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| [**Application for excursion**](https://tatravagonka.sk/file/2019/04/%c5%bdiados%c5%a5-o-exkurziu.docx) |

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| ***Tatravagónka a. s. Poprad***  Štefánikova 887/53  058 01 Poprad  hlavicka SK.jpg[www.tatravagonka.sk](http://www.tatravagonka.sk) |

**DATA ON THE APPLICANT**

|  |  |
| --- | --- |
| Name, surname, title: |  |
| Name and address of the organisation: |  |
|  |
|  |
| Contact (telephone, email): |  |
| Will the applicant be also an accompanying person for the organisation? | yes  no |
| If not, please specify the accompanying person.  Name, surname, title:  Contact (telephone, email): |

**DATA ON THE EXCURSION**

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| Date of arrival: |  |
| Expected number of participants\*: |  |
| Field of study and subject: |  |
|  |

**TATRAVAGÓNKA a. s. POPRAD STATEMENT:**

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| Approval of excursion in Tatravagónka a. s. Poprad : | yes  no |
| Seal and signature of the approval Dpt.: | ................................................  HR Dpt. Director  Seal |
| Assigned responsible Department: |  |
| Assigned supervision for the responsible Dpt.: |  |
| Contact person for Tatravagónka a. s. Poprad: |  |
| Date of application acceptance: |  |

The application shall be delivered to the HR Department, Personnel Division (Preparation and education of employees) **not later than two weeks before the excursion** ***(***[***education@tatravagonka.sk***](file:///C:\Users\rbosakova.TATRAVAGONKA\AppData\Local\Temp\notes142542\education@tatravagonka.sk)***)***.

We will inform you about conclusion of the approval process.

The applicant shall provide submitting of the Annex 1 *List of excursion participant names* at least 2 days before the excursion date. Size of one group is 25 persons maximally.

Receiving organisation shall provide supervision of safe course of the excursion, as well as informing of participants on HSE.

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| **List of excursion participant names** |

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| ***Tatravagónka a. s. Poprad***  Štefánikova 887/53  058 01 Poprad  hlavicka SK.jpg[www.tatravagonka.sk](http://www.tatravagonka.sk) |

|  |  |
| --- | --- |
| **Number** | **Name and surname of the participant** |
| **1.** |  |
| **2.** |  |
| **3.** |  |
| **4.** |  |
| **5.** |  |
| **6.** |  |
| **7.** |  |
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| **24.** |  |
| **25.** |  |