

**Ministry of Culture
of the Slovak Republic**

Bratislava, 01/01/2019
Ref.: MK-5893/2018-110/17018

**The Ministry of Culture of the Slovak Republic
hereby issues the full text of the establishment deed of University Library in Bratislava
issued under Decision No MK 1610/99-1 of the Ministry of Culture of the Slovak Republic of
27 August 1999 on the issuing of the establishment deed of University Library in Bratislava,**

as amended

by Decision No MK 11177/2005-400/25508 of the Ministry of Culture of the Slovak Republic of 26 September 2005, decision of the Ministry of Culture of the Slovak Republic No MK-2708/2011-10/13422 of 29 April 2011 and Decision No MK- 2807/2015-110/14231 of the Ministry of Culture of the Slovak Republic of 01 October 2015

**Decision
of the Ministry of Culture of the Slovak Republic
on the issuing of the establishment deed of University Library**

In accordance with Section 21 of Act No 523/2004 on the budgetary rules of public administration (and amending certain acts) as amended and Act No 236/2015 on libraries (and amending Act No 206/2009 on museums and galleries and on the protection of items of cultural value (and amending Act No 372/1990 on offences, as amended) as amended by Act No 38/2014) as amended by Act No 160/2018, hereby issues this

Establishment Deed:

Name of organisation:	University Library in Bratislava
Registered office:	Michalská ul. 1, 814 17 Bratislava
Form of management:	state budgetary organisation
Identification number:	164 631
Date of establishment:	10 October 1919
Establishing authority:	Ministry of Culture of the Slovak Republic

Article I

Subject-matter of activity and fundamental mission

1. University Library in Bratislava (hereinafter the “Library”), as a research library and multifunctional cultural centre, is an elite national cultural, information, research and education institution in the areas of librarianship, bibliography and culture.
2. The Library’s fundamental mission is to guarantee free access to information disseminated in all types of media through library and information services and information technology with the goal of satisfying the cultural, research and educational needs of the public and promoting lifelong learning, independent decision-making and spiritual development.
3. Specific activities and functions of the library within its area of activity include:
 - a) building and preserving the conservation collection of the Slovak Republic, as the legal entity designated by applicable legislation,¹⁾,
 - b) enlarging, professionally recording, processing, preserving, protecting and making available a universal library collection and a specialised library collection related to the natural sciences, social sciences and humanities,
 - c) participating in the production of the Slovak National Bibliography; the Library is a workplace of the Slovak National Retrospective Bibliography,
 - d) being the national agency for international standard serial numbering (ISSN) and international article numbering (EAN) in accordance with applicable legislation,²⁾ and cooperating with the Ministry of Culture of the Slovak Republic in supervision of, compliance with the act as it relates to periodical publication; the library assigns EAN-ISSN bar codes, is the methodological, standardisation and consultation centre for international identification, standardisation and administration of periodical publications, and keeps a directory of the publishers of continuing sources,
 - e) creating, maintaining and making available the Periodicals Part of the Federated Catalogue of the Slovak Republic and the online database Directory of Cooperating Libraries and Information Institutions of the Slovak Republic; the Library manages the system of sigla (location marks) identifying libraries and information institutions,
 - f) conducting research and participating in research projects on the history of book culture, long-term protection of analogue and digital documents, participating in research projects on the processing, preservation and making available of knowledge and cultural heritage in a European and global context,
 - g) providing information on science, technology, research and innovation as part of the infrastructure for research and development,
 - h) providing library and information services for users,
 - i) being the national centre for the international interlibrary loan service and publishing details of the provision of the international interlibrary loan service on its website; the Library is a workplace of the interlibrary loan service and a workplace of the international interlibrary loan service,
 - j) being a coordination, research, methodology, advice and education workplace for the library system in the long-term protection of digital cultural objects and other areas defined by the establishing authority,

¹ Sections 3 to 5 of Act No 212/1997 on legal deposits of periodicals, non-periodical publications and copies of audiovisual works, as amended.

² Sections 8 to 10 of Act No 212/1997 on legal deposits of periodicals, non-periodical publications and copies of audiovisual works, as amended.

- k) being a workplace for the restoration, conservation, protective copying and digitisation of library documents,
- l) performing the function of a central data archive of digital cultural objects, providing for their permanent preservation and protection and ensuring the continuous operation of the data archive,
- m) acquiring and permanently preserving a collection of web and originally digital sources and documents forming part of the intangible cultural heritage of the Slovak Republic,
- n) serving as a workplace for the processing and protection of historical library documents and historical library collections: obtaining, processing, managing, protecting and making available a library collection of rare manuscripts, old and rare printed documents, documents on Slovakia and the Slovak people before 1918 and important documents on Slovakia and the Slovak people without time limit; in extraordinary circumstances or states of emergency, historical library documents or historical library collections may be processed by other natural persons or legal entities,
- o) cooperating with libraries in the library system of the Slovak Republic and libraries abroad,
- p) editing and publishing works in the Library's area of competence,
- q) implementing the international exchange of publications with exchange partners,
- r) depository library for formal dissertations defended in the Slovak Republic before 2002 and keeping the national bibliographic register,
- s) depository library of the North Atlantic Treaty Organisation (NATO) for the Slovak Republic; it acquires, processes, preserves, protects, makes available and distributes documents and external information sources concerning NATO activities for public and scientific use,
- t) depository library of the United Nations (UN); it acquires, processes, preserves, protects, makes available and distributes documents and external information sources on UN activities for public and professional use,
- u) depository library of the United Nations Educational, Scientific and Cultural Organisation (UNESCO); it acquires, processes, preserves, protects, makes available and distributes documents and external information sources on UNESCO activities for public and professional use,
- v) secretariat of the Slovak Committee for the UNESCO Programme Memory of the World and national coordinator of the UNESCO Associated Schools and UNESCO Clubs networks,
- w) creating and managing cultural registers,
- x) acquiring, processing, preserving and making available representative library collections and providing for the cultural activities of information, study and cultural centres for international cultural cooperation based on partnership agreements,
- y) providing for the functioning of a multi-functional cultural centre organising scientific, cultural-educational, educational and social events; the Library organises exhibitions on its own premises, receives and co-organises exhibitions of other legal entities and natural persons from the Slovak Republic and abroad,
- z) providing premises for rent or loan to legal entities and natural persons for exhibitions and scientific, cultural and social events,
- aa) supporting the activities of European cultural and educational institutions and cooperating in particular with the workplaces of European Union Member States accredited in the Slovak Republic,

- bb) establishing direct relations with other domestic and foreign legal enterprises and natural persons and entering into international associations with other heritage and collecting institutions in its area of competence, with the consent of the establishing authority,
- cc) performing other tasks related to library activity.

Article II

1. The Library is a state budgetary organisation established by the Ministry of Culture of the Slovak Republic, which supervises its activity and takes necessary measures if shortcomings are detected.
2. The Library's income and expenditure are linked to the state budget through the chapter of the Ministry of Culture of the Slovak Republic, and the Library manages budgetary funds and funds received from third parties.
3. The Library prepares a budget of income and expenditure taking account of the binding indicators of the state budget laid down in the act on the state budget for the relevant calendar year and by the Library's establishing authority.

Article III

1. The statutory body of the Library is the director general, who is appointed and recalled by the Minister of Culture of the Slovak Republic; their appointment is based on a selection procedure.
2. The director general directs the activity of the Library in accordance with the establishment deed and is responsible to the Minister of Culture of the Slovak Republic.
3. The director general is responsible for managing public funds in the library.
4. The organisational structure, the functions of individual workplaces and the relationships between them are regulated by the Organisational Rules of University Library, which are issued by the director general.
5. Legal acts of the establishing authority in relation to the statutory body are governed by Act No 552/2003 on the performance of work in the public interest, as amended.

Article IV

Material and financial definition of assets

The Library manages state property entrusted to it for the performance of its defined activities in the public interest within the corresponding scope of activities. The Library keeps accounting and operational records of these assets.

Article V

Entrusted property, and rights and obligations under property law and employment law remain unchanged.

Article VI

The Library is established indefinitely.

Article VII

This decision is effective from 01 January 2019.

Lubica Laššáková
Minister of Culture
of the Slovak Republic