

Tartu Observatory Statutes

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Entered into force 29.03.2004

Altered by the following Acts:

Passed	Published	Entered into force
22.06.2012	RT I, 03.07.2012, 1	06.07.2012
03.09.2012	RT I, 07.09.2012, 2	15.09.2012

This regulation is established in accordance with paragraph 43, section 5 of the Government of the Republic Act, and paragraph 13, section 1, subsection 3 of the Organisation of Research and Development Act.

Chapter 1

GENERAL PROVISIONS

§ 1. Tartu Observatory

(1) Tartu Observatory is a state research and development agency managed by the Ministry of Education and Research, acting pursuant to the Organisation of Research and Development Act, other legislative acts, and international treaties.

(2) Tartu Observatory is the perpetuator of the work of the Tartu University Observatory created in 1808 and the Tartu University Meteorological Observatory created in 1865. Tartu Observatory is the legal successor to the Institute of Astrophysics and Atmospheric Physics that was established by regulation nr 374 of the Council of Ministers of the Estonian SSR on August 22nd, 1973.

(3) Tartu Observatory has a seal with the small national coat of arms and its own name, an independent budget, and insignia.

§ 2. Tartu Observatory Location

Tartu Observatory is located in Tartu County. The postal address of Tartu Observatory is Tõravere, Nõo Rural Municipality, 61602 Tartu County.

Chapter 2

PRINCIPAL ACTIVITIES AND PRINCIPAL TASKS

§ 3. Principal Activities and Purpose of Tartu Observatory

(1) The principal activity of Tartu Observatory is research and development.

(2) The purpose of Tartu Observatory is to promote Estonian science in the areas of astronomy and atmospheric physics, and to provide services based on research work in those areas.

§ 4. Principal Tasks of Tartu Observatory

Tartu Observatory:

- 1) Conducts fundamental and applied research in scientific fields associated with the purpose of Tartu Observatory;
- 2) Participates in public competitions for executing state research and development programmes in scientific fields associated with the topics of interest to Tartu Observatory;
- 3) Participates in the educational activities of universities in astronomy, atmospheric physics and other scientific fields, in accordance with contracts signed with universities;
- 4) Creates favourable conditions for its employees to perform scientific research, improve their specialist skills, and communicate with other scientists both domestically and internationally;
- 5) Creates joint research groups in collaboration with universities and other institutions and persons, both in Estonia and in other countries;
- 6) Organises in-service training in astronomy, atmospheric physics, and related fields;
- 7) Creates, develops and procures the equipment, devices, literature, inventory and other means necessary for research work;
- 8) Participates in Estonian and international research and development programmes, and develops scientific and technological cooperation pursuant to bilateral and multilateral agreements with both domestic and international partners;
- 9) Organises scientific conferences, seminars and other scientific events, joins local and international scientific, technological and other organisations;
- 10) Provides specialist consultations, expert analyses and proposals to government agencies and other institutions and persons;
- 11) Promotes scientific achievements and informs the Estonian and international public of its activity;
- 12) Hosts guided tours by school students and other interested persons as a public service.

Chapter 3

TARTU OBSERVATORY MANAGEMENT

§ 5. Director

(1) Tartu Observatory is managed by a director (hereafter the Director), who bears responsibility for the overall condition and progress of Tartu Observatory, as well as the legitimate and expedient use of fiscal means.

(2) The Director is selected pursuant to terms and conditions established by the Ministry of Education and Research. The public competition for selecting the Director is conducted by the Research Council. The Director is selected by an advisory committee formed by the Minister of Education and Research. The Minister of Education and Research signs an employment contract with the person selected as Director, for a term of up to five years.

§ 6. Director's Tasks

(1) The Director:

- 1) Manages the work of Tartu Observatory and ensures the correct and expedient execution of the legislative acts governing its activities;
- 2) Represents Tartu Observatory and signs contracts on its behalf with private persons and legal entities, and performs other transactions;
- 3) Approves the internal procedural, administrative and other rules of Tartu Observatory;
- 4) Signs and terminates employment contracts with employees of Tartu Observatory;
- 5) Fulfils other tasks related to the management of Tartu Observatory.

(2) The Director issues directives, within the limits of his or her authority.

§ 7. Deputy Director(s)

(1) Tartu Observatory's Deputy Director(s) are selected by the Research Council.

(2) The tasks of the Deputy Director(s) are defined by the Director.

(3) The Director signs the employment contract with the Deputy Director(s).

§ 8. Research Council

(1) A Research Council is formed to resolve issues related to Tartu Observatory's research and development activities within the scope established in these Statutes.

(2) The Research Council consists of 13 members, of whom eight are selected in a general meeting of researchers, three members are assigned by the Director from among specialists acting in Tartu Observatory's fields of activity, and one member is assigned by the Minister of Education and Research.

[RT I, 07.09.2012, 2 – in force 15.09.2012]

(3) The Chairman of the Research Council is the Director, and the Deputy Chairman is a member of the Research Council assigned by the Director.

[RT I, 07.09.2012, 2 – in force 15.09.2012]

(4) The membership of the Research Council is approved by the Minister of Education and Research at the proposal of the Director, for a term of five years.

§ 9. Research Council's Tasks

The Research Council:

- 1) Plans the research work of Tartu Observatory;
- 2) Submits proposals to the Minister of Education and Research for alterations to Tartu Observatory's Statutes;
- 3) Submits proposals to the Director for alterations to the structure of Tartu Observatory;
- 4) Selects Tartu Observatory's Deputy Director(s) and researchers in accordance with legislation;
- 5) Fulfils other tasks set for it by legislation.

§ 10. Research Council's Working Principles

(1) The Research Council's work form is the meeting. Meetings can also be held using telecommunications or infotechnological means.

[RT I, 07.09.2012, 2 – in force 15.09.2012]

(2) Meetings of the Research Council are held as needed, but no less than once per quarter.

(3) A meeting of the Research Council is called by the Chairman of the Research Council.

(4) The agenda of the Research Council meeting is provided to the members of the Research Council no later than seven days before the meeting.

(5) The Research Council has a quorum if the meeting (including a meeting held using telecommunications or infotechnological means) has the participation of at least half of the members of the Research Council, including the Chairman (if he is not participating, then the Deputy Chairman).

[RT I, 07.09.2012, 2 – in force 15.09.2012]

(6) The Research Council passes resolutions in a meeting (including a meeting held using telecommunications or infotechnological means) by a simple majority of votes of the members present. In a public vote, if the votes are split equally, the deciding vote is cast by the Chairman (if he is not participating, then the Deputy Chairman).

[RT I, 07.09.2012, 2 – in force 15.09.2012]

(61) The Research Council may pass resolutions by a public electronic vote without calling a meeting. In order to pass a resolution by a public electronic vote, a simple majority of votes of the members of the Research Council must be achieved. If the votes are split equally, the deciding vote is cast by the Chairman (if he is not participating, then the Deputy Chairman).

[RT I, 07.09.2012, 2 – in force 15.09.2012]

(7) Resolutions of the Research Council are recorded in the minutes. The minutes are signed by the Chairman (if he is not participating, then the Deputy Chairman) and the minutes-taker.

(8) All employees of Tartu Observatory may participate in a meeting of the Research Council (unless decided otherwise). Resolutions of the Research Council are made known to the employees.

§ 11. Tartu Observatory International Council

(1) The International Council of Tartu Observatory is an advisory body of up to six members, consisting of international specialists who are leaders in their field.

(2) The International Council advises Tartu Observatory on choosing the fields of research and development, and makes recommendations on issues related to Tartu Observatory's principal activities.

(3) The membership of the International Council is approved by the Director at the proposal of the Research Council.

Chapter 4

CAPITAL ASSETS AND FINANCING

§ 12. Tartu Observatory's Capital Assets

(1) Tartu Observatory has capital assets for the execution of its activities, comprising the land, buildings, structures, equipment, inventory and other material valuables provided to it by the administrator of state assets.

(2) Tartu Observatory uses and disposes of capital assets in the manner set forth in legislation.

(3) Tartu Observatory's rooms and means may be used, with permission of the Director, by university students and research collaboration partners.

§ 13. Financing

(1) The activity of Tartu Observatory is financed from the state budget, revenue derived from Tartu Observatory's economic operations (educational activities, in-service training, specialist consultations, expert analysis, guided tour hosting), and other sources.

(2) The financing of Tartu Observatory from the state budget proceeds via state research and development programmes and other research and development grants.

[RT I, 03.07.2012, 1 – in force 06.07.2012]

(3) Tartu Observatory's infrastructure costs are covered from the state budget via the Ministry of Education and Research.

Chapter 5

REPORTING AND OVERSIGHT

§ 14. Reporting and Oversight

(1) Tartu Observatory maintains fiscal and statistical accounts in the manner set forth in legislation.

(2) The proper use of means assigned to Tartu Observatory from the state budget, and the compliance of the institution's activities with the goals established in the statutes, are checked in the manner set forth in legislation.

Chapter 6

REORGANIZATION AND TERMINATION OF ACTIVITY

§ 15. Reorganization and termination of activity

Tartu Observatory's activities are reorganized or terminated by the Government of the Republic at the proposal of the Minister of Education and Research, having heard the proposal of the Research and Development Council.

Chapter 7

IMPLEMENTING PROVISION

§ 16. Implementing Provision

This regulation enters into force on March 29th, 2004.