



REGULATIONS FOR THE PROVISION OF GUIDING SERVICES BY EXTERNAL GUIDES

State Museum at Majdanek, Museum and Memorial in Bełżec and Museum and Memorial in Sobibór

§1 General Provisions

1. These Regulations apply to the State Museum at Majdanek, headquartered in Lublin (hereinafter referred to as PMM or the Museum), including its branches: the Museum and Memorial Site in Bełżec. German Nazi Extermination Camp (1942–1943) (hereinafter referred to as MMPB), and the Museum and Memorial Site in Sobibór. German Nazi Extermination Camp (1942–1943) (hereinafter referred to as MMPS).
2. The Regulations define the rules for obtaining guiding authorizations for PMM, MMPB, MMPS, as well as the rules for the work of external guides conducting tours at PMM, MMPB, MMPS.
3. The meanings of the terms used in these Regulations are as follows:
 - External guide – a person who conducts guided tours for individuals or organized groups at PMM, MMPB or MMPS, who is not an employee of PMM, MMPB or MMPS, and who holds a valid guide ID issued by PMM, MMPB or MMPS.
 - Guiding authorization – the authorization to conduct guided tours at PMM, MMPB or MMPS for the period specified on the guide ID.
 - Guide ID – a photo document issued by PMM according to the rules described in these Regulations, confirming the acquisition of guiding authorization for PMM, MMPB or MMPS for the period specified therein.

§2 Authorization to Guide

1. Only persons holding guiding authorizations granted by the Museum and confirmed by a valid guide ID are authorized to conduct tours at PMM, MMPB, and MMPS. Study group leaders may also conduct tours at PMM, MMPB or MMPS, provided that their visits are subject to the rules outlined in the ratified Agreement between the Government of the Republic of Poland and the Government of the State of Israel on cooperation in the field of study visits by organized youth groups, signed in Warsaw on March 22, 2023, and that the tour is also conducted by a Polish guide designated by the Museum.
2. To obtain authorization to guide at PMM, MMPB, or MMPS, an external guide candidate must fulfill all of the following conditions:
 - 1) Obtain a passing result on the guide exam, certified by a protocol,
 - 2) Sign a declaration of commitment to comply with these Regulations, the Visitor Regulations of the State Museum at Majdanek, the Museum and Memorial Site in Bełżec, and the Museum and Memorial Site in Sobibór, as well as the GDPR consent for the processing of personal data (template in Annex No. 2).

§3 Guide Training



1. To prepare for the exam, PMM, MMPB, and MMPS organize guide training sessions on dates designated by the Museum.
2. Information about planned training sessions will be published on the websites of PMM, MMPB, and MMPS.
3. Participation in guide training is subject to a fee. The amount of the fee will be specified in the announcement regarding the training session.
4. It is possible to organize the training online. The Museum will conduct such training if at least 10 participants register.
5. For non-Polish speakers, training may be provided in English, either remotely or in person. The Museum will conduct such training if at least 10 participants register.
6. The timing and format of training sessions will depend on the number of applicants and the logistical and staffing capabilities of PMM, MMPB, and MMPS. In the event of a lack of logistical or staffing capacity, PMM, MMPB, MMPS stipulate that the training may not be organized, despite the application of a sufficient number of people.
7. The number of places is limited. Acceptance is based on the order of registration.

§4 External Guide Exam

1. In the case of taking the exam without prior participation in the training course, a fee will apply as specified in the Director's Order No. DGM.021.5.2025 (hereinafter referred to as the Museum Services Price List).
2. The exam consists of three stages.
3. The first stage is the self-directed creation and delivering of a tour outline to the designated staff of PMM, MMPB, or MMPS. The outline must include the key points of the guide's narrative related to the various sites within PMM, MMPS, or MMPB. Approval of the outline by staff is a prerequisite for admission to the theoretical exam. Assessment criteria include:
 - Correct matching of content to the appropriate sites within PMM, MMPB or MMPS, -
 - Factual accuracy of the information included,
 - Appropriate selection of former prisoners' testimonies for the specific sites,
 - Completeness of the outline, i.e., coverage of all major aspects of the operation of KL Lublin or the extermination camps in Bełżec or Sobibór.
4. The second stage of the exam is the theoretical (written) part.
5. A passing result on the theoretical exam is required to proceed to the practical exam.
6. In the event of failing the theoretical exam, the examinee is entitled to one free retake. Each subsequent retake is subject to a fee specified in the Museum Services Price List.
7. The third stage of the exam is the practical part, during which the candidate guides one or more examiners through PMM, MMPB, or MMPS.
8. If the candidate fails the practical part, they are entitled to one free retake. Each additional retake will incur a fee as specified in the Museum Services Price List.
9. The exam result is determined by the Museum employees acting as examiners.
10. For non-Polish speakers, the entire exam can be conducted in English.
11. The second and third stages of the exam can be conducted online via video conferencing. During both parts, the candidate must have their camera on and be visible to the examiner(s).
12. The above rules also apply to online exams, which will proceed as follows:
 - 12.1. The theoretical exam will be an online test, during which the candidate must have their camera on.
 - 12.2. The practical exam will be an oral presentation of the guiding narrative



concerning specific sites and exhibitions of PMM, MMPB, or MMPS via a video conferencing platform.

13. A passing result in the practical exam results in the issuance of a guide ID valid for three years from the date of issuance. The ID will be issued within 30 working days of the submission of a document-style photograph by the person who passed the exam. The photograph must clearly show the guide's entire face.

§5 Guide IDs

1. Guiding authorizations remain valid for three years. The document confirming the validity is the guide ID valid for the same period.
2. Upon expiry of the authorization, the person may request an extension for another three years.
3. To renew the guiding authorization for another three years, one must:
 - 1) apply for renewal of guiding authorization by sending an email to centrum@majdanek.eu for PMM or muzeum@belzec.eu for MMPB or centrum@sobibor-memorial.eu for MMPS.
 - 2) demonstrate that a minimum of 6 points have been earned. Points are awarded for participation in events popularizing knowledge about the Holocaust, German occupation, and the fate of Polish lands in 1939-1945 organized by PMM, MMPB, MMPS, or other Polish institutions dealing with World War II history, or for use of guiding services at PMM, MMPB, MMPS, or other Polish institutions dealing with World War II history. Each time you attend such an event or guide service, you are entitled to one point. Proof of earning a point is the stamp of the Museum, MMPB or MMPS with the signature of an employee or, in the case of events organized by other institutions, a certificate of attendance at the event issued by these institutions.
 - 3) Pay the renewal fee as specified in the Museum Services Price List.
4. In special cases, the condition for extending the validity of the guide ID, instead of the condition described in the second point of paragraph 3 § 5, may be the completion of a test on the knowledge of the history of KL Lublin or the history of the Sobibor extermination camp or the Bełżec extermination camp.
5. External guides who have a valid guide ID on the date of promulgation of these Regulations shall retain their guide privileges until the expiration of their guide ID. Then they will be obliged to renew its validity in the manner described in § 5 Section 3.
6. In special cases, the Director of the Museum may waive the necessity of passing the examination referred to in paragraph 4.
7. It is possible to make a duplicate of a destroyed or lost guide ID. The cost of issuing a duplicate is specified in the price list of museum services.

§6 Final Provisions

1. In matters not regulated by these Regulations, generally applicable legal provisions shall apply.
2. The Museum reserves the right to amend these Regulations.



3. These Regulations come into force on May 19, 2025, except for §2(f) and §3 of Annex No. 1: Rules for External Guides Working at PMM, MMPB, and MMPS, which take effect on January 1, 2026.
4. The following annexes constitute an integral part of these Regulations:

Rules for External Guides Working at PMM, MMPB and MMPS

1. PMM, MMPB, and MMPS do not mediate between external guides and individuals or groups interested in visiting PMM, MMPB, or MMPS.
2. The external guide is obligated to:
 - a) comply with the Visitor Regulations of the State Museum at Majdanek, the Museum and Memorial Site in Bełżec, the Museum and Memorial Site in Sobibór, and with these Regulations.
 - b) register groups via telephone or email with the PMM Visitor Service Center (centrum@majdanek.eu, +48 81 710 28 33), MMPB (muzeum@belzec.eu, +48 84 665 25 10), or MMPS (centrum@sobibor-memorial.eu, +48 82 572 60 31). The guide must register each group at least one day before the scheduled visit
 - c) ensure that visitors follow the Visitor Regulations.
 - d) inform PMM, MMPB, MMPS staff or Museum Security of any hazards (fire, theft, vandalism, etc.), violations of Visitor Regulations, difficulties in carrying out guiding duties, or actions harmful to the institution's reputation or the memory of victims.
 - e) wear the guide ID visibly during guiding services at PMM, MMPB or MMPS.
 - f) present the ID upon request by PMM, MMPB, or MMPS staff. If the ID is missing or expired, the guide will be asked to cease the tour.
 - g) follow the instructions of PMM, MMPB, or MMPS staff.
 - h) continuously update their knowledge of 20th-century history, especially topics related to Nazi concentration camps, the German occupation of Polish territories, and memory culture and pedagogy—using PMM publications and online resources at www.majdanek.eu.
3. A single guide may lead a group of up to 30 people.
4. The use of voice amplifiers inside museum buildings is prohibited.
5. Due to the nature of the site, guiding services may only be provided to individuals aged 14 and older.
6. In order to improve the quality of their services, an external guide should participate in cultural events organized by the PMM, MMPB and MMPS (exhibition openings, publication promotions, ceremonies commemorating major events in the history of the camp, etc.).
7. The external guide should check the current tour information on the PMM, MMPB, MMPS website or by contacting the visitor services staff at the PMM, MMPB or MMPS before each tour.
8. If a complaint is received by the PMM, MMPB, MMPS regarding a particular external guide, the PMM, MMPB, MMPS reserves the right to review the complaint and, in justified cases, to suspend the right to guide at the PMM, MMPB, or MMPS for a specified period of time or cancel the guide ID altogether.
9. If an outside guide fails to comply with the rules set forth in these Regulations, PMM, MMPB, MMPS reserve the right to suspend the right to guide at PMM, MMPB or MMPS for a specified period of time or cancel the guide ID completely.
10. PMM, MMPB, MMPS reserve the right to conduct observation of guiding services provided by external guides.



11. If the result of the observation indicated in paragraph 10 is negative, then the external guide will receive recommendations according to which the guide is obliged to improve their guiding. If these recommendations are not implemented, their guide ID will be canceled.