

The main reason for the choice of the topic „business trip“ and the focus of that particular sector of labour-law is, that most of us will actually enter an employment relationship one day. The concept of a business trip is well known by the public, yet the specific legal regulations of the conditions of sending employees for a business trip and providing travel cost reimbursement, contained in the Labour Code, are not known as well.

The general concept of the business trip and its kinds (domestic and foreign business trip) and the closely related terms such as the place of work and regular place of work are the main concern of the first part of my thesis.

The focus then shifts onto the conditions of sending employees for business trip, specifically onto the agreement with the employee and its historical development, duration of a business trip and other conditions like the start time and the end of a business trip or means of transport and accommodation.

The thesis continues with the focus on the process of a business trip, describing work assignment, working hours and interruption of business trip, furthermore describes the instructions for a business trip with the orientation on the definition of the chief employee and the practice of the courts in this issue.

Towards conclusion my thesis concerns travel cost reimbursement of both – domestic and foreign business trips. The specific more complex types of reimbursement are accompanied by practical examples and calculations. Apart from various kinds of travel cost reimbursement, the thesis also analyzes sweeping statement, advance on travel cost reimbursement and its settlement. Analysis of travel cost reimbursement in accordance with an international contract or an agreement on mutual exchange of employees with foreign employers brings the thesis to the conclusion.

The aim of this thesis is to give a comprehensive view on this issue and the projection of the issue in professional experience.