

Based on article 92 from the Law on Real Estate Cadastre (Official Gazette of R. Macedonia" # 40/08), the Steering Board of the Agency for REC enacted the

**REGULATION  
ON  
THE LICENSE FOR PERFORMANCE OF GEODETIC WORKS, THE  
CONDITIONS REQUIRED FOR PERFORMANCE OF GEODETIC WORKS  
AND THE REGISTER OF SOLE PROPRIETORS - AUTHORIZED  
SURVEYORS AND TRADE COMPANIES FOR GEODETIC WORKS**

Article 1

This regulation stipulates: the form and the content of the license for performance of geodetic works, the facility and equipment conditions required for performance of the geodetic works, as well as the form, the content and the manner of registering and administering the Register of sole proprietors - authorized surveyors and trade companies for geodetic works.

Article 2

1. In order to start working i.e. to start performing the geodetic works stipulated in article 73 from the Law on Real Estate Cadastre (Official Gazette of R. Macedonia" # 40/08) (hereinafter referred to as "the Law"), the sole proprietors – authorized surveyors and trade companies for geodetic works must have a license for performance of geodetic works (hereinafter referred to as "License").
2. The form and the content of the license stipulated in paragraph 1 of this article are presented in Annex 1, which is an integral part of this Regulation.

Article 3

1. In order to start working in a branch office, besides the license stipulated in article 1, the sole proprietors-authorized surveyors and trade companies for geodetic works must have a decision enacted by the Director of the Agency in compliance to article 89, paragraph 5 from the Law.
2. The form and the content of the decision stipulated in paragraph 1 of this article are presented in Annex 2, which is an integral part of this Regulation.

#### Article 4

1. For the purpose of acquiring a license i.e. obtaining a decision for branch office, the sole proprietors – authorized surveyors and trade companies for geodetic works must submit a request to the Agency for REC (hereinafter referred to as “the Agency”).
2. Along with the request stipulated in paragraph 1 of this article, the sole proprietors – authorized surveyors and trade companies for geodetic works must submit evidence for fulfillment of the conditions stipulated in article 88 and 89 from the Law.

#### Article 5

1. The Director of the Agency shall establish a commission to inspect the fulfillment of the conditions required for issuance of a license, stipulated in article 88 of the Law.
2. The commission shall be comprised of a president (geodetic engineer) and two members (one geodetic engineer and one lawyer) and their deputies.

#### Article 6

1. The fulfillment of the conditions for issuance of the license shall be controlled by the commission stipulated in article 5 of this Regulation by performing an inspection of the facilities in which the sole proprietor - authorized surveyor i.e. trade company for geodetic works shall perform the geodetic works. The commission will draft Minutes from the performed inspection.
2. Based on the Minutes stipulated in paragraph 1 of this article, the Director of the Agency for REC shall issue a license.

#### Article 7

1. The facilities in which the sole proprietor – authorized surveyor i.e. trade company for geodetic works shall perform the geodetic works must be located in objects adequate to the reputation of the geodetic profession and to be equipped in a manner which enables uninterrupted and qualitative performance of the geodetic works.
2. The facilities stipulated in paragraph 1 of this article must be one construction unit with separate entrance, to have at least one working room and to have conditions for fire protection according identified rules and standards.
3. The total area of the facilities stipulated in paragraph 1 of this article cannot be smaller than 20m<sup>2</sup>.

#### Article 8

1. The facilities stipulated in article 7 of this Regulation need to be equipped with the necessary geodetic and office equipment for working with clients.
2. Geodetic equipment for performance of the geodetic work is considered to be at least one geodetic instrument (classic instrument, total station or GPS) with accessory equipment.

#### Article 9

1. If certain omissions are identified during the inspection of the facilities in which the sole proprietor-authorized surveyor i.e. trade company for geodetic works performs the geodetic works, the commission stipulated in article 5 of this Regulation shall oblige the entity requesting the license to rectify the omissions in a period of 8 days from the day of the inspection.
2. If the identified omissions are not rectified within the deadline stipulated in paragraph 1 of this article, a license shall not be issued. The entity requesting the license shall be informed of this decision in writing.
3. The entity cannot submit a new request for issuance of license prior the expiry of the 15 day period from the day of the inspection.

#### Article 10

The issued licenses and decisions for branch office shall be registered in the Register of sole proprietors-authorized surveyors and trade companies for geodetic works (hereinafter referred to as “Register”), administered within the Agency for REC.

#### Article 11

1. The Register stipulated in article 10 of this Regulation shall be administered in paper and electronic form.
2. The following data shall be inserted in the Register: number, title of sole proprietor-authorized surveyor i.e. trade company for geodetic works, IDN/TAN, headquarters, number and date of the license i.e. number and date of the decision for branch office, number and date of the decision for deprivation of the license and page number.

Article 12

The content of the updated Register shall be available on the web-page of the Agency for REC.

Article 13

The form and the content of the Register are presented in Annex #3, which is an integral part of this Regulation.

Article 14

With the enforcement of this regulation, the data for the sole proprietors-authorized surveyors and trade companies for geodetic works registered in the Register of sole proprietors-authorized surveyors and trade companies for geodetic works in compliance to the Regulation on the form, the content and the manner of administering the Register of sole proprietors-authorized surveyors and trade companies for geodetic works (“Official Gazette of R. Macedonia” # 100/2005) shall be transferred by the Agency and continued to be administered in the Register of sole proprietors-authorized surveyors and trade companies for geodetic works according this Regulation.

Article 15

This regulation shall be in force the following day from its publication in the Official Gazette of R. Macedonia.

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**PRESIDENT OF THE STEERING BOARD**

**Date:** \_\_\_\_\_ **2008**

**Skopje**

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**Slavce Trpeski**