



ANNUAL REPORT 2023

CENTRE OF ADMINISTRATION AND OPERATIONS OF THE CAS

BASIC INFORMATION

Name:	Centre of Administration and Operations of the CAS
Registered office:	Národní 1009/3, 110 00 Prague 1, Czech Republic
Company ID (IČO):	60457856
VAT ID (DIČ):	CZ60457856
Website:	http://www.ssc.cas.cz/en
Founder:	Czech Academy of Sciences (hereinafter “CAS”), Národní 1009/3, 117 20 Prague 1

The **Centre of Administration and Operations of the CAS** (hereinafter “CAO”), is a public research institution entered in the Register of Public Research Institutions maintained by the Ministry of Education, Youth and Sports of the Czech Republic (<http://rvvi.msmt.cz>). It is an independent legal entity of a non-profit nature whose aim is to provide research and development infrastructure and support services primarily to the CAS and its institutes.

Governing, Supervisory, and Executive Bodies

CAO Board

Composition of the CAO Board in 2023:

Chair: Mgr. Jiří Padevět (CAO)

Vice-Chair: Ing. Josef Poborský (CAO)

Members:

– Ing. Zuzana Berková, MBA (CAO)

– Mgr. Václav Čermák, Ph.D. (Institute of Slavonic Studies of the CAS)

– Ing. Pavel Formáček (CAO)

– Ing. Leoš Horníček, Ph.D. (CAS Head Office)



- Ing. Pavel Janáček, Ph.D. (Institute of Czech Literature of the CAS)
- Mgr. Roman Ondráček (CAO) – from 1 Jan 2023
- Ing. Jindřich Sojka (CAO) – until 31 Dec 2022
- Ing. Tomáš Wencel, MBA (CAO)

Secretary: Ing. Lidmila Sochůrková (CAO)

The CAO Board met three times for regular sessions during 2023.

Supervisory Board

Composition of the CAO Supervisory Board in 2023:

Chair: Ing. Petra Broskevičová (Institute of Sociology of the CAS)

Vice-Chair: JUDr. Jiří Malý (CAO)

Members:

- Ing. Karel Aim, CSc. (Institute of Chemical Process Fundamentals of the CAS)
- Ing. Marta Arazimová (Institute of Atmospheric Physics of the CAS)
- Prof. Ing. Jiří Homola, CSc., DSc. (Institute of Photonics and Electronics of the CAS)
- PhDr. Ondřej Ševeček, Ph.D. (Institute of Philosophy of the CAS)
- Ing. Július Štuller, CSc. (Institute of Computer Science of the CAS)

Secretary: Martina Jeleňáková (CAO)

In 2023, the Supervisory Board (SB) met four times for regular sessions and made four additional decisions via per rollam voting. The regular sessions were routinely attended by the CAO Director, the CAO Property Management and Services Division Director, and occasionally by the CAO Finance Director. Minutes were routinely taken of the SB meetings, and official records were compiled for all per rollam decisions.

EVALUATION OF CORE ACTIVITIES

Research in Computer Science and Technology Transfer

CAS Skill Set for Knowledge and Technology Transfer

In 2023, the CAO launched the *CAS Skill Set for Knowledge and Technology Transfer* project, which builds on the *CAS Strategy for Knowledge and Technology Transfer* approved by the Academy Council of the CAS. Its main aim is to facilitate, accelerate, and improve knowledge and tech transfer to industry and agriculture, which will effectively integrate innovation with economic growth.



Research in the Social Sciences and Humanities

The CAO's research in the social sciences and humanities included several projects in 2023: empirical studies mapping trends and the dynamics of public attitudes; quantitative analyses such as keyword and search trend analysis in online environments; theoretical studies uncovering deeper social mechanisms in the context of research and science communication; and various databases compiling historical data from the Czech lands.

Strategic Intelligence for Research and Innovation (STRATIN+)

In 2023, the *Strategic Intelligence for Research and Innovation (STRATIN+)* project, coordinated by the EURAXESS Centre, focused on targeted research of international research mobility. A survey was conducted titled "Persisting Barriers in Mobility of Researchers and Career Development."

Map of Modern Czech History Database

This project aims to create and continuously update an interactive map of modern Czech history covering the period 1919–1990. The map application will consist of layers that users can view simultaneously or sequentially.

Inhabitants of the Protectorate of Bohemia and Moravia Who Died on the Occupied Territory Database

Based on existing printed or electronic databases and archival and field research, this project is compiling a list of citizens of the former Protectorate of Bohemia and Moravia who were executed and tortured to death, and/or who died as a result of ethnic persecution, wartime events, and bombings on the territory of the former Protectorate of Bohemia and Moravia.

Research Infrastructure

Security Centres, E-Infrastructure, Authorisation Systems

In 2023, the CAO continued to develop its activities related primarily to security, not only for its own operations but with the aim of offering such services to CAS institutes as well. A notable development in 2023 was the launch of a new cloud service, *Firewall as a Service (FWaaS)*.

CAS Strategy for Technology and Knowledge Transfer

The *CAS Strategy for Knowledge and Technology Transfer* was successfully implemented in 2023. The CAO served as the catalyst and guarantor of the transfer process and conducted activities and initiatives beneficial to the CAS institutes. A key milestone was the creation of an internal programme to support the commercialisation of research results.



International Research Mobility, EURAXESS

EURAXESS Czech Republic was supported by the Ministry of Education, Youth and Sports of the Czech Republic by way of the co-operative project *Fostering the Integration of the Czech Republic's R&I Ecosystem into the European Research Area and Providing Support for Intensive International Cooperation between Czech Research Organisations and Enterprises in R&D&I (CZERA)*.

Publishing Activities, Peer Review, and Academia Journals

In 2023, the Academia Publishing House published 87 non-periodical titles (including seven monographs from the CAS Strategy AV21 project) and five reprints. Of these, 64 titles (including reprints) fell under core activities, and 28 under complementary activities. The CAS Publishing Support Committee supported and contributed to 45 of the non-periodical publications.

Dissemination of Research Results and Information

In 2023, a total of 34,566 media mentions included the term “Czech Academy of Sciences” or its variations: 64% online, 26% in print media, 2.52% via the Czech News Agency (ČTK), whose reports are used by other media outlets, 4% on television, and 3.38% on radio broadcasts. Podcasts accounted for 0.79%. According to Newton Media, the term “Czech Academy of Sciences” appeared in monitored media an average of 2,880 times per month.

Public Outreach Events, Periodicals, Audiovisual Media, CAS Websites and Social Media

The traditional *Brain Awareness Week* in March – a global campaign to raise public awareness of neuroscience and brain research – took place again in 2023, showcasing the newest advances and trends in this research field.

The annual *Week of the Czech Academy of Sciences* took place from 6 to 11 November 2023. The festival showcased current research and scientific discoveries at individual CAS institutes, in the CAS headquarters on Národní Street, and in cooperation with university and other research partners.

The *Czech Science Fair* – the largest annual popular science event in the Czech Republic – was held from 8 to 10 June 2023 at the PVA EXPO in Letňany, Prague. More than 100 institutions, companies, and science centres exhibited at the fair. Attendance exceeded previous records, with nearly 46,000 visitors showing up at the fair over three days – 50% more than in previous years.

Four issues of *A / Magazine* (formerly *A / Science and Research*) were published in 2023. The popular science magazine achieved major success by winning in the 30th edition of the *Czech Top 100* award in the category of best customer magazines. The CAS periodicals also received recognition in the 21st edition of the *Czech Zlatý středník* communication awards.

The exhibitions at the *Science and Art Gallery* at the CAS headquarters on Národní Street in Prague showcase a distinctive form of research presentation. The programme follows the tradition of scientific exhibitions that introduce the research topics of CAS institutes to the general public.

The CAO continued its collaboration with the Institute of Hydrodynamics of the CAS on the documentary series *Water for Life* – focused on drinking water and water resources. It also produced



a time-lapse documentary on the natural regeneration of the fire-damaged České Švýcarsko National Park and related research. A new project being developed in cooperation with the Institute of Contemporary History of the CAS is *The City as a Laboratory of Change*. The documentary film *Hledání Bolestného Krista (Finding the Man of Sorrows)* was selected in April 2023 for the Czechoslovak Competition of the international popular science film festival, Academia Film Olomouc.

Educational Activities

A Science Communication course was held, as well as a series of training courses for CAS staff who are responsible for science outreach at their respective CAS institutes and who are members of the Collegium of Science Communicators and PR Specialists.

The Science Management course also continued, which is offered to directors of CAS institutes.

A programme was organised for key technical and administrative management (TAM) staff. Its goal is to systematically educate and develop key TAM employees and prepare them for future managerial roles, and to enhance the managerial skills of current managers within the CAS.

The 2023 offering of Open Science high school internships was diverse. A total of 901 high school students applied, submitting 1,657 applications. Ultimately, 223 students were given the opportunity to experience what it is like to be a scientist. They participated in 129 research internships led by 118 researchers across 39 CAS institutes.

Human Resources Management, Equal Opportunities, Support of Researchers

Since June 2023, the CAO has held the European Commission's *HR Excellence in Research Award*.

In 2022, a gender analysis was conducted at the CAO, followed by the preparation of a Gender Equality Plan. At the end of the year, a Gender Equality Committee was established, which in January 2024 became an advisory body to the CAO Director.

Legal Support for Research

In providing research and development infrastructure across various disciplines, selected divisions of the CAO provide legal support in the form of expert consulting services. This involves conceptual, analytical, and methodological collaboration across the CAO, the CAS Head Office, and sometimes individual CAS institutes.

Conference Services and Facilities

The CAO operates three conference centres for the CAS institutes and the needs of the CAS Head Office, offering a full range of accommodation, catering, and conference services. It also runs two lodging facilities for long- and medium-term stays of researchers.



Childcare and Extracurricular Education

Childcare Groups (Children's Groups) of the CAS is a service provided by the CAO not only for its own employees but also for staff of other CAS institutes. In Brno, long-term use of the facility is ensured by leasing part of its available capacity for the needs of parents from the CAS institutes in Brno.

INSPECTION ACTIVITIES

In 2023, a total of six internal audits were carried out, all of which were included in the annual inspection plan. The Audit and Risk Manager also provided continuous consultation to CAO staff at various levels of the organisational structure. The outcomes of the completed audits are presented in final written reports.

ECONOMIC INFORMATION AFFECTING THE OPERATIONS AND PROJECTED DEVELOPMENT OF THE CAO

In 2023, in addition to its standard responsibilities, the CAO primarily dealt with challenges related to rising input costs and high inflation. As of 1 January 2023, Addendum No. 4 significantly amended the organisation's Charter.

The CAO closed its 2023 financial year with a positive result of CZK 24 042, thanks in particular to strong performance in non-core activities and savings in energy costs.

ACTIVITIES IN EMPLOYMENT RELATIONS

In 2023, the CAO implemented new versions of the following internal regulations in the area of labour relations, organisation, and management: the Organisational Code, Wage Code, and Code of Practice. The CAO Director's Directive on the Structure of Work Positions was also updated several times over the year. These new internal regulations primarily reflected implemented changes in the organisational structure of the CAO, updates to labour legislation following amendments to the Labour Code, and the government decree on the minimum wage. Additionally, as in previous years, new suggestions for changes from employees and union members were incorporated into the updated version of the *Collective Agreement*, which is negotiated jointly by employees and the trade union of the CAO.

In 2023, the CAO also developed a *Human Resources Management Strategy* for the medium-term future. The CAO focuses on adopting modern approaches and improving working conditions to optimise employee performance. In recent years, particularly in connection with the COVID-19 pandemic, the CAO gradually introduced a so-called flexible work model, with employees alternating between on-site work and remote work. This arrangement applied to administrative, project-based, and managerial roles.

Particular emphasis was placed on employee remuneration and benefits to support motivation. Each year, a personal costs plan is developed in consultation with individual managers and is benchmarked against market salary data from wage surveys. For 2024, across-the-board salary increases are being prepared for the first time in order to at least partially offset overall cost increases and inflation.



In the autumn, the CAO conducted an employee satisfaction survey to assess staff loyalty and satisfaction and to gather feedback on how to improve organisational performance. The survey has now been conducted for five consecutive years, providing a usable dataset and insight into ongoing trends.