

# HR MANUAL FOR FOREIGN RESEARCHERS



# Table of contents

## **POLAND Introduction**

General Information	4
Territory and Geography	5
Economy	6
History	7
Culture - Fine Arts	8
Culture - Tradition	9
Culture - Cuisine	10
Culture - Family	11
Culture - Etiquette and Customs	12
Culture - Do's and Don'ts	13
Cost of Living	14
Polish Language	15
Stay Requirements for Foreigners	16
Legalization of Stay (EU Citizens)	17
Legalization of Stay (Non-EU Citizens)	18
PESEL Number	19
Work Permit	20
In Case of Emergency	21
Bank Account	22
Taxes	23
Housing	24
Phone and Internet Providers	25
Healthcare and Insurance	26
Driving License	27
Taxi	28
Transfer from Chopin Airport to City Center	29
Transfer from Gdańsk Airport to City Center	30
Transport from Olsztyn-Mazury Airport	31

## **IAR&FR PAS Introduction**

Mission and Strategy	33
History	34
Structure (without ADM)	35
HR Excellence in Research	36
Location	37

## **OLSZTYN Introduction**

General Information	39
Public Transport	41
Public Transport - Tickets	42
Public Transport - Map	43
Education	44
Eating Out	45
Culture	46
Leisure	47

<b>Notes</b>	<b>48</b>
--------------	-----------

<b>Sources</b>	<b>49</b>
----------------	-----------



# **POLAND** introduction

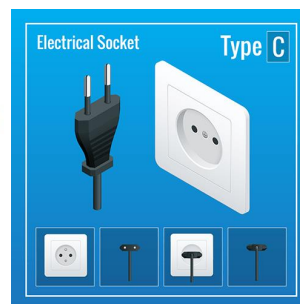
## POLAND: GENERAL INFORMATION

### The Republic of Poland:

- ❑ It is located in Central Europe between the Baltic Sea in the North and the Karpaty and Sudety Mountains in the South, in the basin of Poland's largest rivers: Wisla and Odra.
- ❑ The total land surface is 312 679 km<sup>2</sup> which places Poland on the 70th position in the world and 9th in Europe.
- ❑ It has a population of 37,9 million residents which makes it 34th in the world and 6th in the European Union.
- ❑ Poland borders with Germany in the West, the Czech Republic and Slovakia in the South, Ukraine and Belarus in the East, Lithuania in the North-East and the Russian zone called the Kaliningrad Oblast in the North.



Name: **Republic of Poland**  
Capital: **Warsaw (Warszawa)**  
Total area: **312,696 km<sup>2</sup>**  
Population: **37.97 million (2019)**  
Main rivers: **Vistula (Wisła), Oder (Odra)**  
Area code: **0048 (+48)**  
Main religion: **Roman Catholic**  
Government: **Unitary semi-presidential constitutional republic**  
Currency: **Polish złoty (PLN);**  
**EUR 1 = ca. PLN 4.4**  
**USD 1 = ca. PLN 3.9**  
Domain: **.pl**  
Sockets: **230 V / 50 Hz.**



## POLAND: TERRITORY AND GEOGRAPHY

Poland is divided into 16 voivodships:

- ☐ The Voivodship of Cuiavia and Pomerania (Kujawsko – Pomorskie)
- ☐ The Voivodship of Greater Poland (Wielkopolskie)
- ☐ The Voivodship of Kielce (Świętokrzyskie)
- ☐ The Voivodship of Lesser Poland (Małopolskie)
- ☐ The Voivodship of Lower Silesia (Dolnośląskie)
- ☐ The Voivodship of Lublin (Lubelskie)
- ☐ The Voivodship of Lubusz (Lubuskie)
- ☐ The Voivodship of Łódź (Łódzkie)
- ☐ The Voivodship of Mazovia (Mazowieckie)
- ☐ The Voivodship of Opole (Opolskie)
- ☐ The Voivodship of Podlaskia (Podlaskie)
- ☐ The Voivodship of Pomerania (Pomorskie)
- ☐ The Voivodship of Silesia (Śląskie)
- ☐ The Voivodship of Sub-Carpathia (Podkarpackie)
- ☐ The Voivodship of Western Pomerania (Zachodniopomorskie)
- ☐ The Voivodship of Varmia and Masuria (Warmińsko-Mazurskie)



The largest Polish voivodship is **Mazovia** with **Warsaw**, the biggest city of Poland. Other major Polish cities are: Cracov, Gdańsk, Katowice, Lublin, Łódź, Poznań, Wrocław, Szczecin.

Poland is a low lying country. Its highest point is **Mount Rysy** in the **Tatra Mountains** (2499 m). There are three main mountain ranges on the territory of Poland: Carpathian Mountains and Sudetes Mountains lying on the south and the shortest Holy Cross Mountains in the voivodship of Kielce.

The longest river in Poland is **Vistula** (1047 km long). There are two main Polish cities located on this river: Warsaw and Cracow. Other major rivers are: Oder, Warta, Narew, Pilica and Bóbr.

Poland has more than 9 000 lakes. The biggest Polish lake is Śniardwy in the Masuria region, and the deepest one is Lake Hańcza near the town of Suwałki.



## POLAND: ECONOMY

For more details check  
OECD Economic  
Survey of Poland  
(December 2020)



### Background

The economy of Poland is the sixth largest economy in the European Union. Since 1990 Poland has pursued a policy of economic liberalization and its economy was the only one in the European Union to avoid a recession through the 2007-2008 economic downturn.

As of 2019 the Polish economy has been growing steadily for the past 28 years, a record high in the EU. Such growth has been exponential, with GDP per capita at purchasing power parity growing on average by 6% p.a. over the last 20 years, the most impressive performance in Central Europe. The analysts see growth at 4,2% in 2019 and 3,5% in 2020.

Economic indicator	2015	2016	2017	2018	2019
GDP per capita (EUR)	11,32	11,23	12,31	13,10	13,93
Economic growth (an. variation in %)	3.8	3.1	4.9	5.4	4.2
Consumption (an. variation in %)	3.0	3.9	4.5	4.2	3.9
Unemployment rate	9.7	8.2	6.6	5.8	5.2
Fiscal balance (% of GDP)	-2.6	-2.4	-1.5	-0.2	-0.7
Public debt (% of GDP)	51.3	54.3	50.6	48.8	46.0
Inflation rate	-0.5	0.8	2.1	1.1	3.4
Trade ballance (EUR bln)	2.2	2.9	1.4	-4.8	2.4
Exports (EUR bln)	172	177	202	217	230
Imports (EUR bln)	170	175	200	222	228
External debt (% of GDP)	70.5	75.3	68.2	63.0	59.1

## POLAND: HISTORY

*For more details check  
Britannica's article  
regarding  
Poland's history*



### Background

Poland's history as a state began near the middle of the 10th century. By the mid-16th century, the Polish-Lithuanian Commonwealth ruled a vast tract of land in Central and Eastern Europe. During the 18th century, internal disorders weakened the nation, and in a series of agreements between 1772 and 1795, Russia, Prussia, and Austria partitioned Poland among themselves. Poland regained its independence in 1918 only to be overrun by Germany and the Soviet Union in World War II. It became a Soviet satellite state following the war. Labor turmoil in 1980 led to the formation of the independent trade union "Solidarity" that over time became a political force with over 10 million members. Free elections in 1989 and 1990 won Solidarity control of the parliament and the presidency, bringing the communist era to a close. A "shock therapy" program during the early 1990s enabled the country to transform its economy into one of the most robust in Central Europe. Poland joined NATO in 1999 and the EU in 2004. With its transformation to a democratic, market-oriented country largely completed and with large investments in defense, energy, and other infrastructure, Poland is an increasingly active member of Euro-Atlantic organizations.

### Key events in Poland's history

- **966** – the **Baptism of Poland** - symbolical date of founding of the Polish State
- **1364** – founding of the **Krakow University**, one of Europe's first universities
- **1569** – Union of Lublin, founding of the **Commonwealth of Both Nations** (Poland and Lithuania united)
- **1597** – transfer of capital city from Cracow to **Warsaw**
- **1772** – **1st partition of Poland**, subsequently parts of Poland had been occupied by Prussia, Austria and Russia.
- **1791** – enactment of the **Constitution of 3 May** – the first constitution in Europe and second in the world
- **1793** – **2nd partition of Poland**, further Polish territories occupied by Prussia and Russia
- **1795** – **3rd partition of Poland** and total liquidation of the Republic of Poland – for over 120 years it had disappeared from the map of Europe
- **1815** – Congress of Vienna, foundation of the **Kingdom of Poland** dependent on Russia
- **1918** – the restoration of Polish **independence**
- **1939** – Nazi Germany attack Poland, **beginning of World War II**
- **1947** – falsified elections which result in the **communist party** taking over authority in Poland.
- **1980** – outbreak of strikes in many Polish cities against the socialist authorities, foundation of opposition movement **"Solidarity"** led by Lech Walesa
- **1989** – first free **parliamentary elections** in Poland post WW II
- **1999** – Poland's accession to **NATO**
- **2004** – Poland becomes a **EU memberstate**



## **POLAND: CULTURE - FINE ARTS**

*If you interested  
in discovering Polish art,  
go to Google Arts  
& Culture*



### **Background**

The culture of Poland has been nurtured by a great variety of folk traditions, with influences and borrowings from France, Scandinavia, Russia and, more recently, the United States. Poland's strong connections to the Roman Catholic Church, dating to the 10th century, brought it into close orbit with western Europe. This gave Poland access to cultural developments that had a lesser impact on some of its neighbours. Unlike Russia, Poland was deeply immersed in all the great movements of Western culture – such as humanism, the Renaissance, the Reformation, the Enlightenment, and Romanticism – and its cultural identity was already strong before the series of partitions began in 1772. Because of its loss of political independence, Poland in the 19th and 20th centuries was characterized by an unrelenting struggle to preserve its national culture and values from foreign impositions and government policy

Polish fine arts heritage is vast and rich. It is almost impossible to mention all the artists who were (and still are) the most important and influential in the history of Polish culture. What is the most important is the fact that their masterpieces are present in Polish people's everyday life. Please look up below artists and check for yourself how significant their art was/is.

#### **LITERATURE**

Adam Mickiewicz  
Juliusz Słowacki  
Wisława Szymborska (N)  
Czesław Miłosz (N)  
Olga Tokarczuk (N)  
Ryszard Kapuściński  
Stanisław Lem  
Witold Gombrowicz  
Władysław Reymont (N)  
Henryk Sienkiewicz (N)  
Jan Kochanowski

(N) – Nobel Prize Winner

#### **ART**

Jan Matejko  
Roman Opalka  
Edward Dwurnik  
Wojtek Bagiński  
Zdzisław Beksiński  
Aleksander Gierymski  
Olga Boznańska  
Magdalena Abakanowicz  
Katarzyna Kobro  
Wilhelm Sasnal

#### **MUSIC**

Fryderyk Chopin  
Krzysztof Penderecki  
Karol Szymanowski  
Stanisław Moniuszko  
Wojciech Kilar  
Tomasz Stańko  
Włodek Pawlik  
Michał Urbaniak

#### **FILM DIRECTORS**

Andrzej Wajda  
Krzysztof Kieślowski  
Roman Polański  
Agnieszka Holland  
Małgorzata Szumowska  
Paweł Pawlikowski  
Wojciech Smarzowski  
Jan Komasa





## **POLAND: CULTURE - TRADITION**

### **Background**

Poles are fun lovers who enjoy festivities, traditions and centuries-old Polish customs. The most ancient rituals, especially those dating back to pagan times, have long lost their magical character, becoming a colourful vestige of the past and a form of amusement. Links with tradition are felt the strongest during the greatest religious feasts, such as Christmas, Easter, Corpus Christi processions and All Saints' Day.

### **Folk costumes**

Poland's folk costumes are colorfully decorated and represent different regions of Poland. Men's and women's folk costumes are most often seen during holidays, weddings and festivals when dancers entertain audiences with traditional performances. Regional costumes differ from each other, come from the historic regions of the country: Greater Poland, Lesser Poland, Mazovia, Pomerania, Warmia, Masuria, Podlasie, Kujawy, and Silesia.

### **Holidays**

Since Poland's population is overwhelmingly Roman Catholic many Polish holidays – from Easter to All Saints' Day and Christmas – follow Catholic traditions. If you visit Poland during holiday periods, you get the chance to see authentic Polish life and come home with a memorable cultural experience.

National and religious holidays celebrated in Poland are marked by traditions, public celebrations, or days of rest and relaxation. If you're planning to travel to Poland, it's a good idea to find out about traditional holidays. Some of them may be familiar like Easter and Christmas but there are many uniquely Polish holidays too like Constitution Day and their Independence Day.



*To check full list of  
Polish bank holidays  
scan below QR code*



# POLAND: CULTURE - CUISINE

## Background

Polish cuisine has evolved over the centuries to become very eclectic due to Poland's history and it shares many similarities with neighbouring German, Czech, Slovak and Silesian as well as Jewish culinary traditions. Polish-styled cooking in other cultures is often referred to as **à la polonaise**.

### Żurek / sour rye soup

Żurek is a traditional soup served in bread. Soup is based on fermented rye flour.



### Flaki / Tripe soups

Flaki soup is quite dense and made from shreds of beef stomach.



### Bigos / Hunter's stew

Polish national dish with various cuts of meat and sausages, cabbage, sauerkraut



### Pierogi / Dumplings

The dish originates in the historic culinary traditions of the former Polish eastern territories.



### Schabowy / Pork chop

Most common main dish in Poland. Pork cutlet in bread crumbs and egg fried on a pan.



### Tatar / Tartar

Steak tartare is made of finely chopped raw beef.



*If you interested in foreigners' view on Polish cuisine watch below video*



## **POLAND: CULTURE - FAMILY**

### **The role of family**

When it comes to social structure, family is right at the heart of everything and family obligations will always come first. Whilst extended family is still very much a part of any individual's social group, Poles mark a distinct difference between this group, an inner circle so to speak, and any outsiders. This inner nucleus is made up of family and close friends, with interaction within this group and with outsiders being very different. Poles rely very much on the people in their inner circle when it comes to advice, help with finding a job, assistance with official decisions and even finding an apartment. An intricate protocol comes in to play when it comes to offering favours and getting things done using family contacts.

Family values are still upheld with utmost importance – both in people's personal lives and the national debates. For example, changes to the status quo that reduce the amount of time an individual is afforded with their children have been commonly challenged as 'anti-family'. Shared meals are very important to maintaining cohesion within the family unit. Families often try to dine together as much as possible.

Many traditional family values remain important to Poles. Parents generally expect obedience from their children, but ultimately want them to be independent and self-reliant. Children are often given considerable responsibilities from early ages. Traditionally, older relatives are cared for by the family. However, nursing homes and residential care facilities are increasing in use. If parents must live in a nursing home, their children are expected to visit them often and make all arrangements for them.



## **POLAND: CULTURE - ETIQUETTE AND CUSTOMS**

### **Basic Etiquette**

- In Poland, people are expected to maintain a basic appearance of courtesy at all times. This involves paying attention and giving consideration to one's smaller actions, being helpful and generally professional.
- Casual clothing can be considered inappropriate in public. For example, one would rarely be seen barefoot in public. People tend to dress neatly.
- It is considered impolite to ask a woman her age.
- Some Poles (especially those who are older) take the time to show women a heightened degree of respect and consideration.
- It's considered bad manners to keep your hands in your pockets while talking to someone.
- Avoid resting your ankle on your other knee whilst sitting.
- Jaywalking, drinking in public places and smoking in non-designated areas are all generally frowned upon.
- Lateness is a sign of bad manners and carelessness in Poland. People are expected to be punctual in both professional and social situations. However, tardiness is still fairly common. Furthermore, it is good to be flexible as events and schedules can be delayed or changed quite rapidly around unforeseen circumstances.

### **Gifts**

- When visiting a home, it's a kind gesture to give the hostess an odd number of flowers, unwrapped.
- Gifts may not be opened in front of the giver.
- Hard liquors as well as liqueurs are good gifts, as well as gourmet coffee and perfume.
- Avoid giving excessively expensive gifts. The grandness of the gesture can embarrass the recipient.

### **Visiting**

- Visits from family and friends may occur unannounced in Poland.
- People may bring a bottle of wine, flowers or chocolates as a courtesy gift on arrival. The host will usually open these or place them on a table so that both hosts and guests can enjoy what was brought.
- Offer to remove your shoes before entering someone else's home. It is not always necessary to do so, but it is a polite gesture to ask.
- Make an effort to compliment a host's hospitality during your visit. If dining at their home, this can be done graciously through a toast

### **Eating**

- If you are a guest for a meal, it is best to arrive with an empty stomach to accommodate how much food will be served. Guests are usually served first and encouraged to eat more.
- For religious reasons, some Polish people do not eat meat on Fridays and may replace it with fish instead.
- It is traditional Polish hospitality to offer alcohol with meals; however, it is often not drunk until someone has proposed a toast. People often toast with hard liquor to "your health" (*na zdrowie*) and "friendship".
- If you do not wish to drink, make it clear that your refusal is earnest and not just a gesture of politeness.



## **POLAND:** **CULTURE** **- DO's** **AND** **DON'Ts**



### **DOs**

- ✓ Approach any negative subject with tact and sensitivity. Though Poles may communicate quite frankly, they tend to soften difficult conversations with more indirect approaches.
- ✓ Make an effort to return the generosity shown to you by showing care and consideration towards people in small gestures. For example, if someone falls or has a minor incident, lend a hand to help.
- ✓ Be very sensitive when raising the topic of World War II or politics, especially around older Polish people.
- ✓ When talking about the current financial and social situation in Poland, you can expect to be politely asked your opinion. However, Poles are more likely to fervently discuss it among themselves. They may get quite emotional and raise their voices to talk over one another.
- ✓ Expect Poles to justify and defend themselves quite strongly if they feel they have been unduly criticised.



### **DON'Ts**

- X Do not make comments that could be perceived to have a disrespectful undertone. Poles tend to be sensitive to condescension.
- X Do not assume all Poles are Catholic Christians. While this religion has been a cultural force in Poland, it is not relevant to all people's lives and the public visibility of Catholicism is less prominent than it used to be.
- X Do not speak critically of religious institutions or faith. Consider that despite being the majority, the Christian Church was once suppressed in Poland.
- X Being a highly religious country, topics of sex or sexuality are generally avoided in casual conversation.
- X Do not assume that all Polish people hate communism/communists. While there were systemic flaws to the Soviet regime in Poland, many people benefited from it and personal opinion will vary depending on whom you talk to.
- X Do not make jokes about young Polish women being easy brides for foreign men to attract. Such comments can be deeply offending.

# POLAND: COST OF LIVING

## Background

The cost of living in Poland is quite reasonable, it is among the cheapest places to live in the European Union. In the 2018 Mercer Cost of Living Survey, Warsaw, Poland's most expensive city, ranked 154 out of 209 cities.

## Average costs (EUR):

### HOUSING

- Monthly rent for a studio flat: **€ 350-500**
- Monthly rent for a furnished flat for two people: **€ 400-600**
- Monthly rent for a room in a flat share: **€ 150-240**
- Monthly rent for a shared room in a state dorm: **€ 80-100**
- Monthly rent for a shared room in a private dorm: **EUR 250-350**
- Monthly payment for utilities: (like electricity, gas, heating): **up to € 45**
- Monthly payment for fixed Internet access: **€ 8-20**
- Home cleaning products: **€ 3-10**

### FOOD

- Tomatoes (1 kg): **€ 1-2**
- Potatoes (1 kg): **€ 0.5-1.5**
- Apples (1 kg): **€ 0.7-1.5**
- Oranges (1 kg): **€ 1.3-2**
- Eggs (12): **€ 1.5-2.5**
- Milk (1 litre): **€ 0.5-1.2**
- Polish cheese (1 kg): **€ 4-7**
- Bread (400–500 grams): **€ 0.6-1.5**
- Beer (0.5 litre): **€ 0.6-2**
- Wine (0.75–1 litre): **€ 3-20**
- Water (1.5 litres): **€ 0.2-1**
- Juice (1 litre): **€ 0.8-2**

### LEISURE / ENTERTAINMENT

- Lunch with a drink: **€ 6-10**
- Fast food: **€ 4-8**
- Cinema ticket: **€ 5-8**
- Theatre ticket: **€ 10-50**
- Beer in a pub: **€ 2-3**
- Wine in a pub: **€ 3-5**
- Cigarettes: **€ 3.5-4**
- Dinner for one person (cheap): **€ 6-10**
- Dinner for one person (expensive): **up to € 25**

### PERSONAL CARE

- Private doctor's appointment: **€ 30-50**
- Antibiotics: **€ 6-20**
- Other medication: **€ 3-20**
- Shampoo: **€ 1.2-5**
- Toothpaste: **€ 1-5**



## **POLAND: POLISH LANGUAGE**

### **Background**

The official and commonly spoken language in Poland is Polish. Services in English can generally be found at hotels, restaurants and shops in major tourist locations. French, German, Spanish are not commonly spoken in Poland. You may experience difficulties in obtaining services in English outside major tourist destinations. This is also true of many governmental services, including medical care, police services and public transportation.

Locals do appreciate when you make an effort in Polish even if not perfect. Any little bit of the language helps!

### **Try to pronounce:**

**Good morning** – Dzień dobry

**Hello** – Cześć!

**Thank you** – Dziękuję

**Goodbye** – Do widzenia

**I don't speak Polish** – Nie mówię po polsku

**How are you?** – Jak się masz?

**Nice to meet you** – Miło cię poznać

**My name is...** – Nazywam się...

**I am from...** – Jestem z...

**I like Poland** – Lubię Polskę

**I'm sorry / Excuse me** – Przepraszam

**Please** – Proszę

**Help!** – Pomocy!

**Can you help me?** – Możesz mi pomóc?

**Where is...?** – Gdzie jest...?

**a railway station** – dworzec kolejowy

**a bus station** – dworzec autobusowy

**an ATM** – bankomat

**Can you repeat that?** – Możesz powtórzyć?

**Sorry, I don't understand** – Przepraszam, nie rozumiem

**How much does it cost?** – Ile to kosztuje?

**Why so expensive?** – Dlaczego tak drogo?

**One ticket please** – Poproszę bilet

**One beer please** – Poproszę piwo

**A coffee please** – Poproszę kawę

**A tea please** – Poproszę herbatę

**Bless you! /Cheers!** – Na zdrowie!

**Monday** – Poniedziałek

**Tuesday** – Wtorek

**Wednesday** – Środa

**Thursday** – Czwartek

**Friday** – Piątek

**Saturday** – Sobota

**Sunday** – Niedziela

**0** – Zero

**1** – Jeden

**2** – Dwa

**3** – Trzy

**4** – Cztery

**5** – Pięć

**6** – Sześć

**7** – Siedem

**8** – Osiem

**9** – Dziewięć

**10** – Dziesięć

**100** – Sto

**1000** – Tysiąc



*To join free of charge  
on-line Polish resources  
visit here:*



# **POLAND STAY REQUIREMENTS FOR FOREIGNERS**

## **Visa requirements**

The two main documents you will need to enter Poland – if you are not a EU citizen – are a valid travel document (passport) and a visa (if required). As a general rule you need a visa to enter Poland.

There are several types of visas to choose from:

- **„A” type** – an airport transit Schengen visa,
- **„C” type** – a short-term Schengen visa allowing to stay in the Schengen territory for up to 90 days
- **„D” type** – a long-term national visa issued for up to one year allowing travel around the Schengen area for up to 90 days in a 180 days period. This type of visa can only be extended in exceptional situations. Should you need to stay in Poland longer than specified in your visa please do apply for the **temporary residence permit**.

## **The EU citizens**

If you are a citizen of an EU member state the only thing you need to have to enter Poland is a valid travel document or a document confirming identity and citizenship (i.e. your national ID). However, if you wish go abroad during your stay in Poland it is a good idea to have a passport with you, as it is necessary to visit the Poland's neighbours that don't belong to the European Union.



## **The non-EU citizens – how to get a visa step-by-step**

- 1) Find a Polish consulate that can process you application.
- 2) Read carefully all the information concerning visa application on the consulate's website
- 3) Set a visa appointment with the consulate
- 4) Prepare the necessary documents
- 5) Submit all the documents including a printed and signed application form and the visa fee.

Your visa application is complete! It will take up to 15 days for it to be reviewed.

## **POLAND** **LEGALIZATION** **OF STAY** **(EU CITIZENS)**

To learn about the rules  
for entry and residence  
visit [here](#):



### **General requirements**

Poland is among Schengen countries and if you come to Poland to work as a researcher, you need a **valid travel document** (Identity Document or Passport), **national visa** or a **temporary residence permit**. However, citizens of EU member states may stay in Poland for 90 days without registration. Citizens of countries with which Poland has concluded an agreement on visa-free travel, may also stay up to 90 days.

A national visa or a temporary residence permit for the purpose of conducting scientific research may be granted to a researcher, i.e. a foreigner who holds a professional title equivalent to Master's degree in Poland or higher, which authorizes them to apply to PhD degree studies and whose purpose of stay in Poland is to conduct scientific research or development activities.

Scientists coming from **EU member states, Norway, Iceland, Liechtenstein or Switzerland** with a valid travel document (ID or passport) may stay and work freely in Poland for an uninterrupted period of max. 3 months, without any registration. After the period of 3 months they need to register and obtain the right of residence. HR Business Partner will assist you with completing and submitting the application and other required documents.

The registration procedure is **free of charge**. The application form required for the residence registration should be submitted in person to **Voivodship Office** (*Urząd Wojewódzki*) not later than the next business day after the expiration of 3 months period starting from the date of entering the territory of the Republic of Poland. However, it is highly recommended to apply much earlier due to currently prolonged procedures.

You need to submit the following documents:

- 1 copy of the application form for stay registration: application form for residence registration of a EU citizen;
- 1 copy of valid travel document - ID or passport, or other valid document confirming identity and citizenship,
- employment contract or employment certificate issued by the employer (original document available on request)

Family members who are EU citizens and their stay lasts longer than 3 months, are also required to register their stay. A family member who is not an EU citizen is required to obtain a residence card of an EU citizen's family member. In both cases, additional documents confirming the relationship must be submitted (Polish sworn translation).

# **POLAND** **LEGALIZATION** **OF STAY** **(NON-EU** **CITIZENS)**

*Poland has agreement  
With number of non-EU  
Countries regarding  
visa-free traffic.  
Scan below QR  
for more details/*



## **General requirements**

Scientists from outside the EU have to obtain a national D-type visa, also called „no. 13” with "researcher" annotation, which is issued for a maximum period of one year and for the purpose of performing scientific research or development work. When the stay exceeds a period of one year, it is obligatory to apply for a temporary residence permit, which is issued for a max. of 3 years with a possibility to extend.

A D-type visa holder may stay in the territory of Poland throughout the period of its validity. It enables travelling within the Schengen zone for three months in each six-month period, calculated from the date of first entry to the territory of a EU member state and enables to travel between your home country and Poland.

You apply for a visa and submit an application in a consular office or the embassy's consular department only in the consular district of your place of residence. You do it via the e-konsulat system. In order to apply for a visa, first you have to register on-line at <https://secure.e-konsulat.gov.pl>. Visa application form must be submitted in person. Diplomatic mission does not accept application forms sent via fax, regular mail or e-mail.

### **List of documents to submit:**

- Visa application form filled via the e-konsulat system, printed and signed
- 3.5 x 4.5 cm color photo (clear, no headwear, frontal, not older than 6 months)
- Passport issued within last ten years, valid for at least three months from the expected return date
- Copy of the passport page with personal data and the photo
- Healthcare insurance valid across the European Union for the amount not lower than EUR 30,000
- Copy of an ID to confirm legal residence within the consular district of your application
- Proof that you have enough means of support
- Proof of accommodation
- Documents confirming the purpose of your stay in Poland
- Visa fee

Usually the above documents are enough to receive a visa, however, the consul reserves the right to ask for additional documents. The consul may, but does not have to, invite the applicant for an interview. Please note, that receiving a visa does not guarantee that you will enter Poland - the final decision is always made by the Border Guard.

## POLAND PESEL NUMBER

*To learn more  
about the process  
of obtaining PESEL  
number please visit*



### Registration of temporary stay

After getting your job in Poland you should visit local city/town hall for obligatory registration. When registered with your place of residence, you will automatically be assigned with a PESEL (personal identification number).

The number starts with your date of birth and serves for common identification purposes. It is required, for example, for your annual tax declaration. It can also be helpful when you want to use medical services or borrow a book from a library.

The procedure is **free of charge**, however, a written confirmation costs PLN 17. The number is issued within several days from the date of registration of the application.

### Application forms can be found here:

- Temporary stay: <https://obywatel.gov.pl/documents/10181/0/Zg%C5%82oszenie+pobytu+czasowego+2018.pdf/8cff78fe-3337-49fa-b308-d89ef5996b9e>
- PESEL: [www.gov.pl/attachment/5681d5cb-3ce9-4ca0-a325-1db67a7f3c24](http://www.gov.pl/attachment/5681d5cb-3ce9-4ca0-a325-1db67a7f3c24)

**If you cannot register your residence, you can obtain your PESEL registering at the Municipal and Communal Office using your employer's address.**

EU citizens + Norway, Liechtenstein, Iceland and Switzerland must register in the place of their temporary stay no later than on the **30th** day after their arrival.

Non-EU citizens must register at the place of their temporary stay at latest on the **4th day** after arrival.

For registration you will need (apart from registration form):

- your passport or ID card,
- visa or residence card,
- flat/apartment/house lease contract or hotel/dormitory reservation document,
- for family members - additionally a document confirming family ties (translated into Polish by a sworn translator).

# POLAND WORK PERMIT

## General information

A work permit is issued by the Voivodeship Office (Urząd Wojewódzki) competent for the registered stay or the address of the employer who intends to employ the foreigner.

Foreigners are not obliged to obtain work permits if they come from the European Union (plus Norway, Liechtenstein and Iceland). This also applies to individuals holding an EU long-term residence card issued by the Polish authorities. Moreover, if you possess a permanent residence permit, you can rest assured that you will not need any work permits.

The work permit is only issued upon the application submitted by the **employer** who intends to employ the foreigner. The work permit indicates:

- the name of employer,
- position and type of work,
- expiration date,
- the lowest possible remuneration that the employer may receive,
- working time or number of working hours in a week or month,
- type of contract being the basis for performing work
- period of validity of the permit



## Types of work permits (most popular)

**Type A** – if you are employed either on the basis of employment contract or civil law contract by an employer with an office registered in Poland.

**Type C** – if you are delegated to Poland by a foreign employer for a period that exceeds 30 days in a calendar year to work for the foreign employer's subsidiary or branch.

*Once the work permit application is approved, three copies of the permit will be made: one for the Voivodeship Office, one for the employer, and one for the employee. The employer is responsible for giving the work permit to the employee. The employee can then begin to work legally in Poland.*

*Employees should be aware that their work permit is only valid for the time they stay with the company that applied for it on their behalf. Should they want to switch careers, their new employer will need to apply for an entirely new permit.*

*Please check  
Polish governmental  
portal for Foreigners  
from outside the  
EU who want to work  
in Poland*



## **POLAND** **IN CASE OF** **EMERGENCY**

### **IN CASE OF EMERGENCY, YOU NEED TO KNOW THESE PHONE NUMBERS:**

- GENERAL EMERGENCY ASSISTANCE: **112**
- POLICE: **997**
- FIRE BRIGADE: **998**
- EMERGENCY MEDICAL SERVICE: **999**

**If you find yourself in an emergency and you need an ambulance, the police or fire service, THE EASIEST THING TO DO IS CALL 112.**

**The emergency call center operator will ask for your name, address and the phone number you are calling from. They will send appropriate help immediately.**

Do not use this number unless it is a real emergency and you need the aforementioned services – if you use it unnecessarily, you will prevent the emergency services from quickly responding to people in real need.

### **Other useful phone numbers:**

- Energy emergency service: **991**
- Gas emergency service: **992**
- District heating emergency service: **993**
- Water supply emergency service: **994**
- Road assistance: **981**
- Helpline of the Ministry of Foreign Affairs: **(+48) 22 523 88 80**
- Helpline of the National Health Fund: **800 190 590**
- Helpline of the Commissioner for Human Rights: **800 676 676**
- Helsinki Foundation for Human Rights: **(+48) 22 556 44 40**
- Helpline of the Commissioner for Patient Rights: **800 190 590**
- International Organisation for Migration: **(+48) 22 490 20 44**



## POLAND BANK ACCOUNT

Having a local bank account is essential for the day to day and also so that your employer can pay you. The larger banks will almost certainly have staff that speak English (PKO BP, Citibank, HSBC and Multibank), however the smaller, more traditional ones probably won't. There are a good variety of accounts available, so it is worth doing some research before deciding which is best for you, and opening an account is relatively easy.

**REMEMBER** that as a foreigner, you will have to provide certain documents and, in most cases, to visit the bank in person. You will need your identity card and a certificate confirming your status as a student at a university in Poland. The bank may also ask you for additional documents, such as a rental agreement (if you are renting a flat or room) or a residence visa.

Below you can find a list of the most popular banks in Poland:

<https://www.pkobp.pl/> – PKO BP Bank

<https://www.pekao.com.pl/> – Pekao Bank

<https://www.santander.pl/> – Santander Bank

<https://www.aliorbank.pl/> – Alior Bank

<https://www.ing.pl/> – ING Bank

<https://www.mbank.pl/> – mBank

<https://www.bankmillennium.pl/> – Millennium Bank

<https://www.getinbank.pl/> – Getin Bank

<https://www.bnpparibas.pl/> – BNP Paribas Bank

<https://www.credit-agricole.pl/> – Credit Agricole Bank

You can also use various comparison websites to help you choose the best offer (they are only available in Polish, but you can translate them via numerous platforms):

<https://kontomania.pl/>

<https://www.rankingkontosobistych.pl/>

<https://www.tanie-konto.pl/>





## POLAND TAXES

*If you want to learn  
how to submit a tax  
return form  
step by step,  
scan below QR*



Individuals who have their permanent residence or habitual abode in Poland are treated as residents. An individual has his habitual abode in Poland if he/ she is **present in Poland for at least 183 days** (in aggregation) in a calendar year (except individuals who stay there for the purposes of studying, receiving medical treatment, or who cross the borders of Poland on a daily basis or in the agreed upon intervals exclusively for the purposes of performance of his/her dependent activity, the source of which is located in the territory of Poland). All other individuals are treated as non-residents.

### Taxable income

Individuals who are residents for tax purposes in Poland are taxable on their worldwide income. Taxable income of an individual is usually calculated by aggregating the separate net results of the following income categories:

- employment income
- business activity
- independent professional activities
- rental income
- sale of real property
- income from capital;
- other income (e.g. income from occasional activities).



### Tax assessment

Taxpayers deriving income that is included in the aggregate income have to **file an income tax return by April 30<sup>th</sup>** in the year following the tax year (self-assessment).

### 2021 Personal income tax – rates

- Annual taxable income up to PLN 85,528 is taxed at **17%**
- Annual taxable income above PLN 85,528 tax is **PLN 32%**

Certain types of income are not aggregated but are subject to a flat rate tax of 19%.

## POLAND HOUSING

*Check the advise  
given to foreigners  
about housing in Poland*



The rental cost in Polish cities can vary depending on the location. The average rent cost for a studio is around PLN 1600 and for a 50 square meters flat it is approximately PLN 2500 monthly. If you are looking for a flat with a rent lower than PLN 2000 per month the offer is not wide, chances are it won't be in the centre of the city and the standard can vary.

It happens that the rental conditions are sometimes not highlighted enough in the adverts. So, make sure to ask if the price includes costs related to the use of the apartment (administration costs, etc.) or of the amount of deposit (usually one- or two-months rent). Deposit is returned upon termination of the lease agreement, provided that you don't break the contract or any of its regulations. Sometimes, especially when the standard of your apartment is higher, the amount of your deposit goes up.

Additionally, except the rent, in most cases you are obliged to pay for utilities (electricity, water and gas) according to the meters (approx. PLN 100-200 per person/month).

Any additional charges such as Internet, cable TV, etc. are usually paid by tenants on the base of an agreement between a tenant and the provider of such services.

Be prepared for the lease agreement to be in Polish according to the Polish law. You can ask the landlord/agency to draw it also in English.

The broker/agency service fee may vary between 50% - 100 % of 1-month rent (depends on the agency). On rental adverts websites there are also adverts from private persons, free of brokers fees.

An apartment is crucial in relocation to a new place of residence. HR BP will support you in finding a flat and signing a lease contract.

Here are some examples of popular websites with rental adverts:

- [www.morizon.pl](http://www.morizon.pl)
- [www.otodom.pl](http://www.otodom.pl)
- [www.gratka.pl](http://www.gratka.pl)
- [www.olx.pl](http://www.olx.pl)



## **POLAND PHONE AND INTERNET PROVIDERS**

Poland has a well-developed mobile and Internet network, however, due to numerous service providers, choosing the best options can be quite time-consuming. Especially since each provider offers many promotions and discounts.

According to Polish law every phone number must be registered. You will need an ID/Passport to do this, so don't forget to take it with you when you go to sign your agreement and activate your new number. You can do this in providers' showrooms or in some stores, although this depends on individual providers' policies.

When it comes to the Internet, Poland has quite broad access to the Wi-Fi network. You can easily connect to it in most cafés, libraries, universities and other public spaces.

If you need fixed Internet access, you may have it at your dorm or flat. If you're renting and are obliged to sign an agreement in order to get fixed Internet access, talk to the owner of the flat to arrange the details.

### **Mobile network providers:**

Orange – <https://www.orange.pl/view/eng>  
Play – <https://www.play.pl/en/>  
Plus – <https://www.plus.pl/eng>  
T-Mobile – <https://www.t-mobile.pl/>  
Heyah – <https://www.heyah.pl/>  
Mobile Vikings – <https://mobilevikings.pl/en/>  
nju mobile – <https://www.njumobile.pl/>  
Plush – <https://www.plushbezlimitu.pl/in-english>  
Virgin Mobile – <https://virginmobile.pl/>

### **Internet providers:**

Vectra – <https://www.vectra.pl/>  
UPC – <https://www.upc.pl/>  
Netia – <https://www.netia.pl/pl/>  
Multimedia – <https://www.multimedia.pl/>



# POLAND HEALTHCARE AND INSURANCE

*For more information  
about Polish healthcare  
please visit:*



**The structure of the healthcare system in Poland is complex and offers a wide range of medical treatments and support (procedures, urgent visits, psychological support, hospital stays, etc.).**

NFZ is the public health insurance institution responsible for the management of public funds for healthcare. Persons working in Poland on the basis of an employment contract, regardless of their nationality, are subjected to compulsory health insurance. The employer fulfils this obligation. All resulting insurance payments are paid by the employer. Health insurance contribution is subtracted from your salary each month. This system guarantees free access to NFZ medical services.

In order to visit a General Practitioner (GP/Family Doctor) you need to register at one of NFZ clinics, preferably near your place of residence. You should present your ID/passport and PESEL. If you need an appointment with a specialist, you must visit a GP to obtain a referral. HR BP may assist you with the registration.

In Poland, an insured employee has an obligation to report their family members to be covered by the health insurance under the employment contract, provided that the family member is not insured elsewhere. The family members are children and spouses, as well as parents and grandparents on condition that they share a household with the employee. In order to register your family members, you need to provide their personal data to your employer.

The National Medical Rescue System provides aid in the **event of emergency**. In order to call an ambulance dial **999**, accessible throughout the country, or a general emergency number **112**. You can also go directly to the emergency department (**SOR**) in the nearest hospital.

Besides obligatory NFZ health insurance you may buy an additional package of private healthcare services. Numerous private insurance companies offer various customized insurance policies. The scope of the private services depends on the policy you buy and on the contract you sign. More advanced services, e.g. more extensive dental healthcare package, maternity care and delivery, surgeries or hospitalization, are of course more expensive.



## POLAND DRIVING LICENSE

*For more information  
About driving in Poland  
please go to:*



If you are EU citizen your driving license is perfectly valid for the period of 6 months since your registration. However it is recommended to get Polish driving license for your own convenience: if you lose your driver licence in Poland you'll have to go back to your country to apply for a new one. Exchanging the driver licence can take up to three months.

If you don't have the EU driver's licence, you need an **International Driving Permit** or a driving licence compatible with international agreements for the countries listed as Contracting Parties of Convention on Road Traffic of Geneva, or Contracting Parties of Convention on Road Traffic of Vienna + Japan and South Korea.

The **IDP** will be valid for six months from the day of your registration in Poland. Then you will have to either exchange your national driver's licence for a Polish one (Your original licence will be collected and sent back to your home country and you will be able to retrieve it upon coming back) or get a polish driver's licence (the theoretical part of the exam can be taken also in English and German).

You can get a Polish driving licence if you declare Poland as your place of residence. You should, therefore, spend a minimum of 185 days in Poland every year. You don't have to wait 185 days though. You can do that just after arrival but you'll have to provide documents confirming that you're allowed to stay in Poland over 185 days: a residence permit for EU citizens, a visa, or a stay card.

You can exchange your driver licence at the city hall in your district (the same building where you got your residence).

### **Remember:**

- The driver and the passengers are required to fasten their safety belts.
- Children up to 12 years of age, with height below 150cm are required to travel in child restraints.
- Drinking under the influence of alcohol is prohibited (maximum 0,10 mg/ dm<sup>3</sup>).
- It is required to have the passing lights on throughout the year.
- Driving speed should comply with the relevant traffic regulations and limitations.

## POLAND TAXI

**In Poland taxis are much more expensive** than public transport means. If you decide to take a taxi, **you need to know the following:**

- Check whether there's a TAXI sign on the car
- There should be information about the price/1 km provided on the window screen of the taxi
- Prices per 1 km differ depending on the company, average prices fluctuate between 2-3,5 PLN
- If you order a taxi by telephone, the price will be lower than if you take one from the taxi stand
- Ask the taxi driver about the estimated cost of the ride
- If you need to take a taxi at the airport, choose one from the taxi stand
- **Beware of people offering passengers in the airport arrival hall ride with taxis parked outside the taxi stand**

The cheapest and easiest way to order a taxi is by phone or SMS. Just use google for checking the list of taxi corporations available in the city you are currently in – usually this will allow you to go to ordering form.

For trips at night you will have to expect a 50% increase of the fare. It is not mandatory to tip taxi drivers. Each taxi driver is obliged to provide a receipt for the service provided.

If you choose a “private” taxi (a taxi operating outside one of the taxi corporations), you may experience that the fare will be higher (check fare information on a taxi window). Keep an eye on the meter and if you believe the meter is counting too fast, ask the driver to stop, get out of the taxi and pay the fare before finding another taxi.



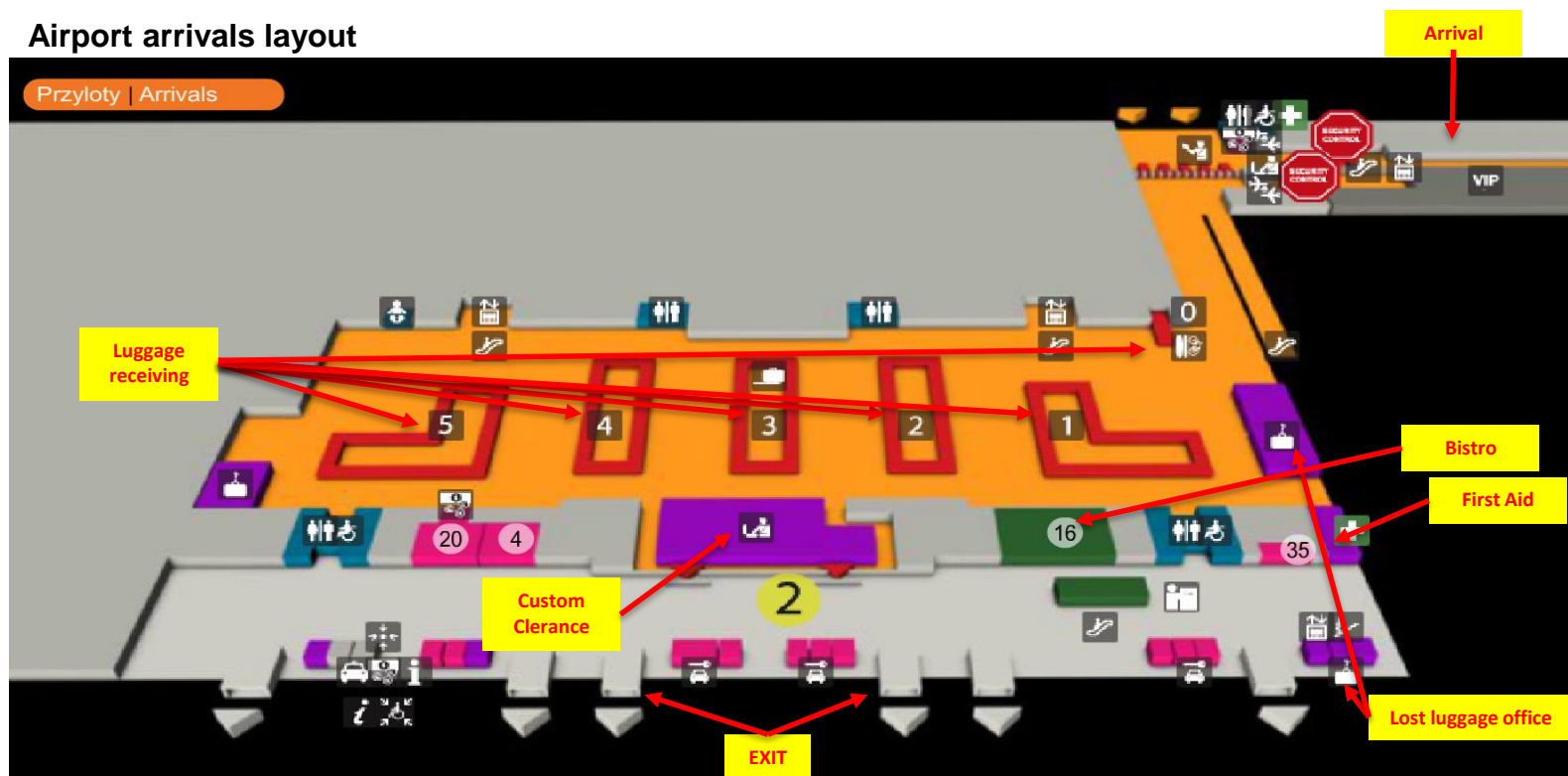


## POLAND TRANSFER FROM CHOPIN AIRPORT TO CITY CENTER

Chopin Airport (**WAW**), or Warsaw-Chopin Airport, is the biggest and busiest airport in Poland. This airport offers a variety of transportation systems to the city centre of Warsaw (where Central Railway Station „Warszawa Centralna” is located).

One option to make your way to the centre is by taking a Chopin airport taxi. Under normal traffic conditions the ride should last about 20 minutes, while the average fare comes out to around 9.50€. The second mean of transportation that will take you directly to the city centre is the bus. There are two buses whose route is connected to the downtown area of Warsaw: the 175 and the 188, both lasting for 25 minutes. The third and last option is taking a train. The S2 train will make its way to the city centre of Warsaw in just 20 minutes. The price of both bus and train is the same; a single ticket is valid for 75 minutes and comes out to 1€.

### Airport arrivals layout



For more details visit:

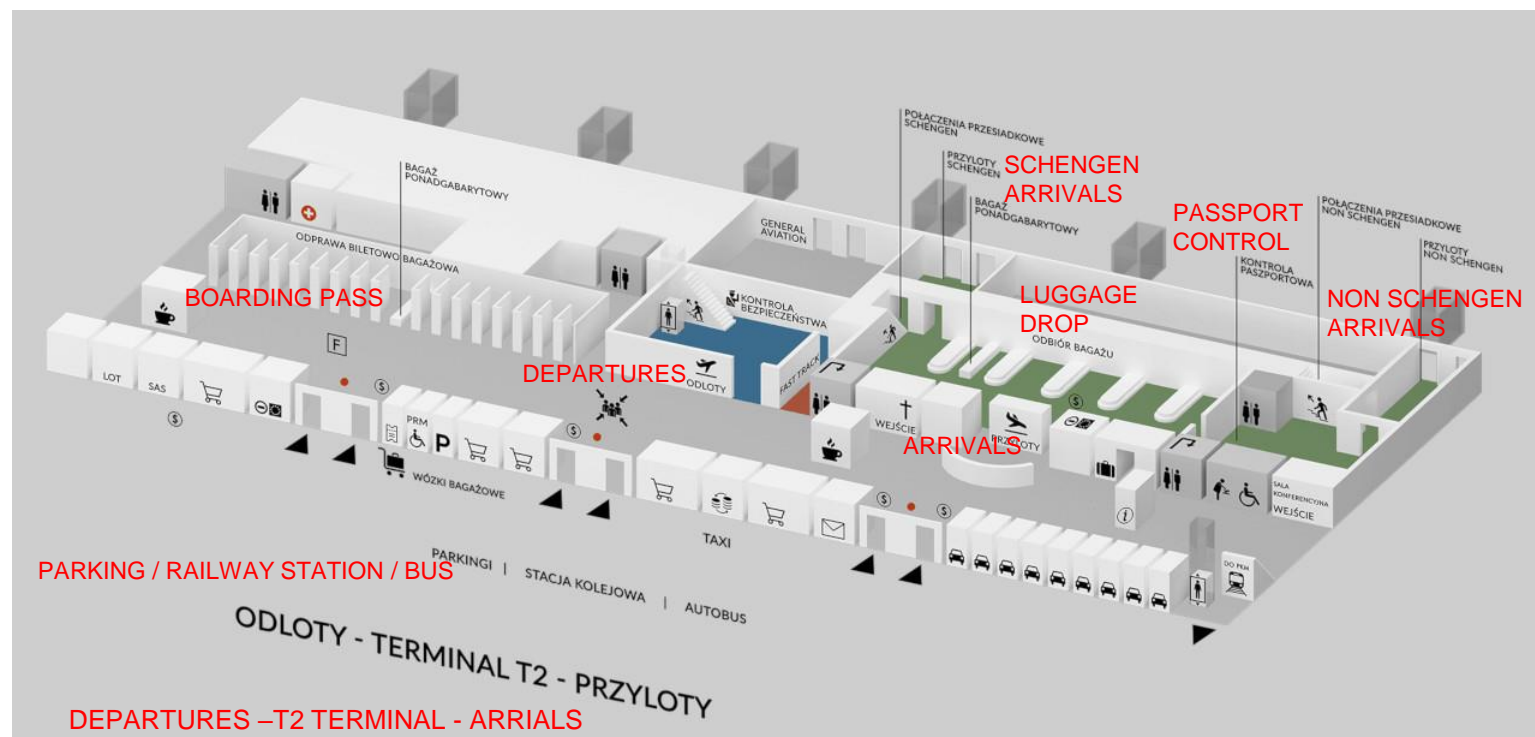




# POLAND TRANSFER FROM GDAŃSK AIRPORT TO CITY CENTER

Gdańsk Airport – Lech Walesa Airport – is located about **15 km** from the city centre, in the Rebiechowo district. Gdansk Airport is easily accessible from the Gdansk Old Town, as well as from Sopot and Gdynia. Getting to and from Gdansk Airport to city centre and Old Town is easy and cheap both ways. You can get to all those places without any problems by **railway, bus or taxi**. Unlike some European airports, it is quite cheap if you decide to use public transport, as there is **no additional ticket needed – just a regular one**. Much more expensive – and not always faster – is getting out of Gdansk airport by taxi or airport transfer service.

## Airport arrivals layout



For more details visit:



# POLAND TRANSPORT FROM OLSZTYN- MAZURY AIRPORT

To check  
international  
connections with  
Olsztyn-Mazury Airport  
visit



Olsztyn-Mazury Airport is located in Szymany. The airport has railroad access that has been operative since the scheduled flights started in January 2016. The distance to the town of Olsztyn is 55 kilometres, with the journey taking 50 minutes. As of April 2016, trains run synchronized with the flights. The platform is located at the departure and arrival terminal. The facility is adapted to the needs people with disabilities. You can buy them online on the PKP website or at the ticket office at the station.

There are two bus lines connecting Olsztyn-Mazury Airport with Olsztyn and Grajewo. The bus timetable is adapted to the flight departures/arrivals.



## Airport arrivals layout





# IAR&FR introduction PAS

# IAR&FR MISSION AND STRATEGY

*To learn more about  
IAR&FR history,  
structure and achievements,  
visit:*



## Mission

Carrying out interdisciplinary research explaining the mechanisms of environmental impact on the well-being of humans and animals, and dissemination of results obtained.

## Strategic objectives

- ❑ Institute's research excellence in interdisciplinary studies on the factors influencing physiological and pathological processes in humans and animals.
- ❑ Consistency of Institute's research priorities with the socioeconomic needs of the country and the region.
- ❑ Integration of Institute's infrastructure.

## Implementation of strategic objectives

- ❑ Continuation of efforts aimed at establishing long term partnership of the Institute with leading national and European research units with similar or complementary scientific and technological profiles in order to implement common research initiatives.
- ❑ Investment in Institute's creative human capital and research infrastructure for strengthening its capacity to conduct research at a level that ensures maintaining of the leading position in the country.
- ❑ Offering compelling forms of employment which will counteract "brain drain" and attract top-class scientists to the Institute.
- ❑ Improvement of internal organizational structure of the Institute leading to the integration of divisions, change in the number of departments and creation of commonly available core facilities.
- ❑ Stimulating scientific and administrative environments for the realization of investments ensuring integration of Institute's quarters.
- ❑ Dissemination and popularization of the achievements of the Institute and the Polish Academy of Sciences.



# IAR&FR HISTORY

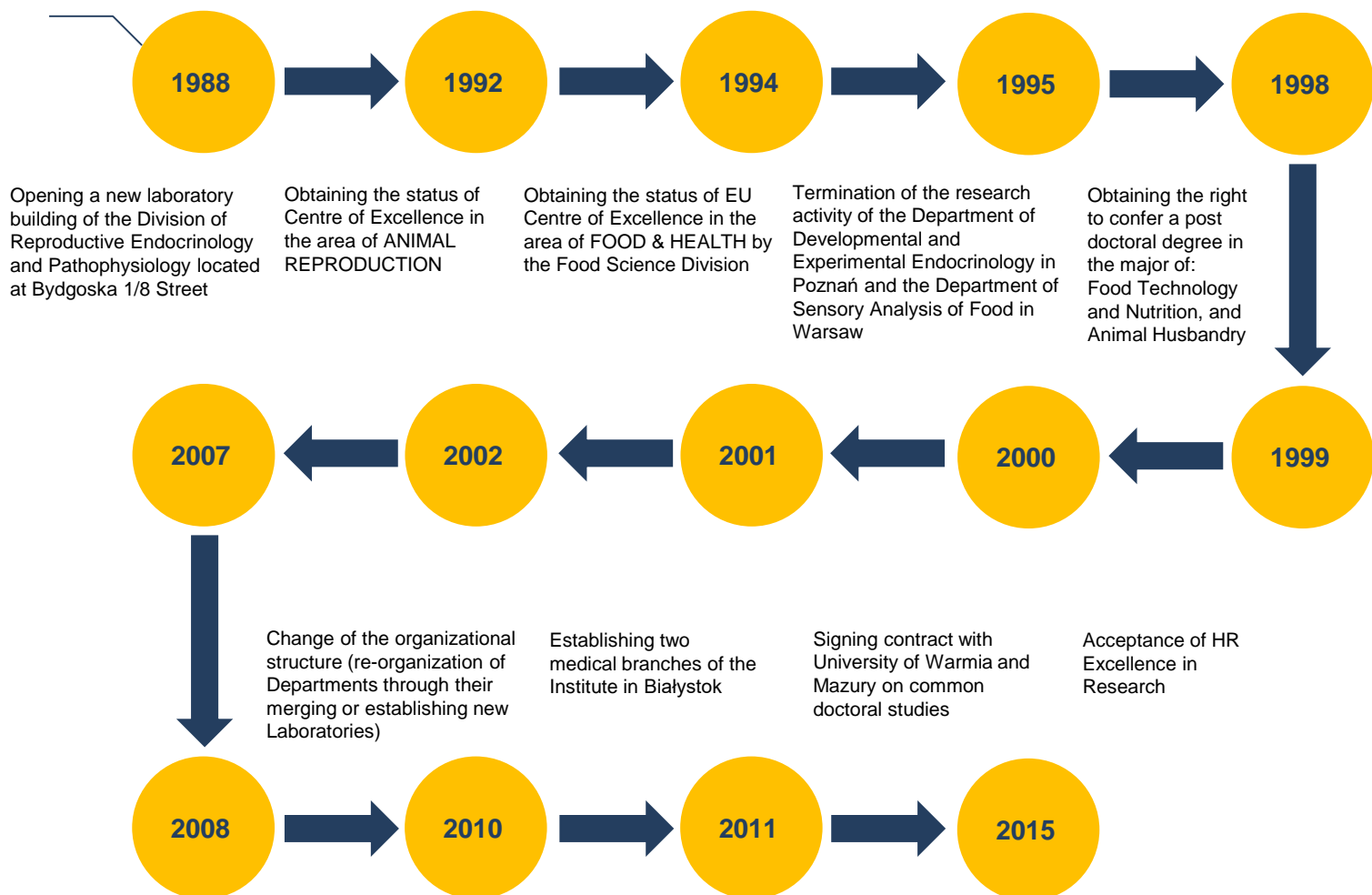
Foundation of the Centre for Agrotechnology and Veterinary Sciences of the Polish Academy of Sciences with two Departments:  
1. Department of Food Technology, and  
2. Department of Reproductive Endocrinology

Change of the organizational structure – establishing two Divisions:  
Division of Food Science, and  
Division of Reproductive Endocrinology and Pathophysiology

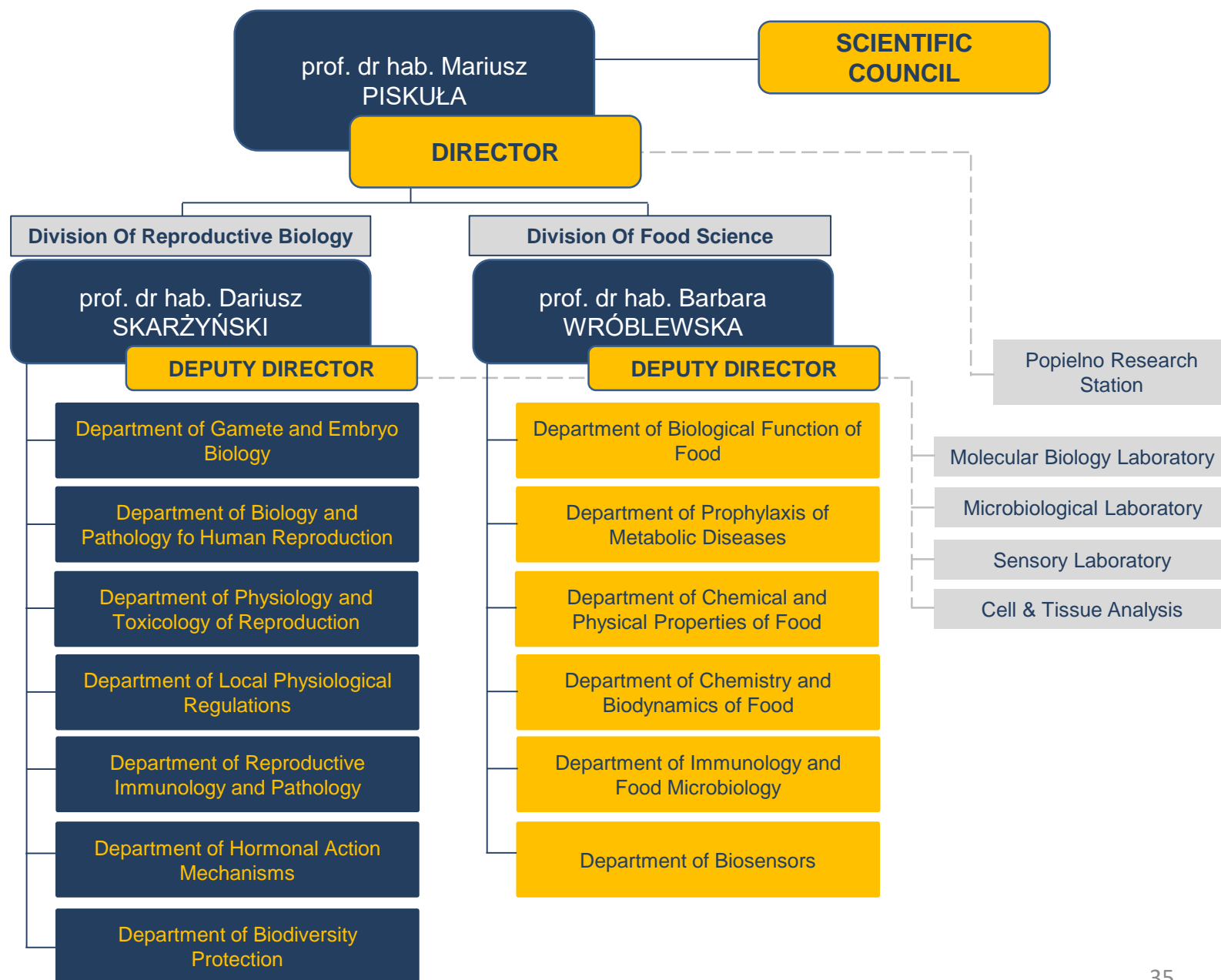
Obtaining the right to confer a doctor's degree of Agricultural Sciences in the major of:  
Food Technology and Nutrition, Animal Husbandry

Change of the Centre status into the Institute of Animal Reproduction and Food Research of the Polish Academy of Sciences

Opening a new laboratory building of the Division of Food Science located at Tuwima 10 Street



# IAR&FR STRUCTURE (without ADM)





## Background

In 2005 the European Commission launched the European Charter for Researchers and Code of Conduct for the Recruitment of Researchers which set out some principles for good working conditions for researchers.

The Human Resources Strategy for Researchers (also known as HRS4R) is the mechanism through which the European Commission (EC) seeks to ensure that concrete steps are put in place by institutions to enhance working conditions for researchers across Europe as set out in the European Charter and Code.

The strategy encompasses a 5 step implementation process for gaining EC recognition for commitment to implementation of the European Charter and Code principles. The European Commission recognition is the 'HR Excellence in Research' Award. This process is designed to be 'light touch', respecting institutional autonomy and making public information on institutional action plans and progress in their implementation.

IAR&FR has been granted with 'HR Excellence in Research' Award in 2015. Since then an ongoing HR procedures and practices process has started.

**For more information about the Charter visit:**

<https://euraxess.ec.europa.eu/jobs/charter/european-charter>

**To find an information about Code and Charter in your language visit:**

<https://euraxess.ec.europa.eu/content/brochure-european-charter-researchers-code-conduct-their-recruitment>



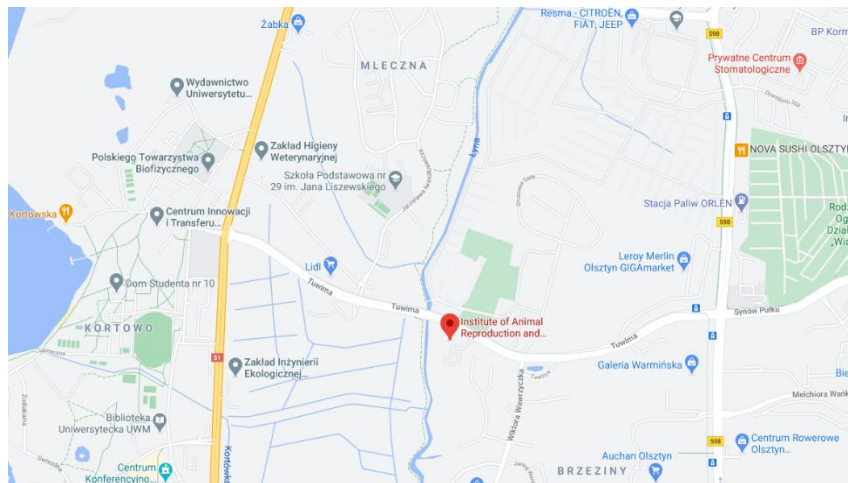
HR EXCELLENCE IN RESEARCH



## IAR&FR LOCATION

Institute of Animal Reproduction and Food Research has various facilities (not only in Olsztyn).

Administrative center of the Institute is located on **Tuwima 10 Street (10-748 zip code)** in Southern Part of Olsztyn. Building serves also as the **Division of Food Research** residency.



### Public transportation

#### Bus lines:

- 128
- 130
- 136
- 303
- 305
- 307

#### Tram line:

- 3

**Division of Animal Reproduction** is located on **Bydgoska 7 Street (10-243 zip code)** in Northern part of Olsztyn.



### Public transportation

#### Bus lines:

- 108
- 109
- 112
- 126
- 136

A large yellow circle is positioned on the left side of the slide, partially overlapping the text.

# OLSZTYN introduction

## OLSZTYN GENERAL INFORMATION

### Introduction

Olsztyn – the capital and the largest city of the Warmia and Mazury province in the North-Eastern Poland, with population of approx. 175 000 people. Olsztyn's greatest allure lies in its unique location as it is surrounded by forests and lakes. Not surprisingly Olsztyn is often regarded as "garden city". Olsztyn is a recognized academic centre of the region. City is located 90 min drive from Gdańsk and 150 min drive from Warsaw. Olsztyn has its own international commercial airport located in Szymany–50min.



### History:

Founded as Allenstein in the 14th century, Olsztyn was under the control and influence of the Teutonic Order until 1463, when it passed to the Polish Crown. For centuries the city was an important centre of trade, crafts, science and administration in the Warmia region linking Warsaw with Königsberg. Following the First Partition of Poland in 1772 Warmia was annexed by Prussia and ceased to be the property of the clergy. In the 19th century the city changed its status completely, becoming the most prominent economic hub of the southern part of Eastern Prussia. The construction of a railway and early industrialisation greatly contributed to Olsztyn's significance. Following World War II, the city returned to Poland in accordance with the Potsdam Agreement.

### Climate

Olsztyn lies in a warm, transitional climate. It is a typical lake climate, characterized by an average annual rainfall of about 600 mm. The average annual air temperature is around +7.2 ° C with a maximum in July of around +17.3 ° C and a minimum in January of around -3.0 ° C. On average, during the year, rainfall occurs for about 160 days, the number of days with frosts is 140, and the snow cover remains on average for 83 days.

*The largest bank  
of information  
about Olsztyn in English:*



# OLSZTYN GENERAL INFORMATION

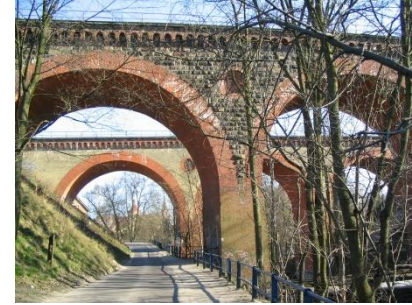
## Sights:



Olsztyn Castle



Old Town Hall



Railroad bridges



Town Hall



Raphaelsohns' sawmill



Bet Tahara



St. James Basilica

To learn more about Olsztyn and Warmia and Mazury visit:

<https://www.youtube.com/watch?v=FhbDLHAFrBs>

<https://www.youtube.com/watch?v=XJDHK0NivL0>

<https://www.youtube.com/watch?v=g9gHF7VEQ7E>

<https://www.youtube.com/watch?v=hnLgA6fL8zw>

## Introduction

The public transport system in Olsztyn has existed since 1907. In the years 1907–1965 it included tram lines, and in 1939–1971 also trolleybus lines.

The basis of public transport in the city is 40 bus lines (including 26 regular lines, 5 delivery lines, 6 periodic lines, 2 night lines and one substitute line).

The second means of public transport is the reactivated tram line operating since 2015 (3 normal lines).

All lines are coordinated by the Green Roads and Transport Authority in Olsztyn. The main carrier in the city is MPK Olsztyn, in the state of which there are 160 buses and 15 trams. Some journeys are also carried out by a private consortium of companies. Since 2016, in addition to regular paper tickets, the Olsztyn City Card is used for journeys by public transport.

**Note:** The contract for the journey is concluded upon entering the vehicle. After boarding the vehicle, a passenger who does not have a valid long-term ticket or the right to free travel should immediately validate a single-use ticket (traditional or telephone) in accordance with the payment rules specified in the tariff

## How to punch a ticket:



Olsztyn has introduced new ticket punching machines. For traditional (paper) tickets, all you need to do is to slide it into the hole (like in picture aside).

Readers seen on the bottom of the ticket punching machines are made for digital cards (digital tickets) like OKM (Olsztynian Municipal Card).



# OLSZTYN PUBLIC TRANSPORT - TICKETS

## Where to buy tickets

Tickets for public transportation can be bought in any newspaper stand that are usually located next to the bus stops. Also there are 51 stationary ticket machines in Olsztyn. The ticket machine fully replaces the "traditional" cash desk. The passenger can purchase all types of tickets for public transport organized by ZDZiT in Olsztyn. Paper tickets and electronic tickets (monthly, 30-day, 3-month and yearly) encoded on the Olsztyn City Card (OKM) are available.

All these functions are available through the touch panel of the machine's screen. The machine accepts payment methods such as: cash (coins and banknotes), payment cards (PIN or contactless acceptance) and BLIK.

## Tickets' prices

Ticket type		Price (PLN)	
I. Single tickets:		Normal	50% Discount
1	One-liner	3,4	1,7
2	30 minutes	3,4	1,7
3	45 minutes	4,4	2,2
4	90 minutes	6,4	3,2
II. Periodical tickets		Normal	50% Discount
1	24-godzinny	12	6
2	3-dobowy	26	13
III. Name tickets for min. 1 month		Normal	50% Discount
1	1 month long - with passanger name	80	40
2	30 days long - with passanger name	80	40
3	1 month long - without passanger name	130	65
4	30 days long - without passanger name	130	65
5	Big family ticket - with passanger name	-	120
6	3-month ticket	240	120
7	Yearly ticket	880	440

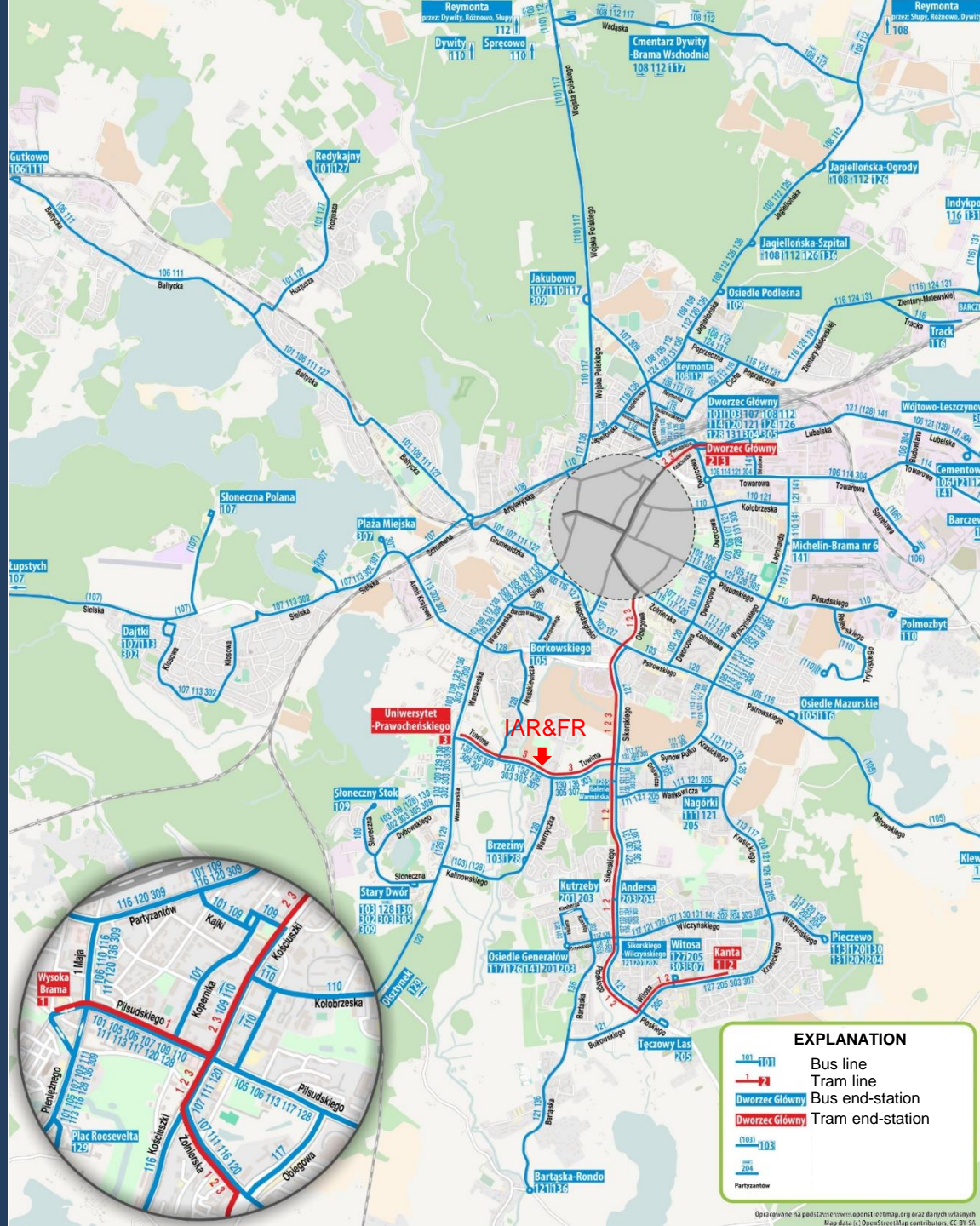
Full location list of  
ticket machines „biletomat”





# OLSZTYN PUBLIC TRANSPORT - MAP

To check all the routes  
in detail please visit:



„Uniwersytet – Pływalnia”  
bus stop is the closest to  
IAR&FR when commuting  
from Southern side by bus



„Pozorty” stop is the  
closest to IAR&FR when  
commuting from Northern  
side by bus or tram

## OLSZTYN EDUCATION

Olsztyn is the largest educational center in the Warmian-Masurian Voivodeship.

### In the city area, there are currently:

- 43 kindergartens (including 14 private ones)
- 30 primary schools (including 3 private)
- 25 middle schools (including 1 private)
- 28 general secondary schools (including 14 non-public)
- 1 art school
- 11 technicians (including 1 private)
- 8 first-cycle industry schools (including 1 non-public)
- 47 post-secondary schools (including 37 non-public)
- 2 music schools (1st and 2nd degree)
- 8 training and vocational training centers (including 7 non-public)
- 1 private foreign language college
- 6 teacher training centers (including 4 non-public)
- 6 lifelong learning centers (including 4 non-public)
- 18 non-public continuing education institutions
- 1 special school preparing for work
- 1 non-public rehabilitation, education and care center
- 3 private educational institutions
- 2 special school and education centers for children
- 5 psychological and pedagogical counseling centers (including 1 private)
- 18 complexes of schools and institutions



*For full list of educational facilities in Olsztyn check:*





## OLSZTYN EATING OUT

Check Trip Advisor's full list  
of Olsztyn restaurants



Olsztyn offers wide range of restaurants serving food from all over the world. Below you can find top 10 best rated places (Trip Advisor).



### 1. Rolki

113 reviews · Open Now  
Japanese, Fast Food · \$ · [Menu](#)

"Fantastic and fresh sushi rolls"  
"Sooooo tasty in a good price"



### 2. Cudne Manowce Restaurant

537 reviews · Open Now  
Polish, European · \$\$-\$\$\$ · [Menu](#)

"The duck breast itself was perfectly pl..."  
"... had the best Pirogi ever in Poland."



### 3. Drewno i Ogień

281 reviews · Open Now  
Italian, Pizza · \$

"Amazing pizza, great price and good..."  
"Great Italian pizza"



### 4. Prosta 38 Restaurant

316 reviews · Open Now  
Italian, Polish · \$\$-\$\$\$ · [Menu](#)

"... tartare is in Poland and despite ma..."  
"... based on the design of the restaura..."

[Order online](#)



### 5. Casablanca

320 reviews · Open Now  
Polish, European · \$\$-\$\$\$ · [Menu](#)

"... chicken soup, sous vide duck breast with..."  
"very nice and elegant place in the old town,"

[Order online](#)



### 6. Na Rogu Czasu

162 reviews · Open Now  
Polish, European · \$\$-\$\$\$

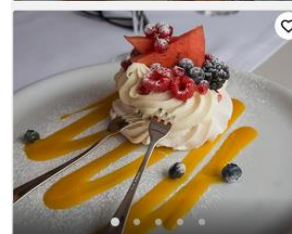
"Great place to dine!"  
"Have to come back for dessert"



### 7. Wisniowy Piec

120 reviews · Open Now  
Italian, Pizza · \$\$-\$\$\$

"Best pizza in town."  
"Vegan pizza !!!"



### 8. Przystan Restauracja

700 reviews · Open Now  
Polish, European · \$\$-\$\$\$ · [Menu](#)

"Best food we had in Poland so far"  
"Service is polish, meaning inexpensive and cold."



### 9. Pierogarnia Bruner

261 reviews · Open Now  
Polish, European · \$\$-\$\$\$ · [Menu](#)

"Typical Polish Fayre"  
"Best pierogis!"

[Order online](#)



### 10. Ceska Hospoda

411 reviews · Open Now  
Bar, European · \$\$-\$\$\$ · [Menu](#)

"... a stunning al fresco 2 course meal with a large beer in a superb lo..."  
"... to get out of the rain, have a couple of beers, and enjoy some com..."

## OLSZTYN CULTURE

*Olsztyn is known  
for its numerous  
festivals.*

*Use this page to stay  
up to date:*



### Museums

Currently, the largest museum in Olsztyn is the **Museum of Warmia and Mazury**, whose seat is located in the **Castle of the Warmian Chapter**. Collections include, among others souvenirs, documents, iconography, paintings and sculptures straight from the local region. The Museum houses a permanent **Copernicus exhibition**, the exhibit of which is an astronomical experimental table made by Nicolaus Copernicus himself in 1517.

The museums in Olsztyn also include the **House of "Gazeta Olsztyńska"**, which in the interwar period was the editorial office of "Gazeta Olsztyńska", the only Polish newspaper in Warmia, published since 1886. There is also a **Museum of Nature** (in the Art Nouveau palace at ul. Metalowa) and the UWM **Zoological Museum** in the academic district of Kortowo. The youngest museum is the Museum of the Archdiocese of Warmia, opened in 2018.

### Galleries

There are about 10 art galleries in Olsztyn. One of them is the **Bureau of Art Exhibitions** located in the Olsztyn planetarium. It is the largest state art gallery in the city. It was established in 1958, initially in the Olsztyn castle, in 1973 it was moved to its present location. Among other Olsztyn galleries there are **Galeria Rynek** (in the old town hall), **Galeria Spichlerz MOK** or **Art Deco**.

### Theatre

The largest theatre in Olsztyn is the dramatic **Teatr im. Stefan Jaracz**, established in 1925 as Treudank, a symbol of gratitude to the residents for voting for remaining within the borders of Germany during the plebiscite in 1920. The facility currently has three stages, including one large for 480 seats.

### Music

**The Warmian-Masurian Philharmonic Feliks Nowowiejski** was established in the mid-1940s. In 1972, the Symphony Orchestra ensemble received a permanent seat in the State Music School. F. Chopin, then it was also given the status of the State Philharmonic. Olsztyn is also identified as a choir centre in north-eastern Poland.

## OLSZTYN LEISURE

Olsztyn is a capitol of Warmia and Mzury region – which is one of the most popular leisure destinations in Poland. City is well known for its amazing location, as it is surrounded by lakes and forests. No wonder that Olsztyn has to offer lots of outdoor activities. Two best known attractions are Ukiel and Łynostrada.

### Ukiel

Lake Ukiel is located in Norht-West part of Olsztyn. It is known throughout the region as a Centre of Sport and Recreation. You can find there:

- Sailing club
- Kayaking rental
- Public beach
- Volleyball / Basketball courts
- Nordic walking / jogging routes
- Skatepark
- Squash court
- Water playground
- Bike and Windsurfing rental

### Łynostrada

Łynostrada is a hiking / biking route running alongisde Łyna river. It is almost 60 km long and it runs in rofests and fields, away from the noise of civilization.

As you can imagine, you can also rent a kayak and canoe on Łyna river – which is very relaxing.



## NOTES

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....



## NOTES

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

# Sources

No copyright infringement is intended

<https://www.tripsavvy.com/polish-culture-1501992>

<https://www.cia.gov/the-world-factbook/countries/poland/#introduction>

<https://www.oddurbanthings.com/driving-in-poland/>

<https://culturalatlas.sbs.com.au/polish-culture>

<https://www.welcomepickups.com/warsaw/chopin-airport-transfer-to-city/>

<http://wmsb.edu.pl/living-in-poland/>

<https://www.welcomepickups.com/warsaw/chopin-airport-transfer-to-city/>

<https://www.focus-economics.com/countries/poland>

<https://accace.com/tax-guideline-for-poland/>

<https://visit.olsztyn.eu/en/article/865/discover-olsztyn>

<https://pl.wikipedia.org/wiki/Olsztyn>

<https://www.kiwiportal.pl/wydarzenia/m/olsztyn>

<https://www.kwintessential.co.uk/resources/guide-to-poland-etiquette-customs-culture-business>

<https://udsc.gov.pl/en/uchodzczy-2/pomoc-socjalna/informatory-do-pobrania/pierwsze-kroki-w-polsce-2/>

[http://nomaten.ncbj.gov.pl/sites/default/files/25.10.2020\\_welcome\\_guide\\_.pdf](http://nomaten.ncbj.gov.pl/sites/default/files/25.10.2020_welcome_guide_.pdf)

[https://psrp.org.pl/wp-content/uploads/2020/09/Students-Guide-in-Poland.pdf?fbclid=IwAR32FEKkUkuBgSXEkvtemXUBxQEx5DTxFh87Gv\\_I39misXgDEb2maQi6RhA](https://psrp.org.pl/wp-content/uploads/2020/09/Students-Guide-in-Poland.pdf?fbclid=IwAR32FEKkUkuBgSXEkvtemXUBxQEx5DTxFh87Gv_I39misXgDEb2maQi6RhA)

<https://www.cafconnection.ca/getmedia/ce231ab7-1825-4383-b3dd-eda3cf3089ba/POLAND-HANDBOOK-EN.pdf.aspx>

<https://exploregdansk.info/transportation/getting-from-gdansk-airport-to-city-centre/>

<https://udsc.gov.pl/en/cudzoziemcy/obywatele-ue-oraz-eogswajcarii-i-czlonkowie-ich-rodzin/zasady-wjazd-u-i-pobytu/>

<https://www.vitae.ac.uk/policy/hr-excellence-in-research/hr-excellence-in-research-background>

<https://www.euraxess.pl/poland/information-assistance/accommodation>

<https://www.justaskpoland.com/pit-english-tax-return-poland/>

[https://www.migrant.info.pl/Health\\_insurance\\_and\\_medical\\_care.html](https://www.migrant.info.pl/Health_insurance_and_medical_care.html)

[https://www.tripadvisor.com/Restaurants-g274748-Olsztyn\\_Warmia\\_Masuria\\_Province\\_Northern\\_Poland.html](https://www.tripadvisor.com/Restaurants-g274748-Olsztyn_Warmia_Masuria_Province_Northern_Poland.html)

<https://www.zdzit.olsztyn.eu/index.php/pl/transport-publiczny/schematy-komunikacyjne>