

# Draft Rulebook on marking and visualization of the protected areas in the Republic of North Macedonia

**Twinning Project MK 13 IPA EN 02 17**

Strengthening the capacities for effective implementation of the acquis in the field of  
nature protection

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Based on the article ??? of the Law on Nature Protection ("Official Gazette of the Republic of Macedonia" No. 67/04, 14/06, 84/07, 35/10, 47/11, 148/11, 59/12, 13/13, 163 / 13, 41/14, 146/15, 39/16 and 63/16 ), the Minister of Environment and Physical Planning, adopted

## I Rulebook on marking and visualization of the protected areas in the Republic of North Macedonia

### Article 1

In marking the protected areas, in addition to the Law on Nature Protection, the Law on Marking of Mountain Trails ("Official Gazette of the Republic of Macedonia" No. 38/2014) shall apply.

### Article 2

This Rulebook prescribes the rules and ways for marking and visualization of protected areas in the Republic of Macedonia.

The purpose of this Rulebook is:

- Design and application of a national logo in protected areas
- Determining the standards for establishment of emblems in the protected areas
- Standardization and data content of info boards in protected areas
- Unified way of marking the boundaries of all protected areas

### Nationally Logo of Protected Areas and Protected Area Emblem

### Article 4

The national logo of protected areas is a nature protection symbol which is obligatory to be used by the protected area management entities. The National Logo is shown in Annex 1.

## **Article 5**

The emblem of a protected area is a symbol for protection of the natural heritage of a protected area. All protected areas have their own emblem, which they are obliged to use.

## **Article 6**

In order to maintain the uniformity of the emblems, standards are set that will be applied when creating the emblems. The standards stipulate the:

- Shape of the emblem
- Motives of local symbols and natural values (plants, fungi and animals)
- Standards and/or recommendations for graphic and visual appearance of the emblem

## **Article 7**

Within six months from the adoption of this Rulebook, all protected area managers shall submit a proposal emblem to the Ministry of Environment and Physical Planning. The use of the emblems of the protected areas is approved by the Ministry of Environment and Physical Planning.

## **Article 8**

User rights for the logo and the emblems are protected by the Ministry of Environment and Physical Planning, as an authorized state body for the use, maintenance and promotion of the same.

## **Article 9**

If necessary, the Ministry of Environment and Physical Planning may issue consent to another public institution or municipality for using the national logo or emblem of the protected area for which they have certain competences related to nature protection.

## **Article 10**

The logo and the emblem are used on Info boards and informative signs of different types in all categories of protected areas, as well as the signs along the borders of the protected area. The management authority of the protected area, uses the logo and the emblem in printed promotional material, memos, web pages and the like.

#### **Article 11**

The emblem is in compliance with the logo. It can be used side-by-side with the logo, however, the emblem is always shown after or under the logo. The emblem can also be used alone, without the logo in leaflets, other printed materials, letterheads, websites and the like.

#### **Article 12**

The logo and the emblem will be used in the badges of uniforms for staff working for the protected area administration.

### **Info boards and protected areas**

#### **Article 13**

At the entrance and exit in the protected area, in information centres, points and significant points with natural values, in places where the highest number of visitors passes, in all categories of protected areas, the information for visitors is posted on the info boards, which are the basic way of display and promote important and necessary information in an open space.

#### **Article 14**

Construction, maintenance and tidiness of info boards are on the responsibility of the competent authority managing the protected area.

#### **Article 15**

The stands for info boards shall be made of timber. The panels of info boards should be made of wood, aluminium or hard plastic, with clearly visual numbers and letters. All constructions shall be weather proof and long-lasting. Annex 2 of this Rulebook prescribes the materials, dimensions and other details related to the constructions.

## Article 16

Visitor information on the info boards shall have the following content and order:

- the name of the country, Republic of Macedonia
- national logo of the protected area
- the name of the protected area with the emblem of the respective protected area
- map of the protected area, with clearly indicated borders and zones. International symbols for activities are used in maps and map legends. The map should be at a minimum size equal to A1.
- presentation of the main values of the protected area and status in the national and international network of protected areas (including Natura 2000 sites, Emerald sites, Ramsar sites, UNESCO-declared sites for World Heritage).
- GPS location on the info board
- rules for visitors, including special rules for strictly protected zones and similar
- rules for conduct in the protected area, forbidding litter and use of fire, except in places designated for such purpose, behaving in bad weather and during dry season
- contact information of the management authority of the protected area, and the nearest visitor centre if available
- contact information in case of emergency

## Article 17

Besides mandatory information, the following additional information can be shown on the info boards:

- Description of the geological, geomorphological, hydrological characteristics, description of biodiversity (habitats, key plants, fungi and animals), ecosystems and landscapes, history, traditional land use and other similar information that may be of interest to visitors.
- Info board for seasonal or current issues, or messages from the PA administration, information from other public institutions, municipalities, local entrepreneurs and organizations offering information or services to visitors.
- Description of available trails
- Name of the entrance / exit of the protected area
- In case the construction is made using donation funds, the donor's logo should be on the board.

## **Article 18**

Mandatory information shall be written in Macedonian and if possible in Albanian language. In national parks, summary of information, as well as contact information shall also be available in English. All three languages shall be used on map legends.

## **Marking the borders of the protected area**

### **Article 19**

The marking of the external borders of the protected area and the borders of the zones shall be done according to the Act on proclamation of the protected area.

### **Article 20**

Marking and maintaining the borders shall be the responsibility of the competent authority managing the protected area.

### **Article 21**

The borders and the zones of the protected area shall be indicated on all maps prepared by relevant state institutions and management bodies of the protected area.

### **Article 22**

Border marking is obligatory by roads and trails for common use. Elsewhere around the territory, the marking is done by natural borders where this is possible and necessary according to the Act on proclamation of the protected area.

### **Article 23**

There are two ways of marking borders: wooden poles protected from weather conditions with a height of at least 1 meter, or signs attached to the tree trunks where possible, at a height of 1 meter from the ground.

### **Article 24**

In open terrain poles with signs are placed at a distance from which the next pole on both sides can be seen. In forest the poles may be placed at a distance of max 300 m from each other. The same applies when painted marks on the trees are used. Where trails or roads pass through the protected area, signs are always placed close to the trail or the road.

#### **Article 25**

In water the borders and zones are marked with buoys where necessary and with strong wooden poles in shallow water. Annex 2 of this Rulebook contains details regarding the marking.

#### **Article 26**

The National Logo of the protected areas, the Emblem and the name of the protected area are placed at the top of the wooden poles, the signs attached to the tree trunks or the buoys. Fluorescent colour must be used. The logo is placed above, and the emblem with the name below it. The national logo can be used independently.

### **Other signs and signposts in or around the protected area**

#### **Article 27**

Signs with information (info signs) and signposts showing direction or distance to places can be placed by viewpoints, nature trails and other popular locations.

#### **Article 28**

Construction, maintenance and tidiness of the signs and signposts in the protected area shall be on the responsibility of the competent authority managing the protected area.

#### **Article 29**

All info signs shall be equipped with a national logo and emblem.

International symbols shall be used for signposts and activities indicated on the signs.

### Article 30

This Rulebook shall enter into force on the day following the day of its publication in the "Official Gazette of the Republic of Macedonia".

#### **Annex 1.** National logo for protected areas

To be defined later

#### **Annex 2.** Recommendations for the material and dimensions of info boards

The main construction of the info boards shall be made of wood which is protected from external influences and is funded in a cement of minimum 50 cm. The top of the construction of the info board should be maximum 2 meters high and protected from rain. In case of rocky terrain, instead of wooden, metal constructions may be used.

Buoys can be made of water-resistant plastic and equipped with heavy weight of at least 400 kg to ensure that the buoy does not move - or be intentionally moved or removed. The chain should be made of 16 mm galvanized steel and the shackles of 22 mm material.

Sample info boards to be defined later

## II PM about marking and visualization of the Macedonian protected areas

Jouko Högmander and Arto Ahokumpu / 19.4.2018

### Introduction

Protected areas have a special character as natural or semi-natural areas, being a valuable part of the national property with special rules for visitors as well as for use of natural resources. It is important to make the areas recognisable and the characteristic features of the areas visible and enjoyable. It also, at the same time, strengthen the visitors' appreciation of the values of the areas and commitment to obey the rules and regulations. That would be a contribution to better management of natural and cultural heritage of the country.

Accordingly, it is clear that each protected area needs an image and it needs to be visible for visitors as well as for local people, foresters, hunters, fishermen and all the people live in and around it. The key factors in creating and strengthening the image are:

- Visibility at the entrances and on the borders of the territory
- Information boards and signs within the territory
- Visibility in the Internet
- Content and quality of the printed material
- Positive presence in local and national communication

The target of the draft rulebook for marking and visualization of protected areas is to create a system and standardized rules for visibility of protected areas in Macedonia.

Aims of the rulebook are:

- to create a unified visual outlook for the Macedonian protected areas, including a national logo
- to create own image for each protected area as its own and as a part of a national network
- to sketch out a system of emblems for the protected areas so that they are easily identified. At the same time, the special characters of protected areas are emphasized and the type (category) of the protected area is shown
- to establish a system for the basic information shown at the entrances to the protected area
- to create outlines for marking the borders of protected areas in terrain whenever necessary

### Some names of symbols and common terms as used

Terminology in communication and visualization of protected areas is staggering, for example the content of the words logo and emblem are often overlapping. In this plan the following terms are taken in use:

Logo	The national logo is symbol for the whole protected area administration in Macedonia and, when used outdoors, showing the validity of protection.
Emblem	The emblem in this context is the symbol for individual protected area and its administration, and it can be used together with the logo or by oneself
Symbol	Symbol is a general term describing a sign, letter, logo, emblem etc. that has a fixed meaning

Sign	The sign gives information printed on paper, wood, metal, plastic etc. and usually it is used outdoors to inform visitors about nature, to give a warning of something, to forbid use of fire, hunting etc. or to recommend visitors how to behave (info sign). The sign can also show the border of the protected area (border sign). - A sign is usually more simple and smaller in size than an info board, often used alone. A plain sign only consists of the national logo or the emblem alone, or together with the name of the protected area.
Info board	Info board is a board made of wood, metal or plastic, containing lots of necessary information as text blocks, maps, pictures with different subjects. The info board can stand outdoors on places where visitors can see and read it, or indoors in visitor centres or places with many visitors
Signpost	Signpost is a simple sign by road or path to show the direction or distance of places. A common type of signpost is an arrow with local name and distance.
Mark	Mark is the name of any kind of sign, signpost, logo or emblem used.
Badge	Badge is an emblem or logo to be worn or attached on uniforms of protected area officers and - if seen suitable - to be sold as souvenir for visitors of the protected area

## Starting points for visualization

The symbols for protected areas shall reflect the values of nature protection and, when possible, show something typical for each protected area. The symbols have to represent stylistic integrity with each other, recognizability of the symbols used, and the category of protected area type. The purpose of the emblems is to reflect the characteristic landscape, plants or animals, or widely known cultural site or building within the protected area. The forms, colours and symbols presented in the emblem give expression to the most important message. The name of the protected area can be shown on the emblem.

In order to maintain the integrity in communication, it is necessary to develop a standardized visual outlook for the Macedonian protected areas. The outlook consists of:

- The system of logos, emblems, other graphical patterns, use of fonts and colours
- Modell drawings of info boards, signs, signposts and other constructions used in protected areas
- Instructions how to use logos, emblems and model drawings in visualizing the protected areas
- The system for producing maps with nationally agreed map legend symbols

Here, the focus is in sketching out a draft rulebook for visualization, which can be developed towards a standardized system on which the graphical and visual outlook will be based.

## National logo for the protected areas and their administrations

In Macedonia the protected area administration is today lead by the Ministry of the Environment and Physical Planning. All the three national parks have their own administrations and some of the other larger protected areas as well. However, many protected areas have not management authority and there is a strong need to develop administrative system as the accession to EU is setting demands for establishment of new protected areas as well as developing the management to fulfil the European criteria and demands.

A logo for the protected areas and their administration would serve the purpose of 1) showing validity of protection and rules to be followed, and 2) emphasizing the value of nature protection in general, and 3) indicating high national value of the natural and cultural heritage of respective territory. In accordance with that, some national features/models in the appearance of this logo would be worth of considering.

If later on, a separate unit within the Ministry of Environment and Physical Planning would be established for protected area administration, this logo could be used as a symbol of that unit. At least, in case of establishment

of a separate agency for protected areas, a general, national logo is needed to symbolize the work for the protected areas. At best, the national logo would raise spirit and create good motivation among the staff in whole country. The aim should be, during the time, to make the logo well-known for all Macedonians as a symbol for beautiful, clean nature found in any of the protected areas.

**Advantages:** The logo creates a new image for the protected area network in the country. It shows validity of protection and rules. The logo is strengthening the identity of staff, giving an impression administration focused on good management and communication

**Appearance:** Symbol is describing some features typical for Macedonian nature, for example mountains, forests - or it can show abstract design with symbolic features for the country or national colours. Name of the organization is not necessary to be used in the logo, but can be added next to it, depending on the purpose. As Annex 1 an example from Lithuania.

**Use:** The logo shall be used outdoors in marking the border of a protected territory or/and showing validity of protection there. This national logo can be used alone in many smaller protected areas where there is no area-specific emblem available, or reasonable to create. Elsewhere in protected areas the national logo can be used together with the specific emblem.

Apart from outdoors use, the national logo can be used in leaflets, other printed materials, letterheads, stamps on official documents, websites etc. In graphical appearance the logo can be shown together with bar or horizontal pattern of certain colour.

The staff working for the protected areas, probably in many cases in several protected areas of different categories, can use the logo as badge in their uniforms. There it can be the only badge referring to protected areas, or it can be used together with a special emblem.

## Emblems for the protected areas

There is a clear need to strengthen the identity of protected areas in Macedonia. All the three national parks and some other famous sites are already widely known, but many of the visitors do not recognize them as a protected area - or as a part of the nationwide network of protected nature and culture. Accordingly, protection of nature, decent behaviour and respect of rules should be underlined in all information.

A good and beautiful emblem is immediately giving a message of an area with a special character. When visitors see it repeatedly in context with high-quality information, they learn to associate the emblem alone with the respective protected area.

In some of the Macedonian protected areas there are already symbols in use. Some of these could maybe be developed to an official emblem for the protected area. In the emblem, the selection of the typical feature could be made at local level, the rest of the fields in the emblem shall be in line with the national system. Integrity of the style, symbols and colours in the emblem, as well as the use on names shall be given by the MoEPP. It would also be the competent authority in confirming the logo and the emblems.

The category of respective protected area should be recognisable in the emblem. Thus, in the emblem, strict nature reserves, national parks, nature parks, national monuments etc. have something in common within each category. The category can preferably be recognized in colour of some field in the emblem, also some symbol or text together with the name could be possible indicator of the category.

Models of emblems for Lithuanian national and regional parks are presented in Annex 1.

- Advantages:** The emblem gives a signal for nature protection. It emphasizes some typical, valuable feature or features of the site, at the same time strengthening the value of the feature and the whole protected area. For visitors the emblem shows attending or entering in the protected area with certain rules, and when facing the same emblem in many places and in different use, the emblem speaks for good management taking care of nature and visitors. For the staff it gives stronger identity.
- Appearance:** A shield or round emblem with one or two typical features of the characteristic landscape, plants or animals, or widely known cultural site or building within the protected area. In addition, with the colour or combination of colours, the category of the protected area can be shown. Name of the area can be written - if seen necessary - on top of the emblem or around it. Some examples from Lithuania and Finland as an Annex 2.
- Use:** Among all the symbols, the emblem will certainly be most often used. It is used in printed materials, letterheads, on top of the info boards, in many signs, signposts and badges. It can be used in badges of the national park officers or permanent staff working in certain protected area.
- The emblem can be used alone, but also side-by-side with the national logo e.g. at the entrance of the protected area, and when used in other kind of information. In graphical appearance the emblem can be shown with bar or horizontal pattern of certain colour.

## Basic information at the entrances to the protected area

The entrances to the protected area are the key points for informing visitors. But also viewpoints, smaller info points or tent sites can have a role in distributing information. Nature trails are sometimes built up following a particular theme, or they can consist of signs with different content.

On the info boards there are two kind of important messages: 1) official information as a map, rules, zones, routes and contacts, and 2) information describing nature, history and exploitation of the territory. In Macedonia all the information is published at least in Macedonian and in Albanian. In the national parks, nature parks and other protected areas with significant proportion of foreign visitors, main parts of text or at least summaries are needed in English as well. On all maps and map legends nationally agreed symbols for activities has to be used. Examples of maps and map legends in Annex 3.

The information to be distributed visitors is composed of following sections:

- name of the area and national logo, added with the emblem of the respective protected area if it exists
- name of the entrance
- map of the protected area, clear enough to show location of borders and the zones
- short presentation of the main values to respective protected area, and status in the national and international network of protected areas, including Ramsar sites, IBA sites, World Heritage sites (and Natura 2000 sites)
- rules for visitors, including instructions for waste disposal and sanitation and recommendations for behaviour in certain situations
- description of the routes and paths available
- contact information of the office responsible for the protected area, or the nearest visitor centre
- contact information in case of emergency
- description of some plants, animals, panoramas, phenomena, history, traditional land use or similar things found interesting for visitors
- small notice board for seasonal or topical issues from the administration - or if so agreed - from local entrepreneurs offering services for visitors

It is not necessary to publish all the information above at all entrances. Less information can be shown in protected areas with low number of visitors. However, names, logo (and emblem), map, rules, routes and contact information are obligatory. Description of nature and culture or other extra issues can be left with less if not possible to show everything.

The stands for info boards, signposts and signs can be constructed of timber or metal. If wood is used as material, impregnated timber is recommended because of durability. Where info stands or poles are within a pasture, plastic should be avoided as material for info sheets. Cows and goats use to destroy them quickly by eating. When preparing material for info boards, nature trails etc., printing in duplicates or triplicates are recommended so that change of damaged materials can be done without delay. Model drawings of info boards, signs, signposts and other constructions with important role for the standardized look could be compiled. Some examples from Lithuania as Annex 4.

Maintenance and tidiness of the entrances - as well as other info points - is very important in giving the impression of good management of the protected area. Taking care of them is on the responsibility of rangers. Their duties in maintenance as well as skills in technical support should be a part of their capacity building. Everyone of them are aware how to keep the info board clean, when to take down old information or broken parts of the board, and from where to get new material.

In many national parks the highest number of visitors can be met at the entrances, a lower number of them is heading deeper into the park. Thus, the parking lots, info boards - often together with toilets there - give the visitors the first, sometimes the only impression of the whole protected area.

## Marking borders of the protected area

The outer borders of the protected area should be marked in order to show visitors that they are entering (or leaving) the area with special rules for nature protection. In large areas with long border line marking is a huge job. However, it can be done in pieces, beginning from places with most visitors. In lack of resources, marking is necessary only there. Marking cannot be done without exact location of the border line, that can be done by professional surveyors.

Whenever marking borders is considered necessary - or marking zones of strict protection for visitors - the type and practices for marking shall be standardized. Marking can easily be done by using poles with signs and (in forest) complemented with painted marks around tree trunks. The national logo or respective emblem or both can be used as signs.

By the borders of restricted zone, it is recommendable to have a sign with more information: map of the borders of the zone and information about the restrictions.

Marking on water area can be done by using buoys at the corners of protected area or certain zone within the protected area. Buoys are commonly used in tying boats, and packages including the buoy, mooring chain and weights made of concrete. On an open lake, weights of about 300-400 kg are recommended. Heavy weights also make moving of the buoy more difficult, which may be a benefit. More information of buoys is available e.g. on web sites of some commercial wholesalers: <https://www.a-laiturit.fi/lang-EN/accessories/buoys-and-buoy-kits?tm=pontoons->

In the buoy some simple information can be fixed.

## Summary of the responsibilities the MoEPP and competent authorities of protected areas due to the draft rulebook

Decisions of MoEPP to be made due to the rulebook:

Draft Rulebook on marking and visualization of the protected areas in the Republic of North Macedonia

- Standards for size, shape, colour of fields, motifs of local symbols shown in the emblem
- Standards and/or recommendations for the graphical style used in context with the logo and the emblems
- Acceptance and confirmation of each of the emblems
- Permission for use of the national logo or an emblem of certain protected area to other Public Institutions or municipalities
- Permission for use of the logo or an emblem by private entrepreneurs or organizations
- Model drawings for info board constructions
- Models and variations of the logo and emblems used as border signs
- Models and variations for protected area maps and map legend symbols

Decisions to be made by the competent authority of the protected area due to the rulebook:

- Written agreement for publishing of information prepared by other authorities, entrepreneurs or organizations, and being located by the entrances or inside the protected area

Responsibilities for the competent authority of the protected area due to this rulebook:

- Marking the borders and maintenance of the marking
- Constructing, maintenance and tidiness of info boards, signs and signposts within the borders of a protected area
- Removing signs, signposts and boards without permission

## ANNEXES

## Annex 1. Model of the logo for the State Service for Protected Areas in Lithuania



## Annex 2. Models of emblems for two Lithuanian regional parks and emblems for Finnish national parks



**NEMUNO DELTOS**  
REGIONINIS PARKAS



**SIRVĖTOS**  
REGIONINIS PARKAS



**NEMUNO DELTOS**  
REGIONINIS PARKAS



**NEMUNO DELTOS**  
REGIONINIS PARKAS



**SIRVĖTOS**  
REGIONINIS PARKAS



**SIRVĖTOS**  
REGIONINIS PARKAS

# SUOMEN KANSALLISPUISTOT | FINLANDS NATIONALPARKER

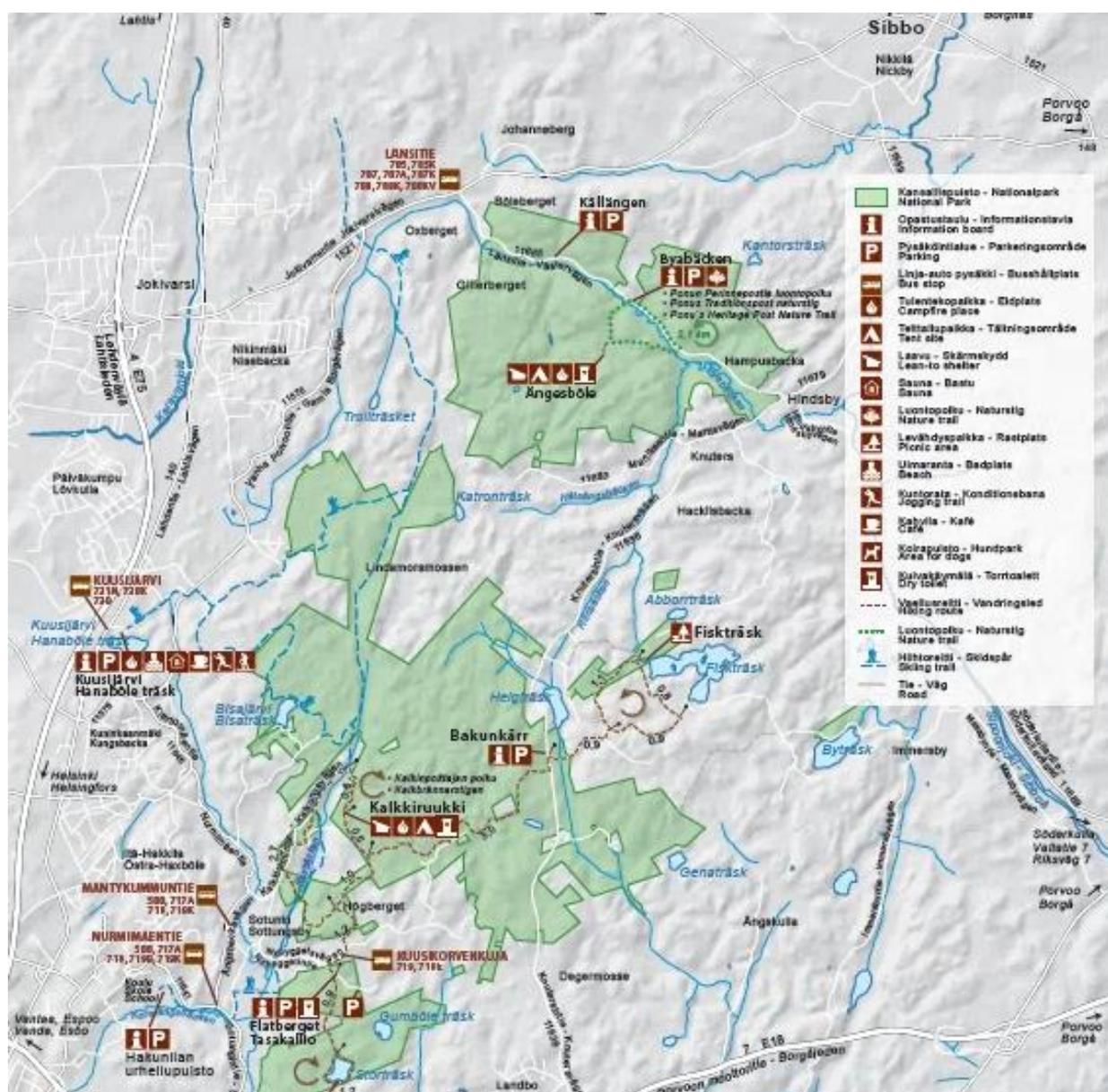


luontoon.fi utinatuvon.fi rethikartta.fi usfytkkarta.fi kauppaluontoon.fi

Kansallispuistot ovat yleisiä luontomerkkejä. Niillä on erityistä suojaa ja ne ovat merkittäviä ja vauraita alueita. Kansallispuistot tarjoavat kansallisen luonnon, maiseman ja viihtymisen.

Kansallispuistot ja niiden alueet ovat osa kansallista luontomerkkejä. Niiden avulla voidaan suojella ja kehittää luonnon kultuurin ja viihtymisen.

## Annex 3. Examples of maps and map legends



6647 Retkeilymaja	6648 Retkeilyreitti	6649 Sauna	6650 Suihku
			
6651 Suksien huolto	6652 Tavarasäilö	6653 Telttailupaikka	6654 Tuolihissi
			

### Map Symbols

		Airport
		Amphitheater
		Boat launch
		Boat tour
		Bicycle trail
		Bus stop/Shuttle stop
		Campfire
		Campground
		Canoe access
		Cross country ski trail
		Downhill skiing
		Drinking water
		First aid
		Fishing
		Food service
		4-wheel-drive road
		Gas station

Annex 4. Model drawings of info boards and a signpost in Lithuania

INFORMACINĖS SISTEMOS ELEMENTAI

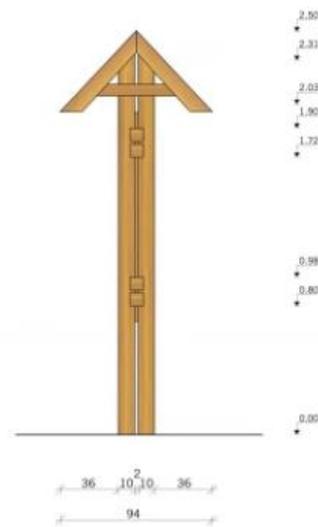


PAGRINDINIS FASADAS M 1:20

- Pastabos:
1. Elementų karkasai naudojama dipusio pjūvio kietmedžio mediena, stendo stogelis dengiamas stoglentėmis. Stogeliui gali būti naudojama ir kita tradicinė ar tradicine imituojanti dangą.
  2. Stendo informacija pateikiama cinkuotos skardos lakšte (120x90cm), kuris padengiamas reklamine plėve.
  3. Informaciniai skydai įrengiami iš abiejų arba vienos stendo pusės.
  4. Visa mediena antiseptinama ir dažoma tradicinei regiono architektūrai būdingomis spalvomis.
  5. Išmatavimai pateikti centimetrais.

Architektas	A. Vengis	Informacinis sistema elementų schema	Luks	Luks
		Pagrindinis fasadas M 1:20		

INFORMACINIS STENDAS IS-5



PAGRINDINIS FASADAS M 1:20

ŠONINIS FASADAS M 1:20

- Pastabos:
1. Informacinio stendo IS-5 stogo forma, puošyba, jos kiekis priklauso nuo to, kuriam regionui priklauso saugoma teritorija ir gali būti keičiama.
  2. Stendo karkasai naudojama dipusio pjūvio kietmedžio mediena, stogelis dengiamas stoglentėmis. Stogeliui gali būti naudojama ir kita tradicinė ar tradicine imituojanti dangą.
  3. Informacija pateikiama cinkuotos skardos lakštuose (120x90cm), kurie padengiami reklamine plėve.
  4. Informaciniai skydai įrengiami iš abiejų arba vienos stendo pusės.
  5. Visa mediena antiseptinama ir dažoma tradicinei regiono architektūrai būdingomis spalvomis.
  6. Išmatavimai pateikti centimetrais.

Architektas	A. Vengis	Informacinis stendo IS-5 pagrindinė schema	Luks	Luks
		Pagrindinis šoninis fasadas M 1:20		

Annex 4. Example of a simple buoy with mooring chain and weights.

