

## EXPLANATORY NOTES ON METHODOLOGY

1. **Municipalities** (obce) are given in the territorial structure effective as at 1 January 2013. The figures on municipalities are for 2012, unless otherwise stated.
2. A **municipality** (obec) is a basic territorial self-governing community of citizens. It forms a territorial unit defined by the municipality borders. It comprises of one or more cadastral districts. Legally, it is a public corporation, has its own property, and acts in its own name in legal relations assuming responsibilities stemming from these relations. Military districts are also considered as municipalities for certain purposes, including statistical ones, among others. There are five military districts in the Czech Republic: Brdy, Boletice, Hradiště, Březina, and Libavá. There were 6 253 municipalities in the Czech Republic as at 1 January 2013. Municipalities with a special status are highlighted in the Lexicon: **statutory cities** are in capitals, **towns** are in bold letters, and **market-towns** are in bold italics. The Lexicon also gives **city parts / city districts** (městské části / městské obvody) of the Capital City of Praha and of the statutory cities of Brno, Liberec, Opava, Ostrava, Pardubice, Plzeň, and Ústí nad Labem.
3. **Municipalities with extended powers** – MEPs (obce s rozšířenou působností - ORP) are defined by the Act No. 314/2002 Sb. of 13 June 2002. Municipalities are assigned to the municipalities with extended powers by the Decree of the Ministry of the Interior of the CR No. 388/2004 of 24 June 2004 amending the Decree of the Ministry of the Interior of the CR No. 388/2002 Sb. of 15 August 2002 establishing administrative districts of municipalities with authorized municipal authorities and administrative districts of municipalities with extended powers. In the case of the Capital City of Praha this column gives administrative districts, which city parts belong to (i.e. to administrative districts of Praha 1 to Praha 22 when authorities of these city districts exercise a great part of public administration for inhabitants of the remaining 35 city parts).
4. A **municipality part** (část obce) can be defined two ways. It is a unit of the territorial division of the country, which is published on the official list of municipalities and municipality parts (i.e. in the Statistical Lexicon of Municipalities of the Czech Republic 2005). Unless municipality is subdivided into several parts, it is considered as one municipality part for the needs of statistics. From the subject-matter point of view, however, the municipality part is a group of houses having a common name and land-registry numbers of one numerical series. In the towns of Praha, Brno, Plzeň, Pardubice, and Opava some municipality parts of are divided by borders of city parts and/or city districts and thus **subdivisions of municipality parts** are formed – statistical municipality parts. For administrative and territorial units, i.e. region, district, administrative district of municipality with extended powers, and municipality the tables give the numbers of municipality parts. For city parts and city districts of the aforementioned towns the numbers of subdivisions of municipality parts are given, too.
5. A **cadastral district** (katastrální území) forms a continuous and jointly registered set of lands (plots). Cadastral territories cover the whole territory of the country. In addition to the cadastral territory concept, the concept of the territorial technical unit (územně technická jednotka) is also used from time to time. These units are identical with cadastral districts, except for those cadastral districts, which are subdivided by municipality part and/or city district borders (e.g. in Praha, Brno, and Plzeň).
6. A **cadastral area** (katastrální výměra) means an area of the cadastral district of a municipality. For the towns of Praha, Brno, Opava, Pardubice, Plzeň, and Ústí nad Labem, figures on the area are also given for city parts, whose cadastral districts have not been defined yet (subdivided cadastral districts). In these cases the areas are estimated according to a GIS as a sum of areas of territorial technical units based on values of cadastral district areas according to data provided by the Land Survey Office and according to graphic layers of the Register of Census Districts as at 1 January 2013. Data for municipalities were taken over from the Czech Office for Surveying, Mapping and Cadastre as at 31 December 2012. The summary tables for districts and regions give official areas of districts/regions, which are also provided by the Czech Office for Surveying, Mapping and Cadastre.

7. The data on the **population** were taken over from the population balance as at 31 December 2012 and adjusted to correspond to the territorial structure in force as at 1 January 2013. The data on the populations of city parts / city districts of the statutory towns of Brno, Liberec, Opava, Ostrava, Plzeň, Pardubice, and Ústí nad Labem are not available and therefore the population given is the number of usually residing inhabitants as at 26 March 2011 that was found in the 2011 Population and Housing Census.
8. **Commuters to work** (that means commuting to their workplace locations) are the employed persons, excluding working students and apprentices. The data are taken from the 2011 Population and Housing Census as at 26 March 2011 and show such persons commuting among municipalities.
9. **Commuters to school** involve pupils, students, apprentices, and working students and apprentices. The data are taken from the 2011 Population and Housing Census as at 26 March 2011 and show such persons commuting among municipalities.
10. **Post offices** provide for complete postal services (receiving, transport, and delivering of postal shipments and other services for citizens, enterprises, institutions, and organizations). Every post office has its own postcode (ZIP code). The data are taken over from the webpages of the Czech Post Office.
11. The **register office** (matriční úřad) is the office that keeps the parish register. It may be a municipality authority, authority of a city district or city part of statutory cities broken down into administrative districts, or district authority of a military district yet always solely for its determined administrative district. A list of register offices and determination of their administrative districts can be found in the Annex No. 1 to the Decree of the Ministry of the Interior of the Czech Republic No. 660/2004 Sb.
12. Data on **basic schools** give all establishments of basic schools (i.e. nine-year basic schools having both stages of basic education, or those having only one stage of basic education). Schools having either first or second stage of basic education are marked with asterisk, and those having both stages of basic education are marked with 1. However, only the higher type of basic school (marked with 1) is given for municipalities where both types exist. The data are taken from the basic database of the Ministry of Education, Youth and Sports of the CR and added with surveys carried out by workers of Information Services Units of Regional Administrations of the Czech Statistical Office, if possible.
13. **Health establishments** shall mean combined outpatient care establishments, outpatient care establishments, hospitals, special therapeutic institutions, including those for long-term patients, other inpatient care establishments, independent surgeries of physicians, and other independent health establishments, including detached workplaces. The data are taken from the basic database of the Institute of Health Information and Statistics of the CR and supplemented with surveys carried out by workers of Information Services Units of Regional Administrations of the Czech Statistical Office, if possible.

**Municipalities with authorized municipal authorities** – AMAs (obce s pověřeným obecním úřadem - POÚ) are defined by the Act No. 314/2002 Sb. of 13 June 2002. Municipalities are assigned to the municipalities with authorized municipal offices by the Decree of the Ministry of the Interior of the CR No. 388/2004 of 24 June 2004 amending the Decree of the Ministry of the Interior of the CR No. 388/2002 Sb. of 15 August 2002 establishing administrative districts of municipalities with authorized municipal authorities and administrative districts of municipalities with extended powers.