



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 article 1 Point 1.7 paragraphs d, of Regulation no.2001/19 on Executive branch of Provisional Institutions of Self Government in Kosovo, with purpose of efficient function of organization structure of MLSW, Minister of MLSW legislate this:

ADMINISTRATIVE INSTRUCTION No.5/2003
ON
REORGANIZATION OF SOCIAL POLITICS INSTITUTE

Article 1

Organization of the institute

- 1.1** With this administrative instruction, organized **Social Politics Institute** /henceforth Institute, as independent institution, (in level of other Departments) for work and professional activity from social welfare area.

Article 2

Mission of the institute

- 2.1.** Mission of the Institute is studding, analyzing and development of new relation, in social welfare area, then periodic publication of research result for social issue, also offering the information for level of staff professional advance who work in social services.

Article 3

Impemention method of mission

- 3.1** Methods and means for implementation of mission are:
- Realizing of diverse studding and analyzing from social welfare area.
 - Realizing the editions and publication from studding and analyzing of scientific achievement.

- Consultant services for clients of Institute.
- Organizing the seminars and conferences.
- Organizing of different discussions.
- Communication and cooperation with organization structure of MLSW, especially with DSW, for staff professional advance of MLSW.

Article 4

Function of the institute

4.1 Fields of activities of the Institute is:

- Work and studying, searching and analytic activity's of occurrences and other issues from social welfare area according to international and modern standards.
- Searching and investigation of problems in assessment segments of social and family services.
- Offering the services and professional assistant for MLSW and other social welfare institutions.
- Promotion of professional knowledge, skills and advance of capacity of respective institutions of social welfare.
- Licensing and registration of professional experts who work in social and family services.
- To undertake the measures and activity for progressing and developing of system and concepts from social welfare.
- Advising and professional recommending for MLSW, DSW and CSW.
- Other work fixed by normative act.

Article 5

Supervision,direction snd management of institute

- 5.1** Work and development of activities of Institute is supervising by MLSW.
- 5.2** General activities of Institute is directed by Director, who minimum one time on the year must writing report to Permanent Secretary of MLSW for work of Institute.
- 5.3.** For managing of professional work and other activities, will be formed Managing Board of Institute, appointed from Minister of MLSW
- 5.4.** Members of Managing Board must be from Government of Kosova, Civil Society and Education and Science Institutions.
- 5.5** Election and recruitment of Director will be according to the normal procedures, designed for employees of Civil Services of Kosova.

- 5.6** About the regulation, development of activities and number of Board Managers members, Director of Institute must compile the Regulation for approval from Minister of MLSW.
- 5.7** For regulation and development of activities of Institute, Minister of MLSW can compile other juridical regulations till the Law on Social and Family Services is approved.

Article 6

Financing of the institute

- 6.1.** Activity of Institute will be financed from the Budget of MLSW.
- 6.2.** In the future, providing the appointed services for respective institutions, Institute will be self financed.

Article 7

Enter in force

- 7.1.** This Administrative Instruction will enter in force on the day signed by Minister of MLSW, and implemented from 01.01.2004, and till enter in force the Law on Social and Family Services.

Prishtinë, January 2004

**Minister of MLSW
Ahmet Isufi**
