**STATUTE**

**Inland Navigation Office in Szczecin**

**§ 1.**

Statute of the Office of Inland Navigation in Szczecin, hereinafter referred to as "the Office", defines the organization of the Office and the detailed scope of activities of the Director of Inland Navigation in Szczecin, hereinafter referred to as the "Director".

**§ 2.**

1. The Office shall comprise workplaces for:

1) supervision of shipping;

2) technical inspection of vessels;

3) administration;

4) financial – organizational matters;

5) technical matters.

2. Depending on the needs, workplaces referred to in paragraph. 1, can be combined to form departments or teams.

3. The financial and accounting services for the Office shall be provided by the chief accountant of the office providing service for the minister responsible for transport.

4. Subject to paragraph. 5, the Director may authorize persons occupying workplaces referred to in paragraph. 1, to make decisions on his behalf in certain cases.

5. The following matters are subject to the sole discretion of the Director of the case:

1) personnel and financial management;

2) under separate provisions.

6. In order to carry out certain tasks, the Director may create remote jobs referred to in paragraph. 1.

7. The scope of activities and mode of jobs referred to in paragraph. 1 is established by Director in:

1) The job descriptions - for employees of the civil service corps;

2) workplace cards - for other employees.

**§ 3.**

The detailed scope of activities of organizational units of the Office, referred to in § 2 section1, is defined within the organizational regulations adopted by the Director.

**§ 4.**

The scope of the Director’s activities shall include in particular matters arising from:

 1) the Act of 21 December 2000 on Inland Navigation in the scope of:

a) conducting the ship measurements,

b) conducting technical inspection of the ship,

c) the management of information services (RIS);

2) separate regulations.