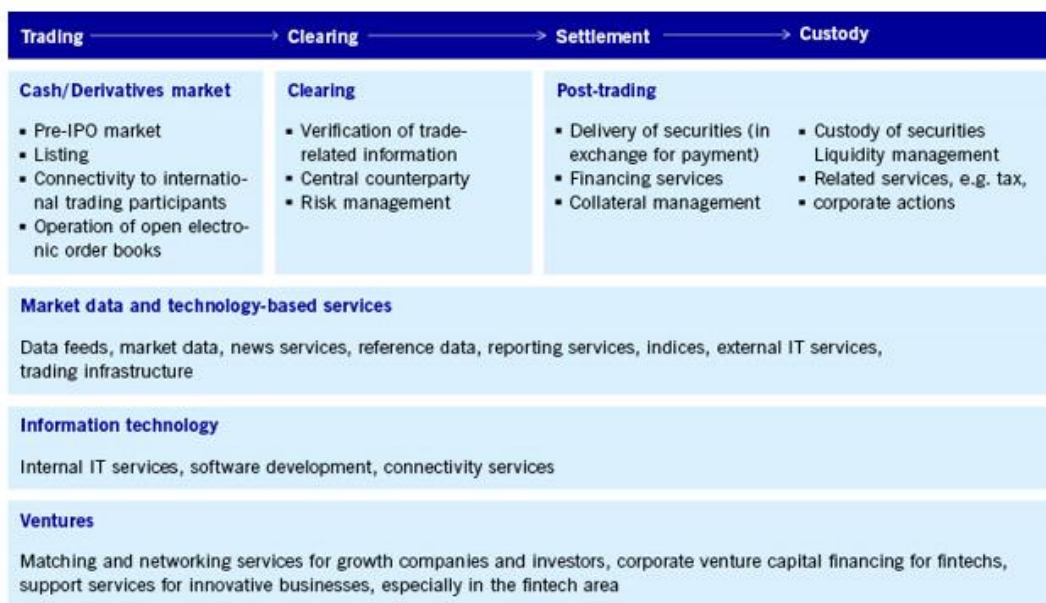


SEZNAM PŘÍLOH

Příloha 1 Oblast podnikání Deutsche Börse AG neboli Deutsche Börse Group.....	2
Příloha 2 Postup personální oddělení při odchodu zaměstnance za společnosti	2
Příloha 3 Počty zaměstnanců ve společnosti DBS	3
Příloha 4 Počty zaměstnanců ve společnosti COP	4
Příloha 5 Analýza fluktuace pro rok 2010 ve společnosti COP	5
Příloha 6 Analýza fluktuace pro rok 2011 ve společnosti COP	6
Příloha 7 Analýza fluktuace pro rok 2012 ve společnosti COP	7
Příloha 8 Analýza fluktuace pro rok 2013 ve společnosti COP	8
Příloha 9 Analýza fluktuace pro rok 2014 ve společnosti COP	9
Příloha 10 Analýza fluktuace pro rok 2015 ve společnosti COP	10
Příloha 11 Analýza fluktuace pro rok 2016 ve společnosti COP	11
Příloha 12 Analýza fluktuace pro rok 2017 ve společnosti COP	12
Příloha 13 Analýza fluktuace pro rok 2013 ve společnosti DBS	13
Příloha 14 Analýza fluktuace pro rok 2014 ve společnosti DBS	14
Příloha 15 Analýza fluktuace pro rok 2015 ve společnosti DBS	15
Příloha 16 Analýza fluktuace pro rok 2016 ve společnosti DBS	16
Příloha 17 Analýza fluktuace pro rok 2017 ve společnosti DBS	17
Příloha 18 Vyhodnocení exit interview jednotlivých let pro společnost DBS.....	18
Příloha 19 Vyhodnocení exit interview jednotlivých let pro společnost COP	19
Příloha 20 formulář pro hodnocení zkušební doby V COP.....	20
Příloha 21 Formulář pro hodnocení zkušební doby.....	22
Příloha 22 Typická pozice ve společnosti DBS.....	23
Příloha 23 Typická pozice ve společnosti COP.....	24

PŘÍLOHY

Příloha 1 Oblast podnikání Deutsche Börse AG neboli Deutsche Börse Group



Zdroj: Chyba! Nenalezen zdroj odkazů.

Příloha 2 Postup personální oddělení při odchodu zaměstnance za společnosti

- zkontroluje obsah rezignačního dopisu a potvrdí jeho platnou formu,
- informuje přímého nadřízeného a generální manažery,
- informuje mzdové oddělení o ukončení pracovního poměru,
- uspořádá exit interview se zaměstnancem, který odchází,
- připraví formulář pro exit interview,
- postará se o odstranění účtu zaměstnance ze systému,
- zkontroluje nárok na dovolenou za kalendářní rok a podle toho informuje zaměstnance,
- zkontroluje všechny odpočty, které je třeba provést v posledním mzdovém účtu zaměstnance,
- požádá zaměstnance, aby si vybral svou zbývající dovolenou předtím, než opustí společnost (pokud je to možné),
- domluví se se zaměstnancem na předání dokumentů, které mohou být zaměstnanci poskytnuty až po obdržení jeho poslední mzdy. Jedná se o zápočtový list neboli potvrzení o zaměstnání – článek 313 zákon č. 262/2006 Sb, potvrzení o zdanitelných

příjmech, potvrzení o starobním pojištění, tj. evidenční list důchodového pojištění, dokumenty související pouze se společností např. stravovací lístky a

- požádá zaměstnance o vrácení náležitostí např. o bezpečnostní průkaz k přístupu do budovy, parkovací kartu, pracovní telefon, evropský průkaz zdravotního pojištění atd.

Zdroj: interní zdroj společnosti, zpracování vlastní

Příloha 3 Počty zaměstnanců ve společnosti DBS

Celkové počty zaměstnanců sloužily k vypočítání míry fluktuace za jednotlivé roky

Total	01.2010	02.2010	03.2010	04.2010	05.2010	06.2010	07.2010	08.2010	09.2010	10.2010	11.2010	12.2010
**	113	116	118	119	120	123	123	124	128	129	130	133

Total	01.2011	02.2011	03.2011	04.2011	05.2011	06.2011	07.2011	08.2011	09.2011	10.2011	11.2011	12.2011
**	139	147	154	160	165	173	176	183	194	200	209	211

Total	01.2012	02.2012	03.2012	04.2012	05.2012	06.2012	07.2012	08.2012	09.2012	10.2012	11.2012	12.2012
**	220	228	235	242	245	249	253	257	260	264	270	271

Total	01.2013	02.2013	03.2013	04.2013	05.2013	06.2013	07.2013	08.2013	09.2013	10.2013	11.2013	12.2013
**	276	278	278	282	283	285	285	285	287	288	290	294

Total	01.2014	02.2014	03.2014	04.2014	05.2014	06.2014	07.2014	08.2014	09.2014	10.2014	11.2014	12.2014
**	294	293	294	293	292	290	291	292	292	294	296	293

Total	01.2015	02.2015	03.2015	04.2015	05.2015	06.2015	07.2015	08.2015	09.2015	10.2015	11.2015	12.2015
**	291	298	299	304	320	329	331	337	341	350	353	355

Total	01.2016	02.2016	03.2016	04.2016	05.2016	06.2016	07.2016	08.2016	09.2016	10.2016	11.2016	12.2016
**	368	376	380	390	397	401	403	412	416	421	421	426

Total	01.2017	02.2017	03.2017	04.2017	05.2017	06.2017	07.2017	08.2017	09.2017	10.2017	11.2017	12.2017
**	429	433	440	441	448	445	443	445	443	447	444	440

Zdroj: interní zdroj společnosti, dopočty vlastní

Příloha 4 Počty zaměstnanců ve společnosti COP

Celkové počty zaměstnanců sloužily v získání míry fluktuace za jednotlivé roky

Total	01.2010	02.2010	03.2010	04.2010	05.2010	06.2010	07.2010	08.2010	09.2010	10.2010	11.2010	12.2010
**	125	129	139	139	141	140	140	141	148	145	143	144

Total	01.2011	02.2011	03.2011	04.2011	05.2011	06.2011	07.2011	08.2011	09.2011	10.2011	11.2011	12.2011
**	148	151	154	162	164	170	174	182	191	197	192	193

Total	01.2012	02.2012	03.2012	04.2012	05.2012	06.2012	07.2012	08.2012	09.2012	10.2012	11.2012	12.2012
**	190	192	192	192	193	196	198	197	199	199	200	205

Total	01.2013	02.2013	03.2013	04.2013	05.2013	06.2013	07.2013	08.2013	09.2013	10.2013	11.2013	12.2013
**	203	205	206	204	208	207	207	207	206	208	208	211

Total	01.2014	02.2014	03.2014	04.2014	05.2014	06.2014	07.2014	08.2014	09.2014	10.2014	11.2014	12.2014
**	213	213	219	226	226	223	225	224	229	233	242	253

Total	01.2015	02.2015	03.2015	04.2015	05.2015	06.2015	07.2015	08.2015	09.2015	10.2015	11.2015	12.2015
**	259	260	265	266	268	267	268	269	274	279	283	284

Total	01.2016	02.2016	03.2016	04.2016	05.2016	06.2016	07.2016	08.2016	09.2016	10.2016	11.2016	12.2016
**	291	288	295	306	319	324	328	332	341	352	357	360

Total	01.2017	02.2017	03.2017	04.2017	05.2017	06.2017	07.2017	08.2017	09.2017	10.2017	11.2017	12.2017
**	357	361	370	372	379	373	369	371	371	375	372	367

Zdroj: interní zdroj společnosti, dopočty vlastní

Kompletní analýza jednotlivých let pro společnost COP od roku 2010-2017

Příloha 5 Analýza fluktuace pro rok 2010 ve společnosti COP

2010					
Left in Total		PP	Total fluktuation rate		
35		4	25%		
Left in Total without Transfer					
35					
Left in Probation Period					
	Upon COP Decision	Employees decided to leave			
Left in Total	3	1			
Average Age	37	36			
Female	1	0			
Male	2	1			
Academic Education	2	0			
Nationality					
Czechs	2	1			
Other Nation.	1	0			
Left after Probation Period			Transfer	Contract Expiration	Other Reasons
	MA	Employees decided to leave			
Left in Total	3	26	0	1	1
Average Age	51	36		32	35
Female	2	15		1	1
Male	1	11		0	0
Academic Education	0	23		1	1
Nationality					
Czechs	2	14		1	1
Other Nation.	1	12		0	0
Termination according to the nationalities					
Czechs	21				
Other Nation.	14				
Left in Organizational Unit					
Roky	2010				
Leaving	(Vše)				
Popisky řádků	Počet z Pers.No+A:O.				
Cash Reconciliation	4				
Cash Reconciliation (U)	1				
Corporate Actions (U)	2				
CSC Cash Processing	2				
Design Core Products (U)	1				
Income Dividends (U)	7				
Investment Funds (U)	2				
Manual Entry Team	1				
NCSC Cash Processing	1				
New Issues Domestic	1				
New Issues International (U)	4				
Proxy Voting	1				
Securities Reconciliation (U)	1				
Settlement Global	1				
Tax Services (U)	6				
Celkový součet	35				

Zdroj: interní zdroj společnosti, dopočty vlastní

Příloha 6 Analýza fluktuace pro rok 2011 ve společnosti COP

2011					
Left in Total		PP	Total fluktuation rate		
35		11	19%		
Left in Total without Transfer					
33					
Left in Probation Period					
	Upon COP Decision	Employees decided to leave			
Left in Total	10	1			
Average Age	36	34			
Female	4	1			
Male	6	0			
Academic Education	3	1			
Nationality					
Czechs	10	1			
Other Nation.	0	0			
Left after Probation Period			Transfer	Contract Expiration	Other Reasons
	MA	Employees decided to leave			
Left in Total	6	16	2	0	0
Average Age	36	34	35		
Female	4	8	2		
Male	2	8	0		
Academic Education	1	12	2		
Nationality					
Czechs	3	9	2		
Other Nation.	3	7	0		
Termination according to the nationalities					
Czechs	25				
Other Nation.	10				
Left in Organizational Unit					
Roky	2011				
Leaving	(Vše)				
Popisky řádků	▼ Počet z Pers.No+A:O.				
Cash Reconciliation (U)	4				
Corporate Actions (U)	5				
Design Core Products (U)	1				
Income Domestics (U)	3				
Income FCSC (U)	3				
Investment Funds (U)	3				
NCSC Cash Processing (U)	1				
New Issues Domestic (U)	4				
New Issues International (U)	4				
Prague CBF Client Service	2				
Proxy Voting	2				
Service Delivery (U)	1				
Tax Services (U)	2				
Celkový součet	35				

Zdroj: interní zdroj společnosti, dopočty vlastní

Příloha 7 Analýza fluktuace pro rok 2012 ve společnosti COP

2012					
Left in Total		PP	Total fluktuation rate		
16		1	7%		
Left in Total without Transfer					
13					
Left in Probation Period					
		Upon COP Decision	Employees decided to leave		
Left in Total		0	1		
Average Age		0	29		
Female		0	1		
Male		0	0		
Academic Education		0	1		
Nationality					
Czechs			0		
Other Nation.			1		
Left after Probation Period			Transfer	Contract Expiration	Other Reasons
		MA	Employees decided to leave		
Left in Total		1	10	3	0
Average Age		38	33	35	25
Female		0	6	3	0
Male		2	4	0	1
Academic Education		1	5	2	0
Nationality					
Czechs		0		2	0
Other Nation.		1		1	1
Termination according to the nationalities					
Czechs		8			
Other Nation.		8			
Left in Organizational Unit					
Roky	2012				
Leaving	(Vše)				
Popisky řádků		Počet z Pers.No+A:0			
Asset Services Design (U)		1			
Cash Reconciliation (U)		2			
Corporate Actions (U)		1			
Income Domestic (U)		1			
Investment Funds (U)		3			
New Issues International (U)		3			
Prague CBF Client Service		2			
Proxy Voting		1			
Securities Reconciliation (U)		1			
Settlement Products Design (U)		1			
Celkový součet		16			

Zdroj: interní zdroj společnosti, dopočty vlastní

Příloha 8 Analýza fluktuace pro rok 2013 ve společnosti COP

2013					
Left in Total	PP	Total fluktuation rate			
28	7	11%			
Left in Total without Transfer					
23					
Left in Probation Period					
	Upon COP Decision	Employees decided to leave			
Left in Total	2	5			
Average Age	33	31			
Female	2	3			
Male	0	5			
Academic Education	0	3			
Nationality					
Czechs	1	3			
Other Nation.	1	2			
Left after Probation Period					
	MA	Employees decided to leave	Transfer	Contract Expiration	Other Reasons
Left in Total	6	8	5	2	0
Average Age	34	33	35	37	
Female	4	5	4	1	
Male	2	3	1	1	
Academic Education	5	5	3	1	
Nationality					
Czechs	3	5	2	1	
Other Nation.	3	3	3	1	
Termination according to the nationalities					
Czechs	15				
Other Nation.	13				
Left in Organizational Unit					
Roky	2013				
Leaving	(Vše)				
Popisky řádků	Počet z Pers.No+A:O.				
Cash Reconciliation (U)	2				
Corporate Actions (U)	1				
GSF Product Design (U)	3				
HR Prague & Shared Services (U)	4				
Income Domestic (U)	1				
Manual Entry Team	1				
New Issues Domestic (U)	1				
Prague CBF Client Service	1				
Proxy Voting	1				
Quality and Change Management	1				
Securities Reconciliation (U)	3				
Shared Services Prague (U)	5				
Tax Services (U)	4				
Celkový součet	28				

Zdroj: interní zdroj společnosti, dopočty vlastní

Příloha 9 Analýza fluktuace pro rok 2014 ve společnosti COP

2014					
Left in Total	PP	Total fluktuation rate			
26	9	11%			
Left in Total without Transfer					
26					
Left in Probation Period					
	Upon COP Decision	Employees decided to leave			
Left in Total	7	2			
Average Age	34	30			
Female	2	1			
Male	5	1			
Academic Education	6	2			
Nationality					
Czechs	6	1			
Other Nation.	1	1			
Left after Probation Period			Transfer	Contract Expiration	Other Reasons
	MA	Employees decided to leave			
Left in Total	5	9	0	3	0
Average Age	35	30		29	
Female	2	7		3	
Male	3	2		0	
Academic Education	3	6		2	
Nationality					
Czechs	3	7		3	
Other Nation.	2	2		0	
Termination according to the nationalities					
Czechs	20				
Other Nation.	6				
Left in Organizational Unit					
Roky	2014				
Leaving	(Vše)				
Popisky řádků	Počet z Pers.No+A:O.				
Corporate Actions (U)	3				
GSF Product Design (U)	1				
HR Prague & Shared Services (U)	2				
Investment Funds (U)	3				
NCSC Cash Processing (U)	1				
New Issues Domestic (U)	2				
New Issues International (U)	3				
Prague CBF Client Service	4				
Proxy Voting	1				
Quality and Change Management	1				
Tax 1 (U)	1				
Tax Services (U)	4				
Celkový součet	26				

Zdroj: interní zdroj společnosti, dopočty vlastní

Příloha 10 Analýza fluktuace pro rok 2015 ve společnosti COP

2015					
Left in Total		PP	Total fluktuation rate		
45		12	13%		
Left in Total without Transfer					
36					
Left in Probation Period					
	Upon COP Decision	Employees decided to leave			
Left in Total	6	6			
Average Age	35	33			
Female	3	4			
Male	3	2			
Academic Education	1	5			
Nationality					
Czechs	3	4			
Other Nation.	3	2			
Left after Probation Period			Transfer	Contract Expiration	Other Reasons
	MA	Employees decided to leave			
Left in Total	8	10	9	5	1
Average Age	32	32	34	29	22
Female	6	5	4	3	1
Male	2	5	5	2	0
Academic Education	4	6	3	1	0
Nationality					
Czechs	7	9	7	4	1
Other Nation.	1	1	2	1	0
Termination according to the nationalities					
Czechs	35				
Other Nation.	10				
Left in Organizational Unit					
Roky	2015	▼			
Leaving	(Vše)	▼			
Popisky řádků	▼ Počet z Pers.No+A:O.				
Business Enablement (U)	1				
Cash Reconciliation (U)	1				
Compliance Monitoring Prague (U)	2				
Corporate Actions (U)	3				
Finance Operations Centre Prague (S)	1				
GSF Product Design (U)	1				
HR Prague & Shared Services (U)	5				
Income Domestics (U)	3				
NCSC Cash Processing (U)	1				
New Issues Domestic (U)	1				
New Issues International (U)	2				
New Issues Local Markets (U)	2				
New Issues RDF Enrichment (U)	2				
Prague CBF Client Service	4				
Prague PFO/ Investment Funds (U)	3				
Prague PFO/ New Issues (U)	4				
Securities Reconciliation (U)	2				
Settlement (U)	1				
Shared Services Prague (U)	4				
Tax 1 (U)	2				
Celkový součet	45				

Zdroj: interní zdroj společnosti, dopočty vlastní

Příloha 11 Analýza fluktuace pro rok 2016 ve společnosti COP

2016					
Left in Total		PP	Total fluktuation rate		
61		22	18%		
Left in Total without Transfer					
59					
Left in Probation Period					
	Upon COP Decision	Employees decided to leave			
Left in Total	13	9			
Average Age	34	30			
Female	5	7			
Male	8	2			
Academic Education	11	8			
Nationality					
Czechs	7	3			
Other Nation.	6	6			
Left after Probation Period					
MA		Employees decided to leave	Transfer	Contract Expiration	Other Reasons
Left in Total	13	15	2	7	2
Average Age	30	31	26	29	32
Female	6	9	1	5	2
Male	7	6	1	2	0
Academic Education	10	11	1	3	0
Nationality					
Czechs	8	10	2	5	2
Other Nation.	5	5	0	2	0
Termination according to the nationalities					
Czechs	37				
Other Nation.	24				
Left in Organizational Unit					
Roky	2016	▼			
Leaving	(Vše)	▼			
Popisky řádků	▼ Počet z Pers.No+A:O.				
Business Enablement (U)	3				
Cash Reconciliation (U)	4				
Clearing Operations (U)	1				
Compliance Monitoring Prague (U)	4				
COO – OPS – Index Review (Sub-U)	1				
COO – Test & Quality Assurance (Sub-U)	2				
Corporate Actions Prague (U)	3				
Elective Events Prague (U)	2				
Facility Management Luxembourg (U)	1				
HR Prague & Shared Services (U)	9				
Income & Transfer Services (U)	3				
Income Prague (U)	3				
Master Data Maintenance (U)	1				
NCSC Cash Processing (U)	6				
New Issues Local Markets (U)	1				
New Issues RDF Enrichment (U)	4				
Prague CBF Client Service	1				
Prague CBF Client Service (U)	1				
Securities Reconciliation (U)	5				
Shared Services Prague (U)	1				
Tax Services Prague 1 (U)	2				
Tax Services Prague 2 (U)	3				
Celkový součet	61				

Zdroj: interní zdroj společnosti, dopočty vlastní

Příloha 12 Analýza fluktuace pro rok 2017 ve společnosti COP

2017					
Left in Total		PP	Total fluktuation rate		
51		4	11%		
Left in Total without Transfer					
40					
Left in Probation Period					
	Upon COP Decision	Employees decided to leave			
Left in Total	2	2			
Average Age	34	23			
Female	1	1			
Male	1	1			
Academic Education	1	1			
Nationality					
Czechs	2	2			
Other Nation.	0	0			
Left after Probation Period			Transfer	Contract Expiration	Other Reasons
	MA	Employees decided to leave			
Left in Total	1	30	11	4	1
Average Age	25	30	30	30	34
Female	0	19	6	3	1
Male	1	11	5	1	0
Academic Education	1	20	5	2	0
Nationality					
Czechs	1	19	8	3	1
Other Nation.	0	11	3	1	0
Termination according to the nationalities					
Czechs	36				
Other Nation.	15				
Left in Organizational Unit					
Roky	2017				
Leaving	(Vše)				
Popisky řádků	Počet z Pers.No+A:O.				
	1				
Compliance Monitoring Prague (U)	4				
Connectivity CSD (U)	2				
COO – BA – Ref. Data Services (SubU)	1				
Corporate Actions Prague (U)	3				
Fund ISIN Issuance (U)	1				
General Accounting Services & Banks (U)	1				
GSF Product Design (U)	1				
HR Prague & Shared Services (U)	4				
IF Income (U)	1				
Income & Transfer Services (U)	5				
Income Prague (U)	3				
Master Data Maintenance (U)	1				
NCSC Cash Processing (U)	2				
New Issues Domestic (U)	2				
New Issues International (U)	4				
New Issues Local Markets (U)	4				
Prague CBF Client Service (U)	2				
Risk Services (U)	1				
Securities Reconciliation (U)	1				
Settlement (U)	1				
Tax Services Prague 2 (U)	5				
VendorInvoiceMgmt.&AssetProcessing (U)	1				
Celkový součet	51				

Zdroj: interní zdroj společnosti, dopočty vlastní

Kompletní analýza jednotlivých let pro společnost DBS od roku 2013-2017

Příloha 13 Analýza fluktuace pro rok 2013 ve společnosti DBS

2013					
Left in Total		PP	Total fluktuation rate		
8		0	3%		
Left in Total without Transfer					
8					
Left in Probation Period					
		Upon DBS Decision	Employees decided to leave		
Left in Total		0	0		
Average Age		0	0		
Female		0	0		
Male		0	0		
Academic Education		0	0		
Nationality					
Czechs		0	0		
Other Nation.		0	0		
Left after Probation Period					
		MA	Employees decided to leave	Transfer	Contract Expiration
Left in Total		0	0	0	8
Average Age		0			36
Female		0			1
Male		0			7
Academic Education		0			8
Nationality					
Czechs		0			4
Other Nation.		0			4
Termination according to the nationalities					
Czechs		4			
Other Nation.		4			
Left in Organizational Unit					
Roky	2013				
Leaving	(Vše)				
Popisky řádků	Počet z Pers.No.				
AMQP (U)	2				
Energy	1				
Infrastructure	1				
Investment Funds & Collateral (U)	1				
RDF & Hub (U)	1				
Risk Engine (U)	1				
Technical Support Services (U)	1				
Celkový součet	8				

Zdroj: interní zdroj společnosti, dopočty vlastní

Příloha 14 Analýza fluktuace pro rok 2014 ve společnosti DBS

2014					
Left in Total		PP	Total fluktuation rate		
15		1	5%		
Left in Total without Transfer					
14					
Left in Probation Period					
	Upon DBS Decision	Employees decided to leave			
Left in Total	1	0			
Average Age	27	0			
Female	0	0			
Male	1	0			
Academic Education	1	0			
Nationality					
Czechs	0	0			
Other Nation.	1	0			
Left after Probation Period					
MA		Employees decided to leave	Transfer	Contract Expiration	Other Reasons
Left in Total	3	5	1	1	4
Average Age	36	34	35	25	38
Female	1	1	0	0	1
Male	2	4	1	1	3
Academic Education	2	1	0	0	2
Nationality					
Czechs	2	4	0	1	3
Other Nation.	1	1	1	0	1
Termination according to the nationalities					
Czechs	10				
Other Nation.	5				
Left in Organizational Unit					
Roky	2014	▼			
Leaving	(Vše)	▼			
Popisky řádků	▼ Počet z Pers.No.				
AD Clearing (U)	2				
AD Energy (U)	1				
AD Risk Analysis (U)	1				
CmaX Functionality (U)	1				
Customer Technical Support (U)	1				
Investment Funds & Collateral (U)	1				
Network Operations (U)	1				
Request Management (U)	1				
Risk Engine (U)	1				
SCM Support Services (U)	1				
Software Development Services (S)	1				
Technical Key Account Mgt	1				
Test Validation (U)	2				
Celkový součet	15				

Zdroj: interní zdroj společnosti, dopočty vlastní

Příloha 15 Analýza fluktuace pro rok 2015 ve společnosti DBS

2015					
Left in Total		PP	Total fluktuation rate		
38		17	11%		
Left in Total without Transfer					
36					
Left in Probation Period					
	Upon DBS Decision	Employees decided to leave			
Left in Total	14	3			
Average Age	36	36			
Female	2	1			
Male	12	2			
Academic Education	12	2			
Nationality					
Czechs	9	2			
Other Nation.	5	1			
Termination according to the nationalities					
Czechs	21				
Other Nation.	17				
Left after Probation Period			Transfer	Contract Expiration	Other Reasons
	MA	Employees decided to leave			
Left in Total	4	14	2	1	0
Average Age	32	35	34	25	
Female	1	2	2	0	
Male	3	12	0	1	
Academic Education	3	13	2	1	
Nationality					
Czechs	3	6	0	1	
Other Nation.	1	8	2	0	
Left in Organizational Unit					
Roky	2015				
Leaving	(Vše)				
Popisky řádků	Počet z Pers.No.				
AD Clearing (U)		2			
AD Core Risk (U)		1			
AD Data Support Systems (U)		1			
AD Energy (U)		3			
AD Group Support Systems (U)		3			
AD RDF & HUB (U)		2			
AD Trading (U)		2			
Architecture Services (U)		1			
Clearing GUI (U)		1			
Clearing Test (U)		2			
Connectivity Control & Internet (U)		1			
CrossBusinessSyst/MobilFuncPrague (U)		1			
Functional Test Services (S)		3			
ICSD Functionality Prague (U)		1			
Incident Management (U)		1			
MD+S Test (U)		1			
Post Trade Functional Test (U)		1			
Post Trade Regression & Automation (U)		1			
Request Management (U)		1			
SCM Support Services (U)		1			
Service Management (S)		1			
StatistiX (S)		1			
System Requirements (U)		2			
Test Validation (U)		2			
Trading Test (U)		2			
Celkový součet		38			

Zdroj: interní zdroj společnosti, dopočty vlastní

Příloha 16 Analýza fluktuace pro rok 2016 ve společnosti DBS

2016					
Left in Total	PP	Total fluktuation rate			
57	10	12%			
Left in Total without Transfer					
50					
Left in Probation Period					
	Upon DBS Decision	Employees decided to leave			
Left in Total	6	4			
Average Age	38	35			
Female	1	0			
Male	5	4			
Academic Education	4	3			
Nationality					
Czechs	3	2			
Other Nation.	3	2			
Termination according to the nationalities					
Czechs	32				
Other Nation.	25				
Left after Probation Period					
	MA	Employees decided to leave	Transfer	Contract Expiration	Other Reasons
Left in Total	14	23	7	2	1
Average Age	30	35	38	24	25
Female	8	3	3	0	1
Male	6	20	4	2	0
Academic Education	8	18	7	1	0
Nationality					
Czechs	5	18	3	0	1
Other Nation.	9	5	4	2	0
Left in Organizational Unit					
Roky	2016	↓			
Leaving	(Vše)	↓			
Popisky řádků	Počet z Pers.No.				
AD Clearing (U)	2				
AD Core Risk (U)	2				
AD Energy (U)	1				
AD Group Support Systems (U)	2				
AD Risk Analysis (U)	6				
Analysis (U)	2				
C&D Server Operations (U)	2				
Cash Clearing Test (U)	1				
Central IT	1				
CERT (U)	2				
CL IT CrossBusinessSysDev.Prague (U)	1				
CL IT Settlement Dev. Prague (U)	1				
Clearing GUI (U)	2				
CrossBusinessSyst/MobilFuncPrague (U)	1				
Customer Technical Support (U)	4				
Database Management (U)	2				
Energy Test Execution (U)	1				
ETD Clearing Functionality (U)	1				
Functionality PRG (U)	1				
GAF (U)	1				
IFS IT RefData and Interfaces (U)	1				
MD+S Test (U)	3				
Network Operations (U)	1				
Post Trade Regression & Automation (U)	1				
Quality Assurance (U)	1				
RDS (U)	2				
Request Management (U)	1				
RICA (U)	1				
Risk Management Test (U)	2				
Software Development Services (S)	1				
Stoxx IT DBS (U)	1				
System Requirements (U)	1				
Systems Infrastructure (Dpt)	1				
Technical Key Account Management (U)	1				
Test Tools (U)	1				
Trading Test (U)	2				
Celkový součet	57				

Zdroj: interní zdroj společnosti, dopočty vlastní

Příloha 17 Analýza fluktuace pro rok 2017 ve společnosti DBS

2017					
Left in Total		PP	Total fluktuation rate		
55		6	12%		
Left in Total without Transfer					
46					
Left in Probation Period					
		Upon DBS Decision	Employees decided to leave		
Left in Total		2	4		
Average Age		35	37		
Female		1	0		
Male		1	4		
Academic Education		2	4		
Nationality					
Czechs		1	3		
Other Nation.		1	1		
Left after Probation Period					
		MA	Employees decided to leave	Transfer	Contract Expiration
Left in Total		7	32	9	1
Average Age		31	32	31	24
Female		3	3	3	0
Male		4	29	6	1
Academic Education		4	27	7	0
Nationality					
Czechs		2	13	5	0
Other Nation.		5	19	4	1
Termination according to the nationalities					
Czechs		24			
Other Nation.		31			
Left in Organizational Unit					
Roky	2017				
Leaving	(Vše)				
Popisky řádků		Počet z Pers.No.			
AD Derivatives Clearing Prague (U)		3			
AD Regulatory Services Prague (U)		1			
AD Securities Clearing Prague (U)		1			
AD StatistiX (U)		1			
Analysis (U)		2			
AS All Markets Functionality (U)		2			
AS Business Ops Functionality (U)		1			
AS BusinessOps&ClientFacing Func PRG (U)		1			
AS Client Facing Functionality (U)		1			
C&D Advanced Support An. (U)		1			
C&D Server Operations (U)		1			
Central IT		3			
Client Lifecycle Mngt Settlem&Cust. (S)		1			
COO – BA – Ref. Data Services (SubU)		1			
COO – e-Business (Sub-U)		1			
Core (U)		1			
Data Product Program Management (U)		1			
Energy Development (U)		2			
Energy Functionality (U)		1			
Energy Infrastructure & Service Mgmt (U)		1			
Energy Technical Operations (U)		1			
Energy Test Execution (U)		1			
Funct. Sec. & Cash & T2S Sim. (U)		3			
Functionality PRG (U)		1			
IFS IT RefData and Interfaces (U)		4			
Infrastructure DB Management (U)		1			
Integration & Tech Testing (U)		1			
Middleware Dev. (U)		1			
Network Operations (U)		2			
Project Management (U)		1			
RDS & GUI (U)		1			
Reference Data Clearstream (U)		2			
Regulatory Services Prague (U)		1			
RICA (U)		1			
Risk IT (S)		2			
Securities Clearing Functionality (U)		1			
Technical Member Readiness (U)		2			
Test Environment Administration (U)		1			
Trading Test (U)		1			
Celkový součet		55			

Zdroj: interní zdroj společnosti, dopočty vlastní

EXIT INTERVIEW RESULTS																				
	NATURE OF JOB				MANAGEMENT RELATIONSHIP			CAREER & PERSONAL DEVELOPMENT			COMPENSATION & BENEFITS						COMPANY			
YEAR	Job Content	Working Environment	Clarity about own role/objectives	Working Hours	Relationship with manager	Commun. with manager	Recognition from manager	Personal development	On the Job Training possibilities	Other Training possibilities	Benefits	Salary	Bonus	Internal cooperation	External cooperation	Culture	Image (outside)	HR Service	FM Service	
2013	% Achieved	75%	86%	86%	93%	86%	0%	82%	75%	70%	75%	77%	82%	82%	93%	93%	86%	0%	0%	0%
	Achieved	33	38	38	41	38	0	36	33	31	33	34	36	36	41	41	38	0	0	0
	Maximum to achieve	44				44	44		44	44	44	44	44		44	44	44	44	44	44
2014	% Achieved	56%	66%	66%	78%	53%	0%	63%	53%	63%	75%	81%	72%	75%	66%	44%	59%	0%	0%	0%
	Achieved	18	21	21	25	17		20	17	20	24	26	23	24	21	14	19			
	Maximum to achieve	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32	32
2015	% Achieved	71%	79%	82%	96%	96%	0%	82%	64%	82%	82%	96%	82%	75%	93%	64%	71%	0%	0%	0%
	Achieved	20	22	23	27	27		23	18	23	23	27	23	21	26	18	20			
	Maximum to achieve	28	28	28	28	28	28	28	28	28	28	28	28	28	28	28	28	28	28	28
2016	% Achieved	71%	88%	75%	88%	85%	0%	79%	62%	62%	77%	96%	77%	87%	92%	56%	83%	0%	0%	0%
	Achieved	37	46	39	46	44		41	32	32	40	50	40	45	48	29	43			
	Maximum to achieve	52	52	52	52	52	52	52	52	52	52	52	52	52	52	52	52	52	52	52
2017	% Achieved	66%	77%	72%	80%	80%	0%	77%	66%	66%	70%	77%	67%	72%	75%	59%	70%	0%	0%	0%
	Achieved	42	49	46	51	51		49	42	42	45	49	43	46	48	38	45			
	Maximum to achieve	64	64	64	64	64	64	64	64	64	64	64	64	64	64	64	64	64	64	64

Zdroj: interní zdroj společnosti, dopočty vlastní

EXIT INTERVIEW RESULT																							
		NATURE OF JOB				MANAGEMENT RELATIONSHIP				CAREER & PERSONAL DEVELOPMENT				COMPENSATION & BENEFITS						COMPANY			
YEAR		Job Content	Working Environment	Clarity about own role/objectives	Working Hours	Relationship with manager	Commun. with manager	Recognition from manager	Personal development	On the Job Training possibilities	Other Training possibilities	Benefits	Salary	Bonus	Internal cooperation	External cooperation	Culture	Image (outside)	HR Service	FM Service			
2010	% Achieved	47%	59%	60%	54%	50%	50%	43%	47%	38%	0%	65%	46%	42%	56%	0%	60%	56%	0%	0%			
	Achieved	45	57	58	52	48	48	41	45	36		62	44	40	54		58	54					
	Maximum to achieve	96	96	96	96	96	96	96	96	96		96	96	96	96		96	96	96	96			
2011	% Achieved	69%	83%	81%	79%	73%	66%	65%	61%	76%	64%	86%	74%	71%	84%	74%	84%	84%	0%	0%			
	Achieved	55,5	66	65	63	58	53	52	49	61	51	69	59	57	67		67	67					
	Maximum to achieve	80	80	80	80	80	80	80	80	80	80	80	80	80	80		80	80	80	80			
2012	% Achieved	73%	93%	91%	84%	84%	80%	75%	64%	64%	70%	91%	80%	86%	93%	84%	95%	84%	0%	0%			
	Achieved	32	41	40	37	37	35	33	28	28	31	40	35	38	41		42	37					
	Maximum to achieve	44	44	44	44	44	44	44	44	44	44	44	44	44	44		44	44	44	44			
2013	% Achieved	80%	90%	74%	87%	77%	0%	74%	71%	73%	69%	76%	85%	90%	82%	77%	90%	88%	0%	0%			
	Achieved	67		62	73	65		62	60	61	58	64	71	76	69		76	74					
	Maximum to achieve	84	84	84	84	84	84	84	84	84	84	84	84	84	84		84	84	84	84			
2014	% Achieved	75%	80%	80%	86%	75%	0%	68%	55%	57%	64%	63%	80%	91%	82%	75%	84%	82%	0%	0%			
	Achieved	42		45	48	42		38	31	32	36	35	45	51	46		47	46					
	Maximum to achieve	56	56	56	56	56	56	56	56	56	56	56	56	56	56		56	56	56	56			
2015	% Achieved	74%	82%	78%	80%	82%	0%	80%	73%	70%	77%	67%	78%	90%	74%	72%	85%	0%	95%	94%			
	Achieved	65,5	72	68,5	70	72		70	64	62	68	59	69	79	65,5	63	75		84	83			
	Maximum to achieve	88	88	88	88	88	88	88	88	88	88	88	88	88	88		88	88	88	88			
2016	% Achieved	74%	76%	74%	68%	78%	0%	67%	71%	70%	74%	70%	66%	87%	78%	71%	80%	0%	86%	88%			
	Achieved	56	58	56	52	59		51	54	53	56	53	50	66	59		61	65	65	67			
	Maximum to achieve	76	76	76	76	76	76	76	76	76	76	76	76	76	76		76	76	76	76			
2017	% Achieved	57%	65%	63%	59%	62%	0%	61%	53%	52%	56%	59%	59%	70%	62%	54%	66%	0%	74%	66%			
	Achieved	66	75	73	69	72		71	61	60	65	69	68	81	72		76	76	86	77			
	Maximum to achieve	116	116	116	116	116	116	116	116	116	116	116	116	116	116		116	116	116	116			

Zdroj: interní zdroj společnosti, dopočty vlastní

Probation Period Review for / Compliance Monitoring Prague

Starting Date		Absence in PP	☐ Yes ☐ No
End of PP		PP Interview Date	___ / ___ / 201_

Assignment/Project/Tasks

(if different from the job description published under DBG Intranet > Home > Corporate Center > Human Resources > HR per Location > HR Homepage Prague > COP HR Homepage > Recruitment COP > Location Specific Topics > COP Job Descriptions & Job Rotation)

To be completed by HoU

Feedback from Luxembourg / Germany (if relevant): (Name)

To be added by HoU

Feedback/perception from Line Manager:

To be completed by HoU

Work Quality	☐ A (Outstanding) ☐ B (Above Average) ☐ C (Average) ☐ D (Below Average)
Work Productivity	☐ A (Outstanding) ☐ B (Above Average) ☐ C (Average) ☐ D (Below Average)
Cooperation with Others	☐ A (Outstanding) ☐ B (Above Average) ☐ C (Average) ☐ D (Below Average)

Employee's Feedback

Final Result:

To be completed by HoU

☐ The employment will continue after the probation period.

☐ The employment will be terminated.

Reason for Termination

**Extension of Probation
Period by the length of
Absence (if relevant)**

Was the Employee recognized as being temporarily unable for work (sickness leave) or did he/she take all-day leave during his/her probation period (annual leave, unpaid leave)?

☐ No

☐ Yes, the probation period

☐ will be extended by the length of such obstacles to work on the side of the Employee.

☐ will **not** be extended by the length of the obstacles to work on the side of the Employee.

General Manager

HR

Zdroj: interní zdroj společnosti

Probation Period Review for

Starting Date		Absence in PP	☐ Yes ☐ No
End of PP		PP Interview #1 Date	___ / ___ / 201_

Assignment/Project/Tasks:

Feedback from FFM/Lux (n/a):

Feedback from Employee: «Name Firstname»

--

<u>Feedback/perception from Team Lead: «HoU»</u>

Zdroj: interní zdroj společnosti

Příloha 22 Typická pozice ve společnosti DBS

Software Developer Java/C++

Deutsche Börse Group is one of the largest exchange organisations worldwide. As a financial marketplace organizer, the company provides a portfolio of services covering the entire process chain: securities and derivatives trading and clearing, netting and transaction settlement, risk management, custody and provision of market information. Information Technology designs, builds and operates the technological infrastructure of the company. These highly integrated and automated IT systems are essential to our success.

Field of Activity:

You will be working as Software developer in the Unit Corporate Tools within the Section SAP & Corporate Tools. In this role you are responsible for further development of Compliance related Applications. This includes the analysis of Business Requirements, the modelling of needed workflows as well as the design and development/enhancement of the overall application.

Within your projects you will ensure that all requirements are specified in a way allowing delivery in time, scope and budget.

Tasks/responsibilities:

- Software Development in JAVA/J2EE and C/C++
- Testing in Production, Simulation and test Environments
- Analysis of existing systems and applications, review of tools and documentation
- Support of information security relevant requirements
- 2nd and 3rd Level Support for internal customers
- Review and Analysis of Business Requirements and the respective process modelling

Qualifications/required skills:

- University Degree in IT Studies or Natural Science or comparable education
- Working experience in IT
- Knowledge in Scripting (Unix Shell Scripts, Perl, Python etc.) preferred
- Advanced experiences in C, C++, JAVA
- Knowledge in process modelling using e.g. JBPM
- Experiences with databases e.g.. Oracle, PostgreSQL, MySQL, using SQL
- High commitment and motivation, as well as coordination skills
- Proficiency in written and spoken English

Zdroj: **Chyba! Nenalezen zdroj odkazů.**

Příloha 23 Typická pozice ve společnosti COP



JOB DESCRIPTION

HR Administrator

Travel Expenses & Time Management

Job responsibilities:

Provide administrative support to companies of DB Group mainly outside of the Czech Republic. In particular related to Travel Expenses and Time Management.

1. Travel Expenses:

- Check and approve travel expenses for Germany, Luxembourg and other regional offices
- Storage of financial documentation
- Update of travel expense rates in SAP
- Stay up to date with legal requirements in different countries

2. Time Recording administration:

- Update and correct errors in time recording for Germany
- Absence due to illness
- Overtime requests
- Approval of expenses due to overtime
- Special holidays
- SAP releases
- Reporting

Qualification / required skills:

The ideal candidate has a first relevant experience in general administration preferable in an HR environment in particular:

- Interest in HR
- Service minded with very good interpersonal and communication skills
- Excellent organizational and administrative skills with attention to detail
- Very good English / verbal and written communication skills
- Very good German / verbal and written communication skills
- Team spirit and collaborative working style
- Good PC skills

Working Hours

- Standard Working Hours: 40 hours weekly / 8 hours daily (between 08:00 and 18:00).
- Overtime Work: moderate

Zdroj: interní zdroj společnosti