

**ZONGULDAK COAL GEOPARK DIRECTIVE ON
ESTABLISHMENT, WORKING PROCEDURES AND PRINCIPLES**

PART ONE

Purpose, Scope and Definitions

PURPOSE:

Article 1- (1) The purpose of this directive is to establish a geopark within the framework of the "Zonguldak Coal Geopark" project, which was decided to be established by the Zonguldak province Tourism Infrastructure Service Association (ZONTAB), within the borders of Zonguldak province on land and 2 km off the coast in the sea direction, 3342 km² on land and 160 km² in the sea, within a total area of 3502 km².

(2) To carry out the procedures and principles regarding the UNESCO certification process of the established Geopark and to regulate the procedures and principles regarding the fields of work and activities to be carried out in line with the objectives of the Geopark, the management bodies, the duties and working style of the management bodies.

SCOPE:

Article 2- (1) This Directive; It covers the provisions regarding the objectives, fields of activity, management bodies, duties and working style of the Zonguldak Coal Geopark directive.

BASIS:

Article 3- (1) This directive is in accordance with the Bylaws of Zonguldak Province Tourism Infrastructure Service Union (ZONTAB), Article 5, Article 16, paragraph (i) and Article 20.

DEFINITIONS:

Article 4- (1) In this directive,

- a) Advisory Board: The Advisory Board of the Geopark Project,
- b) Geopark: The special nature conservation area called Zonguldak Coal Geopark (geopark for short), which has international importance in terms of landforms and geological features, where different or the same type of geological heritage examples coexist, whose management is determined in this directive, managed with a holistic perspective where protection, education and sustainable development activities are carried out, with a total of 3502 km² Zonguldak Coal Geopark, whose borders are within the land borders of Zonguldak province and within the borders passing 2 km off the coast at sea,
- c) Geosite Geological and geomorphological phenomena representing a certain process, event, time or result that are rare on Earth, and natural formations that may constitute evidence of the past of the earth's crust, and formations such as rock assemblage, stratigraphic stack, fossil, mineral structure, landform, which are of national and international importance, which are generally visually important, formed as a result of natural events or processes,
- d) Geological Heritage : The elements that explain the formation of the Earth's crust and the representatives of a known event, rare or extremely large formations,
- e) Director Geopark Project Manager,

- f) Chairman: Chairman of the Zonguldak Provincial Tourism Infrastructure Service Union (ZONTAB) Council,
- g) Vice President : 1st and 2nd Vice President of Zonguldak Province TourismInfrastructure Service Union (ZONTAB),
- h) Board of Directors It refers to the Zonguldak Province Tourism Infrastructure Service Union Council.

PART TWO

Objectives and Areas of Activity of the Geopark

Project Objectives of the Geopark Project

Article 5- (1) The Objectives of the Geopark Project are as follows:

- a) Creating a conservation area for the protection and transfer of the geological richness and geosites of Zonguldak Province and its immediate surroundings to future generations, creating a sustainable development area targeting the social and cultural development of the local people, contributing to the development of tourism in the region and thus supporting sustainable socio-economic cultural development in theregion, increasing public awareness and awareness on issues such as sustainable use of natural resources, reducing the effects of climate change and reducing the risks of natural disasters, as well as protecting the geoheritage,
- b) To conduct scientific research on the geoheritage of Zonguldak Province and its immediate surroundings, to plan, coordinate and carry out the UNESCO certification process in cooperation with the relevant institutions within the scope of the relevant legislation provisions
- c) To promote Turkey's rich geoheritage and geoparks at home and abroad, to cooperate with geoparks abroad, to develop joint projects, to organize exchange programs,
- d) To participate in all kinds of scientific and academic activities aimed at increasing the quantity and quality of Turkey's UNESCO registered geopark sites, to cooperate and consult on these issues,
- e) To cooperate with local, national and international research and development (R&D) institutions in the field of geoparks and geoheritage, to realize joint projects and activities,
- f) To support domestic and international training programs in cooperation withrelevant institutions in order to provide the manpower needed by Turkey in the field of geoparks within the framework of the provisions of the relevant legislation.

Activity Areas of Geopark Project

Article 6- (1) The fields of activity of the Geopark Project are as follows:

- a) Carrying out the establishment, supervision and certification processes of the new geopark to be established in Zonguldak,
- b) In order to reveal the geopark potential in Zonguldak and its immediate surroundings and to make a strategic plan, to inventory, document, transfer to the database, update and publish the geosites and geoheritage elements in the field,
- c) To provide the necessary coordination and consultancy in cooperation with local administrations and relevant institutions and persons on the project design of priority areas for Geopark facilities,
- d) To provide technical, scientific and logistical support to local and foreign researchers within the framework of possibilities to conduct research and investigation in the Geopark area,
- e) To prepare a strategy document and then a strategic plan for the establishment of a Geopark,
- f) To observe the implementation of the strategic plan prepared and approved for the

- establishment of the Geopark, to evaluate the results and to propose necessary plan amendments,
- g) Within the framework of the prepared strategic plan, to work to make Zonguldak an international geotourism center and to support the work done,
 - h) To manage and ensure the planning and equipping processes of the natural history museum and visitor center to be established in the Geopark area,
 - i) To carry out coordination and cooperation with domestic and foreign official, private institutions and organizations and individuals for the establishment of a geopark in Zonguldak,
 - j) To ensure the promotion of the natural heritage and geography of Zonguldak province and its immediate surroundings at national and international level,
 - k) To regularly monitor and publish reports on geosites and geoheritage sites in Zonguldak province and its immediate surroundings,
 - l) To take necessary measures, prepare proposals and submit them to local authorities for the protection of the natural and geoheritage existing in Zonguldak province and its immediate surroundings,
 - m) To research local motifs and cultural elements related to geoheritage and to carry out studies to collect values,
 - n) To develop projects and carry out activities to utilize the natural and geoheritage of Zonguldak province and its immediate surroundings as a means of sustainable local development through geotourism,
 - o) To plan and implement the use of the natural and geoenvironmental heritage in Zonguldak province and its immediate surroundings for the purpose of raising awareness about nature and environment in society,
 - p) To plan, organize and organize geo-education and nature education activities in the geopark area in cooperation with local, national and international institutions,
 - q) Encouraging and organizing sportive and educational activities based on natural heritage and geography in Zonguldak, integrating the community with nature, presenting proposals to local authorities on this issue, and cooperating,
 - r) To support and take part in academic activities organized to ensure the integration of scientists working in the Geopark area,
 - s) To carry out, have carried out or organize geosite database studies within the scope of the provisions of the relevant legislation, and to take part in the studies carried out in this regard,
 - t) Organizing or participating in training and promotional activities aimed at raising basic awareness of the society about geosciences,
 - u) To follow the developments in geoparks in Turkey and abroad by visiting them and to ensure the transfer of innovations,
 - v) To create a geopark archive-library infrastructure by collecting books, theses, articles and similar studies on geoparks established at national and international level,
 - w) To support planning and supervision efforts for the effective protection of our national geoheritage and its sustainable use in accordance with its purpose,
 - x) To make documentaries, interviews, programs, presentations and similar activities on television, radio and online media to promote the concept of geopark and geoheritage on a national and local scale,
 - y) To represent Zonguldak and Turkey by participating in studies and meetings on geoparks abroad,

- z) To make printed and electronic publications, programs, and to organize activities in order to promote Turkey's geo heritage and geoparks in Turkey and abroad,
- aa) To coordinate and cooperate with geoparks, museums, centers, universities and institutes established abroad, to organize scientific meetings, congresses and seminars, symposiums, to develop and carry out joint projects,
- bb) Within the scope of the provisions of the relevant legislation, to cooperate in the field of R&D on geopark with organizations located in technology development zones at national level, especially Zonguldak Bülent Ecevit University, and to develop joint projects,
- cc) To develop geo-educational materials and methods to be used in the Geopark, to apply them to pilot sites and to ensure their dissemination,
- dd) To conduct research and pilot applications on geotourism, a new type of tourism and local development tool based on the sustainable use of geoheritage and natural heritage,
- ee) To encourage research on natural heritage and geoheritage at undergraduate and graduate level in the relevant departments within Zonguldak Bülent Ecevit University,
- ff) To contribute to master's and doctoral programs for local and foreign students in the field of Geopark,
- gg) To cooperate with Zonguldak Bülent Ecevit University to organize certified training and education programs to provide expertise to those who will be employed as museum and field guides in Geoparks,

PART THREE

Governing Bodies and Duties of the Geopark

Governing Bodies of the Geopark :

Article-7 (1): The management bodies of the Geopark are as follows:

- a) Board of Directors
- b) President and Vice Presidents
- c) Working Committee
- d) Advisory Board
- e) Director
- f) Scientific and Administrative coordinators

Board of Directors and its duties:

Article 8- (1) The Board of Directors is composed of the council of Zonguldak Tourism Infrastructure Service Union. The Chairman of the Board of Directors is the Chairman of the Council. The duties of the Chairman, Vice Chairmen and members of the Council are concurrent with their duties in the Council.

(2) Duties of the Board of Directors are as follows:

- a) To carry out and manage the work program, scientific activities and publications of the Geopark project,
- b) To accept the budget and financial accounts of the Geopark project,
- c) To decide on issues related to the geopark project,
- d) Consultation By the Board determined Study By the Board Decision given to decide on the identification of geosites,
- e) To establish the Working Board and Advisory Board in accordance with the purpose of the Geopark project,
- f) To establish Working Groups and commissions in accordance with the purpose of the Geopark project,
- g) To perform other duties assigned by the Governorate or relevant authorities in line with the objectives of the Geopark project,

President, Vice Presidents and Their Duties :

Article 9-(1) The President represents the Zonguldak Coal Geopark Project (JEOZON). He may delegate this duty to the Vice Presidents, the Chairman of the Working Committee, the Chairman of the Advisory Board or the Director.

(2) The duties of the President are as follows:

- a) To propose to the Board of Directors for the formation of Working and Advisory

Boards,

- b) To appoint the Director, Deputy Directors and necessary personnel,
- c) Inviting the Board of Directors to a meeting,
- d) To present the needs and budget of the Geopark Project to the Board of Directors with justifications,
- e) To carry out general supervision and control over the work and employees of the Geopark Project,
- f) To establish working groups or commissions on issues it deems necessary,

(3) Duties of Vice Presidents are as follows:

- a) In the absence of the Chairman, they shall deputize the Chairman if they are assigned.
- b) They perform the duties assigned by the President.

Working Committee and its Duties:

Article 10- (1) The Working Committee is chaired by the representative of the Governorship and consists of eleven members representing Zonguldak Municipality, Zonguldak Bülent Ecevit University, Special Provincial Administration, Western Black Sea Development Agency (2 people), Zonguldak Chamber of Commerce and Industry, Provincial Directorate of Culture and Tourism, Zonguldak Tourism Platform, Tourism Infrastructure Service Union, Turkish Hard Coal Authority (TTK). Representatives of other institutions and persons may be included in the Working Committee with the decision of the Board of Directors. The Board convenes at least once a month upon the invitation of the Chairman of the Board.

(2) The duties of the Working Committee are as follows:

- a) To prepare the draft of the work program of the Geopark Project and present it to the board of directors,
- b) To take decisions on geosite areas determined by the Advisory Board and submit them to the approval of the Board of Directors,
- c) To discuss and decide on relevant issues in accordance with the objectives of the Geopark Project and to submit the decisions to the approval of the Board of Directors,
- d) To take decisions to ensure the implementation of the decisions of the Board of Directors, to follow the implementation of the decisions, to solve the problems that arise or to propose decisions to the Board of Directors,
- e) To perform other duties assigned by the chairman of the board of directors,

Advisory Board and its Duties:

Article 11- (1) The Advisory Board consists of at least five and at most fifteen members appointed by the Board of Directors, whose term of office is equal to the term of office of the Board of Directors, who are experts in geopark and geosite management on scientific or administrative issues. The Chairman of the Advisory Board is the Scientific Coordinator.

(2) Duties of the Advisory Board :

- a) To determine the geosite areas for Zonguldak Coal Geopark and to make a proposal to the Geopark Working Committee for decision making

- b) To make opinions and suggestions on issues related to the fields of activity of the Geopark project,
- c) To take advisory decisions and notify the directorate in writing, the members of the Advisory Board may notify their opinions and suggestions on the relevant issues to the director alone in writing.

(3) The Advisory Board convenes at least four times a year upon the written invitation of the Director. Director and Duties:

Article 12- (1) The director is appointed by the chairman of the board of directors.

(2) The Chairman of the Board of Directors may appoint a deputy director, not exceeding two. Deputy directors help the director to fulfill his/her duties. When the director is absent from his/her duty, he/she leaves the deputy director he/she has assigned as his/her deputy.

(3) Duties of the Director are as follows:

- a) Representing the Geopark project when assigned by the President,
- b) To ensure the implementation of the decisions taken by the board of directors,
- c) To carry out the administrative affairs of the Geopark Project, to carry out general supervision and supervision over the Geopark Project personnel,
- d) To chair and manage the commissions and working groups to be established in the Geopark project,
- e) To present the needs and budget of the Geopark project to the Chairman of the Board of Directors after the decision of the working board,
- f) To provide information to the Chairman of the Board of Directors and/or the Board of Directors about the Geopark Project at the end of each activity year and when requested,
- g) To invite the Advisory Board to meet at least four times a year or at times deemed appropriate by the Chairman of the Board of Directors,
- h) To invite the Working Committee to meet at least once a month at the times determined by the chairperson of the committee,
- i) To carry out secretariat services at the meetings of the Board of Directors, Working Board and Advisory Board, to write the decisions of the meeting, to assign the assistant to the meetings other than the Board of Directors meeting in case of overlapping meetings,
- j) To supervise the activities of the Geopark project according to the provisions of the relevant legislation,
- k) In line with the objectives of the Geopark project, the Board of Directors and the Chairman of the Working Committee or the Advisory Board or its Chairman and members, the relevant person

To fulfill the duties to be assigned by the Chairman of the Board of Directors or the Chairman of the Working Committee regarding the issues requested by the institutions and organizations.

SECTION FOUR

Management Office, Visitor Center and Museum,

Scientific and Administrative Coordinators and Duties

Management Office

Article 13- (1) The Management Office consists of the building and its annexes where the director, deputy directors, assigned personnel, Chairman of the Board of Directors, Vice Presidents, management, working and advisory boards will serve, and where the documents, files and archives of the geopark project will be located in the place determined by the Board of Directors. Working groups and commissions work in the management office.

(2) The head of the management office shall be the director. The working style and duties of the staff, document filing and correspondence procedures shall be determined by the board of directors.

Visitor Center and Museum

Article 14- (1) The Visiting Center is located in the same space as the office. One staff member works in the Visiting Center under the director. This number may be increased by the Board of Directors according to need.

(2) The museum is located in the same space as the visit center and office. One staff member works in the museum under the director. This number may be increased by the Board of Directors according to the need. The artifacts to be exhibited in the museum are determined in line with the principles to be published upon the proposal of the Advisory Board, the decision of the Working Board and the approval of the Board of Directors.

Scientific and Administrative Coordinators and Their Duties

Article 15-(1) The Board of Directors appoints the scientific coordinator. The administrative coordinator in the working group is the representative of the Governorship. One or more assistant scientific and administrative coordinators may be appointed in the same manner.

(2) The duties of the Scientific Coordinator are as follows:

a) He chairs the Advisory Board on scientific issues.

b) Provides scientific advice to the Chairman of the Board of Directors, the Board of Directors and the Working Committee.

c) Coordinates the work of technical staff.

ç) Performs other duties assigned by the Chairman of the Board of Directors.

(3) Assistant Scientific Coordinators perform the duties assigned by the Scientific Coordinator.

(4) The duties of the administrative coordinator are as follows:

a) Presides over the Working Committee.

- b) Coordinates the work of administrative and technical staff.
- c) Performs other duties assigned by the Chairman of the Board of Directors.
- (5) Assistant Administrative Coordinators perform the duties assigned by the Administrative Coordinator.

SECTION FIVE

Miscellaneous and Final

Provisions Working Groups and Commissions

Article 16- (1) Working Groups and Commissions may be established upon the proposal of the Working Board or ex officio by the Chairman of the Board of Directors or by the decision of the Board of Directors in order to carry out and organize research, training and other activities more quickly and efficiently.

Personnel Needs:

Article 17- (1) The technical, administrative and service personnel needs of the Geopark Project are met by the relevant institutions upon the request of the Working Committee and the approval of the Zonguldak Governorate.

Expenditure Authority

Article 18-(1) The expenditure authority of the Geopark Project is the Chairman of the Board of Directors. He may delegate this authority to the Chairman of the Working Committee or the Director.

Cases where there is no provision in the Directive

Article 19: In cases where there are no provisions in this directive, the provisions of other relevant legislation and the decisions of the Board of Directors shall apply.

Enforcement

Article 20: This directive enters into force on 24.06.2021. Execution

Article 21: The provisions of this directive shall be executed by the Chairman of the Board of Directors.