

Ministry of Culture
Ref. Nr.: 2 611/2002

Decree

**of the Minister of Culture of the Czech Republic
nr. 7/2002**

of 25th February 2002

**that approves a complete version of the Statute of the National Library of the Czech Republic in Prague,
issued by the Decree of the Minister of Culture of the Czech Republic ref. nr. 15 506/94,
nr. 35/1994,
of 22nd December 1994,
as results from amendments made by the Decree of the Minister of Culture of the Czech Republic ref. nr. 12 951/95, nr. 1/1996 of 25th March 1996, by the Decree of the Minister of Culture of the Czech Republic ref. nr. 4 809/99 of 27th April 1999, and by the Decree of the Minister of Culture of the Czech Republic ref. nr. 1984/02 of 8th February 2002.**

STATUTES

of the National Library of the Czech Republic

**Article 1
Basic Provisions**

(1) The Ministry of Culture of the Czech Republic, based at the address Milady Horakové 139, 160 41 Prague 6, Czech Republic, is the founder of the National Library of the Czech Republic.

(2) Name of the organization: Národní knihovna České republiky

(3) Seat of the organization: Klementinum 190, 110 01 Praha 1, Czech Republic

(4) Identification number of the organization: 00023221

(5) The National Library of the Czech Republic (here-in-after the National Library only) is a legal entity – a state contributory organization which, on behalf of its name, may gain rights and undertake obligations.

(6) The National Library is established for indefinite time.

**Article 2
Principal Purpose and Subject of Work**

(1) In accordance with the Law of Dig. Nr. 257/2001 on libraries and conditions of pursuance of public library and information services (the so-called Library Law), the National Library is

a library with universal library holdings completed with specialized collections, which permanently keeps a preservation collection and a historical one. The National Library guarantees for all an equal access to public library and information services as well as to other services provided by the National Library.

(2) In order to fulfil the purpose for which it was established, the National Library pursues the activities stipulated in the Library Law and other related activities, and it provides further services, namely

- a) it acquires, processes, protects, makes accessible, and preserves universal library collection of documents published in the Czech Republic and on its basis it acquires, processes, makes accessible and permanently preserves the preservation collection,
- b) selectively, it acquires, processes, preserves, and makes accessible a collection of documents published abroad, oriented on needs of universities and scientific and specialized establishments, especially in the field of social and natural sciences, culture and arts with special reference to Bohemical documents,
- c) selectively, it acquires, processes, preserves and makes accessible specialized collections, namely from the fields of Slavonic studies, librarianship and musicology,
- d) selectively, it acquires, processes, and permanently preserves the historical collection or possibly other book collection of special historical and cultural value,
- e) it acquires library documents by means of legal deposit copy, purchase, donation and exchange, including international exchange of documents in accordance with the Agreement on International Exchange of Publications, and with the Agreement on International Exchange of Official Publications and Governmental Documents among States,
- f) it is a depositary library for publications of the United Nations Organization,
- g) in accordance with the Library Law and the Library Rules and Regulations, it provides public library and information services,
- h) it makes accessible paid external information sources via telecommunication facilities,
- i) it organizes educational events, series of lectures, and cultural events with a view to present its library holdings, services and social importance and its position in the life of the society,
- j) it publishes and distributes periodical as well as non-periodical publications thematically related to the library's work and the purpose of its establishment,
- k) it provides bibliographical, reference and factual information, and literature searches in writing,
- l) it creates and acquires databases which utilizes fully and properly,
- m) it guarantees preservation of library holdings, and restores and preserves things of cultural character, especially from the field of book culture,
- n) it makes the works accessible via computer network,
- o) for its own use, it makes xerox copies free of charge; xerox copies connected with providing public library and information as well as other services are charged in the amount of production costs,
- p) it arranges for promotion of the subject of its work,
- r) it provides information service related to the subject of its work,
- s) it carries out other activities assigned and confirmed by the Ministry of Culture,

t) it carries out activities resulting from the subject of its work and related to managing the premises open to the public, namely

1. it organizes cultural and social events connected with making accessible the authors' works in accordance with the Law of the Dig. nr. 121/2000 on copyright and related rights and on changes of some laws (the Copyright Law);
2. it organizes educational programmes including trainings, lectures and their series;
3. it exhibits originals and copies of works;
4. it organizes public presentation of audio-visual works in accordance with the Law of the Dig. Nr. 273/1993 on some conditions of production, dissemination and archiving of audio-visual works, and on changes of and amendments to some laws and some other regulations as stipulated in later provisions;
5. it provides advertizing and promotion service when presenting its work.

(3) In accordance with the Library Law, the National Library is a centre of the system of libraries. In this system, it provides coordination, professional, information, educational, analytical, research, standardizing, methodical and consultancy services, within the framework of which

- a) it processes records of library documents in holdings of libraries on the territory of the Czech Republic in the form of a union catalogue, which it makes accessible to libraries,
- b) it processes national bibliography and guarantees coordination of a national bibliographic system; it is the CIP Agency (Cataloguing In Publications),
- c) it fulfils the function of the National Agency for international standard numbering of books (ISBN) and music (ISMN), and if need be, of other international registration systems,
- d) it fulfils the function of the National Centre of Interlibrary Services of the Czech Republic,
- e) it fulfils the function of the National Centre of International Exchange of Official Publications,
- f) it acts on behalf of the libraries participated in the system of libraries in the case of negotiations with collective copyright administrators concerning recompensations for using the authors' works,
- g) it draws up and submits conceptions and development strategies of the system of libraries in accordance with information, cultural, educational and scientific policy of the state – it fulfils the function of conceptual and coordination centre of libraries within the framework of state information policy,
- h) it secures research in branches of social sciences which relates to work of public libraries,
- i) it theoretically develops and keeps itself informed in the field of library and information science, and it carries out research, development and paedagogical activities related to its purpose, tasks and functions; for the field of librarianship it conducts researches, expert's reports, and statistical searches unless it is the case of state statistical service,
- j) it coordinates unified application of standards and norms in the field of library and information science,
- k) it participates in an international cooperation and projects of libraries; it organizes conferences, technical courses, seminars and trainings including lector's service in the field of library and information science,
- l) it works out annual statistical surveys on non-periodical as well as periodical publications in the Czech Republic,

- m) it is a centre for evidence and processing of documents related to the international Slavists' Congresses (the Slavonic Library),
 - n) it issues certificates to objects from the field of book culture in compliance with the Law of the Dig. nr. 71/1994 on sale and export of items of cultural value, in wording of later regulations,
 - o) it is a head office of a central inventory of music sources on the territory of the Czech Republic (the joined music catalogue)
 - p) it guarantees out-of-school education in the field of library and information science,
 - r) it provides the libraries and other institutions with information and consultancy service in library and information science including the implementing and operation of new technologies.
- (4) Besides its main work, the National Library is allowed to carry out other work in compliance with appropriate legal regulations, namely within the bounds of utilization its free capacity. Other work serves a better use of property managed by the National Library, and it must be observed separately from the main one. The subject of other National Library's work is
- a) digitization and transfer of documents onto microfilms,
 - b) mechanical cleaning of library holdings,
 - c) canteen for the National Library staff and for members of other companies as well.

Article 3

Designation of the Statutory Organ and Organizational Structure of the National Library

- (1) The director, who is appointed and removed by the Minister of Culture, is at the head of the National Library. The director of the National Library is its statutory organ.
- (2) The director of the National Library
- a) is responsible for its work and management to the Minister of Culture,
 - b) publishes organizational rules which stipulate in details the organizational structure of the National Library,
 - c) appoints his deputy, who substitutes for him during his absence,
 - d) issues library rules and regulations, specifying details of providing public library and information services,
 - e) establishes advisory organs and working committees if needed, in order to fulfil the library's tasks.
- (3) The Slavonic Library as the library with its holdings specialized in Slavistic studies is also an organizational part of the National Library.

Article 4

Way of Management and Specification of the Property

- (1) The National Library manages the property in compliance with special legal regulations of the Czech Republic about managing the property. It acquires the property for the state in order to fulfil the purpose and to guarantee the works, for which it has been established. Financial and property sources of the National Library are financial means acquired from the main work, financial means allocated from the state budget through the founder, means of financial

funds, those received by other work, financial and material gifts from individuals and juristic persons, and financial means obtained from abroad. In legal relations concerning the property, the National Library acts on its behalf.

(2) Financial management of the National Library is based on legal regulations stipulating the management of state contributory organizations.

(3) The National Library administers

a) the library collections registered in operative records of library holdings; the number of items of library holdings results from the library acquisitions list,

b) the immovable and movable properties, rights and other state property values recorded in the library's bookkeeping to the effective day of this Statute, and the things obtained after this day on the basis of legal regulations on the state property administration; the extent of the property results from the inventory list of the library.

(4) A list of items of the library holdings, the administration of which the National Library was charged with to the day of December 31, 2000, is given in the Enclosure nr. 1, which is part and parcel of this Statute. The list of properties, the administration of which the National Library was charged with to the day of December 31, 2000, except for the list of items of the library holdings, is given in the Enclosure nr. 2, which is part and parcel of this Statute.

(5) The object or its part administered by the National Library, this can cede for use to a juristic person or an individual in accordance with appropriate legal regulations and on conditions stipulated by a special law treating the state property administration, unless it contravenes its cultural mission. Agreements of lease of immovable properties, flats, and nonresidential premises, which the National Library is entitled to administer, concluded for a period longer than one year, are subject to a preceding approval of the founder. The decision on preceding approval is made in written form on the basis of a justified and substantiated application of the National Library.

(6) In compliance with the valid legal rules, the National Library is allowed to loan library documents or their sets and movables to exhibitions organized by other legal persons in the Czech Republic as well as abroad, on condition that such a loan will be properly treated beforehand, especially concerning an agreement guarantee, insurance of the objects on loan, safeguarding of their transport, etc. If rare historical library holdings and important works of art are exported from the territory of the Czech Republic, the National Library is obliged to follow appropriate regulations of the Government of the Czech Republic or of its founder.

Article 5

Final Provisions

(1) By this, the Statute of the National Library in Prague issued by the Minister of Culture of the Czech Republic, dated of December 7, 1992 under the ref. nr. 13 356/92 is cancelled.

(2) This Statute comes into effect by the signing date by the Minister of Culture of the Czech Republic.

Prague, 10th February, 1995

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The effectiveness of amendments of the Statute of the National Library of the Czech Republic:

The decision of the Minister of Culture of the Czech Republic ref. nr. 12 951/95, nr. 1/1996, of 25th March 1996 came into effect by the signing date (25th March 1996).

The amendment of the Statute of the National Library of the Czech Republic in Prague ref. nr. 4 809/99 of 27th April 1999 came into effect by the signing date by the Minister of Culture of the Czech Republic (27th April 1999).

The decision of the Minister of Culture of the Czech Republic ref. nr. 1 984/02, nr. 4/2002, of 8th February 2002 came into effect by the signing date (8th February 2002).

Pavel Dostál
Minister of Culture

Decree
of the Minister of Culture of the Czech Republic

No. 1/2004
of 29th April 2004

that amends the Statutes of the National Library of the Czech Republic, issued by the Decree of the Minister of Culture of the Czech Republic ref. nr. 15 506/94, No. 35/1994 of 22nd December 1994, as amended by the Decree of the Minister of Culture of the Czech Republic ref. nr. 12 951/95, No. 1/1996 of 25th March 1996, by the Decree of the Minister of Culture of the Czech Republic ref. nr. 4 809/99 of 27th April 1999, and by the Decree of the Minister of Culture of the Czech Republic ref. nr. 1 984/02, No. 4/2002 of 8th February 2002 (complete version issued by the Decree of the Minister of Culture of the Czech Republic ref. nr. 2 611/2002 of 25th February 2002).

Article I

The Statutes of the National Library of the Czech Republic, issued by the Decree of the Minister of Culture of the Czech Republic ref. nr. 15506/94, nr. 35/1994 of 22nd December 1994, as amended, shall be amended as follows:

“1. In Art. II, para 2, at the end of the text of letter m) the words **“for these purposes it ensures basic research, development and pedagogical activity in the given area,”** are being inserted.

2. In Art. II, para 3, at the end of letter f) the words **“and pays the remuneration”** are being inserted.

3. In Art. II, para 3, letetr i) shall have the following wording: **“it theoretically develops the field of librarianship and information science, it monitors it with regard to information, and does basic research, development and pedagogical activity related to its purpose, tasks and functions; for the field of librarianship it does surveys, expert’s reports and statistical research, unless it is executed by the state statistical service.”**

4. In Art. IV, para 4 shall have the following wording: **“The list of library holdings, which the National Library was authorized to manage to the day of 31st December 2003, is given in the Supplement No. 1 that is inseparable /integral part of the Statutes. The list of properties, which the National Library was authorized to manage to the day of 31st December 2003, except for the list of library holdings, is given in the Supplement No. 2 that is part and parcel of the Statutes.”**

5. The Supplement No. 1 shall have the following wording:

“The List of Library Holdings, which the National Library was authorized to manage to the day of 31st December 2003

manuscripts	14 884
micrographic documents	19 357
audio-visual documents	32 316
electronic documents	3 182
periodicals	7 776
other library units	5 968 481
library units in total	6 045 996 “

6. In Supplement No. 2, part A, letter a), item 1, fourth sentence, the amount “374 437 511,78 Kč“ is being replaced by the amount “**2 900 915 Kč**”, and the eighth and ninth sentences are being cancelled.”

Article II

This Decree shall take effect on the date of signature by the Minister of Culture.

Pavel Dostál
Minister of Culture

Decree
of the Minister of Culture of the Czech Republic

No. 1/2005
of 5th October 2005

that amends the Statutes of the National Library of the Czech Republic, issued by the Decree of the Minister of Culture of the Czech Republic ref. nr. 15 506/94, No. 35/1994 of 22nd December 1994, as amended by the Decree of the Minister of Culture of the Czech Republic ref. nr. 12 951/95, No. 1/1996 of 25th March 1996, by the Decree of the Minister of Culture of the Czech Republic ref. nr. 4 809/99 of 27th April 1999, by the Decree of the Minister of Culture of the Czech Republic ref. nr. 1984/02 and by the Decree of the Minister of Culture of the Czech Republic ref. nr. 768/04, No. 1/2004 of 29th April 2004.

Article I

The Statutes of the National Library of the Czech Republic, issued by the Decree of the Minister of Culture of the Czech Republic ref. nr. 15506/94, nr. 35/1994 of 22nd December 1994, as amended, shall be amended as follows:

1. In Art. I, para 1, the words “Milady Horákové 139, 160 41 Praha 6“ are being replaced by the words “**Maltézské náměstí 471/1, 118 11 Praha 1 – Malá Strana**”.
2. In Art. I, para 1, a new para 5 is being inserted after para 4, which shall read as follows: “**Daňové identifikační číslo (VAT business identification number): CZ00023221**”. The current para 5 and 6 shall be marked as para 6 and 7.
3. In Art. II, para 1, first sentence, the term “**as amended**” is being inserted after the term “(Library Act)”.
4. In Art. II, para 3, a new letter g) is being inserted after letter f), which shall read: “**it provides national coordination of regional functions and evaluates their fulfillment,**”. The current letters g) to r) shall be marked as letters h) to s).
5. In Art. III, para 1, the word “director” is being replaced by the word “**general director**”.
6. In Art. III, para 2, the word “Director” is being replaced by the word “**General Director**”.
7. In Art. IV, para 1, the words “and funds provided from abroad” at the end of the third sentence shall be replaced by the term “**and funds provided from abroad and funds provided from the budgets of local government units and state funds**”.
8. In Art. IV, para 5, the second and third sentences are being cancelled.

9. In the Supplement No. 2, part A, letter a), item 1, the current bullet 10 is being cancelled.

10. In the Supplement No. 2, part A, letter a), item 2, the bullets 5 and 6 are being cancelled.

Article II

This Decree shall take effect on the date of signature by the Minister of Culture.

Vítězslav Jandák
Minister of Culture

Decree
of the Minister of Culture of the Czech Republic
No. 1/2009

of 22nd January 2009

that amends a complete version of the Statute of the National Library of the Czech Republic, issued by the Decree of the Minister of Culture of the Czech Republic ref. nr. 15 506/94, No. 35/1994, of 22nd December 1994, as amended by the Decree of the Minister of Culture of the Czech Republic ref. nr. 12 951/95, No. 1/1996 of 25th March 1996, by the Decree of the Minister of Culture of the Czech Republic ref. nr. 4 809/99 of 27th April 1999, by the Decree of the Minister of Culture of the Czech Republic ref. nr. 1984/02, by the Decree of the Minister of Culture of the Czech Republic ref. nr. 768/04, No. 1/2004 of 29th April 2004, and by the Decree of the Minister of Culture ref. nr. 13143/2005, No. 1/2005 of 5th October 2005.

Article I

The Statutes of the National Library of the Czech Republic, issued by the Decree of the Minister of Culture of the Czech Republic ref. nr. 15506/94, No. 35/1994 of 22nd December 1994, as amended, shall be amended as follows:

1. Art. I, para 1 shall have the following wording:

“The founder of the National Library of the Czech Republic. is the Ministry of Culture of the Czech Republic, headquartered in Maltézské náměstí 471/1, 118 11 Praha 1 – Malá Strana, IČ (business identification numer) 00023671.”

2. In Art II, para 2, the term “the National Library pursues” is being replaced by the term **“the National Library pursues free of charge or for a fee”**.

3. In Art. II, para 2, letter n), the term “repairs and maintenance” is being replaced by the term **“repairs, maintenance and reformatting”**.

4. In Art. II, para 2, letter q), the dot and the term **“except for the sale of souvenirs,”** are being inserted after the term “ensures”.

5. In Art. II, para 2, letter t), item 1, the dot and the term **“as amended”** is being inserted after the term “(Library Act)”.

6. Art. II, para 3, letter f) shall have the following wording: **“it represents libraries of the system of libraries in negotiations with collective copyright administrators in the case of payment of remunerations for the use of the items of the copyright protection pursuant to Act No. 121/2000 Coll., on Copyright, Rights Related to Copyright and on the Amendments of Certain Laws (Copyright Act), as amended, and makes the payment of remunerations for their lending.”**

7. Art II, para 4 shall have the following wording:

“(4) In addition to its main activity, the National Library can pursue other activity in compliance with the respective legal regulations, to the extent of use of its free capacity. Other activity serves for better use of property managed by the National Library and must be monitored separately from the main activity. Other activity pursued by the National Library is as follows:

a) it sells souvenirs promoting the subject of its activity,

b) it enables, if there are no serious reasons to prevent it, to make copies of parts of its library collections, if it is not the activity under para 2, letter p) of this Article, and other properties that it is charged to manage, and it grants permission to their use in compliance with Act No. 121/2000 Coll., on Copyright, Rights Related to Copyright and on the Amendments of Certain Laws (Copyright Act), as amended.”

8. In Art. IV, para 1, the third sentence, a comma and the words **“including the funds provided to the Czech Republic from the European Union budget, from financial mechanism of the European Economic Area, Norwegian financial mechanism, and from the Swiss-Czech Cooperation programme, and funds obtained from the National Fund.”** are being inserted after the word “funds”.

Article II

This Decree comes into effect as of 1st February 2009.

Mgr. Václav Jehlička
Minister of Culture

Decree
of the Minister of Culture of the Czech Republic
nr. 5/2009

of 27th August 2009

that amends a complete version of the Statute of the National Library of the Czech Republic, issued by the Decree of the Minister of Culture of the Czech Republic ref. nr. 15 506/94, nr. 35/1994, of 22nd December 1994, as amended by the Decree of the Minister of Culture of the Czech Republic ref. nr. 12 951/95, nr. 1/1996 of 25th March 1996, by the Decree of the Minister of Culture of the Czech Republic ref. nr. 4 809/99 of 27th April 1999, by the Decree of the Minister of Culture of the Czech Republic ref. nr. 1984/02, by the Decree of the Minister of Culture of the Czech Republic ref. nr. 768/04, nr. 1/2004 of 29th April 2004, by the Decree of the Minister of Culture ref. nr. 13143/2005, nr. 1/2005 of 5th October 2005 and by the Decree of the Minister of Culture ref. nr. 8/2009, nr. 1/2009 of 22nd January 2009.

Article I

The Statutes of the National Library of the Czech Republic, issued by the Decree of the Minister of Culture of the Czech Republic ref. nr. 15506/94, nr. 35/1994 of 22nd December 1994, as amended has been amended and changed as follows:

1. In Art. 2, para 2, letter n) the term “basic research, development and“ is being cancelled..
2. In Art. II, a new para 3 is being inserted after para 3 which shall read as follows:
“(3) The National Library as a research organization carries out as its main activity basic research, applied research or experimental development and disseminates their results through teaching, publishing or technology transfer”. The current para 3 and 4 shall be marked as para 4 and 5.
3. In Art. II para 4 letter h) is being cancelled.
4. In Art. II para 4 letter i) the term “basic research, development and“ is being cancelled.

Article II

This Decree comes into effect as of 15 September 2009.

prof. Václav Riedelbauch
Minister of Culture

Decree
of the Minister of Culture of the Czech Republic
nr. 20/2011

of 20th May 2011

that amends a complete version of the Statute of the National Library of the Czech Republic, issued by the Decree of the Minister of Culture of the Czech Republic ref. nr. 15 506/94, nr. 35/1994, of 22nd December 1994, as amended by the Decree of the Minister of Culture of the Czech Republic ref. nr. 12 951/95, nr. 1/1996 of 25th March 1996, by the Decree of the Minister of Culture of the Czech Republic ref. nr. 4 809/99 of 27th April 1999, by the Decree of the Minister of Culture of the Czech Republic ref. nr. 1984/02, by the Decree of the Minister of Culture of the Czech Republic ref. nr. 768/04, No. 1/2004 of 29th April 2004, by the Decree of the Minister of Culture ref. nr. 13143/2005, No. 1/2005 of 5th October 2005, by the Decree of the Minister of Culture ref. nr. 8/2009, No. 1/2009 of 22nd January 2009, and by the Decree of the Minister of Culture of the Czech Republic ref. nr. MK-S3394/2009, No. 5/2009 of 27th August 2009.

Article I

The Statutes of the National Library of the Czech Republic, issued by the Decree of the Minister of Culture of the Czech Republic ref. nr. 15506/94, nr. 35/1994 of 22nd December 1994, as amended, has been amended and changed as follows:

1. In Art II, para 3 shall read:

“(3) The National Library of the Czech Republic as a research organization carries out as its main activity basic research, applied research or experimental development and disseminates their results through teaching, publishing or technology transfer. To meet the character of a research organization the National Library namely:

a) keeps separate accounts for primary non-economic activities given in item 3.1.1. of the Community Framework for State Aid for Research, Development and Innovation to avoid the so-called cross-financing of economic activities of a research organization, and

b) it re-invests all profit from primary non-economic activities, if financed from public funds, into research and development or into disseminating its results or into teaching.”

Article I

This Decree shall take effect on the date of signature.

MUDr. Jiří Besser
Minister of Culture