



**INSTITUCIONET E PËRKOHSHME TË VETËQEVERISJES
PROVISIONAL INSTITUTIONS OF SELF-GOVERNMENT
PRIVREMENE INSTITUCIJE SAMOUPRAVLANJA**

QEVERIA E KOSOVËS - GOVERNMENT OF KOSOVO - VLADA KOSOVA

**MINISTRIA E PUNËS DHE MIRËQENIES SOCIALE
MINISTRY OF LABOUR AND SOCIAL WELFARE
MINISTARSTVO RADA I SOCIJALNE ZAŠTITE**

In Accordance with the Article 1, point 1.3, paragraph (ç), point 1.7 paragraph (d) of the Regulation 2001/19 on the Executive Branch of Self-Government Provisional Institutions in Kosova.

Based on the Article f of the Law on Social and Family Services.
Having into consideration the scope of Ministry of Labour and Social Welfare related to the action policies for development of human resources from the field of social welfare.

With a purpose of regulation and advancement of social and family services, **Minister of Minsitry of Labour and Social Welfare issues this:**

**ADMINISTRATIV INSTRUCTION No 01/2006
ON
ESTABLISHMENT OF GENERAL COUNCIL FOR SOCIAL
AND FAMILY SERVICES AND ITS WORK**

**Article 1
Purpose of Administrative Instruction**

- (1) This administrative Instruction aims that in a unique and standard way to regulate providing social and family services, to control these services quality, and at the same time to establish the General Council for Social and Family Services (in the following the Council), which will look after the standard on professional work in the field of social and family services and in this field will make also licencing of professionals that work in this field.

**Article 2
General council on social and family services**

- (1) Council as created mechanism by Law on Social and Family Services is responsible for keeping registration of social and family services professionals, who work in social and family services institutions.
- (2) After three years of functioning, Council will make lincecation of professionals that provide social and family services in Kosova.
- (3) For licencing professionals and their conduct, Council will issue special rules and will determine their code of conduct.

Article 3

Constitution of genreal council for social and family services

- (1) In the first mandate, in duration of three years, the Council members are nominated from the Minister of MLSW. For this mandate the Minister will appoint also the President who will lead the Council in the first three years.
- (2) In accordance with provisions of Law on Social and Family Services and rules of this Administrative Instruction, Minister of MLSW authorises Social Welfare Department, to take initiative for establishment of the Council.
- (3) All the previous technical, administrative and professional tasks related to establishment and constitution of the Council will carry out Social Welfare Department of MLSW.

Artilce 4

Conditions and critera for selecting members of the Council are:

- (1.1) Proves that has work experience in a similar field with social and family services, minimum three years of experience,
- (1.2) Different publications in the field of social and family services,
- (1.3) To have social and moral respect and confintentiality,
- (1.4) To be gradauted in these fields: Social Work, Psychology, Sociology, Law and Pedagogy.
- (1.5) It is welcomed a scientific title in the mentioned fields.

Article 5

Number composition and institutional inclusion in the Council

- (1) Council will have twenty (21) members, that for the first three years are nominated from minister, being careful that the composition of the council includes a broad specter of professionals and with representation of these subjects:
 - (1.1) University of Prishtina
 - (1.2) Ministry of Labour and Social Welfare;
 - (1.3) Community;
 - (1.4) Non governmental organizations.

- (2) After three years of its work, Council will have the function of its organization, and will select the president and vice president of the council from its own members.
- (3) Numerical composition of institutions in the Council will be:
 - (1.1) Eleven (11) members are selected from professionals of social and family services that are in the Council register;
 - (1.2) Two (2) members are nominated from Municipal Association;
 - (1.3) Two (2) members are nominated from University of Prishtina;
 - (1.4) A (1) member nominated from General Health Council;
 - (1.5) A (1) member nominated from community and nongovernmental organizations and
 - (1.6) Four (4) members nominated from Ministry of Labour and Social Welfare.

Article 6 Council Functioning

- (1) Members of Council can not have a position that is not in accordance with their Council.
- (2) Council members, during their activities in the Council should be independent and unbiased, not influenced from any interest group in exercising their function.
- (3) For the appropriate and efficient functioning, Council can form its Secretariat and different Committees for realization of their objectives.
- (4) Council, its work of develops in the meeting or in other forms that can be determined in working Regulation of the Council.

Article 7 Working rules of the Council

- (1) Council for its work and other issues from their competencies and responsibilities issues Working Regulation and other sub legal acts, that can not be in contradiction with determined provisions by the Law on Social and Family Services and with this Administrative Instruction.

Article 8 Mandate of the Council Members

- (1) Mandate of Council members' service is three (3) years with a possibility of reelection for another three (3) years.
- (2) MLSW or the Council itself can refer Supreme Court in the case if a Council member has failed in carrying out duties that come out from Council Regulation, while after reviewing of evidences can take measures towards the member that has violated the regulation excluding from the Council.
- (3) In all cases when the work of a Council members' work is stopped, Minister of MLSW nominates the new member that serves for the remaining time from the mandate of replaced member.

Article 9

Responsible institutions for creating of Council labour conditions

- (1) Ministry of Labour and Social Welfare, respectively Department of Social Welfare ensures working conditions, for appropriate and efficient functioning of the Council.
- (2) For their engagement in the Council, members will issue a fee that will be determined from Ministry of Economy and Finance.
- (3) Financing of Council work will be from registration taxes means for social and family services professionals and from MLSW budget.

Article 11

Entering into force

- (1) This Administrative Instruction enters into force, the day of endorsement from Minister of Ministry of Labour and Social Welfare, while will be implemented from the day of Council constitution.

Prishtina, January 2006

**Minister of MLSW
Ibrahim Selmanaj**
