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NATIONAL STANDARDIZATION: FIELD COLLECTION OF NAMES AND OFFICE TREATMENT OF NAMES, TREATMENT OF NAMES IN MULTILINGUAL AREAS, ADMINISTRATIVE STRUCTURE OF NATIONAL NAMES AUTHORITIES, TOPONYMIC GUIDELINES FOR MAP EDITORS AND OTHER EDITORS

EXONYMS

TOPONYMIC DATA FILES: DATA COLLECTION PROCEDURES, DATA ELEMENTS REQUIRED, TOPONYMIC DATA TRANSFER STANDARDS AND FORMATS, AUTOMATED DATA-PROCESSING(ADP) SYSTEMS, NATIONAL GAZETTEERS, OTHER PUBLICATIONS

TOPONYMIC WEB SITES

TERMINOLOGY IN THE STANDARDIZATION OF GEOGRAPHICAL NAMES

WRITING SYSTEMS

COUNTRY NAMES

Report of Slovenia

(Submitted by Slovenia)

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EIGHTH UNITED NATIONS CONFERENCE
ON THE STANDARDIZATION OF
GEOGRAPHICAL NAMES
Berlin, 27 August - 5 **September** 2002

REPORT OF SLOVENIA

Agenda Item 9: National Standardization

9 (a,b): Field Collection of Names and Office Treatment of Names

The main sources for entering the geographical names in the database are topographic maps issued by Surveying and Mapping Authority of the Republic of Slovenia. The map scales range from 1:5,000 to 1:1,000,000. These maps include the whole territory of the Republic of Slovenia and some parts of the neighboring countries.

An additional source which has to be considered when entering the names are data from the Register of Spatial Units. This register is kept by the Surveying and Mapping Authority of the Republic of Slovenia, and includes besides other data on spatial units also the official settlement names. The latter are defined by an act passed by local communities.

Due to outdated sources and technical errors during operative data entry in the database, data needed to be checked and corrected immediately after their entry. The oldest data sources were basic topographic maps at 1:10,000 and 1:5,000 scales. Some maps are already 20 years old, and because of their age they no longer represent a real state of affairs in the environment. Although the names with regard to other contents of topographic maps do not frequently change, several errors have been found when acquiring data from these maps.

It was largely on account of this that the geographical names were already thoroughly checked during their acquisition. As on-the-spot check is impossible due to high costs, we collaborated with the employees in the SMA branch offices. The SMA has 47 branch offices. Each of them covers a relatively small territory. The employees in branch offices are well informed on local problems regarding the geographical names. By using their knowledge and experience we were able to inspect the correct data acquisition and correctness of name records on a cartographic source. An Intranet browser serves for that purpose, and it is set up within the framework of the Intranet application. Through the browser, the register data are in this way accessible to all employees in branch offices for the purpose of the data review.

9 (c): Treatment of Names in Multilingual Areas

Based under the law dealing with Italian and Hungarian rights as autochthonous nations within Slovenia (Official Journal of SRS, No. 16/1974) a special official rule was published in 1980 (Official Journal of SRS, No. 45/D-102/2-79). It declared the equality of the use of Italian and Hungarian languages on the recognized territory of nationally mixed areas. These areas are defined by statute of the communes Koper, Piran, Izola for the Italian minority, and Murska Sobota and Lendava for the Hungarian minority. In these areas geographical names on the maps are to be written in two languages, first Slovene and then either Italian or Hungarian. These geographical names are: names of settlements, hamlets (small villages), streets, ground names, landscape names, rivers and lakes, peaks and mountain chains. It is important that the type, script and the size of fonts must be equal in both languages.

In practice on the maps and different types and measures slash (/) is extensively used like for example: Koper/Capodistria 'Koper (SLO) or Capodistria (I)', Lendava/Lendva 'Lendava (SLO) or Lendva (H)'.

Many of these names are not yet standardized, so they cause considerable errors on different maps and in databases, as well as communication problems. The purpose of establishing a Register of Geographical Names is to step by step overcome these problems and ensure a homogenous level of information. In this database, within the borders of Slovenia there are registered 208 Italian and 323 Hungarian geographical names. This is not much, and in future special research work should be done to improve and sophisticate the present situation. Most of these 531 names are referring to populated objects only, like towns, villages, etc. It was discussed to encourage minorities to work on this problem.

9 (d): Administrative Structure of National Names Authorities

In 1986, on the initiative of Surveying and Mapping Authority of the Republic of Slovenia and the Geographical Society, the Executive Council of Slovenia appointed a **Commission for the Standardization of Geographical Names.** The Government of the Republic of Slovenia reappointed the Commission for Standardization of Geographical Names in 1995, 1998 and 2001. The Commission for the Standardization of Geographical Names is having 16 members, representing 9 institutions (The Scientific Research Centre of Slovenian Academy of Sciences and Arts, Surveying and Mapping Authority, Standards and Metrology Institute, Ministry of Foreign Affairs, Ministry of Interior, Statistical Office, Ceodetic Institute of Slovenia, University of Ljubljana Faculty of Arts.).

9 (e): Toponymic Guidelines for Map Editors and Other Editors

Toponymic Guidelines for Slovenia

Toponymic Guide for Slovenia was elaborated in 1995 and published it in Slovene and English language.

The content is arranged under the following main headings: population, official languages, the Slovene alphabet, Slovene dialects, rules of writing geographical names, nomenclature bodies and the standardization of geographical names, toponymic sources, dictionary of general names, adjectives, and descriptive marks on maps, abbreviations on maps, and the administrative division of Slovenia.

In the following years we are planning to make a new edition of the Toponymic Guide for Slovenia in which we are going to pay special attention to all remarks collected since 1995.

Agenda Item 10: Exonyms

The Slovene version of a geographical name (if exist) must be written in a way that is clearly understandable. The Slovene form of the name must be in brackets or written in smaller, different typography. An extensive research work was done and results are available on the Internet (http:llwww.sigov.si/kszi). List of exonyms is divided in two types of exonyms: urgent use (549 names) and recommended use (1765 names) of exonyms in the different kind of Slovene publications. List was found as useful tool for authors and editors.

Agenda Item 12: Toponymic Data Files

12 (a): Data Collection Procedures

Slovenia has around 200,000 geographical names, which appear, in various sources. The current situation (unstandardised geographical names scattered throughout different sources) causes considerable confusion, errors in various maps and data bases, and communication problems. The intention of establishing the Register of Geographical Names is to overcome these problems and ensure uniform information in the field of geographical names.

At the end of 1992, the Surveying and Mapping Authority of the Republic of Slovenia began the projcct of preparing technological bases for the establishment of the Register of Geographical Names (RGN). In the 1997 and 1998 we modernized the concept of RGN. Instead of two separated databases we built one unique database (in ORACLE) and special application for capturing, processing and archiving geographical names data. For controlling captured data a special application run on intranet too.

By the year 2001 all the geographical names from sheets of the 1:5,000, 1 : 10,000 and 1 : 25,000 scale national topographic maps and from sheets of the 1:250,000 and 1:1,000,000 scale maps were captured.

Geographical names appearing in the source material are not standardized. The names taken from 1:25,000 scale national topographic maps are inspected and checked by a work group of the Commission for the Standardization of Geographical Names with the goal of preparing professional data bases for the process of standardization of these names. The inspected names represent the source for the upgrading of the 1:25,000 scale national topographic maps.

12 (b): Data elements required

The database conforms to the modern technology and needs. The basis of the data model consists of two entities:
- endonym (geographical name)
- appearance (inscription on a map)

At least one appearance should pertain to each endonym; however, any number of appearances may pertain to it (ratio 1:m), and each appearance belongs to only one geographical name. Each object a certain geographical name on the map refers to be defined by **31** attributes. The main attributes of a single object are:
- EN−MID − endonym identifier that denotes an object uniquely.
- ID−TIPA − type identifier of a geographical name. The types of geographical names are defined according to the cartographic specification. The four basic types refening to topographic names, hydronyms, oronyms and horonyms are divided into further 40 subtypes. The mode of recording and/or the font used on a map is conditioned by the type of a geographical name.
- IME− (NAME) geographical name; full endonym name.
- NAPIS − (INSCRIPTION) inscription acquired from a map. In some cases, the inscription differs from the endonym name due to cartographic design. This mostly occurs owing to some abbreviations (Sveti Peter, Sv. Peter).
- STAND − standardization level of a geographical name; this denomination defines the standardization level of a single name. Technical inspection may be carried out only, or a name is toponomastically checked, or it has already been standardized.
- IME_DJ − bilingual name. The attribute is defined only in regions that are officially declared to be bilingual in Slovenia. On the other hand, Slovene minority names are defined abroad.
- ID−SISTEMA − map system identifier. The attribute defines the acquisition source of a geographical name.
- Y1, X1, Y2, X2, Y3, X3, Y4, X4, Y5, X5 − inscription coordinates; the graphic course of cither geographical names or their parts is acquired as an open polygon which illustrates the course of a name or its part on the map. The polygon may contain not more than 5 inflection points.

12 (c): Toponymic Data Transfer Standards and Formats

- **Data review.** Data review functions are simple and surveyable. The register data can be displayed as a superstructure of the cartographic material so that the names are drawn on the layer of digital orthophoto or scanned national maps. Functions that can be found in any standard geographical information system are used when reviewing data.
- **Data updating.** The existing functions, needed for data updating, enable recording of changes. After entering the changes in the database, the previous state is automatically recorded in the archive. In addition to the name changes the graphic inscription form can also be altered. These changes are caused by cartographic design when revising the maps.
- **Data output.** The register data are output in standard formats. Attribute data on geographical names in a form of tables or texts may be issued and so can be data with their entire graphic contents.

12 (d): Automated Data-Processing (ADP) Systems

The demand for data from the Register of Geographical Names is modest. Therefore, it will be necessary to make a large public familiar with the register in the near future. Data have been mainly used for the needs of cartography and local communities. The first step that is going to increase the interest of other potential users is the planned representation of the REZI 25 data on Internet.

In drawing a new national topographic map at the $1:50,000$ scale in a digital form, a new register layer of geographical names (REZI 50) will be introduced. The register must provide support for the national cartography at the levels of all standard scales that are being used by the national cartography. We hope in this way to increase the database applicability. The more data users apply, the clearer the database will be. Year by year, there will be more responses to it. There will be more and more remarks and suggestions that are by all means welcome at an opening stage. In the future it is planned for some independent institutions and/or individuals (foresters, mountaineers, national parks, etc.) to check data entered in the database, because those possible data users are engaged in the terrain work on the territory of the whole of Slovenia, and therefore, they are familiar with the local geographical names. Our objective is to have the register data cleared up in order to be able to manage a quality database on geographical names.

12 (f): National Gazetteers

The Concise Gazetteer of Slovenia

The Concise Gazetteer of Slovenia is based on resolutions of seven United Nations conferences on the standardization of geographical names, especially on resolutions I/4 (National gazetteers), 11/17 (Consultation on the preparation of gazetteers), II/35 (Interim lists of standardized names), III/2 (Specifications for international gazetteers of countries), IV/18 (Combined treatment of toponymic data), and V/16 (Publication of geographical names in their national official form). The Gazetteer contains the Slovene geographical names on the 1:1,000,000 scale map of the Republic of Slovenia. The Commission standardized all geographical names within the territory of the Republic of Slovenia for the Standardization of Geographical Names of the Slovene government in 2001. A short geographical overview of Slovenia, a short description of Slovene language and Slovene alphabet, a table with some Slovene geographical terms in English, German, French and Spanish, and a list of references are included as well.

In the future gazetteers of Slovenia that contains geographical names captured from 1:250,000 and 1:25,000 scale maps will be prepared.

12 (g): Other Publications

It was found that standards of Slovene language orthography (SP) are not enough. So the Surveying and Mapping Authority of the Republic of Slovenia has published study on Orthographically Correct Representation of Proper Names in Register of Geographical Names and Register of Spatial Units (made by linguists Furlan, Gložančev and Šivic-Dular).

A proper name serves as the exact identification of the designated object in terms of its type and also as its individualization in terms of a specific entity. A proper name has its form of expression, i.e., its visual form when written and its auditory form when pronounced. This form is strictly specified with respect to the number, selection, and sequence of its constituents as well as with respect to the syntactic relationships between them. The constituents of a proper name therefore cannot be changed or added or subtracted (e.g., *Ljubljana, Nova Gorica, Šmarje pri Jelšah, Občina Koper, Vlada Republike Slovenije*). A proper name provides unambiguous identification only after it has been standardized, i.e., after all of its constituents and their invariable sequence have been defined. An important part of standardization of proper names is their linguistic standardization, in which the correct representation is specified, i.e., the representation of proper names is brought in line with the modern Slovene literary standard and, in particular, with the principles of the Slovene orthography.

Among a total of 51 types of topographic objects, administrative divisions (= spatial units), and political-administrative units, registered in *Register prostorskih enot* (= RPE; *Register of Spatial Units)* and *Register zemljepisnih imen* (= REZI; *Register of Geographical Names),* there are five types without any examples of proper names. These types are electoral units, electoral districts, polling stations for state assembly elections, local election polling stations, and cadastral districts.

Administrative divisions (= spatial units), pertaining to the individual political-administrative units, do not have specific names, but they are rather designated with nominal phrases containing a proper name as a post-modifier: common noun + post-modifier (= proper name), e.g., *republika Slovenija, občina Koper, upravna enota Ljubljana*. Proper names of topographic objects and administrative divisions (= spatial units), are geographical names (SP 1, § 61), while proper names of political-administrative units are proper names of things (SP 1, § 100, 101).

The following are the rules for the capitalization and punctuation, illustrated with examples of proper names:

While one-word proper names are common within all types of geographical names (e.g., *Celje, Jeprca, Tezno, Mirje, Socerb, Zelenci,* etc.), in RPE they are non-existent among proper names of things. In a proper name the first or only constituent is automatically, regardless of its position in the sentence, capitalized according to the basic orthographic rule that the initial letter of every proper name is capitalized (SP 1, § 28), e.g., *Sava se izliva v Donavo : Najdaljša slovenska reka je Sava.*

In multi-word proper names the first constituent of a multi-word proper name is automatically capitalized, while capitalization of non-initial constituents has a dual function (SP 1, § 28, 70): in geographical names other than

names of settlements it marks every non-initial constituent that is a proper name (SP 1, § 73), e.g., *Julijske Alpe* (? *Alpe*), *Zadnja Trenta* (? *Trenta*), but not otherwise, e.g. *Cesta v Mestni log* (? *Mestni log*). Only in names of settlements, i.e., names of cities, villages, market towns, and hamlets (SP 1, § 69), capitalization automatically marks every non-initial constituent, except for the nouns *mesto, trg, vas, vesca, selo, sela, selce, naselje* (SP 1, § 70).

In geographical names other than names of settlements it is difficult to apply the orthographic rule on capitalization of the non-initial constituent, since the decision on what element of the non-initial part is a proper name and what is a common name, can mainly rely on one's personal feel for language, e.g., *Bovški g/Gamsovec* ? *g/Gamsovec* (?), *Velika b/Bavha* ? *b/Bavha* (?), *Tarmanova ž/Žlefa* ? *ž/Žlefa* (?), *Novi b/Brič* ? *b/Brič* (?), *Severna t/Triglavska stena* ? *t/Triglavska stena* (?).

The official and standardized forms of geographical names and proper names of things cannot contain abbreviations (hence they cannot contain dots), but they must rather be spelled in their entirety. Abbreviated geographical names and names of things are admissible as non-official forms only in the so-called special textual situations, mainly because of the need to economize with space, e.g., on place signs, in cartography.

The hyphen is a short horizontal line, shorter than a dash, replacing the coordinating conjunction *in* 'and'.
The hyphen with spaces to either side in proper names indicates that all constituents of a name are inflected (SP 1, § 427, 35, 69, 852). It appears in dual names of settlements (e.g., *Šmarje - Sap* 'Šmarje and Sap', *v Šmarju - Sapu*) and in proper names of things, i.e., in names of political-administrative units and their appropriate nominal phrases with a proper name as a post-modifier, when the post-modifier contains geographical names or personal names connected by coordination (e.g., *Občina Šmarje - Sap* ? *Šmarje - Sap* (settlement), *Občina Miren - Kostanievica* ? *Miren* (settlement) and *Kostanjevica* (settlement), *Občina Dobrova - Horjul - Polhov Gradec* ? *Dobrova* (settlement) and *Horjul* (settlement) and *Polhov Gradec* (settlement); *občina Šmarje - Sap* ? *Šmarje - Sap* (settlement), *občina Miren - Kostanievica* ? *Miren* (settlement) and *Kostanjevica* (settlement), *občina Dobrova - Horiul - Polhov Gradec* ? *Dobrova* (settlement) and *Horjul* (settlement) and *Polhov Gradec* (settlement); *Krajevna skupnost Mirka Ronlia - Petka* ? *Mirko Rogelj - Petek* 'Mirko Rogelj, also called Petek' ? *Mirko Rogelj* and *Petek).*
The hyphen without spaces to either side in geographical names appears in a pre-modifier that is a coordinate compound, e.g., *Ljutomersko-Ormoške gorice* 'Ljutomerske and Ormoške gorice' ? *Ljutomerske gorice* and *Ormoške gorice, Kamniško-Savinjske Alpe* 'Kamniške Alpe, also called Savinjske Alpe' ? *Kamniške Alpe* and *Savinjske Alpe.*

The dash with spaces to either side stands for the meaning 'namely' and is in geographical names used to introduce the explanatory apposition, e.g., *Rdeči Breg – DEL* (SP 1, § 71) 'Rdeči Breg, namely, a part of (Rdeči Breg)'.
Among the proper names included in REZI and RPE there are no examples of the dash without spaces to either side in this function. It only appears in nominal phrases with a proper name as a post-modifier, as in *kanal Ledava–Mura* 'canal from the Ledava to the Mura'.

The comma in some proper names introduces an additional local modifier, which seems optional or even redundant, since a proper name also has the code of the political-administrative unit, e.g., Krajevna skupnost Javornik - Koroška Bela, Jesenice ? Krajevna skupnost Javornik - Koroška Bela *(the proper name of a thing) and* Jesenice *(optional local modifier).*

As a rule, the slash is written without spaces to either side. It is used in the official bilingual names of settlements, where it has the meaning of the conjunction ali *'or' (SP 1, § 4-72), e.g.,* Koper/Capodistria *'Koper or Capodistria',* Hodoš/Hodós *'Hodoš or Hodós'.*

Agenda Item 13: Toponymic Web Sites

All the information about the standardization of geographical names in Slovenia and about the Slovene Commission for the standardization of geographical names is on home page address: http://www.sigov.si/kszi/ That website also includes homepage of East Central and South-East Europe Division of UNGECN.

Working Group on Toponymic Data Files and Gazetteers has established a web site http://www.zrc-sazu.si/ungegn/ that can effectively serve as the means for publicizing the group's activities, meetings, and reports.

Agenda Item 14: Terminology in the Standardization of Geographical Names

Dictionary of Toponymic Terminology

Along with the Toponymic Guide for Slovenia, the Dictionary of Toponymic Terminology was also prepared and published.

The Dictionary includes Slovene translations of English terms, Slovene synonyms, the original English terms with synonyms, and the translated definition of the terms with additional practical examples. The Dictionary is intended for use of cartographers, geodesists, and geographers.

It was done a very attentive elaboration of geographical names in special orthographic study of Slovene language. Main aspects of Slovene grammar were elaborated. After last UN meeting where 4th edition of toponymic terminology was elaborated new updated Slovene edition is planned.

Agenda Item 16: Writing Systems

16 (a): Romanization

In Slovenia there is no serious problems with romanization, because only three special characters are used (Č, Š, Z it is C, S Z with caron). Cyrillic or other non-roman systems are not in use. For Italian or Hungarian names on the territory of Slovenia Italian and Hungarian system is extensively used.

Agenda Item 18: Country Names

A Slovene Standard for Names of Countries

In Slovenia discussion has dragged on for about ten years on how to write the names of certain countries. Therefore, the Commission for the Standardization of Geographical Names prepared a document on 195 names of countries. The basis for the preparation of this document was the ISO-3166 standard. Revisions of this document shall be published in future.

It is more cnd more used name European Union and in Slovene language we are faccd with two versions:
- Evropska unija and
- Evropska zveza.

Because word *unija* has foreign origin it was decided to recommend second variation ***Evropska zveza***.

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