

Competence and Responsibility

Type of Competence	Department	Competent person	Internal document
Environment (air protection, water management, waste management, etc.)	Ecology	Head of ecology department	OS 08, OS 09, OS 10, OS 11, OS 12
Chemicals, mixtures, regulation of chemicals	Ecology	Technician of environment	OS 17
Registration and introduction of raw materials, introduction of recipes	Development laboratories	Referent for raw materials	OS 16,
		Developer	SSR 08 (recipe) ^a
Safety data sheets, REACH statement	Development laboratories	Referent for raw materials	OS 16
	Purchase of raw materials	Purchase	PV 09
Safety and health protection during work	Safety and health protection during work	Head of safety and health protection during work department	OS 19
		Technician of safety and health protection during work	OS 19
Inspection and testing of raw material/finished product	Technical inspection	Head of technical inspection department	OS 18
		Technical inspection employee	OS 18, Control plan
Complaint	Quality	Head of quality department	OS 06
		Technician of quality	OS 06,
Document management	Quality	Head of quality department	OS 04 ^b

Certification	Quality	Technician of quality	PP/949000/07
Audits	Quality	Technician of quality	OS 05 ^c

^a – The document SSR 08 provides overviews of the raw materials used, their registration numbers in our internal system and information on the properties to be verified for the raw material.

^b – OS 04 Řízení dokumentovaných informací (in English Management of documented information).

^c – OS 05 Audity (in English Audits).

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