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INSTITUCIONET E PËRKOHSHME TË VETQEVERISJES  
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

According to the Regulation 2001/19, article 1 point 1.3 paragraph (ç) point 1.7 paragraphs (d) on Executive Bough of Kosova Provisional Institutions of Self – Government.

In view of needs to provide the qualificative law, according to legislative strategy of Government of Kosova.

Purposely to create qualitative documents, according to development politics of MLSW, also to create condition for work motivation, Permanent Secretary of MLSW legislate this:

**ADMINISTRATIVE INSTRUCTION No.10/2004  
ON  
ENGAGEMENT CRITTERS AND PAYMENTS OF PROFESSIONAL EXPERTS**

**Article 1**

**Purpose of the Administrative Instruction**

**1.1** With this Administrative Instruction in unique way will be regulate way of engagement and payments of individual experts and professional expert engaged in working groups in all administrative structure of MLSW.

**Article 2**

**Engagement of professional experts**

**2.1** With purpose to advance the work and to realized development programs of MLSW, in preparing and compiling of Laws, Regulations, Administrative Instructions, strategic-development documents and reports documents, with decision of Permanent Secretary of MLSW, together with inside experts of MLSW engaged in working groups, also can be engaged professional experts outside of MLSW.

- 2.2 Outside experts and inside experts of MLSW can be engaged like independent experts for professional works and in working groups of MLSW.
- 2.3 Bidder of services in position of outside independent experts or member of working professional groups of MLSW can be outside testimonial experts on field of MLSW and high civil officers of MLSW, who are professionalist and have more then three years experience on respective field which is object of discussion.
- 2.4 Like bidders of services in position of professional expert consider also the members of medical commissions, how are engaged for medical assessment with demand of MLSW.

### **Article 3**

#### **Financial compensation**

- 3.1 Members of working groups and experts engaged from outside as independent experts for their work will have compensation with fund.
- 3.2 Members of working groups and members of medical commissions will have compensation according to the working séances.
- 3.3 For bidders of services from article 3 paragraph 3.2 is determinate payment from 25 €for each working séances.
- 3.4 Séances dynamics is determinate according to the needs and agreement between Permanent Secretary and chief of working group.
- 3.5 Outside experts engaged as independent for professional work in MLSW, for working daylong, compensation will be 25 €
- 3.6 Necessary fund, for purpose determinate in article 3, will be provided from budget line of MLSW.
- 3.7 For implementation of article 3, on financial aspect, regard Department of Central administration, respectively Division for budget and finance of MLSW.

## **Article 4**

### **Reports**

- 4.1** For work of working group members, in name of group, till in the finish of document constantly, chief of working group must report writing and verbally to Permanent Secretary or to other high officer who is authorize by Permanent Secretary of MLSW.
- 4.2** After the finishing of document, working group – chief is obligated that together with document to represent one written view on content, approach, effectives and administrative consequences of document.
- 4.3** Reporting way of outside individual expert engaged in MLSW is the same with reporting way of working groups or according to the contract obligations.
- 4.4** Bidders of services from article 2 of this Instruction, except delivery of preparing document and view for document must prepare and request for working dynamic, development of process for compiling the document and séance presentations.

## **Article 5**

### **Enter in force**

- 5.1** This Administrative Instruction will enter in force from the day signed by Permanent Secretary of Ministry of Labor and Social Welfare.

**Prishtinë, April 2004**

**Permanent Secretary of MLSW  
Ramiz Fazliu**

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