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According to the Article 54 of the Law on the Spatial Development and Construction of Structures (Official Gazette of Montenegro, No. 51/08) the Ministry of Economic Development provided

**THE RULEBOOK
ON THE METHOD OF INSPECTION, CERTIFICATION, SIGNING, DELIVERY,
ARCHIVING, COPYING AND KEEPING OF THE PLANNING DOCUMENT**

(Official Gazette of Montenegro, No. 71/08, 21.11.2008)

Article 1

This Rulebook shall regulate the method of inspection, certification, signing, delivery, archiving, copying and keeping of the planning document.

Article 2

The body responsible for the implementation of the planning document shall be obliged to display a list of adopted planning documents in a visible and accessible place.

The body referred to in paragraph 1 of this Article shall be obliged to enable to the interested party an inspection of the planning document. The inspection of the planning document shall be available upon the written request.

Article 3

The planning document, after adopting, shall be made in six copies in analog and ten copies in digital form, for the purpose of signing, certification and archiving.

The planning document in digital form shall be made in eight copies in PDF format and two copies in Word, Auto CAD and ArcGis format.

All copies of the planning document in analog form shall be signed by authorized person of the business organization that developed the planning document and by the responsible planning specialist.

Article 4

After the signing, the planning document in analog form shall be certified by the business organization that has developed the planning document, the responsible planning specialist, the body responsible for adoption of the document and the holder of the preparatory works on the development and adoption of the planning document.

Article 5

A copy of the signed and certified planning document in analog form and a copy of the planning document in digital form shall be submitted to the body responsible for the adoption of the planning document.

Five copies of signed and certified planning document in analog form and nine copies of the project document in digital form shall be submitted to the body responsible for implementation of the planning document.

The holder of the preparatory works on the development and adoption of the planning document shall make the delivering in terms of paragraph 1 and 2 of this Article.

Article 6

The planning document shall be kept in the archive of the holder of the preparatory works on the development and adoption of the planning document.

One copy of the signed and certified planning document in analog form and one copy of the planning document in digital form shall be kept in the archive of the body responsible for the adoption of the planning document.

The planning document referred to in paragraph 2 of this Article shall be kept in digital form in PDF format.

Three copies of signed and certified planning document in analog form and three copies of the planning document in digital form shall be kept in the archive of the body responsible for implementation of the planning document.

Two copies of the planning document in digital form referred to in paragraph 4 of this Article shall be kept in the PDF format, and one copy of the planning document shall be kept in Word, AutoCAD and ArcGIS format.

Article 7

The body responsible for the implementation of the planning document shall be able to copy and certify the original planning document.

Article 8

The body responsible for the adoption of planning document and the body responsible for the implementation of the planning document shall be obliged to keep the original copies of the planning document listed and numbered in special archives.

Article 9

On the day of coming into force of this Rulebook, the Rulebook on the Method of Signing, Certification, Delivery, Archiving, Keeping, Copying, Inspection and Assignment of the Planning Document (Official Gazette of Republic of Montenegro, No. 24/06) shall cease to apply.

Article 10

This Rulebook shall come into force on the eighth day from the day of its publishing in the Official Gazette of Montenegro.

Number: 01-8853/7
Podgorica, November 13, 2008.

The Minister,
Branimir Gvozdenovic, signer