

## **Regulation of the Minister of the Interior and Administration<sup>1)</sup>**

**of 24 March 2000**

### **on the manner and scope of activity of the National Council of Geodesy and Cartography and Commission on Standardization of Geographical Names Outside the Republic of Poland and principles governing payment of their members.**

Pursuant to Art. 8 para. 3 of Act of 17 May 1989 – Geodesy and cartography law (Journal of Laws of 2005, No. 240, item 2027 with amendments<sup>2)</sup>), it is hereby ordered:

**§ 1.** The National Council of Geodesy and Cartography and Commission on Standardization of Geographical Names Outside the Republic of Poland act at the Surveyor General of Poland.

**§ 2.** The scope of activity of the National Council of Geodesy and Cartography, hereinafter referred to as “the Council”, shall include formulating opinions and motions related to significant technical, economic and organisational solutions within the scope of geodesy and cartography, and in particular:

- 1) directions of development and organisational transformations as well as legislative intentions connected therewith;
- 2) directions of geodetic and cartographic works of national importance;
- 3) operation of the National Land Information System;
- 4) evaluation of modern methods and technologies as well as carrying out scientific, research and development works within the above-mentioned scope;
- 5) carrying out scientific, research and development works within this scope.

**§ 3. 1.** The scope of activity of the Commission of Standardization of Geographical Names Outside the Republic of Poland, hereinafter referred to as “the Commission”, shall involve:

- 1) commenting on motions submitted to the Commission related to establishing original names and orthography of names of states, non-self-governing territories, administrative units, localities, physiographical objects, and other geographical objects located outside the Republic of Poland as well as compiling lists of these names;
- 2) compiling official lists of Polish names of states, non-self-governing territories, administrative units, localities, physiographical objects, and other geographical objects located outside the Republic of Poland with geographic coordinates thereof;
- 3) commenting on publications describing geographical naming of objects located outside the Republic of Poland;
- 4) establishing romanization rules governing names of states, non-self-governing territories, administrative units, localities, physiographical objects, and other geographical objects originally expressed by means of non-Roman writing systems;

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<sup>1)</sup> The Minister of Interior and Administration supervises the department of governmental administration – public administration, pursuant to § 1 para. 2, sub-para. 1 of the Regulation of the Prime Minister of 16 November 2007 on the detailed scope of activity of the Minister of the Interior and Administration (Journal of Laws No. 216, item 1604).

<sup>2)</sup> Amendments to the consolidated text of the foregoing act were published in Journal of Laws of 2006, No. 170, item 1217, of 2007, No. 21, item 125, of 2008, No. 201, item 1237 and No. 227, item 1505, and of 2009, No. 31, item 206 and No. 42, item 334.

- 5) recommending foreign names of important geographical objects located in the territory of the Republic of Poland for international use, excluding names established pursuant to Art. 12 of Act of 6 January 2005 on national and ethnic minorities and on the regional language (Journal of Laws of 2005, No. 17, item 141 and No. 62, item 550 and of 2009, No. 31, item 206);
- 6) cooperation with international organizations and appropriate authorities of other states active in the field of standardization of geographical names;
- 7) providing representation by members of the Commission authorised by the Surveyor General of Poland on conferences and international meetings devoted to the issue of standardization of geographical names;
- 8) presenting the activity and decisions of the Commission on conferences and meetings at national and international level;
- 9) publishing lists and rules referred to in sub-para. 1, 2 and 4 by means of printed publications or in electronic form as well as rendering them available free of charge on the Commission's website;
- 10) rendering decisions, opinions, reports and publications referred to in sub-para. 1–4 as well as positions resulting from the activity referred to in sub-para. 5 and 6 available on the Commission's website.

2. The list of names of states and non-self-governing territories, referred to in para. 1 sub-para. 2, shall be established in consultation with the minister competent for foreign affairs.

3. Official lists detailed in para. 1, sub-para. 2 shall be published in order to be applied by entities carrying out public tasks in the territory of the Republic of Poland.

4. Official lists detailed in para. 1, sub-para. 2 shall be published at least every five years, except for the official list of Polish names of states and non-self-governing territories which shall be published at least every two years.

**§ 4.** 1. The Council and Commission shall take actions in a given calendar year on the basis of an annual work plan prepared by the Council and Commission and approved by the Surveyor General of Poland.

1a. The Council and Commission shall submit projects of annual work plans to the General Surveyor of Poland by 30 November of the year preceding the year to which this plan relates.

1b. The work plan shall be approved by the Surveyor General of Poland until the end of December of the year for which the plan is submitted.

2. The Council and Commission shall submit a report to the Surveyor General of Poland on their activity beyond the calendar year, by the end of the first quarter of the following year.

**§ 5.** 1. The Council and Commission shall debate and adopt the positions concerning the scope of their activity at sessions.

2. Sessions of the Council and Commission shall be convoked by the Chairperson at the request of the Surveyor General of Poland or on their own initiative as well as at the initiative of members of the Council or Commission respectively with the Surveyor General of Poland's approval.

3. Plenary sessions of the Council shall take place at least twice a year.

4. Plenary sessions of the Commission shall take place at least four times a year.

**§ 6.** 1. The Council and Commission shall present to the Surveyor General of Poland their position in the form of resolutions adopted by simple majority in the presence of at least half of the composition of these bodies.

2. In the case of a tied vote, the Chairperson shall have the casting vote.

**§ 7.** Detailed work mode and organisation of the Council and Commission shall be regulated by procedures established by the Council or Commission at the request of the Chairperson of the Council or Commission and approved by the Surveyor General of Poland.

**§ 8. 1. 1.** The Head Office of Geodesy and Cartography shall be liable for administrative and office service as well as financing the activity of the Council and Commission, and in particular, for compiling and publishing official lists, opinions, rules and guidelines, referred to in § 3, as well as for the participation of members in visits connected with representing the Council and Commission at home and abroad.

2. Expenses arising out of the participation of members of the Council and Commission in visits connected with representing the Council and Commission at home and abroad shall be accounted for pursuant to the regulations set out in Art. 77<sup>5</sup> § 2 of Act of 26 June 1974 – Labour Code (Journal of Laws of 1998, No. 21, item 94, with amendments<sup>3)</sup>).

**§ 9. 1.** Subject to para. 3, the participation in works of the Council and Commission shall be remunerated, the amount of which for each day of participation in works of the Council and Commission shall amount to, respectively:

- 1) for the Chairperson of the Council – PLN 310;
- 2) for the Chairperson of the Commission – PLN 310;
- 3) for the Vice-Chairperson of the Council – PLN 190;
- 4) for the Vice-Chairperson of the Commission – PLN 190;
- 5) for members of the Council – PLN 190;
- 6) for members of the Commission – PLN 190;

2. Remuneration for participation in works of the Council and Commission lasting:

- 1) up to four hours – shall amount to half remuneration;
- 2) over four hours – shall amount to full remuneration.

3. Employees of the Head Office of Geodesy and Cartography shall not be entitled to the remuneration for participation in works of the Council or Commission, unless they participate in the works thereof out of working hours.

4. Members of the Council or Commission as well as persons invited by the Chairperson of the Council or Commission to participate in sessions in an advisory capacity who live outside place where the sessions of the Council or Commission take place, shall be entitled to per-diem allowance, reimbursement of travel costs and accommodation, on the basis of regulations issued under Art. 77<sup>5</sup> § 2 of Labour Code.

**§ 10.** The resolution enters into force after 14 days of publication date.

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<sup>3)</sup> Amendments to the consolidated text of the above-mentioned act were published in Journal of Laws of 1998, No. 106, item 668 and No. 113, item 717, of 1999, No. 99, item 1152, of 2000, No. 19, item 239, No. 43, item 489, No. 107, item 1127 and No. 120, item 1268, of 2001, No. 11, item 84, No. 28, item 301, No. 52, item 538, No. 99, item 1075, No. 111, item 1194, No. 123, item 1354, No. 128, item 1405 and No. 154, item 1805, of 2002, No. 74, item 676, No. 135, item 1146, No. 196, item 1660, No. 199, item 1673 and No. 200, item 1679, of 2003, No. 166, item 1608 and No. 213, item 2081, of 2004, No. 96, item 959, No. 99, item 1001, No. 120, item 1252 and No. 240, item 2407, of 2005, No. 10, item 71, No. 68, item 610, No. 86, item 732 and No. 167, item 1398, of 2006, No. 104, item 708, No. 104, item 711, No. 133, item 935, No. 217, item 1587 and No. 221, item 1615, of 2007, No. 64, item 426, No. 89, item 589, No. 176, item 1239, No. 181, item 1288 and No. 225, item 1672, of 2008, No. 93, item 586, No. 116, item 740, No. 223, item 1460 and No. 237, item 1654, and of 2009, No. 6, item 33, No. 56, item 458, and No. 58, item 485.