

Na temelju članka 161., stavka 2. Zakona o socijalnoj skrbi (Narodne novine broj 157/2013, 152/2014, 99/2015, 52/2016, 16/2017, 130/2017, 98/2019, 64/2020, dalje u tekstu: „**Zakon o socijalnoj skrbi**“) i članka 54., stavka 1. Zakona o ustanovama (Narodne novine broj 76/1993, 29/1997, 47/1999, 35/2008, 127/2019, dalje u tekstu: „**Zakon o ustanovama**“), upravno vijeće ustanove **DOM ZA STARIJE I NEMOĆNE OSOBE VITA NOVA**, sa sjedištem u Bjelovaru, Klokočevac 1A, upisano u registar Trgovačkog suda u Bjelovaru, MBS: 010080330, OIB: 77143440335 (dalje u tekstu: „**Dom**“) uz prethodnu suglasnost osnivača Doma, društva **SeneCura CEECR društvo s ograničenom odgovornošću za poslove upravljanja nekretninom i održavanje nekretnina**, sa sjedištem u Zagrebu, Ilica 1, upisano u registar Trgovačkog suda u Zagrebu, MBS: 081293762, OIB: 11581385265 (dalje u tekstu: „**Osnivač**“), koje zastupa punomoćnik Nives Kolonić,

In accordance with Article 161, Paragraph 2 of the Social Welfare Act (Official Gazette No. 157/2013, 152/2014, 99/2015, 52/2016, 161/2017, 130/2017, 98/2019, 64/2020, hereinafter: the “**Social Welfare Act**”) and Article 54, Paragraph 1 of the Institutions Act (Official Gazette No. 76/1993, 29/1997, 47/1999, 35/2008, 127/2019, hereinafter: the “**Institutions Act**”) the Management Council of the institution **DOM ZA STARIJE I NEMOĆNE OSOBE VITA NOVA**, with registered seat in Bjelovar, Klokočevac 1A, entered into the register of the Commercial Court of Bjelovar, under registration number 010080330, PIN (OIB): 77143440335 (hereinafter: the “**Home**”), with the prior consent of the founder of the Home, the company **SeneCura CEECR društvo s ograničenom odgovornošću za poslove upravljanja nekretninom i održavanje nekretnina**, with registered seat in Zagreb, Ilica 1, entered into the registry of the Commercial Court of Zagreb, under the number 081293762, Croatian PIN (OIB): 11581385265 (hereinafter: the “**Founder**”), represented by proxy Nives Kolonić,

donosi dana 13. prosinca 2021. godine sljedeću

adopts on 13 December 2021 the following

ODLUKU O IZMJENI STATUTA USTANOVE OD 30. RUJNA 2021. I PRIHVAĆANJU POTPUNO NOVOG TEKSTA STATUTA USTANOVE

DECISION ON AMENDMENT OF THE STATUTE OF THE INSTITUTION DATED 30 SEPTEMBER 2021 AND ON ADOPTION OF COMPLETELY NEW TEXT OF THE STATUTE OF THE INSTITUTION

Postojeći statut Ustanove od 30. rujna 2021. u cijelosti se mijenja te se usvaja potpuno novi tekst statuta Ustanove od 13. prosinca 2021. koji glasi kako slijedi:

The existing statute of the Institution dated 30 September 2021 is changed and a completely new text of the statute of the Institution dated 13 December 2021 is adopted, and it reads as follows:

STATUT

SENECURA DOMA ZA STARIJE I NEMOĆNE BJELOVAR

(pročišćeni tekst)

I. OPĆE ODREDBE

Članak 1.

Statutom uređuju se naziv i sjedište te djelatnost Doma; pravni status Doma; ustroj i tijela Doma, njihova nadležnost i način odlučivanja; status korisnika Doma; opći akti Doma i način njihova donošenja; vođenje evidencija; imovina Doma; javnost rada, poslovna tajna; statusne promjene i prestanak rada i ostala pitanja značajna za rad Doma.

II. NAZIV, SJEDIŠTE TE DJELATNOST DOMA

Članak 2.

- (1) Naziv Doma glasi: SeneCura dom za starije i nemoćne Bjelovar.
- (2) Skraćeni naziv Doma je: Dom SeneCura Bjelovar.
- (3) Naziv Doma istaknut je na zgradi, u kojoj se obavlja djelatnost Doma.

Članak 3.

Sjedište Doma je na adresi Klokočevac 1A, Bjelovar.

Članak 4.

Za promjenu naziva i sjedišta Doma potrebna je odluka Osnivača.

STATUTE

OF SENECURA DOM ZA STARIJE I NEMOĆNE BJELOVAR

(consolidated text)

I. GENERAL PROVISIONS

Article 1

This Statute regulates the name, the registered seat and business activities of the Home; legal status of the Home; corporate governance and bodies of the Home, their authority and method of decision-making; status of the Home's users; general acts of the Home and the manner of their adoption; record keeping; assets of the Home; publicity of operations; trade secret; statutory changes and termination of business activities and other issues relevant to the operation of the Home.

II. NAME, REGISTERED SEAT AND BUSINESS ACTIVITIES OF THE HOME

Article 2

- (1) The name of the Home is: SeneCura dom za starije i nemoćne Bjelovar.
- (2) Abbreviated name of the Home is: Dom SeneCura Bjelovar.
- (3) The name of the Home is visible on the building in which the activities of the Home are performed.

Article 3

The registered seat of the Home is at the address Klokočevac 1A, Bjelovar.

Article 4

A decision of the Founder is required for the change of the name of the Home, and of its registered seat.

Članak 5.

- (1) Dom ima pečat okruglog oblika promjera 15 mm, koji sadrži naziv i sjedište Doma.
- (2) Ako Dom ima više pečata, isti se označavaju rednim brojem.
- (3) Za potrebe urudžbiranja dopisa i akata Dom ima pečat pravokutnog oblika 55x25 mm koji sadrži puni naziv i sjedište Doma, te prostor za upisivanje datuma primitka dopisa i akata.
- (4) Ravnatelj Doma pisanom odlukom određuje broj pečata, način njihova korištenja te osobe odgovorne za njihovu upotrebu i čuvanje.

Članak 6.

- (1) Djelatnost Doma određuje se Odlukom o osnivanju Doma.
- (2) Dom obavlja sljedeće djelatnosti u okviru usluge smještaja:
 - pružanje usluga stanovanja i prehrane, brige o zdravlju, njege, održavanje osobne higijene i pomoći pri obavljanju svakodnevnih aktivnosti, usluge socijalnog rada, psihosocijalne rehabilitacije, radnih aktivnosti, organiziranje slobodnog vremena, pratnje i oragniziranog prijevoza i savjetodavnog rada; te
 - pružanje usluga poludnevnog i cjelodnevnog boravka i usluge pomoći i njege u kući starijim i nemoćnim osobama.
- (3) Dom može obavljati i druge djelatnosti koje služe obavljanju djelatnosti upisane u sudski registar, ako se one u manjem opsegu ili uobičajeno obavljaju uz upisanu djelatnost.

Article 5

- (1) The Home has a round seal 15mm in diameter, containing the name and registered seat of the Home.
- (2) If the Home has several seals they shall be marked with a serial number.
- (3) For the purposes of filing letters and acts, the Home has a square shaped seal 55x25 mm which contains the full name and seat of the Home, and space for entering the date of receipt of letters and acts.
- (4) Director of the Home determines by means of a written decision the number of seals, the manner of their use and the person responsible for their use and storage.

Article 6

- (1) The business activities of the Home are determined by the Articles of Association of the Home.
- (2) The Home performs the following activities, as part of the accommodation service:
 - housing and meals, health care, nursing, maintaining of personal hygiene and everyday activities support, social work services, psychosocial rehabilitation, work activities, free time organisation, supervision and organised transportation and consultations;
 - half-day and all-day residence and home support and health care services for elderly and disabled.
- (3) The Home may also perform other business activities that serve the activities registered with the court registry, if such are normally or to a smaller degree performed along with

the registered activity.

- (4) Odluku o promjeni djelatnosti Doma donosi Osnivač.

- (4) Decision on change of the business activities of the Home is adopted by the Founder.

III. PRAVNI STATUS DOMA

Članak 7.

Dom je ustanova socijalne skrbi upisana u sudski registar i upisnik ustanova socijalne skrbi, koji vodi ministarstvo nadležno za socijalnu skrb.

III. LEGAL STATUS OF THE HOME

Article 7

The Home is a social welfare public institution listed in the court registry and the registry of social welfare institutions that is managed by the Ministry competent for social welfare.

Članak 8.

Dom posluje samostalno i obavlja svoju djelatnost pod uvjetima i na način određen mjerodavnim zakonima i zakonskim propisima, Odlukom o osnivanju Doma, ovim Statutom i drugim općim aktima Doma te pravilima struke.

Article 8

The Home operates independently and performs its activities under the terms and conditions set by the applicable laws and regulations, the Articles of Association of the Home, the Statute and other general acts of the Home and rules of the profession.

IV. USTROJ I TIJELA DOMA

Članak 9.

Tijela Doma su Upravno vijeće, Ravnatelj i Stručno vijeće.

IV. CORPORATE GOVERNANCE AND BODIES OF THE HOME

Article 9

The bodies of the Home are the Management Council, the Director, and the Professional Council.

1) UPRAVNO VIJEĆE

Članak 10.

- (1) Domom upravlja Upravno vijeće.

1) MANAGEMENT COUNCIL

Article 10

- (2) Upravno vijeće ima pet članova, od kojih su tri predstavnika Osnivača, jedan predstavnik radnika Doma, jedan predstavnik korisnika Doma odnosno skrbnika ili roditelja korisnika.
- (3) Članove Upravnog vijeća, predstavnike Osnivača i korisnika Doma, imenuje Osnivač. Člana Upravnog vijeća, predstavnika korisnika, predlažu korisnici Doma na skupu korisnika. Člana Upravnog vijeća,
- (1) The Management Council manages the Home.
- (2) The Management Council has five members, three of them are representatives of the Founder, one is the representative of the employees of the Home, one is the representative of the users of the Home, i.e. guardians or parents of the users.
- (3) The members of the Management Council, which are representatives of the Founder and of the users of the Home, shall be appointed by the Founder. The users shall hold an assembly and select a person to be

predstavnik radnika zaposlenih u Domu imenuje radničko vijeće, a ako ono nije utemeljeno, predstavnik radnika biraju radnici Doma na slobodnim i neposrednim izborima, tajnim glasanjem, sukladno posebnom propisu.

nominated as the user's representative to the Management Council. The member of the Management Council, which is the representative of the employees of the Home shall be appointed by the works council. If however a works council has not been established, the employees' representative shall be chosen by the employees of the Home directly by free and confidential vote, pursuant to applicable laws.

Članak 11.

(1) Upravno vijeće ima predsjednika i zamjenika predsjednika. Predsjednika i zamjenika predsjednika Upravnog vijeća biraju članovi Upravnog vijeća između predstavnika osnivača.

Article 11

(1) The Management Council has a president and deputy president. The president and deputy president of the Management Council are elected by the members of the Management Council among the representatives of the Founder.

(2) Predsjednik Upravnog vijeća:

- saziva sjednice Upravnog vijeća;
- rukovodi radom Upravnog vijeća;
- nastupa u ime Upravnog vijeća;
- potpisuje akte, koje donosi Upravno vijeće;
- obavlja i druge poslove, koji su u svezi s radom Upravnog vijeća.

(2) The president of the Management Council:

- invites for the assembly of the Management Council;
- manages the operations of the Management Council;
- acts on behalf of the Management Council;
- signs acts, adopted by the Management Council;
- undertakes other tasks, which arise in the connection with the operations of the Management Council.

Članak 12.

Članovi Upravnog vijeća imenuju se na četiri godine i mogu biti ponovno imenovani na istu funkciju. Isto važi za predsjednika i zamjenika predsjednika Upravnog vijeća.

Article 12

The members of the Management Council are appointed for a four-year term and can be re-appointed on the same position. The same applies for the president and deputy president of the Management Council.

Članak 13.

Mandat članu Upravnog vijeća prestaje:

Article 13

The mandate for a member of the Management

Council ends:

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| - istekom mandata; | - after expiry of the mandate; |
| - na vlastiti zahtjev, prije isteka mandata; | - upon own request, before expiry of the mandate; |
| - prestankom rada u Domu; | - upon termination of work in the Home; |
| - prestankom statusa korisnika. | - upon the end of the status of user of the Home. |

Članak 14.

(1) Osnivač može svojom odlukom razriješiti člana Upravnog vijeća prije isteka njegova mandata, ako isti član:

- ne postupa u skladu s uputama i smjernicama Osnivača;
- ne postupa u skladu s mjerodavnim zakonima i zakonskim propisima ili općim aktima Doma;
- sudjeluje u donošenju ili potiče na donošenje nezakonitih i štetnih odluka za Dom;
- predlaže mjere i postupke, koji su suprotni ugovorom preuzetim obvezama;
- ometa izvršenje zadataka i poslova radnika Doma te sprječava rad nadzornih tijela te izvršenje njihovih mjera;
- bude pravomoćno osuđen za kazneno djelo; te
- vrši druge radnje, koje su u suprotnosti s interesima Doma i/ili mogu nanijeti štetu Domu ili njegovom poslovnom ugledu.

Article 14

(1) The Founder may revoke by means of his decision a particular member of the Management Council, before expiry of his/her mandate, if such member:

- is not acting in accordance with instructions and guidelines of the Founder;
- is not acting in accordance with the laws and regulations and general acts of the Home;
- participates in adopting or supports the adoption of decisions, that are illegal and harmful for the Home;
- recommends measures and procedures, that are contrary to the obligations assumed by the underlying contracts;
- obstructs the performance of tasks and duties by the Home's employees and prevents the activities of the supervision authorities and the implementation of measures imposed by such authorities;
- is convicted of a criminal offense; and
- undertakes actions, which are contrary to the Home's business interests and/or may cause damages to the Home or its business reputation.

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| <p>(2) Osnivač može razriješiti člana Upravnog vijeća – predstavnika radnika Doma, kojemu je otkazan ugovor o radu s Domom.</p> | <p>(2) The Founder may revoke the member of the Management Council – the representative of the employees, whose employment contract with the Home has been terminated.</p> |
| <p>(3) Osnivač nadalje može razriješiti člana Upravnog vijeća prije isteka njegova mandata, kada ocijeni da je razrješenje nužno i u interesu je napretka rada Doma.</p> | <p>(3) The Founder may further revoke a particular member of the Management Council, before expiry of his/her mandate, if he believes that such revocation is required and in the interest of development of the Home.</p> |

Članak 15.

- (1) U slučaju razrješenja prije isteka mandata pojedinog člana Upravnog vijeća na njegovo mjesto imenuje se novi član kojem mandat traje do isteka mandata člana na čije mjesto je postavljen.

- (2) U slučaju prestanka obavljanja dužnosti svih članova Upravnog vijeća, njihovu funkciju privremeno, do izbora novih članova, obavljat će Ravnatelj Doma.

Članak 16.

Naknadu za rad članova Upravnog vijeća Doma utvrđuje Osnivač pisanom odlukom, ako za tu namjenu Domu osigura sredstva.

Članak 17.

- (1) Upravno vijeće donosi Poslovnik o radu, kojim se uređuje način rada i donošenja odluka.
- (2) Upravno vijeće obavlja poslove iz svoje nadležnosti na sjednicama.
- (3) Obrazloženi zahtjev za sazivanje sjednice Upravnog vijeća uz prijedlog dnevnog reda može podnijeti svaki član Upravnog vijeća, Ravnatelj i Osnivač.

Article 15

- (1) If a member of the Management Council is revoked before expiry of his/her mandate, a new member shall be appointed to the position of the revoked member of the Management Council. The mandate of such person expires on the day the mandate of the person who was replaced, would have expired.

- (2) In case all the members of the Management Council cease to perform their duties, their function shall temporarily, until the election of new members, be assumed by the Director of the Home.

Article 16

A remuneration for work of the members of the Management Council is determined by the Founder by means of a written decision, if the Home provides means for this purpose.

Article 17

- (1) The Management Council adopts the Rules of Procedure, which regulates the manner of work and decision-making process of the Management Council.
- (2) The Management Council performs the duties within its scope at its sessions.
- (3) Any member of the Management Council, the Director or the Founder may file a documented request for assembly of the Management Council session, accompanied

by the assembly agenda.

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| <p>(4) Upravno vijeće valjano raspravlja i odlučuje kada je na sjednici nazočno više od polovice broja članova. U slučaju da se Upravno vijeće ne može sastati, Upravno vijeće može donositi odluke na način uređen odredbama Poslovnika o radu Upravnog vijeća.</p> <p>(5) Upravno vijeće odluke donosi većinom glasova od ukupnog broja glasova.</p> | <p>(4) The Management Council is validly convened and may reach valid decisions, if the majority members are present at a session. If the Management Council is not able to convene, the Management Council may reach its decisions as prescribed by the provisions of the Rules of Procedure of the Management Council.</p> <p>(5) The Management Council shall reach its decisions by majority vote of the aggregate number of votes.</p> |
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Članak 18.

(1) U upravljanju Domom, Upravno vijeće obavlja sljedeće poslove:

- donosi programe rada i razvoja Doma, i nadzire njihovo izvršenje;
- donosi financijski plan i godišnje izvješće o izvršenju financijskog plana;
- predlaže Osnivaču promjenu djelatnosti Doma;
- daje Osnivaču i Ravnatelju Doma prijedloge i mišljenja o pojedinim pitanjima;
- imenuje i razrješava ravnatelja, te s njim sklapa ugovor o radu;
- daje suglasnost na Odlukom o osnivanju te Statutom određene radnje Ravnatelja Doma;
- donosi statut te Pravilnik o radu Doma, uz suglasnost Osnivača, te poslovnik o radu Upravnog vijeća, kao i druge opće akte Doma;

Article 18

(1) The Management Council performs the following duties within the management of the Home:

- adopts the Home's operational and development programs and monitors their implementation;
- adopts the financial plan and issues the annual report on the fulfilment of the financial plan;
- recommends to the Founder a change of the Home's activities;
- gives suggestions and opinions to the Founder and to the Director on certain issues;
- appoints and revokes the Director and concludes the employment contract with the Director;
- gives consent to certain actions of the Director, as itemized in the Articles of Association and this Statute;
- adopts the Statute and Employment By-Laws of the Home, subject to the consent of the Founder, and the Rules of Procedure of the Management Council,

as well as, other internal acts of the Home;

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| <ul style="list-style-type: none">- donosi odluke u II. stupnju o pravima iz radnog odnosa;- donosi odluke i obavlja druge poslove određene zakonom, aktom o osnivanju i statutom. <p>(3) Upravno vijeće podnosi izvješće o svom radu Osnivaču najmanje jednom godišnje ili na zahtjev Osnivača i češće.</p> | <ul style="list-style-type: none">- adopts II. level decisions regarding rights from the employment relationship;- adopts decisions and performs other duties determined by the law, Articles of Association or Statute. <p>(3) The Management Council provides a report of its work to the Founder at least once per year, or on request of the Founder, more often.</p> |
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2) RAVNATELJ

Članak 19.

- (1) Ravnatelj organizira i vodi rad i poslovanje Doma.
- (2) Ravnatelja imenuje i razrješuje Upravno vijeće. Mandat ravnatelja traje četiri godine, te isti po isteku mandata, može biti ponovo imenovan.
- (3) Za ravnatelja Doma može biti imenovana osoba, koja ispunjava uvjete propisane Zakonom o socijalnoj skrbi.
- (4) Radi izbjegavanja dvojbi, ovime se utvrđuje da se u postupku imenovanja ravnatelja ne provodi javni natječaj, u skladu s člankom 40., stavkom 2. Zakona o ustanovama.
- (5) Osoba imenovana za ravnatelja Doma sklapa s Upravnim vijećem ugovor o radu u punom radnom vremenu, na vrijeme od četiri godine.

Članak 20.

- (1) Ravnatelj može dati punomoć drugoj osobi da zastupa Dom u pravnom prometu u granicama svojih ovlasti, pod uvjetom da za isto ima prethodno pisano odobrenje

2) DIRECTOR

Article 19

- (1) The Director organizes and manages the work and business operations of the Home.
- (2) The Director is appointed and revoked by the Management Council. The mandate of the Director is set at 4 years, whereas the Director may be re-appointed upon expiry of his/her mandate.
- (3) A person who complies with the conditions prescribed in the Social Welfare Act may be appointed as the Director of the Home.
- (4) For avoidance of any doubt, it is hereby determined that a public tender shall not be carried out in the process of appointment of the director pursuant to Article 40, Paragraph 2 of the Institutions Act.
- (5) The person appointed as Director of the Home shall conclude with the Management Council a full-time employment contract for a period of four years.

Article 20

- (1) The Director may give Power of Attorney to another person to represent the Home in legal matters within its authority, subject to the prior written approval by the Founder of

Osnivača Doma.

- (2) Ravnatelj ne može bez posebne ovlasti Upravnog vijeća ili Osnivača Doma nastupati kao druga ugovorna strana i s Domom sklapati ugovore u svoje ime i za svoj račun kao ni u svoje ime, a za račun drugih osoba, ili u ime i za račun drugih osoba.

Članak 21.

Ravnatelj Doma obavlja sljedeće poslove:

- organizira i vodi rad i poslovanje Doma;
- poduzima sve pravne radnje u ime i za račun Doma, što uključuje bez ograničenja na, sklapanje ugovora s korisnicima Doma;
- predstavlja i zastupa Dom u svim postupcima pred sudovima, upravnim i drugim državnim tijelima te pravnim osobama s javnim ovlastima, o čemu je dužan obavijestiti Osnivača prije pokretanja takvih postupaka odnosno čim sazna za postojanje predmetnih postupaka;
- vodi stručni rad Doma;
- donosi opće akte Doma iz svoje nadležnosti, kako je utvrđeno Odlukom o osnivanju Doma i ovim Statutom;
- sklapa ugovore o radu s radnicima Doma;
- donosi odluke u I. stupnju o pravima iz radnog odnosa;
- podnosi izvješće o svom radu te statusu

the Home.

- (2) Without special authorization of the Management Council or the Founder of the Home, the Director may not act as a party and conclude contracts with the Home on its own behalf and for its own account, on its own behalf and for the account of others, nor on behalf of and for the account of others.

Article 21

The Director of the Home performs the following duties:

- organizes and manages the work and business operations of the Home;
- undertakes all legal actions on behalf of and for the account of the Home, including execution of agreements with the users of the Home;
- represents the Home, in all proceedings before courts, administrative, and other state institutions, and legal persons with public authority, and notifies the Founder of all such proceedings before their commencement or immediately upon becoming aware of such proceedings;
- manages the professional operations of the Home;
- adopts general acts for the Home, arising in connection to the Director's duties, as determined by the Articles of Association and this Statute;
- concludes employment contracts with employees;
- adopts I. level decisions regarding rights from the employment relationship;
- provides a report on its work and status

te održavanju Doma Upravnom vijeću Doma i Osnivaču najmanje jednom godišnje, ili na zahtjev Upravnog vijeća i/ili Osnivača i češće;

- obavlja druge poslove utvrđene zakonom i statutom Doma.

and maintenance of the Home to the Management Council of the Home and the Founder, at least once a year, and on request of the Management Council and/or the Founder , more often;

- performing other duties determined by the law, and the Statute of the Home.

Članak 22.

(1) Upravno vijeće dužno je razriješiti Ravnatelja Doma i prije isteka mandata za koji je izabran ako:

- Ravnatelj to osobno zahtijeva;
- nastane neki od razloga, koji po posebnim propisima ili propisima kojima se uređuju radni odnosi dovode do prestanka ugovora o radu;
- je nastupila zapreka iz članka 213. stavka 1. Zakona o socijalnoj skrbi;
- Ravnatelj bez opravdanog razloga ne provodi program rada Doma, koji je donijelo Upravno vijeće;
- Ravnatelj u svojem radu krši propise i opće akte Doma ili neopravdano ne izvršava odluke Upravnog vijeća ili postupa u suprotnosti s njima;
- Ravnatelj svojim nesavjesnim ili nepravilnim radom prouzroči Domu veću štetu, zanemaruje ili nemarno obavlja svoju dužnost tako da su nastale ili mogu nastati veće smetnje u obavljanju djelatnosti;
- je nalazom inspekcije ustanovljena teža povreda propisa i općih akata Doma ili su utvrđene veće nepravilnosti u radu

Article 22

(1) The Management Council is obliged to revoke the Director of the Home before the expiry of the mandate if:

- the Director personally requests so;
- a reason occurs, which leads to termination of the employment contract according to special regulations or regulations regarding employment relationships;
- there is an obstacle from Article 213 Paragraph 1 of the Social Welfare Act;
- the Director without reasonable cause does not implement the agenda of the Home adopted by the Management Council;
- the Director breaches the regulations and general by-laws of the Home or is not carrying out decisions of the Management Council without reasonable cause or acts in contradiction to them;
- the Director causes significant damage to the Home due to his/her negligent or undue work, neglects or carelessly performs his/her duties, so that major disruptions in performing of business activities occurred or may occur;
- a severe breach of regulations and general by-laws of the Home have been detected in the inspection findings or

Ravnatelja.

major irregularities in the work of the Director have been determined.

(2) Upravno vijeće mora prije donošenja odluke o razrješenju obavijestiti Ravnatelja o razlozima za razrješenje i dati mu mogućnost da se o njima pisano izjasni.

(2) Before adopting the revocation decision, the Management Council must inform the Director of the reasons for the revocation and give the possibility to respond in written.

(3) U slučaju razrješenja Ravnatelja imenovat će se vršitelj dužnosti Ravnatelja, a Dom će imenovati Ravnatelja u roku od 30 dana od dana imenovanja vršitelja dužnosti.

(3) In case of revocation, an acting Director shall be appointed, and the Home will appoint the Director within 30 days from the appointment of an acting Director.

Članak 23.

Ravnatelj Doma može imenovati radne, odnosno stručne skupine za izradu analiza, prijedloga i stručnih mišljenja nužnih ili korisnih za odlučivanje Upravnog vijeća o određenim pitanjima.

Article 23

The Director of the Home may appoint work or professional groups to provide analysis, recommendations or professional opinions, required or useful to the Management Council to reach decisions on certain matters.

3) STRUČNO VIJEĆE

3) PROFESSIONAL COUNCIL

Članak 24.

(1) Dom ima Stručno vijeće, koje čine svi stručni radnici Doma.

Article 24

(1) The Home has a Professional Council consisting of all professional employees of the Home.

(2) Stručno vijeće donosi poslovnik o radu.

(2) The Professional Council adopts Rules of Procedure.

Članak 25.

Prava i obveze Stručnog vijeća:

Article 25

Rights and obligations of the Professional Council:

- raspravlja i odlučuje o stručnim pitanjima rada Doma;
- daje Upravnom vijeću te Ravnatelju mišljenja i prijedloge glede organizacije rada i uvjeta za razvitak djelatnosti Doma;
- sudjeluje u utvrđivanju plana i programa rada Doma, te prati njegovo

- discusses and adopts decisions with reference to professional matters of the Home;
- provides to the Management Council and the Director recommendations and suggestions with reference to the organization of work and conditions for development of the Home's operations;
- participates in determining the plans and programs of the Home, and

ostvarivanje;

- potiče i promiče stručni rad;
- obavlja i druge stručne poslove utvrđene zakonom i Statutom.

monitors their implementation;

- promotes and advocates professional business activities;
- performs other professional duties determined by the law, and the Statute.

V. KORISNICI DOMA

Članak 26.

- (1) Korisnici Doma su osobe, koje zbog starosti ili nemoći ne mogu samostalno skrbiti o osnovnim životnim potrebama (funkcionalno ovisne starije osobe i teško bolesne odrasle osobe kojima je zbog trajnih promjena u zdravstvenom stanju prijeko potrebna stalna pomoć i njega druge osobe).
- (2) Život i rad korisnika Doma organizira se u skladu s načelima rada u ustanovi socijalne skrbi.
- (3) Smještaj u Dom ostvaruje odrasla osoba na temelju ugovora o smještaju, kojim se reguliraju međusobna prava i obveze korisnika i Doma.

VI. OPĆI AKTI DOMA

Članak 27.

Opći akti Doma su Statut, pravilnici, poslovnici i odluke, kojima se uređuju pojedina pitanja u Domu.

Članak 28.

Upravno vijeće Doma donosi sljedeće opće akte:

- Statut – uz prethodnu suglasnost Osnivača;
- Poslovnik o radu Upravnog vijeća;
- Pravilnik o radu – uz prethodnu

V. USERS OF THE HOME

Article 26

- (1) The users of the Home are persons who are old or disabled and thus not able to care for their basic needs (functionally dependant elderly and adults with serious illness, who due to permanent changes in their health condition need constant assistance and care of another person).
- (2) Life and work of Home's users is organized in accordance with the principles of work in a social welfare institution.
- (3) The accommodation in the Home is provided to an adult on the basis of an accommodation contract, which regulates the mutual rights and obligations of the user and the Home.

VI. GENERAL ACTS OF THE HOME

Article 27

General acts of the Home are Statute, by-laws, rules of procedure and decisions regulating certain matters in the Home.

Article 28

The Management Council of the Home adopts the following acts:

- Statute – with prior consent of the Founder;
- Rules of Procedure for the Management Council;
- Employment By-laws – with prior

suglasnost Osnivača;

consent of the Founder;

- Pravilnik o unutarnjoj organizaciji i sistematizaciji radnih mjesta;
- Pravilnik o čuvanju imovine korisnika Doma (supotpisan od strane Ravnatelja Doma);
- Pravilnik o zaštiti na radu (supotpisan od strane Ravnatelja Doma); te
- Pravilnik o unutarnjem nadzoru (supotpisan od strane Ravnatelja Doma).

- By-laws on internal organization of work positions;
- By-laws on safe keeping the assets of the users of the Home (co-signed by the Director of the Home);
- Health and safety by-laws (co-signed by the Director of the Home); and
- Internal monitoring by-laws (co-signed by the Director of the Home).

Članak 29.

Ravnatelj Doma donosi sljedeće opće akte:

- Pravilnik o kućnom redu; te
- sve druge pravilnike – uz prethodnu suglasnost Upravnog vijeća.

Article 29

The Director of the Home adopts the following acts:

- House Rules; and
- all other by-laws – with prior consent of the Management Council.

Članak 30.

Sve druge poslovne donose tijela na čiji se rad odnose. Sve druge opće akte Doma, za koje zakonom ili Odlukom o osnivanju Doma nije određeno drugačije, donosi Upravno vijeće.

Article 30

Any other rules of procedure are adopted by the relevant bodies, to which such rules apply to. All further general acts of the Home are adopted by the Management Council, if not determined otherwise by law or the Articles of Association.

Članak 31.

(1) Izmjene i dopune općih akata donose se po istom postupku po kojem su i donijeti.

(2) Opći akti stupaju na snagu osmi dan od dana njihova objavljivanja na oglasnoj ploči Doma.

(3) Tumačenje odredbi Statuta daje Upravno vijeće.

Article 31

(1) Amendments of general acts are adopted according to the same procedure as their adoption.

(2) General acts enter into force on the eighth day since their publication on the bulletin board of the Home.

(3) The Management Council shall give interpretation of the Statute's provisions.

VII. VOĐENJE EVIDENCIJA

VII. RECORD KEEPING

Članak 32.

Dom vodi propisane evidencije i dokumentaciju o korisnicima, vrstama usluga i drugim stavkama

Article 32

The Home keeps the prescribed records and documentation on the users, the types of

važnima za rad Doma, o kojima dostavlja izvješće nadležnim tijelima.

services provided, and other items relevant to the operation of the Home, regarding which a report is provided to the competent authorities.

VIII. IMOVINA DOMA

VIII. ASSETS OF THE HOME

Članak 33.

Financiranje obavljanja djelatnosti Doma osiguravaju se pribavljanjem sredstava za rad i financijskih sredstava od Osnivača Doma, uplatom korisnika za pruženu uslugu, donacijama, te iz drugih izvora, sukladno zakonu.

Article 33

Performance of the business activities of the Home is financed through raising funds and financial means from the Founder of the Home, through payment of users for provided services, through donations and other sources in accordance with the law.

Članak 34.

(1) Ako Dom u obavljanju svoje djelatnosti ostvari dobit, ta se dobit upotrebljava za obavljanje i razvoj djelatnosti Doma ili druge ustanove Osnivača.

Article 34

(1) If the Home makes profit in performing its business activities, the profit is to be used for performance and development of the Home's business activities or of another institution of the Founder.

(2) Osnivač Doma može odlučiti ostvarenu dobit Doma upotrijebiti i na drugi način, uz odgovarajuću primjenu propisa o trgovačkim društvima, a na temelju posebne odluke Osnivača.

(2) The Founder may decide by means of a special decision that the profit of the Home is to be used in a different manner, subject to appropriate application of the laws regulating the operations of the commercial companies.

Članak 35.

U pravnom prometu Dom odgovara cijelom svojom imovinom, a Osnivač odgovara sukladno zakonu, neograničeno i solidarno cijelom svojom imovinom za obveze Doma.

Article 35

In legal transactions, the Home is liable with its whole assets, and the Founder is liable for the obligations of the Home pursuant to the law, unconditionally and jointly with its whole assets.

Članak 36.

(1) Dom može u pravnom prometu stjecati prava i preuzimati obveze, može biti vlasnikom pokretnih i nepokretnih stvari te može biti strankom u postupcima pred sudovima, drugim državnim organima i tijelima s javnim ovlastima.

Article 36

(1) The Home may acquire rights and assume obligations in legal matters, it may own movables and immovables, and it may appear as a party in proceedings before courts, and other state institutions with public authority.

(2) Dom ne može bez prethodne pisane suglasnosti Osnivača steci, opteretiti ili otuđiti nekretninu ili drugu imovinu ustanove.

(2) Without prior written consent of the Founder the Home may not acquire, encumber, or sell real estate or any other property of the institution.

- (3) Pisana suglasnost Osnivača iz Stavka 2. ovog Članka može biti dana putem elektroničke pošte.

- (3) The written consent of the Founder from Paragraph 2 of this Article may be given by e-mail.

IX. JAVNOST RADA

Članak 37.

- (1) Rad Doma je javan.

- (2) Dom je dužan pravodobno i istinito obavještavati javnost o obavljanju djelatnosti i dijela djelatnosti za koju je osnovan.

- (3) Dom će u razumnom roku dati sredstvima javnog informiranja, na njihov zahtjev, informacije o obavljanju svoje djelatnosti i omogućiti im uvid u odgovarajuću dokumentaciju.

- (4) Samo Osnivač i osoba koju ovlasti Upravno vijeće može putem sredstava javnog priopćavanja izvještavati javnost o djelatnosti i radu Doma i davati izjave i intervju u svezi s tim.

X. POSLOVNA TAJNA

Članak 38.

- (1) Poslovnom tajnom smatraju se isprave i podaci o Domu, radnicima i/ili korisnicima Doma, njegovu Osnivaču, čije bi priopćavanja i/ili iznošenje, zbog njihove prirode i značaja, štetilo interesima i poslovnom ugledu Doma, radnika i korisnika i/ili Osnivača.

- (2) Poslovnom tajnom smatraju se osobito isprave i podaci:

- o korisnicima i radnicima Doma i njihovom podrijetlu, osobnim, zdravstvenim i obiteljskim prilikama, a koji su sadržani u službenoj dokumentaciji Doma;

IX. PUBLICITY OF OPERATIONS

Article 37

- (1) The business operation of the Home is public.

- (2) The Home is obliged to inform the public timely and true on performing of the registered business activity, or part thereof.

- (3) The Home shall provide information on its business activity and give insight into relevant documents to media, upon request and within reasonable time.

- (4) Only the Founder and the person authorized by the Management Council may inform the public on the business activity and operation of the Home and give statements and interviews to the media.

X. TRADE SECRET

Article 38

- (1) Documents and information on the Home, its employees and/or users and the Founder, shall be deemed a trade secret, if its disclosure and/or revelation, due to their nature and significance, could damage interests and business reputation of the Home, employees, and users, and/or the Founder.

- (2) Trade secret are considered especially following documents and information:

- regarding users and employees of the Home and their origin, family, health and personal circumstances, which are listed in the official records of the Home;

- | | |
|---|--|
| <ul style="list-style-type: none"> - prijedlozi materijala pripremljeni za sjednice Upravnog vijeća i drugih tijela Doma, prije nego što ih ta tijela usvoje; - podaci i isprave koji se po posebnim propisima i Pravilniku o radu smatraju poslovnom tajnom; - isprave i podaci, koje kao povjerljive Domu priopći nadležno tijelo; - mjere i način postupanja u slučaju nestanka korisnika ; - druge isprave, koje Ravnatelj uz suglasnost Upravnog vijeća ili Osnivača proglasi poslovnom tajnom. | <ul style="list-style-type: none"> - proposals that are prepared for Management Council meetings as well as for other bodies, before adoptions of these proposals; - information, and documents that are considered trade secret according to special regulations, and Employment By-laws; - documents and information that were revealed as confidential to the Home by a competent body; - measures and action plan in case a user goes missing; - other documents that are designated as trade secret by the Director with the consent of the Management Council or the Founder. |
|---|--|

Članak 39.

(1) Poslovnu tajnu dužni su čuvati svi članovi Upravnog vijeća i drugih tijela Doma, svi radnici koji su na bilo koji način saznali sadržaj isprava i podataka, koji se smatraju poslovnom tajnom kao i one osobe koje rade za Dom ili u Domu, a nisu u radnom odnosu u Domu.

(2) Povreda dužnosti čuvanja poslovne tajne predstavlja teže kršenje obveze iz radnog odnosa (ugovora o radu).

(3) O čuvanju poslovne tajne neposredno skrbi Ravnatelj.

XI. STATUSNE PROMJENE

Članak 40.

O svim statusnim promjenama Doma odlučuje Osnivač.

Article 39

(1) All members of the Management Council and other Home's bodies, all employees who learned somehow of the content of the documents and information considered as trade secret, as well as the persons working for the Home or in the Home, but are not employed by the Home, are obliged to keep the trade secret.

(2) The breach of the obligation to keep the trade secret represents a severe breach of obligation from employment relationship (employment contract).

(3) The keeping of trade secret falls under the responsibility of the Director.

XI. STATUTORY CHANGES

Article 40

The Founder decides on all statutory changes of the Home.

Članak 41.

Dom prestaje s radom kada se ispune pretpostavke iz članka 71. i 72. Zakona o ustanovama.

Article 41

The Home shall end its operation when the assumptions from Article 71 and 72 of the Institutions Act are met.

XII. ZAVRŠNE ODREDBE**XII. FINAL PROVISIONS****Članak 42.**

Na pitanja koja nisu uređena ovim Statutom primjenjuju se odredbe primjenjivih zakona i propisa.

Article 42

Matters not regulated by this Statute are regulated by applicable laws and regulations.

* * * * *

PREDSJEDNIK UPRAVNOG VIJEĆA/PRESIDENT OF THE MANAGEMENT COUNCIL


Jasna Krijan

koju zastupa/represented by:

Nives Kolonić

punomoćnik / proxy

OSNIVAČ/FOUNDER


SeneCura CEECR d.o.o.

koje zastupa/represented by:

Nives Kolonić

punomoćnik / proxy

Ja, javni bilježnik **Tihana Sudar**, Zagreb, Frankopanska 2A,
potvrđujem da je stranka:

NIVES KOLONIĆ, OIB 41585327185, ZAGREB, KATALINIĆ-JERETOVA ULICA 16, u
mojoj nazočnosti priznala potpis na pismenu kao svoj. Potpis na pismenu je istinit. Istovjetnost
podnositelja pismena utvrdila sam temeljem osobne iskaznice br. 112833252 PU Zagrebačka .

Javnobilježnička pristojba za ovjeru po tar. br. 11. st. 4. ZJP naplaćena u iznosu 10,00 kn.
Javnobilježnička nagrada po čl. 19. st. 1. PPJT zaračunata u iznosu od 30,00 kn uvećana za PDV u
iznosu od 7,50 kn.

Broj: OV-14467/2021
Zagreb, 13.12.2021.

