurrence of occupational diseases.

*Ans. - Rector, PC OOTiPB.*

6.2. An employer provides training and certification of labor protection and technical workers, managers, engineers and other specialists (Art. 212 and 225 of the Labor Code).

*Ans.* **-** *Vice-Rector for Biovit, OOTiPB*

6.3. Employer shall allocate resources for health and safety with annual indexed inflation factor (Appendix № 3).

6.3.1. The employer shall, in accordance with Art. 212 TC RF to allocate funds for a specific assessment of working conditions at least 300 jobs.

Benefits as previously defined and workers compensation are stored until the next special assessment of labor conditions (Sout). In this case, the employer is obliged to carry out all the activities specified in the recommendations during the southeast to improve the working conditions of employees.

*Ans.* **-** *Vice-Rector for EiSR, PFCs, OOTiPB.*

6.4. University Preparation for the new school year in accordance with the action plan approved by the Rector's order. Applying for redecoration is made for the next calendar year before December 1 of the current year. Willingness to laboratories, classrooms, academic buildings and dormitories for the new school year is reviewed annually by the Commission in August, created by the employer, with the participation of representatives of trade unions of employees and students.

University Act of readiness for the new academic year, signed by all the members of the commission and is a guide to address the identified deficiencies.

*Ans.* **-** *Rector.*

6.5. The trade union committee undertakes forces union activists to provide practical assistance in the implementation of public control over labor protection, analysis of occupational accidents and occupational diseases, which together with the employer provides the formation and organization of the work of joint committees on occupational safety and health at the University; organizes the work of the authorized (trusted) trade union officials on labor protection; organizes and ensures the implementation of public control of occupational safety, fire and environmental safety. Proposals of the joint commission on labor protection are required for the consideration of the Rector and heads of departments.

*Ans. - Rector of the PC.*

6.6. In order to create normal working conditions the employer shall:

6.6.1. provide:

* the presence of furniture and consumables in each operating room, an auditorium and a university laboratory in accordance with their capacity;
* presence classroom boards in the working condition;
* light level and temperature regime appropriate regulatory;
* timely cleaning of working premises, classrooms and corridors;

6.6.2. In case of deterioration of working conditions (lack of normal brightness, low temperature, abnormal noise and the like in the University premises), gross violations of labor protection requirements, fire and environmental safety of trade union committee is entitled to make a proposal to eliminate the violations.

*Ans. - Vice President for Biovit.*

6.7. Ensure the existence and functioning of all public spaces in school buildings in accordance with the sanitary standards.

The employer makes additional payment to workers in cleaning public toilets in the amount of up to 10% of salary.

*Ans. - Vice President for Biovit, UBC, PFCs.*

6.8. Hold regular scheduled preventive maintenance and maintenance of power supply systems, heating systems, PBX, elevators.

*Ans. - Vice President for Biovit.*

6.9. The employer and the trade union committee have agreed that in the event of failure by officials of regulatory requirements for working conditions, failure to provide employees with the necessary protective equipment, thereby creating a real threat to health (health) of the employee, the latter has the right to refuse to perform work until the elimination of violations. Refuse to work is possible after a formal prior notice oral direct supervisor of the decision. Under these conditions, refusal to work does not entail the responsibility of the employee. During the suspension of work for this reason, the employee

saved wages in the amount of average monthly earnings (Art. 220 of the Labor Code).

*Ans. - Vice President for Biovit.*

6.10. By lowering the temperature for training and production facilities below 17 degrees Celsius (SanPiN 2.2.1 / 2.11.1278-03) during the heating season, the employer is in agreement with the trade union committee of employees translates to a shorter working day with pay. By reducing room temperatures lower than 14 degrees of occupation and work stopped.

*Ans. - Vice President for Biovit, OOTiPB.*

6.11. The employer at their own expense provides preliminary (at employment) and periodic medical examinations of employees with saving them employment and average earnings at the time of passing the medical examination.

Responsible for carrying out the work are the heads of the departments and the Union. In case of evasion of workers from preventive measures they are suspended from work. Failure of an employee to undergo a medical examination and mandatory preventive measures is considered as violation of labor discipline

*Ans. -rektor, heads of departments, OOTiPB.*

6.12. The employer shall provide workers to work in hazardous and / or dangerous working conditions, as well as the work carried out in special temperature conditions or pollution-related certified special clothes, special footwear and other personal protective equipment, as well as Washing and neutralizing agents ( Appendix № 6, 7).

*Ans. - Vice President for Biovit, OOTiPB.*

6.13. The employer is obliged to provide to employees engaged in work with harmful and dangerous working conditions, the following benefits and compensation:

* supplement to the tariff rate, base salary on the list of jobs and posts (№ Appendix 4);
* additional leave and reduced working hours on a list of occupations and positions (Appendix № 1);
* milk or other equivalent products on the list of professions and positions, or at the written request of the employee, the issuance of replacement milk at least 1 time per month compensation in an amount equivalent to the cost of the milk fat content of not less than 2.5% or other food products in retail trade in the place employer arrangement (Appendix № 5).

*Ans. - Vice President for Biovit, CC, PB Ooty.*

6.14. The employer shall ensure that each unit of a first aid kit, complete with first aid means, to take measures for the timely equipping field expeditions and bases of educational practice equipment, protective clothing and food.

Trade union controls the presence and replacement of first aid kits. Ans. - Vice President for EiSR and first vice-rector of the UR.

6.15. For each of accidents at work the employer makes with the participation of the trade union (and in cases with severe, lethal or group injuries - with the participation of a representative of the State Labor Inspectorate), a special commission to investigate the causes of injuries and draws up the act of Form H-1 and other materials (Art. 227-231 of the Labor Code).

*Ans. - Vice President for Biovit, OOTiPB PC.*

6.16. Injured workers in production caused by the employer, material assistance:

* + at disability to 30 days - 1 SMIC;
	+ at disability over 30 days at a rate of - 1.5 SMIC;
* when the disability - 3 times the minimum wage. Ans. - Vice President for Biovit, OOTiPB PC.

6.17. When making a decision to change the subordination of social

cultural sphere, with the transfer of long-term lease of land, buildings, premises, structures and equipment that are in the operational management of institutions to take into account the opinion of the team of employees or on its behalf, the trade union body, preventing the deterioration of working and living conditions of workers.

*Ans. -rektor.*

6.18. The Employer shall annually at the beginning of the first quarter to develop applications based on the faculties and departments repair plan. Implementation of this plan is considered at the meetings of the conciliation commission.

*Ans. - Vice President for Biovit, PC*

6.19. Involve representatives of trade unions, or trade union bureau units

* participation in the work of commissions on acceptance into operation of newly built or reconstructed facilities of educational, scientific and industrial purposes.

*Ans.* **-** *Vice-Rector for Biovit PC.*

6.20. The employer together with the trade union organizes and conducts review competition of structural divisions of labor protection and sanitary condition.

*Ans. - Vice President for Biovit PC.*

**7.SOTSIALNYE guarantees**

7.1. For the implementation of the social protection of workers by the employer uses the state social insurance fund, the federal budget allocated to the Ministry of Education and Science of the Russian Federation on the development of the social sphere, funds derived from income-generating activities.

*Ans. - Vice President for EiSR.*

7.2. The employer together with the trade union committee is planning the distribution of allocated federal budget and funds received from income-generating activities, directed to measures of social support more workers, and it prepares the relevant decision.

*Ans. - Vice President for EiSR, PC*

7.3. Control over the expenditure of the Social Insurance Fund by the Commission on social insurance, elected at the labor collective conference of the representatives of the trade union committee and the employer and approved by the Rector's order. The Commission is working together with the trade union committee and carries out the disposal of funds allocated for measures additional social support workers. Commission shall submit to the labor collective of the areas the report and the outcome of the expenditure of funds allocated for social protection of employees of the University.

*Ans. - Vice President for EiSR PC.*

7.4. The employer undertakes to allocate in accordance with the industry agreement of not less than 3% of the extra-budgetary funds for social activities, a list of which is approved annually in the budget to conduct social activities expenses.

7.4.1. When you purchase vouchers sanatorium employee for medical reasons he is given regular holiday (vacation time), or leave without pay for the duration of the permit, and the scheduled workload performed a teacher at other times at the request of the department.

*Ans. - Vice President for EiSR, PC*

7.4.2. The following payments are made in view of social protection faculty and staff:

- in connection with the death of a close relative (1st degree relatives: children, parents,

wife) - the amount of 1.5 times the minimum wage;

* + - in connection with the death of the employee financial assistance it is provided to close relatives in the amount of 2 times the minimum wage;
		- in connection with the birth of a child - in the amount of 1 minimum wage (for one calendar year from the date of birth);
		- if there is a difficult situation:
	+ in connection with heavy material position - in the amount of from 0.5 to 1 SMIC;
	+ long-term disability (more than one month), and if the recurring costs of treatment due to severe disease exceeded 0,5 SMIC -to up to 1.5 SMIC;
	+ fire, flood, man-made disasters and other emergency situations - up to 15 rubles LLC.

*Ans. - URKPiSP.*

7.5. The trade union committee undertakes to allocate their own funds for: the provision of material assistance to employees of the University; holding children's matinees and competitions; carrying out mass sports and sports and recreation activities; organization of cultural events; social programs for members; support measures for veterans of war and labor; organization of ritual activities.

*Ans. - PC.*

7.6. The University is committed to:

assign workers honorary title "Veteran of Labor of Altai State University" in accordance

* accepted at the University of local regulation;

apply to the Ministry of Education and Science of the Russian Federation to award the most distinguished professionals with extensive experience in the University, industry awards;

celebrate different kinds of material and moral incentives anniversaries University employees (women - 50 and 55 years, men - 50 and 60 years old, women and men - 70, 75, 80 years).

*Ans.* **-** *Rector, MC, PC.*

7.7. Employees of the University to be awarded the honorary title "Veteran of Labor of Altai", simultaneously with the presentation of certificates made a lump sum payment in the amount of one minimum wage.

Altai labor veterans and persons equated to veterans of labor Altai, additional annual paid leave is granted in accordance with the local regulations of the University Act at the personal request - 3 days.

*Ans. - Rector, MC, PC.*

7.8. Employees who have worked at the University for over 20 years, the dismissal of their own volition in relation to retirement age (paragraph 3 of Part 1 of Art. 77 of the LC RF) additionally paid a bonus for years of diligent work in the amount of two minimum wages.

*Ans. - Rector of the Criminal Code.*

7.9. In order to create health conditions, development of physical culture and recreation for employees and their families, the University is committed to:

7.9.1. Ensure work places catering (dining and buffets in educational buildings) for employees during working hours (from 9.00 to 17.00). To control the provision of high-quality food in the necessary assortment of the University established a joint commission for the control of public power.

7.9.2. Provide in the period from September to May, the bus workers to deliver Altai

* place of work and residence of workers. Schedule of the bus is brought to the attention of workers through the media.

7.9.3. For the organization of cultural, sporting and recreational activities provide free of charge to teachers, employees and their children, disabled veterans Altai appropriate premises complex of sports and recreational facilities of the University, transport (bus).

7.9.4. Enable workers to practice in sports clubs gyms and sports equipment at least 10 hours per week in accordance with the timetable gyms.

7.9.5. Altai to provide road transport workers for planting, processing, harvesting and export of potatoes, as well as for ritual activities.

7.9.6. Together with the union committee organize staff staying in traditional holiday (oz. Krasilovo, p. Charysh, Chemalsky rn) subordinated University. The cost of stay for an employee of the University and members of his family must not exceed 30% of the total cost of the permit.

The Employer agrees to assist in the organization and ensure the delivery of workers to the abovementioned place of traditional rest with compensation staff transport costs.

*Ans. - Vice President for Biovit at EiSR Vice-Chancellor, PC.*

7.10. Employees of the University are free library service, a reading room, information funds, educational and scientific institutions in accordance with the regulations of this structural subdivision.

*Ans. - Vice President for EiSR.*

7.11. The employer contributes to improving the living conditions of employees of the University by participating in the federal, regional and municipal programs of housing construction. The trade union committee is receiving and accounting for employees of the University, in need of better housing conditions, include them in the list for the construction of housing and providing other assistance in this matter.

*Ans. - PC URKPiSP.*

7.12. The employer is obliged to retain the employees participating in the strike because of the failure of the Collective Agreement on the fault of the employer, wages in full.

*Ans.* **-** *Vice-Rector for EiSR, the Criminal Code, the UPR.*

7.13. An employer arranges for the children of University employees in the event of the need to develop programs for preschoolers and preparing students for university entrance.

*Ans.* **-** *Vice-Rector for SD.*

7.14. The employer and the trade union agree to the availability of funds to provide material assistance to pensioners, veterans at the request of a public university organizations (Council of veterans, women's council and the trade union committee).

*Ans.* **-** *Vice-Rector for EiSR, URKPiSP PC.*

7.15. The employer and the trade union committee are based on the recognition and enforcement priority of the life and health of workers and jointly develop a program "Health".

*Ans.* **-** *Head URKPiSP PC.*

7.16. The employer supports the workers in the design and completion of doctoral and master's theses, as well as in the organization of their protection (Appendix № 2).

7.17. For employees, is a veteran of the University of labor, which labor relations are terminated in connection with the downsizing, retains the right to use the services of cultural, sports and recreational facilities of the University.

*Ans. - URKPiSP.*

**eight .** **ENFORCEMENT ACTIVITIES UNION UNIVERSITY**

8.1. Rights and guarantees of the activities of the trade union committee are determined by the Labor Code of the Russian Federation, the laws of the Russian Federation "On Trade Unions, their Rights and Guarantees", the Charter of National Trade Union of Education and Science Workers, Industry Agreement and the present Collective Agreement.

8.2. The employer is obliged to provide a legally enforceable right and the guarantee of trade union organization of teachers and staff of the University, to promote its activities, coordinate with the trade union committee decisions and documents relating to labor and socio-economic interests of workers.

**8.3.** The employer includes the trade union committee in the units list,designated for mandatory distribution of documents relating to labor, socio-economic and professional interests of employees.

**8.4.** The employer is obliged to provide the trade union committee room (805,806 "M" housing room) corresponding sanitary requirements, provided heating and lighting, equipment necessary for the work of the trade union and assembly workers, as well as office equipment and communications equipment (including computer equipment, copying machines, e-mail and Internet, paper and stationery items at an agreed proposal), to ensure the protection, repair and cleaning of the selected areas, donate vehicles in the organization of socially significant events.

*Ans. - Rector, vice-rectors.*

**8.5.** The employer shall, upon request of the union members to exercisecentralized retention of trade union fees in the amount of 1% of wages of trade union members and to transfer 100% of this amount to the account of the trade union committee.

*Ans. - UBC*

8.6. The trade union committee shall at its own expense to promote the settlement of the accounting department employees for quality work on transfer of trade union dues.

*Ans. - PC.*

**8.7.** In acknowledges the work according to the Industry Agreement Universityas chairman of the trade union organization and as part of the trade union committee relevant to the University's activities and takes into account when promoting employees. For the liberation of the workers elected union committee in accordance with paragraph 4 of Article 26 of the Federal Law "On Trade Unions, their Rights and Guarantees" and the Industry Agreement preserved the social and labor rights, guarantees and privileges applicable to the University.

*Ans. - Rector.*

8.8. On the proposal of the trade union committee of the employer as prescribed by the issue of promoting actively working unreleased members of the trade union chairmen of trade union bureau of faculties and departments.

The Chairmen of the Union Bureau departments, working in posts of teaching staff, to reduce the workload of 50 hours per year.

*Ans. - UMU, vice-rectors.*

8.9. The trade union committee has the right to nominate the elected union officers with the support of the structural unit on awarding honorary titles and awards marks departmental differences in the established order of the University.

*Ans. - PC.*

8.10. For disciplining the employee liability, elected to the trade union bodies, it requires the approval of the union.

*Ans. - the Criminal Code, the trade union committee.*

8.11. Dismissal at the initiative of the administration employees, elected to the trade union bodies is not permitted within 1 year after the expiry of their elected office except in cases provided by law.

*Ans. - the Criminal Code, the trade union committee.*

8.12. The employer is obliged to provide an opportunity during working hours with pay to carry out public duties in the interests of the collective, participation in trade union congresses, conferences, meetings of elected bodies, as well as in the direction of the trade union education to workers who are members of elected trade union bodies, authorized by OSH union members together with the commission in advance.

*Ans. - CC, PC*

**8.13.** Chairmen of the Union Bureau elected in academic councils of faculties, branchesrespective quotas.

*Otv.- rector, chairman of the trade union organization.*

1. **MONITORING THE IMPLEMENTATION OF COLLECTIVE AGREEMENT**

**9.1.** After signing the register and is transferred to the collective agreementstructural subdivisions of the University and is a document binding on all employees of the University.

**9.2.** Rector of the University and the trade union committee report for the year ofimplementation of the collective agreement to open a joint meeting of the Academic Council and the trade union committee.

**9.3.** To monitor compliance with the rules of the Collective Agreementrepresentatives of the administration and trade union committee formed Commission, which is not less than once every six months, considering the results of the Collective Agreement. Representatives of the parties shall preside in it on an equal footing.

**9.4.** Monitoring the implementation of the Collective Agreement is carried out both sides,signatory, as well as the relevant labor authority, to register the collective agreement.

|  |  |
| --- | --- |
|  | **Signatures of the members of the conciliation commission** |
| **From the administration:** |  | **ABOUTt primary trade union** |
|  |  | **organization:** |
| Korchagin AI, eco Vice Rector | Zausaeva NA, Chairman of the trade union |
| strategic development | organizations |
| Anichkin ES, first prrrektor 'on | Minakova NN, a member of the trade union of the physical and |
| academic Affairs |  | technical faculty |
| O. Ilyin, Vice-Rector for Security | Psareva BV, a member of the trade union of) ij |
| and general issues | *^ L (- / L (:* | Faculty of Law |
| V. Nazarov, head of the department | Yartsev NV, Chairman of Union Bureau |
| legal Support |  | MIEMIS |
| Trutnikov AN Head | Truevtsev DV, member of the trade union |
| personnel |  | Faculty of Psychology and Pedagogy |

AGREED

Chairman of the trade union

organization Altai

**departments, professions and jobs with hazardous working conditions, work in which entitles you to additional leave, reduced working hours**

Justification: The Decision of the State Council of Ministers Committee on Labor and Wages and the Presidium of the All from 25.10.74 №298 / n-22 with subsequent amendments and additions.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| number | Name | Name | Cont. | Cont. | numbering |
| p / p | unit | professions | work-days, | holidays | sections on |
|  |  | posts | (hour.) | (Kalends days) | list |
| one | Chemical faculty: | Employees |  |  | section 42 |
|  | - Department of Laboratory: | laboratories, |  |  | (N. 47) |
|  | Organic Chemistry, | working with |  |  |  |
|  | technological safety | application |  |  |  |
|  | and analytical chemistry, | gaseous and |  |  |  |
|  | physical and | volatile |  |  |  |
|  | inorganic chemistry | Toxic Substances: |  |  |  |
|  |  | Lead Engineer, | 6 | 14 | section 42 |
|  |  | engineer, |  |  | (N. 1c) |
|  |  | Head. laboratory |  |  |  |
|  |  | glassblower | - | 7 | Section |
|  |  |  |  |  | 23 (p.52b) |
| 2 | Energosnab management | welder |  | 7 | section 13 |
|  | zheniya |  |  |  | (P.13g) |
| 3 | Laundry | The operator of washing |  | 7 | section 43 |
|  |  | machines |  |  | (P. 170) |

Note:

1. Additional leave is connected to the minimum leave - 28 calendar days.
2. Before leaving additional leave is maintained until the adoption of new legislation on holidays.

Head of UCB I / AN Levchenko

cfjH.A. Zausaeva

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union

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organization

**Appendix № 2**

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**activity**

one Payment of spa treatment

1. Lump sum payments to needy
2. Lump sum payments to participants of Great Patriotic War, working in Altai
3. Lump sum payments working
	* Altai pensioners
4. A lump sum payment on the birth of a child
5. Lump sum payments in connection with anniversaries workers
6. Events for "Month of elderly person"
7. Payment vouchers to children's health camps
8. Strengthening of MTB on MoF PCU "Lake Krasilovo"
9. The provision of medical services for the employees of Altai
10. Organizations to develop programs for preschoolers and school children prepare for entrance to university
11. Sports and recreational activities of the trade union plan
12. Cash pool services "Ob"

14

Organizing New Year's holidays

1. Financial support for researchers

TOTAL

**Costs, ths. Rub.**

|  |  |  |
| --- | --- | --- |
| **payments** | **accruals** |  |
| 1267 | - |  |
|  |  |
| 1036 | 313 |  |
|  |  |
| 49 | 15 |  |
|  |  |
| 127 | 38 |  |
|  |  |
| 363 | 110 |  |
|  |  |
| 825 | 249 |  |
|  |  |
| 165 | - |  |
|  |  |
| 236 | 71 |  |
|  |  |
| 475 | - |  |
| 700 | - |  |
| 192 | - |  |
| 222 | - |  |
| 270 | - |  |
| 380 | - |  |
| 200 | - |  |
| 6507 | 796 |  |

|  |  |
| --- | --- |
| Total for | **time** |
| year thousand. | **performance** |
| rub. | **I** |
| 1267 | During |
|  | of the year |
| 1349 | During |
|  | of the year |
| 64 | II, IV q. |

|  |  |  |
| --- | --- | --- |
| 165 | III q. |  |
|  |  |

1. During

of the year

|  |  |
| --- | --- |
| 1074 | During |
|  | of the year |
| 165 | III- IV q. |
| 307 | P-W q. |
| 475 | II-III sq. |

1. During

of the year

* + flow
1. of the year

222 II-IV q.

1. During

of the year

380 IV q.

1. During

of the year

7303

**Signatures of members of the conference:**

***From the administration:***

1 .Korchagin AI

2.Anichkin ES

3.Ilinyh O.

4.Nazarov VV

1. AN Trutnikov

***From the primary trade union organization of workers:***

1 .Zausaeva NA

2.Minakova NN

Z.Psareva BV ***t***

4, Yartsev NV

in Economics and Strategic Development Vice-Rector

First Vice-Rector for Academic Affairs

Vice-Rector for Security and General Affairs

Head of Legal Support

Head of Human Resources

Chairman of the trade union organization

a member of the trade union committee of the FTF

a member of the trade union committee of the Law Firm

a member of the trade union committee of MIEMIS

5. DV Truevtsev a member of the trade union committee of FPiP

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| AGREED |  |  |  |
| Chairman of the trade union | HPE "Altai |  |
| F Organization Medical University |  | University " |  |
| ***/ / \* £ ■***// vv biennium- | \ | ***\ \*** | " |  |
|  | ***J \ \*** |  |  |  |
|  | "State |  |  |
|  | Mr. sieve: |  |  |  |  |
|  | F / S | ***%'.BUT*** Zausaeva | . Zemlyuk |  |
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**AGREEMENT FOR THE PROTECTION OF WORK FOR 2016**

* p / p

one.

2.

3.

four.

five.

Name

activity

Recovery destroyed stages (shuttering device reinforcement stages and platforms, concrete railing, partial asphalting).

Educational building "C"

Lab №101,104,106A (replacement door blocks, removing linoleum, floor installation of

porcelain tiles, false ceilings device, repair plaster, plaster, painted walls, the work of the UE).

Educational building "K" (Faculty of Chemistry) Laboratory №518,519 (replacement of door units, removal of linoleum, floor installation of granite, repair plaster, plaster, painting walls and ceilings, works UE).

Educational building "K" (Faculty of Chemistry) Laboratory №010 (replacement door

repair blocks plaster, putty, painting walls and ceilings, work UE).

Educational building "K"

(Chemical faculty)

Equipment room for

Ski processing (windows, doors, roof,

heating).

Ski base.

Cost of works (thous. Rubles).

420

460

340

90

370

time

execution

1. sq.
2. sq.
3. sq.
4. sq.

**III** sq.

responsible

Head of RT and KR Head resistivity

Head of RT and KR Head resistivity Commandant Corps

Head of RT and KR Head resistivity Commandant Corps

Head of RT and KR Head resistivity Commandant Corps

Head of RT and KR Head resistivity Commandant Corps

1. Providing toilets hooks for bags and detergents. Educational and administrative building "L" (Faculty of History Faculty of Geography)
2. Playground device integrated at Ave. Krasnoarmeysky, 90a. (Sports Complex).
3. 12 organization units providing medicines
4. 13 Organization of training on occupational safety personnel, fire, environmental and radiation safety

10.14 Organization of the production control

11.15

Organization of a special assessment of working conditions

12.16

Organization of compensation in an amount equivalent to the cost of milk

13.17 Organization ensuring

Flushed Away substances employees working in hazardous conditions

14.18 The organization of the preliminary medical waspsMothra

1. Organization of the periodic medical examination

16.19 Organization of maintenance units certified special clothing, special footwear and means of individual protection

Head of RT and

KR

corps commandant

23 II sq.

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | Head of RT and |  |
| 412 | III q. | KR |  |
| Head resistivity |  |
|  |  | corps commandant |  |
|  | During | Head of CBO and |  |
| 150 | PB, Head |  |
| of the year | DITC |  |
|  |  |
|  |  | commandants |  |
|  |  | Head of CBO and |  |
| 190 | During | PB |  |
| of the year | leaders |  |
|  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | departments |  |
|  |  | Head of CBO and |  |
| 200 | April, | PB |  |
|  |  |
| November |  |  |
|  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| 1094 | During | Commission |  |
| of the year | Head southeast |  |
|  |  |
|  |  | CBOs and PB |  |
| 346.5 | During | Head of PFCs |  |
| of the year | Head of CBO and |  |
|  |  |
|  |  | PB |  |
|  |  | Head of DITC |  |
| 76 | quarterly | commandants |  |
| educational buildings |  |
|  |  |  |
|  | During | Head of CBO and |  |
| 800 | PB |  |
| of the year | Head of the Criminal Code |  |
|  |  |
|  | March | Head of CBO and |  |
| 3526 | October | PB |  |
|  |  | Head of the Criminal Code |  |
|  |  | Head of DITC |  |
| 500 | quarterly | leaders |  |
| departments |  |
|  |  |  |

17.20 Organization ensuring

regulatory and methodological

literature, posters and signs

security logs

briefings

During

50

of the year

Chief CBOs and PB

18.22. Organization of

vaccination against tick-borne encephalitis

**TOTAL**

Vice-Rector for EiSR

Vice-Rector for Biovit

Head of UCB

Deputy chairman of the trade union

Head of CBO and February PB

45

October heads of departments

**9092.5**

AI Korchagin

*QL i A # \* OY Ilyin

AN Levchenko

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Altai

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**[COVERS**

**Benefits and compensation to employees of the University, for work in harmful and (or) hazardous working conditions**

Compensation of employees engaged in work with harmful and (or) dangerous working conditions, set at a higher rate.

Size, order and terms of guarantees and compensations to employees engaged in work with harmful and (or) dangerous working conditions are set in accordance with Articles 92, 117 and 147 of the Labor Code of the Russian Federation.

The presence in the workplace harmful and (or) hazards established as a result of the procedure specific assessment of working conditions;

The minimum size of wage increases to employees engaged in work with harmful and (or) dangerous working conditions, representing 4 per cent of the tariff rate (salary), established for different types of work with normal working conditions;

Specific dimensions of wage increases determined by the employer on the basis of the decision of the University of the conciliation committee, and approved by local university act,

* taking into account the opinion of the representative body of employees in accordance with the procedure established by Article 372 of the Labor Code of the Russian Federation.

Head of UCB AN Levchenko

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| AGREED | ^ RZHDAYU |
| Chairman of the trade union | : TSU |
| organization Altai |  |

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| **L FGBOU at:** | *In* |  |  |
| *L* |  |  |
| **V /** | **V /** | **Dimensions equivalent** |  |
| **% DQ (№CH ^^ || rofessy and positions to compensate** |  |
| **the cost of milk, university staff in** | **oh busy at work** |  |
|  | **harmful conditions (0.5 liters per day)** |  |

Basis: Art. 222 of the Labor Code, Order of the Health Ministry of the Russian Federation from 16.02.09 № 45H "Norms and conditions of free distribution of milk and equivalent food products ...", the order of the Health Ministry of the Russian Federation №245n 19.04.10 "On Amendments to the regulations of the besplat.vydachi milk ..... "

* name of division

p / p

1 Departments: technological safety and analytical chemistry, physical and inorganic chemistry, organic chemistry

1. SSBG
2. Administrative and managerial part

Position

Teacher, leading workshops, Head. laboratory, laboratory assistant, junior researcher, senior researcher, the Vedas. engineer, technician; engineer, technician, agronomist glassblower, the Vedas. Agronomist, Head. Department welder, plumber, cleaner office space (a cleaning toilets), cleaner garbage, Head. Laundry, washing machines operator

Head of UCB AN Levchenko

AGREED RZHDAYU

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| --- | --- | --- | --- | --- |
| Chairman of the trade union |  |  | Altai |  |
| *y'y '* **gchVJ r '** |  |  |  |  |
| organism br Altai | to n - m and r |  | ^ -***g*** |  |
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| [] \_ Zyal / g \* I | = "t" I |  | *U \* n* |  |
|  |  | **& Yukova** |  |
| Usaev | i S-,? l. " | ■ |  |
| organization | ) S! g I |  |  |
|  |  |  |  |
| workers | *I ffij* J? j, | . |  | **atnogo soap** |  |
| \ FGBOU at The list of jobs and professions, entitling |  |  |
|  | *& //* | **(300 gr. In quart** |  |  |  |

***^ ° (\* U*** \*

Base: st.221 Labor Code, Order 17.12.10 №1122n from the Ministry of Health and Social Development of the Russian Federation

|  |  |  |
| --- | --- | --- |
| Subdivision | structural unit |  |
| one | 2 |  |
| law school | Departments: Criminal |  |
|  | law, criminal |  |
|  | process |  |
| Physics and Technology | criminalistics |  |
|  |  |
| department |  |  |
| Chemical | Departments: |  |
| department | Organic Chemistry, |  |
|  | physical and |  |
|  | Inorganic Chemistry, |  |
|  | technogenic |  |
|  | security and |  |
|  | analytical chemistry |  |
| Department of Biology | Departments: zoology, |  |
|  | Botany, Physiology |  |
|  | humans and animals, |  |
|  | biochemistry, ecology |  |

post

3

Lab technician working with chemical reagents

The teacher leading practice

classes, laboratory, engineer, engineer

laboratory; technician

The teacher leading practice

classes, laboratory, engineer, engineer

laboratory; **M .H .C.,** sns

Teacher, leading workshops, laboratory, engineer, technician; **.With M .H.,** sns

|  |  |  |  |
| --- | --- | --- | --- |
| Botanical Garden, |  | Engineer, technician, laboratory, |  |
| Laboratory "Altai |  | agronomist, biologist, livestock, working on |  |
| Falcon " |  | Animal care |  |
| laboratory | Zoology | Head. laboratory, engineer, engineer |  |
|  | mineralogy, | laboratory assistant, laboratory technician |  |
|  | archeology | copier operator, and multiplying |  |
| editorial | editorial |  |
| publishing | publishing | machines, printer, setter |  |
| Department | Department | equipment |  |
| UDO | Archive | Head. archives, archivist |  |
| administrative |  | Fitter, turner, fitter, plumber, |  |
| the economic part |  | carpenter, janitor, house painter, porter, |  |
|  |  | welder, driver, |  |
|  |  | Cleaner office space, |  |

Computing Center Scientific library DU FER

departments

cleaner garbage,

slesar- ventilyatsionschik,

cloakroom, a worker assembling,

Electronic engineer, carpenter, concrete worker, mechanic

Bale,

housekeeper, washing operator. machines

lifter, fireman, the operator of the gas

boiler room

Engineer, Lead. engineer associated with

computer service

Librarian

Engineer, assistant manager

|  |  |  |  |
| --- | --- | --- | --- |
| Head of UCB |  | AN Levchenko |  |
|  |  |

**The list of professions and positions,**

**work in which entitles you to receive free special clothing,**

**shoes and other personal protective equipment**

Basis: Art. 221 of the Labor Code, Standard industry norms of free issue

special clothes, special footwear and other personal protective equipment to workers

institutions of higher education approved by the Ministry of Labor of the Russian Federation of 25.12.97, at Order

Health Ministry of Russia from 01.06.2009 №290n "Cross-industry regulations ensure workers

special clothing, specialist. shoes and et al. means individual protection " order

Health Ministry of the Russian Federation from 27.01.10

Number 28N "On Amendments to the cross-industry rules ..."

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| number | or profession | name means | issuing Norma |  |
| p / p | position | personal protection | (Pcs. Set) |  |
| one | Assistant professor, | At constant employment in jobs with | year |  |
|  |  |
|  | Art. teacher, junior researcher, | toxic, |  |  |
|  | engineer, | explosives |  |  |
|  | laboratory technician, | and acids: |  |  |
|  | assistant, | Bathrobe c / b | one |  |
|  | working | apron rubberized | duty |  |
|  |  | with bib |  |
|  |  | Rubber gloves | to wear |  |
|  |  | Mask | to wear |  |
|  |  | goggles | to wear |  |
| 2 | Researcher, | With direct employment |  |  |
|  | engineer, technician, biologist | plants HF and UHF and |  |  |
|  |  | radar installations: | one |  |
|  |  | bathrobe c / b |  |
|  |  | gloves, insulating | duty |  |
|  |  | goggles | to wear |  |
| 3 | Librarian | Bathrobe c / b | 1 to 3 years |  |
| four | archivist | Robe c / b or mixed fabrics | 1 to 3 years |  |

1. Engineer, laboratory assistant, working on

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | polarography, | Bathrobe c / b | 1 to 2 years |  |
|  | spectrometers, |  |  |  |
|  | electron microscopes |  |  |  |
| 6 | The operator of copying and | Bathrobe c / b | one |  |
|  | duplicating machines, |  |
|  | printer flat | Extras: Rubber gloves | 3 pairs for a year |  |
|  | seal |  |  |  |

7 laboratory; engineer

1. Laboratory, an agronomist; working
2. An agronomist who works in the department
3. Agronomist working in the field

eleven glassblower

1. laboratory,

gas welder

1. electric welder

At constant employment

processing of films and

preparation fotorastvorov:

Bathrobe c / b with a water-repellent

impregnation

Rubber gloves

When permanent employment

to work in the greenhouses,

greenhouses:

Suit c / b

knitted gloves

Rubber boots

Bathrobe c / b

Suit c / b

Rubber gloves

Gloves x / b

rubbers

Jacket with a warming lining trousers on a warming lining Suit encephalitis

With constant and direct employment for glassworks works on a glass cooking enamel: Clock c / b

Apron c / b with bib combined Gauntlet Goggles

With direct employment

gas welding, flame cutoff, benzorezkoy:

Suit c / b with fire retardant impregnation

leather shoes

Mittens canvas

goggles

When permanent employment for electric welding and cutting arc:

Suit canvas or suit

welder

leather shoes

Mittens canvas

Galoshes dielectric gloves dielectric protective helmet Goggles Protective Shield

At outdoor work in winter in addition:

one

duty

one

Two pairs

1. 2 years
2. 2 years

one

1. steam
2. steam
3. 2 years
4. 3 years
5. 3 years
6. 3 years

one

one

* + 1. pair to wear
1. 1.5 years
	1. 2 years
		1. pair to wear
2. 2 years
3. 2 years 12 pairs

duty

duty

duty to wear to wear

1. Technician, mechanic, mechanic-repairman, driver, tractor

15 expedition driver

sixteen Painter, worker

Jacket with a warming

laying

Pants on a warming

laying

Felt boots

At constant employment adjustment, disassembly, assembly, driving trucks, road tractors and earth-moving machinery:

Suit c / b or a suit of mixed

tissues

Jacket with a warming lining

Knitted gloves with polymer

coated

Busy on a sink

machines in addition:

Apron, rubber

* bib Rubber boots Rubber gloves for truck drivers: Leather Shoes Boots

Waistcoat alarm 2 Cl. protection

Suit c / b or blended fabrics

Jacket with a warming

laying

leather boots

Felt boots

Waistcoat alarm 2 Cl. protection

Overalls c / b

Gloves coated with the Advanced

* colors: Gloves Respiratory Goggles

When working on the roof: Galoshes milled belt safety leather shoes

Jacket with a warming lining

1. 2 years
2. 2 years
3. 2.5 years

1 to 1.5 years

1 to 2 years

12 pairs

1 to 1.5 years

duty

duty

1 to 2 years

* + 1. 2.5, 1
	1. 1.5 years
1. 3 years
	* 1. 2 years

1 to 2.5 years

one

one

12 pairs

1. steam

to wear to wear

duty

duty

1. 1.5 years
2. 2 years
3. Plasterer, carpenter, concrete worker

18 janitor

nineteen Plumber

20 woodworker

jacket canvas

Overalls c / b

Gloves or combined

rubber gloves

on the basis of knitting

tarpaulin boots

At outdoor work in winter:

Jacket with a warming

laying

safety belt

Felt boots

Suit c / b or blended fabrics

Raincoats, water

mittens

Felt boots

Jacket with a warming

laying

Rubber boots

Apron x / b with bib

Suit c / b with a water-repellent

impregnation

Jacket with a warming

laying

Felt boots

Gloves or combined

coated gloves

Rubber boots

leather shoes

Mask

Rubber gloves

Suit of mixed fabrics

knitted gloves

goggles

leather shoes

Jacket with a warming

laying

Apron c / b

woman on duty

one

8 pairs

1 to 2 years

1 to 2 years

duty

1. 2.5, 1
	* 1. 3 years 12 pairs
	1. 2.5 years
		1. 2 years
	2. 2 years 1
2. 1.5 years
	1. 2 years
3. 2.5, 6 pairs

one

1 to 2 years old

duty

duty

one

4 pairs

to wear

1 to 3 years

1 to 3 years

1 to 2 years

|  |  |  |
| --- | --- | --- |
| 21 | repair and locksmith | Suit c / b or mixed fabrics |
|  | maintenance systems | leather shoes |
|  | ventilation and | Jacket with a warming |
|  | conditioning | laying |
|  |  | mittens |
| 22 | Electrician | Suit c / b |
|  | repair and maintenance | gloves, insulating |
|  | electrical | D Allauch dielectric |
|  |  | Jacket with a warming |

one

1. 2 years
2. 3 years

6 pairs

one

duty

duty

1 to 3 years

1. Toolmaker, miller, turner
2. Locksmith Kip
3. Loader
4. Workers groups and expeditions
5. The operator of washing machines
6. The storekeeper, engineer
7. Cleaner office space
8. The commandant, caretaker
9. protection of workers
10. The watchman at the outdoor work

laying

leather shoes

Gloves x / b

Suit c / b or mixed fabrics

Jacket with a warming lining

leather shoes

goggles

mittens

Suit c / b or blended fabrics

Mittens combined

gloves, insulating

D Allauch dielectric

Overalls c / b

Mittens canvas

at support of cargoes

* winter extra: Boots on a warming jacket laying on a warming lining Trousers

Suit c / b with a water-repellent leather boots Bathrobe Slippers Rubber gloves Gloves, tricot

The jacket on the gasket Clock c / b or blended fabrics Gloves coated Clock c / b or blended fabrics Gloves / b rubber gloves

In addition, when washing the floors and common areas:

T Allauch rubber Clock c / b suit c / b jacket at a warming suit laying of blended fabrics Boots tarpaulin Boots Tulupyev

Coat with water-repellent

1. 2 years 4 pairs

one

1. 3 years
2. 2 years to wear 12 pairs

one

6 pairs duty duty 1

12 pairs

duty

woman on duty

1 to 2 years

one

1. 2 years
2. 2 years
	* 1. 2 years 4 pairs duty duty
	1. 3, 4 pair
3. 2 years 12 pairs 12 pairs

1 to 3 years

1 to 3 years

1. 2 years
2. 3 years

1 2, 1 2, 1 to 2.5 years standby duty

1. Master, foreman resistivity, REOKurtka on a warming lining Suit c / b

|  |  |  |
| --- | --- | --- |
| 34 | matron | Bathrobe c / b |
|  |  | Rubber gloves |
| 35 | elevator operator | Bathrobe c / b |

|  |  |
| --- | --- |
| 1 to 3 | of the year |
| one | on 2 | of the year |
| one | on 2 | of the year |
|  | 4 pairs |

1 to 3 years

|  |  |  |  |
| --- | --- | --- | --- |
| 36 | Mr. arderobschik | Rubber gloves |  |
| Robe c / b or blended fabrics |  |
| 37 | Head. dormitory | Bathrobe c / b |  |

1. Tiles plitochnikKostyum-c / b or blended fabrics leather boots

|  |  |  |  |
| --- | --- | --- | --- |
| 40 | Work on complex | Gloves coated |  |
| Suit c / b or mixed fabrics |  |
|  | maintenance and repair services | Rubber boots |  |
|  | buildings | Felt boots |  |
| 41 | Stoker | Jacket with a warming lining |  |
| Suit c / b or blended fabrics. |  |
|  |  | Jacket with a warming lining |  |

leather shoes with a rigid

toe

Gloves or combined

coated gloves

goggles

Respirator

Felt boots

1. Operator gas boiler suit c / b or a mixed fabric jacket at a warming lining
2. Cleaner musoroprovodaKostyum c / b

|  |  |  |
| --- | --- | --- |
|  |  | Jacket with a warming lining |
|  |  | apron rubberized |
|  |  | Mittens combined |
| 45 | zootechnician | Suit c / b |
|  |  | Jacket with a warming lining |
|  |  | Coat with water-repellent |
|  |  | leather shoes |
|  |  | Boots "Yamal" |
|  |  | Gloves "Touchstone" |
|  |  | Gloves x / b with PVC |
| 46 | Work on the care of | Suit c / b |
|  | animals | Jacket with a warming lining |
|  |  | Coat with water-repellent |
|  |  | leather shoes |
|  |  | Rubber boots |
|  |  | Boots with rubber bottom |
|  |  | Gloves "Touchstone" |
|  |  | Gloves x / b with PVC |
| 47 | Head of the laboratory | Suit c / b |
|  | "Altai-Falcon" | Jacket with a warming lining |

4 pairs

* 1. 3 years
	2. 1 to 3 years
1. 2.5, 12 pairs

one

one

1 to 2.5 years

1 to 2 years

one

1. 2 years 1

6 pairs

to wear

to wear

1 to 2.5 years

one

1 to 2 years

one

* + 1. 2 years
		2. 2 years 4 pairs

one

* + 1. 2 years on duty
		2. 2 years
	1. 2.5, 6 pairs

12 pairs

one

* + 1. 2 years on duty
			1. 2 years
			2. 2 years
	1. 2.5, 6 pairs

12 pairs

one

* + - * 1. 2 years

Head of UCB AN Levchenko

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  |  | **Appendix № 8** |  |
| COFJIACOBAHO | <S? 4> V |  | 1AYU |  |
| ■ Tutelo union | jOo ^ WJ |  |  |  |
| jO "S \*? |  |  |  |
| **one**tion Altai |  | Gro ^ - |  |
| **WU \\** |  |  |
| £ j |  |  |  |
| w | ^ | Gemlyukov |  |
|  |  |
|  |  |  |  |

**Name of units of occupations and professions,**

**harmful, hazardous substances and production factors at work which are required prior and periodic inspections**

BASIS: Art. 213 of the Labor Code, the order of Ministry of Health and Social Development of the Russian Federation of 12.04.2011, №302n

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| hazards | Profession | sanitary | Note |  |
|  |  | hygiene |  |  |
| one | 2 | characteristic |  |  |
| 3 | four |  |
| Chemicals and | Teacher, | Chemical | Therapist, |  |
| nitrogen elements | engineer, | Faculty, | otolaryngologist |  |
| inorganic compounds | assistant | department: | Ophthalmologist |  |
| Halogens (chromium, bromo, iodo) |  | organic, | Dermato |  |
| Mercury and its compounds |  | fizkolloidnoy, | Neurologist |  |
| Lead and its compounds |  | inorganic, | Psychiatrist |  |
| Sulfur and its compounds |  | analytical | Expert in narcology |  |
| Arsenic and its compounds |  | Chemistry, BZHDTS | 1 every 2 years |  |
| Carbohydrates, aromatic (benzene, |  |  |  |  |
| toluene, styrene) |  |  |  |  |
| esters |  |  |  |  |
| organic acids |  |  | Therapist, |  |
| organophosphorus | Teacher, | Biological |  |
| pesticide | engineer, | Faculty: | otolaryngologist |  |
| Ketones and aliphatic | assistant | department: | Ophthalmologist |  |
| aromatic acid |  | Zoology | Dermato |  |
| organic (formic, |  | botany, | Neurologist |  |
| acetic) |  | Biochemistry, | Psychiatrist |  |
| organic acids |  | physiology | Expert in narcology |  |
| halogenated |  | human and | 1 every 2 years |  |
| (Chloroacetic, trichloroacetic) |  | animals, |  |  |
| aliphatic alcohols |  | ecology department |  |  |
| Carbohydrates aromatic (benzene |  | biotechnology |  |  |
| and derivatives thereof) | Teacher, | Physical | Therapist, |  |
| Physical factors: |  |
| ionizing radiation, | engineer, | Faculty: | otolaryngologist |  |
| non-ionizing radiation | laboratory, | department: | Ophthalmologist |  |
| (Laser radiation, | operator | general and | Dermato |  |
| electromagnetic) |  | experimental | Neurologist |  |
|  |  | physics, | Surgeon |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Radio Physics and | Psychiatrist |  |
|  |  | theoretical | Expert in narcology |  |
|  |  | physics | 1 per year |  |
| Electromagnetic field | workers, | Everything | Therapist |  |
| broadband frequency spectrum | working for | unit | Ophthalmologist |  |
| from PC (work | PC does not | university | Neurologist |  |
| reading, the input of information, | less than 50% |  | Psychiatrist |  |
| work in the amount of dialogue mode | working |  | Expert in narcology |  |
| at least 50% of the time) | time |  | 1 every 2 years |  |
| Inorganic nitrogen compounds | Mechanic, | Publisher, | Therapist |  |
| (Ammonia, nitric acid), ketones | printer, | typography | Neurologist |  |
| aliphatic (monohydric and | operator |  | Otolaryngologist |  |
| polyhydric), aromatic and |  |  | 1 every 2 years |  |
| derivatives (ethyl) |  |  |  |  |
| Detergents | Operator | laundry | Therapist |  |
|  | washing | combine | otolaryngologist |  |
|  | machines |  | Dermato |  |
|  |  |  | Ophthalmologist |  |
|  |  |  | 1 every 2 years (on |  |
|  |  |  | Field 1 every six months) |  |
| Electricians, | An electrician, | Control | Therapist |  |
| performing work on | engineer, | power | Neurologist |  |
| operational maintenance and | Energy |  | Ophthalmologist |  |
| refurbishment of existing |  |  | otolaryngologist |  |
| electrical voltage |  |  | Psychiatrist |  |
| 42 and above |  |  | Expert in narcology |  |
| AC 110 |  |  | 1 every 2 years |  |
| and higher DC |  |  |  |
| as well as performing the mon |  |  |  |  |
| , the mounting, testing and |  |  |  |  |
| measurement in these |  |  |  |  |
| electrical installations | Slesar- | Control | Therapist |  |
| Work on the water |  |
| structures associated with | plumber | power | otolaryngologist |  |
| water treatment and |  |  | Dermato |  |
| maintenance of water |  |  | Psychiatrist |  |
| networking |  |  | Expert in narcology |  |
|  |  |  | dentistry |  |
|  |  |  | 1 per year |  |
| welding fumes | Elektrogaz | Control | Therapist |  |
|  | welder | power | otolaryngologist |  |
|  |  |  | Dermato |  |
|  |  |  | Neurologist |  |
|  |  |  | Psychiatrist |  |
|  |  |  | Expert in narcology |  |
|  |  |  | 1 every 2 years |  |
| Ground Control | Driver | Garage | Therapist |  |
| vehicles |  |  | otolaryngologist |  |
|  |  |  | Ophthalmologist |  |
|  |  |  | Dermato |  |

Neurologist

Surgeon

Psychiatrist

Expert in narcology

1 every 2 years

Work in hotels, hostels employees quartermaster Therapist

hostels Dermato

otolaryngologist

Dentist

Psychiatrist

Expert in narcology

1 per year

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| work lifter | elevator operator | quartermaster | Therapist, |  |
|  |  |  | otolaryngologist |  |
|  |  |  | Neurologist |  |
|  |  |  | Ophthalmologist |  |
|  |  |  | Psychiatrist |  |
|  |  |  | Expert in narcology |  |
|  |  |  | 1 every 2 years |  |
| Activities carried out | Turner, | quartermaster | Therapist, audiologist |  |
| directly on the mechanical | miller |  | ophthalmologist Neurologist |  |
| equipment |  |  | Psychiatrist |  |
| Having an open moving |  |  | Expert in narcology |  |
| (Rotary) elements |  |  | 1 every 2 years |  |
| structure (turning, |  |  |  |  |
| Milling et al. saws) | Joiner, | quartermaster | Therapist |  |
| Dust animal and plant |  |
| origin | cleaner |  | Dermato |  |
|  | Garbage |  | otolaryngologist |  |
|  | livestock, |  | Psychiatrist |  |
|  | working on | Laboratory | Expert in narcology |  |
|  | care | "Altai-Falcon" | 1 every 2 years |  |
|  | animals, |  |  |  |
|  | watchman | quartermaster | Therapist |  |
| Carbon dust, including: | Stoker |  |
| anthracite and other fossil |  |  | Dermato |  |
| carbons and carbon dust, carbon black |  |  | otolaryngologist |  |
|  |  |  | Psychiatrist |  |
|  |  |  | Expert in narcology |  |
|  |  |  | 1 every 2 years |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Work directly | Operator | quartermaster | Therapist |
| associated with the use | Mr. Azov |  | Neurologist |
| Flammable. and explosives | boiler room |  | Ophthalmologist |
| materials, working in explosive and |  |  | Dermato |
| fire hazardous industries |  |  | otolaryngologist |
|  |  |  | Psychiatrist |
|  |  |  | Expert in narcology |
|  |  |  | 1 per year |

Head of UCB AN Levchenko