



Republika e Kosovës
Republika Kosova-Republic of Kosovo
Qeveria –Vlada-Government

**REGULATION (GRK) - NO. 14/2023 ON THE AREAS OF
ADMINISTRATIVE RESPONSIBILITY OF THE OFFICE OF THE PRIME
MINISTER AND MINISTRIES¹**

¹ Regulation (GRK) - No. 14 /2023 on the Areas of Administrative Responsibility of the Office of the Prime minister and Ministries, has been approved in the 154th Meeting of the Government of the Republic of Kosovo, with the Decision No. 03/154, dated 09.08.2023.

The Government of the Republic of Kosovo,

Pursuant to Article 93 (4) and Article 96 (1 and 2) of the Constitution of the Republic of Kosovo, Articles 4 paragraph 4 and Articles 32 stavom (1.2) of Law No. 08/L-117 on Government of the Republic of Kosovo (OG, No. 34/18 November 2022),

Taking into account the Decision (No. 08-V-005) of the Assembly of the Republic of Kosovo, issued in the plenary meeting held on 22 March 2021, on the election of the Government of the Republic of Kosovo, and pursuant to Article 19 (6.2) of the Regulation No. 09/2011 of Rules and Procedure of the Government (OG, No.15/2011, dated 12.09.2011),

Issues:

REGULATION (GRK) - NO.14/2023 ON THE AREAS OF ADMINISTRATIVE RESPONSIBILITY OF THE OFFICE OF THE PRIME MINISTER AND MINISTRIES

CHAPTER I – GENERAL PROVISIONS

Article 1 Purpose

This regulation determines the number of members of the Government and their appointees, as well as the areas of administrative responsibility of the Office of the Prime Minister and of the ministries in the Government of the Republic of Kosovo (hereinafter: the Government).

Article 2 Scope

The Prime Minister, Deputy Prime Ministers, Ministers, Deputy Ministers, Political Advisers, External Political Advisers, Cabinet Employees and Civil Servants in the Government of the Republic of Kosovo shall comply with the provisions of this Regulation.

CHAPTER II – OFFICE OF PRIME MINISTER AND MINISTRIES

Article 3 Functions of the Office of Prime Minister

1.The Office of the Prime Minister, in addition to the powers specified by the relevant Law on Government, also exercises the following powers:

- 1.1. Leading and coordinating the drafting of the strategic document for the European integration process and monitors its implementation;
- 1.2. Coordinating and monitoring the implementation of reforms and obligations from the European integration process at the state level, as well as ensuring the alignment of legislation and policies with those of the EU;
- 1.3. Coordinating the translation of EU legislation in order to align local legislation with that of the EU;
- 1.4. The leadership, coordination and programming of EU financial aid for the institutions of the Republic of Kosovo, coordination of donors and the conclusion of financial agreements in the field of EU financial aid in the framework of the pre-accession process and development cooperation, in function of the country's development agenda;
- 1.5. In close cooperation with other public institutions, prepares and coordinates the process of raising institutional capacities in the field of European integration;
- 1.6. Supervises and coordinates all activities of the executive agencies within it, in terms of drafting, monitoring, evaluation, and implementation of policies within its competences.

Article 4 **Ministries**

1. The Government of the Republic of Kosovo shall consist of the following Ministries:
 - 1.1. Ministry of Foreign Affairs and Diaspora (MFAD);
 - 1.2. Ministry of Finance, Labour and Transfers (MFLT);
 - 1.3. Ministry of Justice (MoJ);
 - 1.4. Ministry of Defence (MoD);
 - 1.5. Ministry of Internal Affairs (MIA);
 - 1.6. Ministry of Health (MoH);
 - 1.7. Ministry of Education, Science, Technology and Innovation (MESTI);
 - 1.8. Ministry of Culture, Youth and Sports (MCYS);
 - 1.9. Ministry of Local Government Administration (MLGA);
 - 1.10. Ministry of Environment, Spatial Planning and Infrastructure (MESP);

1.11. Ministry of Agriculture, Forestry and Rural Development (MAFRD);

1.12. Ministry of Industry, Entrepreneurship and Trade (MINT);

1.13. Ministry of Economy (ME);

1.14. Ministry of Communities and Returns (MCR);

1.15. Ministry of Regional Development (MARD).

Article 5

Areas of administrative responsibility of ministries

The areas of administrative responsibilities of the ministries are set out in Annex 1, which is an integral part of this Regulation.

CHAPTER III - CABINET OF PRIME MINISTER, DEPUTY PRIME MINISTERS AND MINISTERS

Article 6

Cabinet of the Prime Minister

1. The staff of the Cabinet of the Prime Minister Cabinet consists of political advisers and employees employed in the Cabinet, who are appointed by the Prime Minister.

2. The staff of the Cabinet of the Prime Minister Cabinet shall be responsible for assisting the Prime Minister in defining the broad lines of Government policy and coordinating his work.

Article 7

Cabinet of the Deputy Prime Minister

1. The staff of the Deputy Prime Minister consists of political advisers and employees employed in the Cabinet, who are appointed by the Deputy Prime Minister.

2. The staff of the Cabinet of the Deputy Prime Minister shall be responsible for assisting the Deputy Prime Minister in defining general policy lines in the area of the Deputy Prime Minister's administrative responsibility and coordinating his work.

Article 8
Cabinet of the Minister

1. The staff of the Cabinet of the Minister consists of political advisors and employees employed in the Cabinet, who are appointed by the Minister.
2. The staff of the Cabinet of the Minister shall be responsible for providing assistance to the Minister regarding the definition of the general policy lines of the ministry and for the coordination of his work.

Article 9
The role of the Chief of the Staff of Prime Minister, Deputy Prime Minister and Minister

1. The Prime Minister, Deputy Prime Minister and Minister shall appoint one of his advisers to the Chief of Staff position, who is the Senior Political Advisor.
2. The Chiefs of the Staff of Prime Minister, Deputy Prime Minister and Minister shall be responsible for coordinating the work of the political advisors of their superiors, making the division of responsibilities and tasks, as well as determining the working procedures of the team of political advisors.
3. The Chief of the Staff of Prime Minister ensures the keeping of a register with the names and special functions of all political advisors in the Government of the Republic of Kosovo.
4. After each appointment, the relevant superior shall inform the Chief of the Staff of Prime Minister with regard to the names of the political advisors and with the specific functions given to them. Notice of appointment of political advisors shall be made within three (3) days from the day of their appointment.
5. The Chief of the Staff of Prime Minister shall coordinate the work with the political advisors of the Prime Minister, the Chiefs of Staff of the Deputy Prime Ministers and Ministers, as well as hold regular meetings with them at least once a month.

Article 10
The role of the Chief of the Staff of Prime Minister, Deputy Prime Minister and Minister

1. The Prime Minister, the Deputy Prime Minister and the Minister shall appoint one of the political advisors to the position of Chief of Cabinet.
2. The heads of the Prime Minister's, Deputy Prime Minister's and Minister's Cabinets coordinate the work of the employees employed in their cabinets at the administrative and operational level.

Article 11
Number of Political Advisers

1. The Prime Minister may appoint up to fifteen (15) Political Advisers.
2. The Prime Minister may also appoint one (1) Political Adviser for each of the Serb, Turkish, Bosnian, Roma, Ashkali, Egyptian, Gorani, Montenegrin and Croatian communities.
3. The Deputy Prime Minister without a ministerial function and the Deputy Prime Minister who simultaneously exercises a ministerial function may appoint up to ten (10) political advisors.
4. The Minister may appoint up to six (6) Political Advisers. Posts of advisers authorized under this paragraph may be allocated to Deputy Ministers by the relevant Minister.
5. In cases where the area of administrative responsibility of two (2) or more ministries has been merged /fused into one ministry, the minister may appoint up to ten (10) political advisors.
6. Deputy Prime Ministers, and Ministers, may also appoint one (1) political advisor from the communities.

Article 12
Number of External Political Advisers

1. The Prime Minister may appoint up to ten (10) External Political Advisers.
2. The Deputy Prime Minister may appoint up to five (5) External Political Advisers.
3. The Minister may appoint up to three (3) External Political Advisers.
4. In cases where the area of administrative responsibility of two (2) or more ministries has been merged /fused into one ministry, the minister may appoint up to five (5) foreign policy advisors.

Article 13
Cabinets employees

1. Cabinets' employees shall be a separate category of public officials who provide administrative and technical support.
2. The number of employees in the cabinets shall be as follows:
 - 2.1. The Prime Minister may appoint up to fifteen (15) employees in the Cabinet;
 - 2.2. The Deputy Prime Minister may appoint up to six (6) employees in the Cabinet;

2.3. The Minister may appoint up to four (4) employees in the Cabinet;

2.4. The Deputy Minister may appoint up to two (2) employees in the Cabinet;

2.5. The number of employees in the cabinet depends on the planning in the annual budget law.

3. Employees in the Cabinet of the Prime Minister, Deputy Prime Ministers, and Ministers shall not be civil servants and their mandate shall cease upon the termination of their superior's mandate, unless this employment relationship is terminated earlier.

Article 14 **Complaints against the Political Adviser**

1. Every citizen and Civil Servant shall have the right to complain about the actions of a Political Adviser.

2. Any such complaint shall be addressed to the superior of the political advisor.

3. Within fifteen (15) days of the filing of the complaint, the superior of the adviser shall respond to the complainant.

CHAPTER IV - TRANSITIONAL AND FINAL PROVISIONS

Article 15 **Annexes to this regulation**

1. Part of this regulation is the appendix as follows:

1.1. Annex 1: Areas of administrative responsibility of ministries.

Article 16 **Repeal**

Upon the entry into force of this regulation, Regulation (GRK) - No. 02/2021 on the Areas of Administrative Responsibility of the Office of the Prime Minister and Ministries, amended and supplemented by Regulation (GRK) - No. 04/2021 and Regulation (GRK) - No. 03/2022.

Article 17
Entry into force

This Regulation shall enter into force seven (7) days from the day of its publication in the Official Gazette of the Republic of Kosovo.

Albin KURTI

Prime Minister of the Republic of Kosovo

15 August 2023

ANNEX 1: AREAS OF ADMINISTRATIVE RESPONSIBILITY OF MINISTERS

1. MINISTRY OF FOREIGN AFFAIRS AND THE DIASPORA (MFAD)

1.1. The Ministry of Foreign Affairs and Diaspora (hereinafter: MFAD) shall exercise responsibilities in compliance with the Constitution, international acts, and relevant Law on Civil Servants, relevant Law on Foreign Service and Diplomatic Service, relevant Law on International Agreements, relevant Law on Diaspora, as well as other legal acts and bylaws approved for their implementation.

1.2. MFAD performs other duties assigned to the Ministry according to the relevant legislation in force.

2. MINISTRY OF FINANCE, LABOUR AND TRANSFERS (MFLT)

The Ministry of Finance, Labour and Transfers (hereinafter: MFLT) has the following responsibilities:

2.1. Develops public policies, drafts legal acts, drafts and adopts bylaws, as well as determines the mandatory standards in the field of public finance management, internal control and audit for the public sector, public debt, public procurement, macroeconomic and fiscal policies, property tax, state aid, safety and security at work, labour relations, safety and health at work, social dialogue, employment, vocational training, social policies, transfers and pensions, respecting the standards of in accordance with the Constitution and the legislation in force;

2.2. Implements the public policies and legislation in the field of public finance management, internal control and audit for the public sector, accounting and financial reporting standards for the private sector and publicly-owned enterprises, public debt, public procurement, macroeconomic and fiscal policies, property tax, state aid, occupational safety and health, employment relationship, occupational safety and health, social dialogue, employment, vocational training, social policy, transfers and pensions including the special benefits for the categories left by the war;

2.3. Coordinates and apply the public finance management according to the legal responsibilities;

2.4. Ensures the maintenance of macro-economic and macrofiscal stability of the Republic of Kosovo;

2.5. It evaluates sustainable fiscal policies and performs macroeconomic supervision for the development of the private sector in the Republic of Kosovo;

- 2.6. Supervises the implementation of rules for public funds spending and internal control for budget organization, implementing the applicable legislation concerning the public finance management;
- 2.7. Manages the budget planning process for preparing the Annual Law on Budget Appropriations, Medium-Term Expenditure Framework and State Debt Program and State Guarantees;
- 2.8. Ensures the execution of budget appropriations according to the Annual Law on Budget Appropriations and legislation in force;
- 2.9. Ensures the functioning of the property tax system in the Republic of Kosovo;
- 2.10. Records and reports on all incomings and outgoings from the Budget of the Republic of Kosovo;
- 2.11. Negotiates the public borrowing, manages the public debt servicing and receives grants from donors, in compliance with the legislation in force;
- 2.12. Represents the Republic of Kosovo in international financial institutions and coordinates activities with these organizations;
- 2.13. Ensures the implementation of tax and customs legislation in the Republic of Kosovo;
- 2.14. Ensures implementation of legislation concerning the public finance internal control system (financial management of internal control and audit) for all entities of public sector;
- 2.15. Ensures the implementation of legislation concerning the public-private partnerships in the Republic of Kosovo;
- 2.16. Coordinates activities with other relevant institutions and ensures the implementation of legislation in the field of prevention of money laundering and terrorist financing;
- 2.17. Coordinates the implementation of the state aid control process;
- 2.18. Ensures the implementation of centralized procurement procedures for the needs of budget organizations;
- 2.19. Ensures budget the calculation and execution of salaries, as well as the execution of social and pension schemes, according to the applicable legislation;
- 2.20. Coordinates the process of reaching international agreements in the field of public finance management, taxes, customs, pensions, social issues and in the field of its responsibilities;

- 2.21. Supervise the legislation on labour relations, safety and health at work by the Labour Inspectorate and other applicable provisions in force;
- 2.22. Monitors employment developments and proposes adequate active measures to boost employment and reduce unemployment;
- 2.23. Supervises supply and demand in the labour market and commits to their compliance;
- 2.24. Provides and oversees vocational training programs for the unemployed and jobseekers, in terms of developing human resources to improve their employment opportunities;
- 2.25. Leads and oversees the public employment institution;
- 2.26. Licenses and exercises supervision and control over non-public service providers;
- 2.27. Promotes and encourages social dialogue between social partners, employees' organizations, employers' organizations and the Government;
- 2.28. Licenses and exercises supervision and control over natural and legal persons in the field of occupational safety and health;
- 2.29. Convenes the meeting of the Economic and Social Council, as the highest advisory body of Social Partners for labour policies, social policies and other economic policies aimed at preventing and resolving social conflicts and represents the Government of Kosovo in this body;
- 2.30. Registers and exercises supervision and control of social enterprises and provides funds for the development and promotion of social enterprises;
- 2.31. Ensures the implementation of social schemes to support families and persons in social need;
- 2.32. Leads the development of the social security system at the national level, including the first pillar pension system;
- 2.33. Manages state-funded pension and social schemes and is responsible for calculating pension and social schemes according to legislation in force;
- 2.34. Ensures the implementation of pensions and special benefits for the families of martyrs, war and civilian invalids and war veterans;
- 2.35. Assists local self-government bodies in developing budgets and their finance management systems;

2.36. Coordinates with relevant ministries to ensure that municipal administrations receive the budgetary means they need to exercise their responsibilities, including public investment, to ensure sustainable municipal development; and

2.37. Performs other tasks assigned to the ministry by the relevant legislation in force.

3. MINISTRY OF JUSTICE (MOJ)

Ministry of Justice (hereinafter: MoJ) shall have the following responsibilities:

3.1. Prepares public policies, drafts legal acts, drafts and adopts bylaws, as well as determines the mandatory standards in the field of justice, social and family service policies in compliance with the Constitution and legislation in force;

3.2. Implements the public policies and legislation in the field of justice and social and family services;

3.3. Exercises the executive supervision over the entire correctional service and probation service, in compliance with the law;

3.4. Develops and implements the policies to ensure fair and effective access to the justice system for all members of communities, in compliance with the law in force;

3.5. Exercises the responsibilities in requesting, obtaining, ensuring and verifying the information related to the whereabouts and fate of missing persons and return of remains of missing persons, using the assistance and expertise of the relevant staff, as well as other specialists, for all investigations of individual missing cases;

3.6. Provides expertise and forensic-legal examinations, in compliance with the law;

3.7. Preserves and manages the sequestered or confiscated assets in cooperation with the prosecution, the court or other competent bodies, in compliance with the law in force;

3.8. Licenses and maintains the register of notaries, private enforcement agents, mediators and bankruptcy administrators and judicial experts;

3.9. Organizes the exam and keeps records of persons who have passed the exam of jurisprudence, notary, private enforcement agents and bankruptcy administrators;

3.10. Exercises the oversight of legality of the work of free legal professions;

3.11. Provides support in collecting and documenting facts related to the war crimes committed in Kosovo by 10 June 1999;

3.12. Provides support for identifying, documenting and assessing the war damages;

- 3.13. Provides assistance to crime victims, in particular victims of domestic violence and trafficking in human beings;
- 3.14. Provides international legal aid, in compliance with the law in force;
- 3.15. Provides free legal aid in accordance with applicable law;
- 3.16. Represents the relevant institutions in court and arbitration procedures, in compliance with the law in force;
- 3.17. Coordinates the process of reaching international agreements in the field of international legal cooperation in civil and criminal matters;
- 3.18. Develops and implements policies for social and family services as well as protection for children;
- 3.19. Develops human resources programs of counseling for social work professionals;
- 3.20. Inspects and monitors the provision of social and family services by public sector institutions, non-governmental organizations and licensed private providers;
- 3.21. Drafts and is responsible for the preparation of minimum standards and the Code of Ethics for social and family service providers;
- 3.22. Licenses individual and non-governmental providers of social services and is responsible for the establishment of social and residential care institutions for the provision of social and family services; and
- 3.23. Performs other duties assigned to the Ministry according to the relevant legislation in force.

4. MINISTRY OF DEFENCE (MD)

- 4.1. The Ministry of Defence (hereinafter: MD) shall have competencies in accordance with the relevant Law on the Ministry of Defence.
- 4.2. The MD shall also perform other duties assigned to the ministry by the relevant legislation in force.

5. MINISTRY OF INTERNAL AFFAIRS (MIA)

Ministry of Internal Affairs (hereinafter: MIA) shall have the following responsibilities:

5.1. Prepares the public policies, drafts legal acts, drafts and adopts the bylaws, and determines the mandatory standards in the field of public order and public safety, cyber security, state borders, emergencies, weapons and explosives for civil use, private security services, civil status, migration, asylum, reintegration of repatriated persons and integration of foreigners, readmission and citizenship, provides protection and accommodation to victims of trafficking in human beings, forensics, public officials and salaries in public sector, non-governmental organizations, public administrative services, functional organization of institutions of the state administration and e-governance;

5.2. Prepares the public policies in the field of accommodation of institutions of the central level of the Republic of Kosovo;

5.3. Implements the public policies and legislation in the field of public order and public safety, cyber security, state borders, emergencies, weapons and explosives for civil use, private security services, civil status, migration, asylum, reintegration of repatriated persons and integration of foreigners, readmission and citizenship, provides protection and accommodation to victims of trafficking in human beings, forensics, public officials and salaries in public sector, non-governmental organizations, public administrative services, functional organization of institutions of state administration and e-governance;

5.4. Coordinates activities within the Government of the Republic of Kosovo related to the public order and public safety;

5.5. Oversees the Police of the Republic of Kosovo, excluding its operational management, in compliance with the legislation in force;

5.6. Through the Police Inspectorate of Kosovo, oversees the work of police employees and conducts criminal investigations in cases when the police employees are involved, in compliance with the relevant Law on Police Inspectorate of Kosovo;

5.7. Provides quality and transparent forensic services in accordance with applicable legislation and international standards;

5.8. Provides training and education in the field of public order and security to public security institutions in accordance with the legislation in force;

5.9. Controls and supervises the state border in accordance with the legislation in force;

5.10. Cooperates with national and international institutions in the field of public order and public safety;

5.11. Administers and maintains the Central Civil Registry, is responsible for the issuance of all personal documents of civil status, civil registration, vehicle registration and issuance of passports, identity cards and driver's licenses, and administers and maintains databases of the areas of its responsibility;

- 5.12. Coordinates all activities related to the collection, processing, maintenance and analysis of statistical data and information on the area of public order and public safety in accordance with the law in force;
- 5.13. Performs all activities foreseen by the legislation in force in order to prevent, respond to, manage, and remedy the consequences of emergencies;
- 5.14. Implements and oversees the implementation of policies and legislation on public officials;
- 5.15. Implements and oversees the implementation of policies and legislation on registration of NGOs;
- 5.16. Develops, promotes and coordinates implementation of policies on the training and development of the capacities of civil service and public administration in Kosovo;
- 5.17. Manages and coordinates the work on the public administration reform process;
- 5.18. Implements and oversees the implementation of policies and legislation on public administrative services and the functional organization of state administration institutions;
- 5.19. Implements and oversees the implementation of policies and legislation on salaries in the public sector;
- 5.20. Defines mandatory standards and provides engineering and construction management services to central institutions of the Republic of Kosovo;
- 5.21. Sets the standards for information and communication technology services, digitalization of services and e-Governance for Kosovo institutions. Takes care of the cyber security and the protection of the electronic communication infrastructure of the state information and communication systems;
- 5.22. Implements and oversees the implementation of policies, legislation and standards on information technology, cyber security and digitalization of services;
- 5.23. Provides protection and accommodation to victims of trafficking in human beings, providing professional and supportive services through state mechanisms; and
- 5.24. Performs other duties assigned to the Ministry according to the relevant legislation in force.

6. MINISTRY OF HEALTH (MoH)

Ministry of Health (hereinafter: MoH) shall have the following responsibilities:

- 6.1. Prepares public policies, drafts legal acts, adopts bylaws and defines the mandatory standards in the field of health and social welfare, while respecting important international standards;
- 6.2. Implements health care legislation based on the principles of a non-discriminatory and accountable system;
- 6.3. Coordinates activities in the field of health to promote coherent development of health policy;
- 6.4. Supervises the implementation of standards in the field of health, including inspection and other services as needed;
- 6.5. Monitors the state in the health sector and implements adequate measures to prevent and control problems in the field of health;
- 6.6. Manages the use and development of infrastructure related to health care under the responsibility of this ministry;
- 6.7. Supports participation, initiatives and the development of community activities which are related to health;
- 6.8. Participates in development and implementation of public information campaigns and other promotional projects to raise public awareness and ensure compliance with health standards;
- 6.9. Encourages development of health education for enhancement of knowledge and competences in the field of health;
- 6.10. In cooperation with the Ministry responsible for Agriculture, Forestry and Rural Development, oversees the services for quality control of food and agricultural raw materials for the purpose of consumer protection;
- 6.11. Manages and supervises the work of residential care institutions at the central level for persons with disabilities; and
- 6.12. Performs other duties assigned to the Ministry according to the relevant legislation in force.

7. MINISTRY OF EDUCATION, SCIENCE, TECHNOLOGY AND INNOVATION (MESTI)

Ministry of Education, Science, Technology and Innovation (hereinafter: MESTI) shall have the following responsibilities:

- 7.1. Prepares public policies, drafts legal acts, drafts and adopts bylaws, as well as determines the mandatory standards in the field of development of early childhood education, pre-university education, higher education, science, technology and innovation in the Republic of Kosovo;
- 7.2. Implements public policies and legislation in the field of development of early childhood education, pre-university education, higher education, science, technology and scientific innovation in the Republic of Kosovo;
- 7.3. Supports a non-discriminatory education system, where the right of every person to education is respected and where the opportunities for qualitative education are available to all;
- 7.4. Provides non-formal education and adult education at all levels and supports the opportunity for lifelong learning;
- 7.5. Develops, implements and supervises the right and effective forms of educational and training administration and management of schools, higher education institutions, and institutions of science, technology and innovation;
- 7.6. Improves the quality of education, training, studying, researching, scientific achievements, technology and innovation and increases effectiveness in all these fields;
- 7.7. Assists in developing and quality improvement of education system and distribution of educational services;
- 7.8. Cooperates with local and international entities to support the research related to the social, economic, scientific, technological, innovative and cultural development of the Republic of Kosovo;
- 7.9. Builds a comprehensive library system, which will include the special and school libraries;
- 7.10. Supports a comprehensive policy for integration of disabled people in the educational and training system;
- 7.11. Supports the participation of parents and municipalities in educational activities and relevant forms of school-community co-participation at the local level;
- 7.12. Performs other duties assigned to the Ministry according to the relevant legislation.

8. MINISTRY OF CULTURE, YOUTH AND SPORT (MCYS)

The Ministry of Culture, Youth and Sport (hereinafter: MCYS) shall have the following responsibilities:

- 8.1. Prepares public policies, drafts legal acts, adopts bylaws and defines mandatory standards in the field of culture, youth, sports, copyright and related rights;
- 8.2. Implements action plans and legislation to support the field of culture, including programs of cultural and cultural heritage institutions for the protection, preservation and promotion of cultural heritage: advancement of cultural links and inter-cultural exchanges of artists, cultural associations and cultural institutions;
- 8.3. Implements action plans and legislation to support the youth, youth organizations, clubs, youth centres and representation organizations, with the aim of increasing participation in decision-making and public life, participation in non-formal education, employability, education and health promotion, as well as in culture, sports and recreation;
- 8.4. Implements action plans and legislation to support the functioning of activities and infrastructure in sports, including programs for supporting sportsmen, sports specialists, clubs and federations in increasing inclusion, quality and participation in domestic and international sports activities and competitions;
- 8.5. Implements action plans and legislation to support the field of copyright and related rights, including programs for the protection, preservation and promotion of copyright and related rights, the advancement of relevant legislation and the licensing of Associations for Collective Administration of Rights;
- 8.6. Develops programs to increase the quality of cultural, youth and sports products and services and helps establish contacts, exchange information and best practices;
- 8.7. Develops programs to increase the level of cultural communication and co-existence between cultures of all ethnic, religious or linguistic communities in the country, including cultural promotion and co-operation in the field of culture, youth and sports abroad;
- 8.8. Performs other duties assigned to the Ministry according to the relevant legislation in force.

9. MINISTRY OF LOCAL GOVERNMENT ADMINISTRATION (MLGA)

The Ministry of Local Government Administration (hereinafter: MLGA) shall have the following responsibilities:

- 9.1. Prepares public policies and legislation in the area of efficient municipal self-government and for promoting participation of citizens in the decision-making process at the local level, and implements them;
- 9.2. Promotes and affirms the right of local self-government bodies in accordance with the European Charter of Local Self-Government;

- 9.3. Coordinates and promotes the development of local government reform;
- 9.4. Coordinates and supports inter-municipal and cross-border cooperation;
- 9.5. Oversees the quality of municipal services;
- 9.6. Identifies and develops programs for institutional capacity building of local self-government bodies;
- 9.7. Promotes and develops the transparency of the local self-government bodies;
- 9.8. Provides legal advice and guidance to municipalities;
- 9.9. Coordinates the activities of international agencies and non-governmental organizations concerning the municipalities, including the coordination of the European Agenda for municipalities;
- 9.10. Assesses the legality of acts of municipal bodies in cooperation with the relevant ministries;
- 9.11. Monitors and supervises municipalities during the discharge of their responsibilities and competencies in coordination with the relevant ministries;
- 9.12. Contributes to the respect and promotion of human rights by the bodies of local self-government;
- 9.13. Performs other duties assigned to the Ministry according to the relevant legislation in force.

10. MINISTRY OF ENVIRONMENT, SPATIAL PLANNING AND INFRASTRUCTURE (MESPI)

The Ministry of Environment, Spatial Planning and Infrastructure (hereinafter: MESPI) shall have the following responsibilities:

- 10.1. Prepares public policies, drafts legal acts, drafts and adopts bylaws, implements them, as well as determines mandatory standards in the field of environmental protection, water, spatial planning, construction, housing, cadastre, road transport, railway, air transport, sea transport and road safety, ensuring approximation with the EU acquis and relevant international conventions;
- 10.2. Implementation of public policies and legislation in the field of environmental protection, water, spatial planning, construction, housing, cadastre, road transport, railway, air transport, sea transport and road safety;

- 10.3. Coordinates activities in the sector of environmental protection and spatial planning to promote coherent policy development in the area of its administrative responsibility;
- 10.4. Oversees the implementation of established standards, including inspection and other services, as needed within its area of administrative responsibility;
- 10.5. Manages the use and development of infrastructure, which is related to environmental protection in its responsibility;
- 10.6. Supports participation, initiatives and development of community activities related to its area of administrative responsibility;
- 10.7. Participates in the development and implementation of public information campaigns and other promotional projects to raise public awareness and compliance with standards within its area of responsibility;
- 10.8. Monitors and ascertains the state of the environment and spatial planning, in particular the impact of industrial activity, public services and economic activity, as these are also related to environmental protection;
- 10.9. In cooperation with the relevant ministries, identifies the areas that need to be protected for the benefit of the population, creates the policy and implements measures for their preservation and administration;
- 10.10. Provides expertise, supervises and evaluates municipal spatial planning documents;
- 10.11. Drafts and ensures the incorporation of Kosovo's spatial plan into the Government's policy and programs and oversees their implementation by the relevant authorities;
- 10.12. Prepares draft-decisions for drafting and revising spatial planning documents such as: Kosovo Spatial Plan, Kosovo Regional Map and Spatial Plans for Special Areas, together with the program for the design and management of the planning process;
- 10.13. Administers and maintains the database for spatial planning;
- 10.14. Administers and maintains the cadastral system and standards;
- 10.15. Oversees and coordinates all activities of the Executive Agencies within the Ministry in terms of drafting, monitoring, assessing and implementing the policies within the area of its responsibility;
- 10.16. In the road infrastructure sector develops programs for the construction and maintenance of public roads, provides funding and organizes the granting of concessions as needed;

10.17. Oversees the financing and management of road infrastructure, including the performance of technical, organizational and development work related to the construction, maintenance and protection of public roads, controls the condition of roads, and maintains documentation for public roads and road traffic;

10.18. Sets standards and technical criteria that must be adhered to in infrastructure and service providers, oversees their implementation by guaranteeing a quality infrastructure and service delivery for the benefit of citizens;

10.19. Oversees and monitors the work of the sectors and introduces adequate measures to overcome the difficulties and problems of services in the field of environment, spatial planning and infrastructure;

10.20. In the passenger and freight road transport sector, oversees the licensing procedures of service providers, vehicles and drivers, issues operational authorizations, itinerary and time interval based on competition, and supports the provision of humanitarian services and other special services;

10.21. Oversees the safety of transport, taking the necessary actions, investigations and measures in order to reduce the risk to life and other damages in the area of its administrative responsibility; and

10.22. Performs other duties assigned to the ministry with the relevant legislation in force.

11. MINISTRY OF AGRICULTURE, FORESTRY AND RURAL DEVELOPMENT (MAFRD)

Ministry of Agriculture, Forestry and Rural Development (hereinafter: MAFRD) shall have the following responsibilities:

11.1. Prepares public policies, drafts legal acts, adopts bylaws and defines mandatory standards in the field of agriculture, organic farming, livestock, production and protection of plants, forestry, hunting and fishing, irrigation of agricultural lands, sustainable utilization of agricultural lands, protection of land from unplanned urban constructions and regulation of agricultural land, as well as rural development;

11.2. Implements legislation in the field of agriculture, organic farming, livestock, production and protection of plants, irrigation of agricultural lands, sustainable utilization of agricultural lands, protection of land from unplanned urban constructions and regulation of agricultural land, rural development, and assists in the sustainable management of the assists in the sustainable management of the forestry field, including the use, protection of forest fund, wild flora and fauna, ecotourism, reforestation activities, fighting and preventing fire, disinfection from insects and different diseases and pests, licensing for cutting of trees, manages state forests and forest lands;

11.3. Facilitates the development of the credit scheme and coordinates donations to support agriculture, forestry and rural development activities in the private sector;

11.4. Controls and supervises hunting and fishing activities;

11.5. In cooperation with the Ministry responsible for Health, the Ministry responsible for Environment and other institutions, oversees the implementation of health standards related to agriculture, forestry, livestock and rural development;

11.6. In cooperation with the Ministry responsible for Health, the Ministry responsible for Environment and other institutions, oversees the quality control of food and agricultural raw materials in order to protect consumers;

11.7. Supervises activities aimed at eliminating insects, parasites, plant diseases or other causes of destruction;

11.8. Participates in environmental protection activities related to agriculture, forestry, hunting, fishing and water resources management;

11.9. Promotes products – agricultural products, the organizations of producers, processors, traders, supports and presents the achievements of associations and producers in agriculture, forestry and livestock;

11.10. Drafts and implements the national strategy and policy on agriculture and rural development for the sectors and sub-sectors of agriculture, food and rural diversification, including: rural development measures, direct payments measures, measures for organizing the market and other measures for agriculture and rural development;

11.11. Drafts the standards for farm production and supervises their implementation;

11.12. Implements, monitors and evaluates the Agriculture and Rural Development Program through the consultation process and a dialogue with social and economic partners, NGOs and other stakeholders in the process of programming, monitoring and evaluating the ARDP;

11.13. Designs and proposes agricultural policies in terms of macroeconomic measures (taxes, prices, trade exchange, incentive measures, etc.);

11.14. Creates and updates a sustainable and integrated system of data on agriculture and rural development. (FADN, GIS, etc.);

11.15. Organizes and provides professional advices and trains farmers in the fields of agriculture, livestock, forestry, production, processing and marketing; and

11.16. Performs other duties assigned to the Ministry according to the relevant legislation in force.

12. MINISTRY OF INDUSTRY, ENTREPRENEURSHIP AND TRADE (MIET)

The Ministry of Industry, Entrepreneurship and Trade (hereinafter: MIET) shall have the following responsibilities:

12.1. The preparation of public policies, the drafting of legal acts, the drafting and approval of by-laws and the determination of mandatory standards in the field of trade, industry, tourism, innovation and entrepreneurship, foreign investments and strategic investments, state reserves of goods, consumer protection, metrology, accreditation, standardization, regulation of the oil market, control of trade in strategic goods, industrial property, ensuring alignment with the EU Acquis and relevant international conventions;

12.2. Develops industrial policies, analyzes off industrial sectors and in coordination with the enforcement agencies designs supporting schemes for the development of the processing and manufacturing industry as well as ensures their implementation and monitoring

12.3. Prepares public policies and drafts legal acts in support of fair competition;

12.4. Drafts and implements policies and legislation in the area of enterprise, micro, small and medium-sized enterprises, and monitors the enforcement and implementation of innovation projects and entrepreneurship, including ICT incubators funded by the Ministry.

12.5. Designs and implements policies and legislation to promote local entrepreneurs and the entrepreneurial and innovative ecosystem.

12.6. Develops partnerships with start-up centers at the international level;

12.7. Implements the national programs, grant schemes and international projects supporting the development of SMEs, start-ups and relevant ecosystems;

12.8. Cooperates with the relevant institutions in the development of micro small and medium-sized enterprise policies and proposes and designs training programs supporting the advancement and increase of the competitiveness of micro small and medium-sized enterprises;

12.9. Designs and implements policies and programs that protect, support and stimulate the development of the private sector, including start-ups and innovation in close cooperation with line institutions, implementing agencies, the private sector, academia and civil society;

12.10. Implements, coordinates and oversees public policies and legislation on trade, industry, tourism, consumer protection, metrology, accreditation, standardization, oil, strategic goods, industrial property, economic zones, private sector, innovation, entrepreneurship, foreign investments and strategic investments;

- 12.11. Coordinates and provides support in fostering cooperation between the public sector, the private sector and academia to support innovative ideas and projects prioritizing youth and women;
- 12.12. Cooperates with the business community and business associations in order to establish an attractive business environment;
- 12.13. Coordinates activities related to the initiation, negotiation, conclusion and implementation of international agreements within the scope of its administrative responsibility;
- 12.14. Administers the business registration system;
- 12.15. Administers the quality infrastructure, including the accreditation of conformity assessment bodies, metrological activities, as well as the design and adaptation of standards in the area of economy, metrology and industry;
- 12.16. Proposes, drafts and ensures the implementation of policy documents on commercial policies, ensuring their alignment with the relevant EU and WTO legislation;
- 12.17. Cooperates with regional and international organizations and leads the National Committee on Trade Facilitation. the National Committee on Trade in Services and leads and coordinates the public-private dialogue to address and resolve trade barriers;
- 12.18. Coordinates and monitors the activities related to the drafting of the legislation for protective measures in imports and anti-dumping measures and counterbalancing measures, ensuring compliance with the EU and the World Trade Organization standards and practices;
- 12.19. Proposes, drafts and monitors the implementation of legislation on tourism, ensuring sustainable and competitive tourism in the Republic of Kosovo;
- 12.20. Maintains and administers State Commodity Stocks, proposes, drafts and ensures the implementation of policy documents related to the establishment, provision, financing, disposal, storage, use, management, renewal, refreshment and distribution of state commodity stocks in the Republic of Kosovo;
- 12.21. Proposes, drafts and ensures the implementation of policy documents in the area of oil market;
- 12.22. Proposes, drafts and ensures the implementation of strategic/policy documents in the area of trading in strategic goods;
- 12.23. Proposes, drafts and ensures the implementation of strategic documents/policies on consumer protection and develops the consumer complaints handling system (online and electronic form);

12.24. Through the Market Inspectorate, carries out administrative oversight of the implementation of legislation within the scope of its administrative responsibility;

12.25. Cooperates with local and international entities for innovation and entrepreneurship sectors and supports activities in research and development related to the social, economic, scientific and technological advancement of Kosovo;

12.26. Proposes policies for the regulation of the internal market, innovation and entrepreneurship, and proposes facilitating measures for foreign investments and strategic investments view a view to the development of the private sector, promotes innovation and entrepreneurship, as well as offers institutional support in the implementation of projects of strategic interest in private sector development;

12.27. Proposes structuring and leads programs (funds) for innovation and entrepreneurship, designs policies and programs that protect, support and stimulate the development of small and medium-sized enterprises;

12.28. Participates in the National Investment Council, cooperates with the local government, the scientific community, civil society, the ICT community, the business community and donors for the establishment of regional innovation centers and business incubators;

12.29. Leads the Industrial Council, the Tourism Council and the Innovation and Entrepreneurship Council, according to the applicable legislation;

12.30. Organizes joint economic and trade forums for implementing bilateral and international agreements signed for economic and commercial cooperation;

12.31. Organizes local and international B2B and G2B business networking events in all industrial, processing and service sectors;

12.32. Organizes and attends trade and tourism fairs, business events and missions to promote Kosovo as a tourist destination;

12.33. Ensures inter-institutional coordination for the development of innovation and establishes coordinating bodies between the Government of Kosovo and the private sector. Supports human resources development projects in the area of innovation and entrepreneurship, and creates programs and instruments to integrate human potential according to occupations having an impact on the development of innovation and entrepreneurship;

12.34. Negotiation, participates in negotiations and implements projects with donors, international financial institutions and other partners regarding financial instruments in the area of innovation and entrepreneurship in accordance with the relevant law on international agreements;

12.35. Extends institutional cooperation towards devolving the industrial and technological parks with a view to the development of innovation and entrepreneurship;

12.36. In cooperation with the business community, identifies, supports and provides professional training for entrepreneurs and builds a comprehensive system for quality support and development of entrepreneurship;

12.37. Administers and oversees industrial and technological parks with a view to the development of innovation and entrepreneurship;

12.38. Provides information, coordinates and supports investments in Kosovo by diaspora members; and

12.39. Performs other tasks assigned to the Ministry under the relevant applicable legislation.

13. MINISTRY OF ECONOMY (ME)

The Ministry of Economy (hereinafter: ME) shall have the following responsibilities:

13.1. Prepares public policies, drafts legal acts, drafts and adopts bylaws, implements them, as well as determines mandatory standards in the field of energy, mining, postal sector, electronic communications, information and communication technology, and digital economy ensuring approximation with the EU acquis and relevant international conventions;

13.2. Implements public policies and legislation in the area of energy, mining, postal sector, telecommunications, information and communication technology, as well as digital economy in accordance with applicable law;

13.3. Defines national objectives, goals and political measures in the area of energy efficiency;

13.4. Defines objectives for promoting the use of renewable energy sources;

13.5. Supports the development of the market economy, market liberalization in public services and the introduction of private capital in the public one;

13.6. Assists the Government in exercising the rights of the Shareholder and chairs the Ministerial Commission for Publicly-Owned Enterprises;

13.7. Supervises and evaluates the Boards of Directors of Public Enterprises according to the legislation;

13.8. Determines the decarbonization goals of the energy sector, draws up action plans for their achievement, and monitors and reports on their implementation;

13.9. Monitors energy systems, related to performance, security of supply, technical security, as well as handles and manages emergency situations related to security of energy supply and promotes the implementation of rules and technical standards in accordance with international standards;

13.10. Implements, develops, coordinates and oversees activities in the implementation of projects related to the Competitive Tendering Process in the area of renewable energy sources;

13.11. Represents the Government of the Republic of Kosovo in international and regional organizations for the energy, ICT and Mining and Minerals sectors;

13.12. Through the Energy Inspection Unit, performs administrative oversight of the implementation of legal acts and bylaws on energy, pressure equipment, energy efficiency and renewable energy sources;

13.13. Coordinates activities related to the negotiation, conclusion and implementation of international agreements within its scope of administrative responsibility;

13.14. Promotes /develops regional cooperation in the field of Energy, Mining and ICT and represents the sectors inside and outside the country;

13.15. Proposes a list of mining royalties for activities licensed for the exploitation of mineral resources;

13.16. Examines and prepares consents for public authorities in order to approve and implement spatial and urban plans;

13.17. Approves the annual plans for the Management of Mineral Resources;

13.18. Identifies and prepares materials for the proposal of areas of special mining interest;

13.19. Conducts geological research and in cooperation with other public authorities and relevant institutions, systematically collects, archives, compiles, processes and makes available geo-scientific data regarding the geological resources of Kosovo and at the request of the Government, provides the available reports and expert assessments regarding geo-scientific issues;

13.20. Develops and supports the ICT sector, in particular e-commerce, electronic identification, security of information systems, Artificial Intelligence, and other new technologies (Internet of Things, Big Data, Cloud Computing, Virtual Reality, 3D Printing, etc.);

13.21. Administers and maintains the Electronic Identification and Signature System, the Electronic Atlas System, the Single Point of Information for electronic communications infrastructure, as well as the Kosovo Research and Education Network - KREN; and

13.22. Performs other duties assigned to the ministry with the relevant legislation in force.

14. MINISTRY FOR COMMUNITIES AND RETURN (MCR)

The Ministry for Communities and Return (hereinafter: MCR) shall have the following responsibilities:

14.1. Prepares public policies, drafts legal acts, adopts bylaws and defines mandatory standards in the field of promoting and protecting the rights of communities and their members, including the right to return, in accordance with the Constitution of the Republic of Kosovo;

14.2. Promotes and implements legislation to promote and protect the rights of communities and their members, including the right to return;

14.3. Promotes the creation of appropriate conditions for return and provides a rights-based approach to return;

14.4. Provides leadership in confidence building, in activities for dialogue and reconciliation between communities, and supports implementation of these activities;

14.5. Develops and oversees the implementation of a government assistance strategy targeting communities and supports the development and implementation of these strategies in all municipalities;

14.6. Develops or manages programs and mechanisms to help the integration on equal conditions of all communities and their members currently residing in the Republic of Kosovo, as well as to ensure the sustainable return of internally displaced persons and refugees;

14.7. Ensures that policies at central and municipal level include provisions for the protection of the rights of communities and the interests of returnees, including the areas of freedom of movement, use of languages, freedom of expression, equitable representation, education, employment and equal access to justice, housing and public services and utilities;

14.8. Makes recommendations and coordinates activities with ministries, municipalities and other authorities concerning the promotion and protection of the rights and interests of communities and their members, including the right to return;

14.9. Supports the activities of municipalities in dealing with issues of communities and returns, ensuring the sustainable return of internally displaced persons and refugees, including the work of commissions for mediation, commissions for communities, Municipal Commission on

Return, Central Review Commission, municipal offices for communities and the development and implementation of municipal strategies for return;

14.10. Reviews and provides assistance to other ministries regarding existing procedures and activities, as well as proposed policies and draft laws, to ensure full respect for rights and interests of communities and their members and internally displaced persons and refugees in accordance with the legislative acts of the institutions of the Republic of Kosovo and the regulations of municipalities with important international standards and with the provisions of the Constitution of the Republic of Kosovo;

14.11. Coordinates work (activities) with ministries, municipalities and other authorities in order to find a sustainable solution for internally displaced persons and refugees and the humanitarian needs of communities and their members;

14.12. Coordinates with relevant ministries, municipalities and other institutions the implementation of a strategy for community rights in order to ensure the promotion and protection of the rights of members of all communities, internally displaced persons and refugees, paying particular attention to the needs of women, children, the elderly and other vulnerable groups;

14.13. Oversees and supports the operational framework for return to ensure an approach that is supported or based on rights and that responds to the needs of internally displaced persons and refugees, and cooperates with other ministries, agencies, international mechanisms and various NGOs during this process;

14.14. Assists in the development and implementation of measures in the field of public information and other promotional projects to raise public awareness concerning the rights and interests of communities and their members, including the right to return;

14.15. Performs other duties assigned to the Ministry according to the relevant legislation in force.

15. MINISTRY OF REGIONAL DEVELOPMENT (MRD)

The Ministry of Regional Development (hereinafter: MRD) shall have the following responsibilities:

15.1. Prepares public policies, drafts legal acts, adopts bylaws and defines mandatory standards in the field of regional development and implements them;

15.2. In cooperation with the relevant Ministry of Foreign Affairs and Diaspora and with the relevant ministries, develops and participates in regional initiatives and programs regarding regional development;

15.3. Plans and develops indicators for monitoring the balanced regional socio-economic development;

15.4. Coordinates activities with central and local level institutions, as well as other relevant actors in support of the balanced regional socio-economic development and regeneration of new jobs;

15.5. In cooperation with the relevant Ministry for European Integration and the relevant Ministry of Finance, and in accordance with the applicable legal framework, participates in the administration of foreign financial assistance in the field of regional development;

15.6. Develops and manages programs in order to provide the balanced regional socio-economic development throughout the territory of the Republic of Kosovo, and promotes them;

15.7. Coordinates with the relevant Ministry of Trade and Industry other institutions for the development of economic zones for the purpose of balanced regional socio-economic development;

15.8. In coordination with the relevant Ministry of Trade and Industry, drafts and develops criteria for the identification and promotion of regional brands;

15.9. Prepares analyses regarding balanced regional socio-economic development;

15.10. Drafts annual reports for the Government on regional development programs and initiatives;

15.11. Performs other duties assigned to the Ministry according to the relevant legislation in force;

15.12. The scope of this ministry shall imply the balanced regional socio-economic development in accordance with the Constitution and legislation in force and shall not, under any circumstance, imply any new administrative or territorial organization.