



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 section d, of Regulation no. 2001/19 for Executive branch of Provisional Institution of Self Government in Kosovo, on purpose of efficient functioning of MLSW organization structure, Minister of MLSW compiled this:

**ADMINISTRATIVE INSTRUCTION No.6 /2003  
ON ESTABLISHMENT OF DEPARTMENT OF  
PENSION ADMINISTRATION**

**Article 1**

- 1.1** This Administrative Regulation establishes the Department of Pension Administration of Kosovo (DAPK), as separate Department within Ministry of Labor and Social Welfare.

**Article 2**

- 2.1** Duty and Responsibility of DPAK will be Management and Administration of base and disability pensions.

Taking under consideration these responsibilities DPAK is obligated to:

- Create and determine development policies of pension system, according to legal regulations applicable in Kosovo
- Set right payment of base pensions for persons that fulfill criteria according to Regulation no. 2001/35.
- Set right payment of disability pensions for persons that fulfill criteria based on Law for Disability Pensions in Kosovo.
- Keep evidence of invoices and financial means, for payment of base and disabilities pensions.
- Keep register and statistics on all expenditures regarding base and disability pensions' distribution.
- Assist and administrate in regulation of rights on pension for citizens of Kosovo that got pension able right abroad.
- Look into possibilities of returning the fund for Kosovo pensioners, base on international convention and Kosovo applicable laws in social safety field.
- Undertake all other necessary activities for the progress and development of pension system in Kosovo.

### **Article 3**

- 3.1** With tasks and activities of DPAK leads Director of the Department of Pension Administration. For the work of DPAK, director reports to Permanent Secretary of MLSW.

### **Article 4**

- 4.1** Until the approval of the Regulation for labor organization in MLSW, Director of DPAK, in consultation with Permanent Secretary of MLSW, will decide for the organization and structuring of DPAK, in functioning and theoretical principles.

### **Article 5**

- 5.1** Minister and Permanent Secretary may issue other legal regulations for the work development in DPAK.

### **Article 6**

- 6.1** Director and managing staff of DPAK are going to be recruitment by announcement according to the Regulation 2001/36 of Civil Services in Kosova.

### **Article 7**

- 7.1** This Administrative Instruction will enter in force on the day signed by Minister of MLSW.

**Prishtinë, January 2004**

**Minister of MLSW  
Ahmet Isufi**

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