Item 14
of the Provisional Agenda

TOPONYMIC GUIDELINES FOR MAP AND OTHER EDITORS

TOPONYMIC GUIDELINES OF THE CZECH REPUBLIC

(Project Version)

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Submitted by Czech Republic, Czech Office for Surveying Mapping and Cadastre.

This project version of the Toponymic Guidelines of the Czech Republic is worked out on the basis of respective parts of the Toponymic Guideline for the Use of Geographical Names from the Territory of the Czechoslovak Socialist Republic edited in 1987. The final version of the Toponymic Guidelines for Map and Other Editors of the Czech Republic is scheduled to be worked out and published in 1997.

1. Language and Script on the Czech Republic

The official language on the territory of the Czech Republic is the Czech which belongs to the western branch of Slavonic languages. The language of cartographical works is Standard Czech, the only writing is the Latin alphabet.

2. Alphabet and Pronunciation of Sounds in Standard Czech

The Czech comprises a set of 36 sounds - phonemes (including the diphtong <u>ou</u>) which are spelled by 42 graphemes (including the digraph <u>ch</u>). This number includes such "foreign" graphemes as <u>q</u>, <u>w</u>, <u>x</u>, but not graphemes with such diacritic marks as e.g. <u>ä</u>, <u>à</u>.

The connected summary brings the basic pronunciation of Standard Czech sounds in alphabetical order. The summary (see appendix) comprises:
- the alphabetical list of Czech graphemes (1)
- the phonetic transcription of their corresponding phonemes using the international phonetic transcription (system API) (2) and the English transcription (3).

3. Basic Spelling Rules and Pronunciation of Sounds

The Czech spelling makes use of the connection of the phonetic and etymologically-morphematic principle. As a rule, every sound (phoneme) is spelled by one (and mostly the same) distinctive grapheme; 14 graphemes are created by adding a diacritic mark over or behind the basic letter of Latin alphabet. (The dot over <u>i</u>, <u>j</u> is only formal and has no diacritical function.)

The mark /'/ indicates the length of a vowel, the vocalic quantity, the long <u>á</u>, <u>é</u>, <u>í</u> (<u>ý</u>), <u>ó</u>, <u>ú</u>; the circle <u>ů</u> in the middle and in the end of a word is of the same validity - but this not always the case.

The mark /ˇ/ has three different functions: a) above the consonantic phonemes z̲, s̲, c̲, r̲ it indicates a sound phonetically near to the corresponding phoneme, the so-called blunt sibilants ž, š, č and the specifically Czech phoneme ř with a similar sibilant characteristics as well; b) above d̲, t̲, n̲ it indicates the "soft" palatal ď, ť, ň; c) above the grapheme e̲ it indicates the modification of the preceding consonant, firstly in connection of ď, ť, ň + e: - dě, tě, ně, secondly in connection of labials b̲, p̲, v̲, f̲, m̲ + j̲ + e̲: bě, pě, vě, fě, mě is read /bje/, /pje/, /vje/, /mje/; alongside with /mje/ the pronunciation /mně/ is more frequent.

The connections of ď, ť, ň + i̲ are spelled by digraphs di̲, ti̲, ni̲ (without any diacritic marks), the connections d̲, t̲, n̲ + i̲ are spelled by the digraphs dy̲, ty̲, ny̲. The graphemes i̲, í and y̲, ý indicate the same short or long phoneme in modern standard pronunciation - the neutral sound /i/, /i:/. Their distribution follows special rules (compare the previously mentioned di /ďi/ - dy /di/) and basically corresponds the etymological building of words and forms containing these vowels, which can be found in other north-Slavonic languages with a distinctive pronunciation /i/ - /y/.

The Czech has only one domestic diphtong /ou/ and diphtongs e̲u̲, a̲u̲ in international expressions (the Czech also has connections e̲-u̲, a̲-u̲, i̲-u̲ which are two-syllabic). The Czech also comprises syllabic sounds /l/ and /r/ - which are not indicated in any special way - they form the nucleus of a separate syllable: words /Pl-zeň/, /Br-no/ are disyllabic.

The graphemes of pair voiced consonants b̲, v̲, d̲, ď, z̲, ž, g̲, h̲ are read voiceless in the end of words and in the end of syllables before the pair voiceless consonants, e.g. Čáslav - /Tʃa:slaf/, Doubravka - /Doubrafka/, Brod - /Brot/, Chřibská - /Xrʃipska:/. An opposite assimilation - voiceless consonants to the following voiced ones - is rare.

Biphonematic graphemes q̲, x̲ and w̲ as well (this one is proounced as v̲) in loan words, especially in personal names of German origin are also a part of Czech toponymy.In such names also other diacritic marks can occur, especially two dots above vocalic graphemes - ä, ö are then pronounced /e/ and ü - /i/.

4. Spelling of Czech Geographical Names

In complex names of localities and their parts every word except prepositions is spelled with capital initials, e.g. České Budějovice, Nové Město na Moravě. An exception may be rare names containing an appelative, e.g. Hněvkovice na levém břehu Vltavy, or names containing a complex name of place, e.g. Kostelec nad Černými lesy.

In complex names of non-residential geographical objects usually only the first word is spelled with with capital initial, e.g. Černý vrch, Tiché údolí, Rači potc... If a proper name is a part of such a compound name, then e.g. Hrubý Jeseník, Teplá Vltava, Velké Dářko. If such names are introduced by a preposition then this one is spelled with initial capital as well, e.g. Nad Novou ulicí.

Complex geographical names are principally spelled without a hyphen. Only in compound names which originated from two or more independent names is their connecting marked with a hyphen. This is the case of previously independent localities connected into one, where both names are preserved, e.g. Brandýs nad Labem-Stará Boleslav.

None of the components of a componund geographical name can be omitted. Compound geographical names can be abbreviated if needed, but only in the case of no possible twofold explanation or interchange. In the names of localities and their parts the adjective can be abbreviated, e.g. České Budějovice - Čes. Budějovice or Č. Budějovice, Nové Město na Moravě - N. Město na Mor. In a similar way also names of non-residential and dependant residential objects can be abbreviated if their nucleus is formed by a proper name: Teplá Vltava - T. Vltava, Malý Šišák - M. Šišák, Horní Klepačka - H. Klepačka. In such cases also the original appelative (denoting the kind of object) can be abbreviated, e.g. Smilkovský potok - Smilkovský p., Červená hora - Červená h.

5. The Language Nature and Geographical Individualities of the Czech Geographical Names

The absolute majority of Czech geographical names is of Domestic (west-Slavonic) origin. In geographical names on the territory of the Czech Republic we can find also pre-Slavonic elements, more

frequent are earlier non-Slavonic names, mainly from adapted German
proper names of persons, and finally elements of other
west-Slavonic languages, especially Slovak and Polish (mainly inthe
Carpathian region). In old cartographical works these non-Slavonic
elements and expanding elements of neighbouring Slavonic languages
may be more distinctive, usually they are accompanied by a greater
number of domestic regional names.

6. Standard Czech and the Dialects of the Czech Language

Standard Czech is genetically connected to the middle-Czech
dialectal basis, but it has deviated from it to a relatively high
degree; it's present-day codification reflects the language
situation on the whole territory of the Czech Republic.

From the point of view of dialects the Czech territory is divided
into four areas - the proper Czech, the middle-Moravian, the
east-Moravian and the Silesian-Moravian.

The dialectal elements in the proper Czech area differ in
individual deviations in the length (shortness of vowels and in
archaic case forms. Other dialectal areas in both Moravian countries
comprise more morphological and word-building peculiarities which
have penetrated into standardized names. The farther from the centre
of the country epecially eastward, the more areal peculiarities can
be found in the geographical lexis; as far as this feature is
concerned, it is the strongest in the Carpathian area of east
Moravia. In current cartographical works only standardized literary
forms of geographical names are used.

APPENDIX 1

Czech Alphabet (1)
International Phonetic Transcription (2)
English Transcription (3)

1	2	3
a A	[a]	[a]
á Á	[a:]	[ah]
b B	[b]	[b]
c C	[ts]	[ts]
č Č	[tʃ]	[ch]
d D	[d]	[d]
ď Ď	[dj]	[dy]
e E	[e]	[e]
é É	[e:]	[eh]
ě Ě	[je, nje, e]	[ye, e]
f F	[f]	[f]
g G	[g]	[g]
h H	[h]	[h]
ch CH	[x]	[kh]
i I	[i]	[i]
í Í	[i:]	[ee]
j J	[j]	[y]
k K	[k]	[k]
l L	[l]	[l]
m M	[m]	[m]
n N	[n]	[n]
ň Ň	[nj]	[ny]
o O	[o]	[o]
ó Ó	[o:]	[aw, oh]
p P	[p]	[p]
q Q	[kv]	[q]
r R	[r]	[r]
ř Ř	[rʃ, rʒ]	[rsh]
s S	[s]	[s]
š Š	[ʃ]	[sh]
t T	[t]	[t]
ť Ť	[tj]	[ty]
u U	[u]	[oo]
ú Ú	[u:]	[oo, ooh]
ů Ů	[u:]	[oo, ooh]
v V	[v]	[v]
w W	[v]	[v]
x X	[ks]	[x]
y Y	[i]	[i]
ý Ý	[i:]	[ee]
z Z	[z]	[z]
ž Ž	[ʒ]	[zh]