SEVENTH UNITED NATIONS CONFERENCE
ON THE STANDARDIZATION OF
GEOGRAPHICAL NAMES
Item 14 (b) of the provisional agenda*

TOPONYMIC EDUCATION AND PRACTICE: TRAINING COURSE
IN TOPONYMY

International training course in toponymy of the Baltic
Division of UNGEGN (Riga, 22-24 April 1997)

Paper submitted by the United Nations Group of Experts
on Geographical Names (UNEGGN)**

* E/CONF.91/1.
** Prepared by Jurgis Kavacs and Vita Strautniece.
At the 1st meeting of the Baltic Division of UNGEGN it has been accepted to organise International Training Courses in Toponymy and the Second Meeting of the Baltic Division of UNGEGN in Riga in spring 1997.

The main aim of the Training Courses in Toponymy of the Baltic Division of UNGEGN is to acquainted with the international and national activities and experience of standardization of place names and to inform other states about toponymic investigation in Latvia.

The participants of the Training Courses in Toponymy had the possibility to attend a wide range of well-prepared lectures on principles and experience of international standardization of geographical names as well as on national programmes in the Nordic states, Canada and the United States. The problems concerning national standardization (especially - standardization of dialectal names) and toponymic guidelines in the Baltic states were solved by round table discussion. Special attention was devoted to toponymic data bases, automatic data processing, maintenance procedures, web sites, etc. because problems concerning formation and development of toponymic data bases are still actual for all the Baltic division member states. The exhibition of maps, gazeteers, journals and other materials connected with toponomy took place during the Courses.

65 participants and 6 lecturers from 10 countries namely Latvia, Lithuania, Estonia, Russian Federation, Poland, Finland, Norway, Sweden, the United States, Canada took part in the Courses. The participants represented such institutions as: universities, language institutes, national mapping authorities, ministries, post agencies, statistics boards, national registers, schools and organisations dealing with research into local history etc.

Experts and organisers of the International Training Courses in Toponymy from Latvia gratefully acknowledge and thank all guest lecturers and Chairman of Baltic division Mr Peeter Päll for successful collaboration in organisation of the Courses.

The lecturers:

<table>
<thead>
<tr>
<th>Botolv Helleland</th>
<th>Chairman of the Norden Division of UNGEGN, Senior lecturer of University of Oslo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Randall E. Flynn</td>
<td>Executive secretary of foreign Names, United States Board on Geographic Names National Imagery and Mapping Agency</td>
</tr>
<tr>
<td>Helen Kerfoot</td>
<td>Executive secretary, Canadian Permanent Committee on Geographical Names</td>
</tr>
<tr>
<td>Hans Ringstam</td>
<td>Master of Arts of National Land Survey of Sweden</td>
</tr>
<tr>
<td>Sirkka Paikkala</td>
<td>Senior researcher, Master of Arts of the Research Institute for the Languages of Finland</td>
</tr>
<tr>
<td>Eeva Maria Närhi</td>
<td>Head of Division, Master of Arts of the Research Institute for the Languages of Finland</td>
</tr>
</tbody>
</table>

The organizers: The Training Courses in Toponymy of the Baltic Division of UNGEGN was organized by: State Land Service, University of Latvia, State Language Board, Baltic Division of UNGEGN.
International Training Courses in Toponymy of the Baltic Division of UNGEGN

Riga, April 22-24, 1997.

The Baltic Division of United Nations Group of Experts on Geographical Names has been established on the Sixth Conference of UN on the standardisation of geographical names in New York, 1992. It unites experts on geographical names of Latvia, Lithuania, Estonia and Russian Federation.

At the 1st meeting of the Baltic Division of UNGEGN it has been accept to organize International Training Courses in Toponymy and the second meeting of the Baltic Division of UNGEGN in Riga in spring 1997. The organisation of training courses in toponymy is one direction of the activities of a division of UNGEGN.

The main aim and tasks

The main aim of the Training Courses in Toponymy and of the Second Meeting of the Baltic Division of UNGEGN is to join the international activities of standardization of place names and to inform other states concerning toponymic investigation in Latvia.

The main tasks of the Training Courses in Toponymy in Riga are to set an insight: 1) investigation work and practice on applied toponymy in other countries, such as Norway, Sweden, Finland, USA, Canada and with the experience of UNGEGN in national and international standardization; 2) toponymic investigation in the member states: Estonia, Lithuania and Latvia.

The participants of the Training Courses in Toponymy had the possibility to attend a wide range of well-prepared lectures on principles and experience of international standardization of geographical names as well as on national programmes in the Nordic states, Canada and the United States. Lectures were illustrated by corresponding demonstration materials (including video) and different handouts. The problems concerning national standardization (especially - standardization of dialectal names) and toponymic guidelines in the Baltic states were solved by round table discussion. Special attention was devoted to toponymic data bases, automatic data processing, maintenance procedures, web sites, etc. because problems concerning formation and development of toponymic data bases are still actual for all the Baltic division member states. The lecturers from the United States and Canada demonstrated high expertise and experience in this field.

The exhibition of maps, gazeteers, journals and other materials connected with toponymy were organized during the Courses.

65 participants and 6 lecturers from 10 countries namely Latvia, Lithuania, Estonia, Russian Federation, Poland, Finland, Norway, Sweden, the United States, Canada took part in the Courses. The participants represented such institutions as: universities, language institutes, national mapping authorities, ministries, post agencies, statistics
boards, national registers, schools and organisations dealing with research into local history etc.

Experts and organizers of the International Training Courses in Toponymy from Latvia gratefully acknowledge and thank all guest lecturers and Chairman of Baltic division Mr Peeter Päll for successful collaboration in organisation of the Courses.

The organizers express their gratitude to lecturers and participants for the nice presents - over 50 items of different materials (books, journals, maps, etc.) which were demonstrated in the exhibition and during the lectures.

**The lecturers**

<table>
<thead>
<tr>
<th>Botolv Helleland</th>
<th>Chairman of the Norden Division of UNGEGN, Senior lecturer of University of Oslo</th>
</tr>
</thead>
<tbody>
<tr>
<td>Randall E. Flynn</td>
<td>Executive secretary of foreign Names, United States Board on Geographic Names National Imagery and Mapping Agency</td>
</tr>
<tr>
<td>Helen Kerfoot</td>
<td>Executive secretary, Canadian Permanent Committee on Geographical Names</td>
</tr>
<tr>
<td>Hans Ringstam</td>
<td>Master of Arts of National Land Survey of Sweden</td>
</tr>
<tr>
<td>Sirkka Paikkala</td>
<td>Senior researcher, Master of Arts of the Research Institute for the Languages of Finland</td>
</tr>
<tr>
<td>Eeva Maria Närhi</td>
<td>Head of Division, Master of Arts of the Research Institute for the Languages of Finland</td>
</tr>
</tbody>
</table>

**Organizers**

The Training Courses in Toponymy and the Second Meeting of the Baltic Division of UNGEGN was organized by:

State Land Service
University of Latvia
State Language Board
Baltic Division of UNGEGN

The programme and topics of the Training Courses are given below.

**Programme**

**General topics**

1 Applied toponymy:  
* terminology,  
* history of applied toponymy,  
* linguistic aspects of geographic names,  
* survey of national programs throughout the world

2 United Nations and the standardization of geographical names:  
* UN conferences on the standardization of names,

Randall E. Flynn  
(USA)

Helen Kerfoot  
(Canada)
National standardization
* national names authorities,
* basis for establishing principles of standardization,
* policies, procedures, methodology and guidelines

1 Naming policies and procedures in Canada
2 The standardization of geographical names in Sweden
3 Norwegian Place Name Law and its implementation
4 Standardization of place names in Finland

Geographical names databases
1 Automated data processing:
   * introduction (terminology, hardware, software, database management systems),
   * office processing (data verification, loading the data)
   * data retrieval requirements and techniques,
   * maintenance procedures
   * national gazetteers

2 GEOnet Names Server (GNS) of the US BGN

3 Canadian Geographical Names Data Base and Geographical Names website
4 Geographical names in the Swedish property register and the property reform

Standardization of dialectal place names (round table discussion), incl.
1 Geographical names on the official maps of Sweden with some aspects of dialectal writing

Toponymic guidelines
1 Introduction
2 Toponymy of Latvia
3 Toponymy of Estonia

Eeva Maria Närhi
(Finland)

Randall E. Flynn
(USA)

Helen Kerfoot
(Canada)
Hans Ringstam
(Sweden)
Botolv Helleland
(Norway)
Sirkka Paikkala (Finland)

Randall E. Flynn
(USA)

Helen Kerfoot
(Canada)

Hans Ringstam
(Sweden)

Hans Ringstam
(Sweden)

Peeter Päll
(Estonia)
Ojārs Bušs
(Latvia)
Peeter Päll
(Estonia)

/..
4 Toponymy of Lithuania

5 Toponymy of Russian Federation

6 Legal procedures concerning place names in Latvia