



REPUBLIKA E KOSOVËS – PRESIDENTI  
REPUBLIC OF KOSOVO – THE PRESIDENT  
REPUBLIKA KOSOVO – PREDSIEDNIK

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**REGULATION (P) NO. 05/2016  
ON THE WORK OF THE AWARD EVALUATION  
COMMISSION**

Prishtina, 21.12.2016



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The President of the Republic of Kosovo,  
Pursuant to Article 84 (28) of the Constitution of the Republic of Kosovo, Article 6 of Law No. 03/L-094, on the President of the Republic of Kosovo (Official Gazette of the Republic of Kosovo, No. 47, January 25, 2009), and Articles 9 (6) and 18 of Law No. 04/L-070 on the Grant of Awards by the President of the Republic of Kosovo (Official Gazette of the Republic of Kosovo, No. 02, January 20, 2012), issues:

**REGULATION (P) NO. 05/2016**  
**ON THE WORK OF THE AWARD EVALUATION COMMISSION**

**I. GENERAL PROVISIONS**

**Article 1**  
**Aim**

The aim of this regulation is to determine the work of the Award Evaluation Commission.

**Article 2**  
**Scope**

The provisions prescribed by this regulation are valid for the members of the Award Evaluation Commission and the relevant units of the Presidency.

**Article 3**  
**Definitions**

1. The expressions used in this regulation have the following meaning:
  - 1.1. **President** – implies the President of the Republic of Kosovo;
  - 1.2. **Commission** – implies the Award Evaluation Commission;
  - 1.3. **Award** – implies the Orders, Medals, Prizes, Recognitions;
  - 1.4. **Revocation of the Award** – removal of the right to carry the Award granted by the President;
  - 1.5. **Person** – if the context does not define it differently, it includes both physical and legal persons;

- 1.6. **Department of Legal Issues** (DLI) – implies the Department of Legal Issues and International Relations within the Office of the President;
  - 1.7. **Relevant Awards Officer** – implies the Officer within the Department of Legal Issues;
  - 1.8. **Commission Member** - when not used otherwise, implies the Chairman and members of the Commission;
  - 1.9. **Law** – implies Law No. 04/L-070 on the Grant of Awards by the President of the Republic of Kosovo (Official Gazette of the Republic of Kosovo, No. 02, January 20, 2012).
2. Other expressions used in this Regulation have the same meaning as in the definitions of the Law.

## **II. AWARD EVALUATION COMMISSION**

### **Article 4**

#### **Appointment of the Commission**

1. The commission is appointed by the President.
2. The President issues a decision on the appointment, dismissal or termination of the mandate of the Commission members.

### **Article 5**

#### **Composition of the Commission**

1. The Commission is composed of 5 (five) members.
2. At least one member must be from the Office of the President and will be Chairman of the Commission.
3. At least one member must be from the ranks of the minority communities in Kosovo, who is proposed by the Consultative Council for Communities.

### **Article 6**

#### **Mandate of the Commission**

The Commission is appointed for a term of 2 (two) years, with the possibility of reappointment.

### **Article 7**

#### **Duties and responsibilities of the Commission**

1. The Commission has the following duties and responsibilities:
  - 1.1. Analyzes the proposal of the award addresses to the President, by entities who are defined in the law;
  - 1.2. Proposes to the President and justifies the proposal for the grant, denial or revocation of the award;

- 1.3. Can propose to the President the granting of the award and justifies the proposal.

## **Article 8**

### **Chairman of the Commission**

1. The Chairman of the Commission has the following competencies:
  - 1.1. Organizes and takes care of the overall work progress of the Commission;
  - 1.2. Calls and chairs the meetings of the Commission;
  - 1.3. Ensures the implementation of this regulation and the relevant legislation in force;
  - 1.4. Represents the Commission in contact with the public or authorizes one of the members for this representation;
  - 1.5. Defines the tasks and duties for the Commission members.
2. The Chairman of the Commission reports directly to the President about work of the Commission.

## **Article 9**

### **Obligations of the Commission members**

1. The members of the Commission are obliged to implement the tasks and responsibilities in accordance with the Commission's mandate.
2. The members of the Commission are obligated to participate in Commission meetings and the reviewing of proposals in accordance with the legislation in force.

## **Article 10**

### **Resignation**

1. The Chairman and the Commission members may resign from the Commission.
2. The Chairman and the Commission members must notify the President about their resignation.
3. The member who resigns must perform all duties until the appointment of the new member by the President.

## **Article 11**

### **Dismissal or termination of the mandate**

1. The President by decision can dismiss or terminate the mandate of the member of the Commission if:
  - 1.1. He/she does not perform the tasks given to him/her;
  - 1.2. He/she misuses and/or neglects his/her position as member of the Commission;
  - 1.3. He/she does not attend, without reason, three (3) consecutive meetings of the Commission;
  - 1.4. Considers that such a thing is necessary.

2. In cases of dismissal or termination of the mandate of the Commission members, the President shall appoint a new member.

#### **Article 12**

#### **The independence of work of the Commission**

1. The members of the Commission are independent in their work and perform their duties and responsibilities in accordance with the legislation in force.
2. No person may exercise or attempt to exercise influence on the Commission.

### **III. WORK OF THE COMMISSION**

#### **Article 13**

#### **Work procedure of the Commission**

1. The work procedures of the Commission are developed as follows:
  - 1.1. If the proposal for the award is complete, the Department of Legal Affairs presents it to the Commission;
  - 1.2. The Chairman of the Commission authorizing the relevant awards officer to undertake all necessary actions for the development of the meeting of the Commission;
  - 1.3. The Commission gathers in a meeting and reviews the relevant proposals;
  - 1.4. The quorum for the development of the meeting is 2/3 of the members;
  - 1.5. The Commission, after analyzing the proposals, recommends to the President, in writing, the granting or denial of the award, and formulates the motivation for granting the award;
  - 1.6. The Commission follows the same procedures also in the cases when the revocation of an award is proposed to the President.
2. The approval of proposals for awards is the right of the President.
3. The President assesses the proposal, approves it or does not approve it, decides to give another award which has been proposed or reformulates the motivation.
4. If the recommendation is approved by the President, the Department of Legal Affairs prepares the decision, certificate and ensures the corresponding medal.

#### **Article 14**

#### **Taking decisions**

1. The decisions of the Commission are taken by consensus, in case of absence of consensus between the members of the Commission decisions are taken by majority vote of the Commission members.
2. The recommendation sent to the President should contain the votes for and against.

**Article 15**  
**Record keeping of the meeting**

1. For each Commission meeting records will be kept.
2. The record is kept by the relevant officer for awards.
3. In the record a summary of the discussion, date and place of the meeting, the members attending, the issues discussed and the decisions taken are included.
4. The record is signed by all members of the Commission.

**Article 16**  
**Support of the Commission work**

1. The relevant awards officer supports the work of the Commission, by offering technical and logistical assistance.
2. After the completion of work of the Commission, all the documentation is administered by the relevant awards officer and is archived according to the legislation in force.

**Article 17**  
**Cooperation with the Commission**

All the units of the Presidency are obliged to cooperate with the Commission and the relevant awards officer, with the aim of providing the requested assistance.

**Article 18**  
**Compensation of the Commission**

The compensation of the Commission members is determined by decision of the Secretary of the Office of the President.

**Article 19**  
**The budget**

The Secretary of the Office of the President ensures the necessary budget for the work, engagement, participation in meetings, and the overall functioning of the Commission.

**IV. FINAL PROVISIONS**

**Article 20**  
**Entry into force**

This Regulation enters into force on the date of signature.

**Hashim THAÇI,**  
**President of the Republic of Kosovo**

Prishtina, 21.12.2016