



# JOURNAL OF LAWS

OF THE MINISTRY OF CULTURE, NATIONAL HERITAGE  
AND SPORT OF THE REPUBLIC OF POLAND

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Warsaw, 28 May 2021

Item 44

## ORDER

**OF THE MINISTER OF CULTURE, NATIONAL HERITAGE AND SPORT<sup>1)</sup>**

of 28 May 2021

**on the granting of by-laws to the Museum of King Jan III's Palace  
at Wilanów**

On the basis of Articles 6(1) and 6(2) of the Museum Act of 21 November 1996 (references to Polish Journal of Laws: JoL (Dz.U.) of 2020, item (poz.) 902) and Articles 13(1) and 13(2) of the Act of 25 October 1991 on Cultural Activity Organization and Performance (references to Polish Journal of Laws: JoL of 2020, item 194), it is hereby ordered as follows:

**§ 1.** The Museum of King Jan III's Palace at Wilanów is hereby granted these by-laws in the wording as provided in the appendix hereto.

**§ 2.** This Order will take effect on the day following its announcement.

Minister of Culture, National Heritage and Sport of the Republic of Poland: *P. Gliński*

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<sup>1)</sup> Pursuant to Article 1(2)(1) of the Prime Minister's Regulation of 6 October 2020 on the Detailed Scope of Activity Conducted by the Minister of Culture, National Heritage and Sport (references to Polish Journal of Laws: JoL item 1717 and JoL of 2021, item 361), the Minister of Culture, National Heritage and Sport of the Republic of Poland manages the following government administration department – culture and protection of national heritage.

Appendix  
to the Order of 28 May 2021 of  
the Minister of Culture, National  
Heritage and Sport of the  
Republic of Poland (item 44)

**BY-LAWS**  
**of the Museum of King Jan III's Palace at Wilanów**

**Chapter 1.**

**General Provisions**

**§ 1.** 1. The Museum of King Jan III's Palace at Wilanów, hereinafter referred to as the ‘Museum’, is a state cultural institution which operates on the basis of, in particular:

- 1) the Museum Act of 21 November 1996 (references to Polish Journal of Laws: JoL of 2020, item 902), hereinafter referred to as the ‘Museum Act’;
- 2) the Act of 25 October 1991 on Cultural Activity Organisation and Performance (references to Polish Journal of Laws: JoL of 2020, item 194), hereinafter referred to as the ‘Act on Cultural Activity Organisation and Performance’;
- 3) the Act of 23 July 2003 on Protection and Care of Historical Monuments (references to Polish Journal of Laws: JoL of 2021, item 710);
- 4) the Nature Protection Act of 16 April 2004 (references to Polish Journal of Laws: JoL of 2020, items 55, 471 and 1378);
- 5) these By-laws.

2. The Museum can use the abbreviated name: ‘Wilanów Palace Museum’.

**§ 2.** The minister competent for issues of culture and national heritage protection, hereinafter referred to as the ‘Minister’, is the Museum Organiser.

**§ 3.** 1. The Museum has been entered into the register of cultural institutions maintained by the Minister under RIK number 39/95.

2 The Museum has been entered into the National Register of Museums maintained by the Minister under PRM number 29/98.

3 The Museum has legal personality.

**§ 4.** 1. The Capital City of Warsaw is the registered office of the Museum.

2. The Museum operates in the Republic of Poland and abroad.

## **Chapter 2**

### **Scope of Museum activity**

**§ 5.** The following constitutes the objects of Museum activity:

- 1) providing museum education and disseminating knowledge about historical and contemporary, tangible and intangible, cultural and natural resources of the former residence of King Jan III at Wilanów, which resources are held by or have been entrusted to the Museum, as well as about the traditions maintained since the Museum's establishment in 1805, in particular about the achievements of Jan Sobieski and Stanisław Kostka Potocki, the role they played in Polish and European history, culture and science, together with educating and disseminating knowledge about the meaning of the events, people, customs, achievements and rural economics in the days of both Jan Sobieski and Stanisław Kostka Potocki, and in subsequent periods, up to contemporary times;
- 2) exercising care over collections and historical monuments, and protecting natural resources, which includes acting for the improvement of environmental conditions;
- 3) taking actions aimed at protecting the cultural, natural, and historical landscape values of the former Wilanów residence and Museum property against destruction and environmental degradation;
- 4) documenting and subjecting resources to scientific research, as well as making them available and promoting them *via* traditional channels and with modern registration and communication techniques;
- 5) shaping cognitive and aesthetic sensitivity, including attitudes of patriotism and active citizenship;
- 6) enabling the use of cultural and natural heritage resources.

**§ 6.** Museum activity consists in, in particular:

- 1) managing collections and historical monuments, living natural collections, the natural reserve and its buffer zone, and knowledge resources;
- 2) safeguarding and preserving immobile archaeological monuments and other immobile objects of material culture;
- 3) performing work in the fields of conservation, restoration, construction, renovation, environmental remediation, revegetation, urban renewal, investment, and technical and installation work, as well as active and passive nature conservation;
- 4) initiating, organising and conducting scientific research, and storing and providing access to the results of such research;
- 5) providing cultural education, including *i.a.* artistic, craft, family and environmental education;
- 6) organising permanent and temporary exhibitions, and pursuing publishing activity;
- 7) supporting and conducting scientific and artistic activity, as well as activity which promotes cultural and natural values, including by organising internships and granting scholarships, also from external funding;
- 8) requesting the drafting of expert opinions, and organising, servicing, and conducting programmes, also in cooperation with and to the benefit of other institutions, in the following fields:
  - a) museology, museography, history of art collecting, knowledge of historical monuments, and museum ethics,
  - b) issues related to sustainable development, natural environment, and landscape,
  - c) cultural animation and education, historical re-enactment, and stimulating social activity in the fields of culture and science, recreation, tourism, and museotherapy,
  - d) enhancing competencies of the staff employed by museums and other entities which perform thematically-linked cultural and service activity;
- 9) cooperating with central and local government administration bodies, non-governmental organisations, cultural institutions, as well as other legal persons, organisational units without legal personality, and natural persons;
- 10) organising voluntary service and cooperating with other entities in this area;

- 11) accepting for execution programmes and/or administrative and operational competencies requested or entrusted by the Minister and/or other public administration bodies.

**§ 7.** The Museum collections consist of, among others:

- 1) collections of art and handicraft, including especially paintings, drawings, engravings and graphics, manuscripts, early printed books, cartography, artistic handicraft, sculpture, as well as archaeological monuments acquired from within the area of King Jan III's former residence, including collections understood as groups of objects which have been classed as distinct due to their formation and acquisition method;
- 2) historical small architecture structures, artistic interior décor, and historical equipment of buildings and gardens;
- 3) objects and testimonies related to the history of King Jan III and his family's former residences and foundations, Wilanów and its residents, and objects and testimonies which form part of Museum tradition, including objects corresponding to the identity and history of this site;
- 4) collections of postcards and any other media used to register photographic and video content;
- 5) specimens of nature and collections of living nature, especially protected species and habitats situated within the borders of the natural reserve and its buffer zone;
- 6) gardens, parks, and other historically arranged forms of landscape and valuable visual exposures;
- 7) historical book collections and documents;
- 8) collected conservation samples and their files;
- 9) (historical and contemporary) documentation of the above-mentioned objects, in particular: inventories, drawings, measurements, iconographic and cartographic documentation, and geodetic, geohydrologic, archaeological, construction and architectural, conservation, technical, historical, botanical and faunistic documentation, as well as documentation concerning the condition of the environment, ownership, and other legal and organisational matters;
- 10) own projects and any scientific, conservation, technical, construction, environmental and artistic works and analyses, as well as outcomes of audience surveys;

- 11) own scenarios of planned and completed exhibitions, plans of activities, museum classes, workshops, historical re-enactment shows and staged historical demonstrations, videos, and other creations prepared in the virtual reality;
- 12) scientific, collectors', and artistic heritage, as well as memoirs and other records documenting former life in Wilanów;
- 13) copies, replicas, reconstructions and imitations of artwork, historical craft skills and recipes for the purpose of historical re-enactment, museum education and the maintaining of old professions which are indispensable for preserving these resources;
- 14) carriers of data and records of intangible heritage;
- 15) knowledge resources which have been acquired (purchased or entrusted) for public use in the form of results from research in the fields of humanities, and natural and technical sciences, as well as the results of environmental monitoring which impacts the condition of ecosystems present within Museum premises;
- 16) collections of intangible heritage connected with the Museum's scope of activity.

### **Chapter 3**

#### **Supervisory bodies, managing body, and advisory bodies of the Museum**

**§ 8.** The Museum is supervised by the Minister.

**§ 9.** 1. The Museum Board, hereinafter referred to as the 'Board', operates as a body of the Museum.

2. The Board's scope of activity and appointment procedure is defined in Article 11 of the Museum Act.
3. The Board is composed of 15 members, who are appointed and dismissed by the Minister.

**§ 10.** 1. The Museum is managed by the Museum Director, hereinafter referred to as the 'Director', who are appointed and dismissed by the Minister.

2. The Director represents the Museum, bears liability for the correct execution of activities arising from these By-laws and for the appropriate management of Museum property and funds, and ensures the performance of tasks falling within the fields of crisis management and defence.
3. The Director is assisted in managing the Museum by three deputies, who are appointed and dismissed by the Director upon obtaining the Minister's opinion and whose duties are set forth by the Director.

**§ 11.** 1. The Director can form advisory boards on activities arising from these By-laws, by appointing or dismissing such advisory boards on his or her own initiative or at the request of at least half of the museologists employed by the Museum.

2. Upon appointing an advisory board, the Director sets forth the given board's objects and defines the number of its members.

3. An advisory board can be composed of Museum staff and persons not employed by the Museum.

4. Advisory board meetings are convened by the Director.

5. Advisory board members appoint a Chair from among themselves.

6. Advisory boards express opinions by way of passing resolutions.

7. Advisory board resolutions are adopted by a simple majority in the presence of at least half of the given board. In the event of a tied vote, the Chair has the casting vote.

8. The Museum provides advisory boards with chancellery and office services.

9. The Director outlines the detailed scope of advisory board activity in the regulations adopted for the given advisory board.

## **Chapter 4**

### **The Museum's sources of financing**

**§ 12.** 1. The Museum manages its funds based on the principles defined in the Act on Cultural Activity Organisation and Performance, as well as other relevant and binding legal regulations.

2. The Museum's financial economy is based on the financial plan outlined by the Director, taking into account the Minister's grant.

3. Museum property is used for purposes arising from the Museum's scope of activity.

**§ 13.** Sources of Museum activity financing are constituted by revenues from own activity, including sales of moveable assets, revenues from asset lease and tenancy, earmarked and targeted subsidies from the state budget and/or local government units, and funds received from natural and legal persons, and from other sources.

**§ 14.** The Director ensures the timely drafting of annual financial statements, as well as their mandatory inspection by an auditing company, and their submission to the Minister for approval.

**§ 15.** 1. As additional activity, the Museum can pursue economic activity convergent with or not contradictory to its main objects, and allocate the revenues generated therefrom to the tasks defined in its By-laws.

2. The Museum may pursue economic activity consisting in:

- 1) lease and tenancy of Museum property;
- 2) public-private partnerships;
- 3) ecosystem services;
- 4) historical re-enactment and recreation of old crafts and skills;
- 5) services:
  - a) connected with managing tourist traffic,
  - b) which support education and its out-of-school forms,
  - c) rendered for the purpose of social assistance and developing different forms of therapy,
  - d) training services,
  - e) gastronomy and catering services,
  - f) connected with providing support to film production, open-air and media events.

**§ 16.** 1. The Director is authorised to perform legal transactions on behalf of the Museum, including to submit declarations of intent concerning the financial liabilities and rights of the Museum.

2. The Director can appoint attorneys-in-fact to perform legal transactions on behalf of the Museum, provided that the scope of their powers is defined in a power of attorney.

3. It is mandatory to enter the granting and revoking of a power of attorney into the register of cultural institutions maintained by the Minister, with the exclusion of documents appointing a representative *ad litem*.

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## **Chapter 5.**

### **Final Provisions**

**§ 17.** Any mergers, divisions and/or liquidation of the Museum can only be performed by the Minister pursuant to the procedure and principles set forth in binding legal regulations.

**§ 18.** Any and all amendments hereto must be made under the procedure specified for the granting of these By-laws.