



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

Based on the Constitution of the Republic of Kosovo, Article 4 (3), Article 83 (1) and Article 84 (1), 84 (2), 84 (4) and 84 (5), and in accordance with the Decree DKKK-001-2012, The President of the Republic of Kosovo, on 14.02.2012, approves:

THE RULES OF PROCEDURE FOR THE NATIONAL ANTI-CORRUPTION COUNCIL

1. General dispositions

The Rules of Procedure for the National Anti-Corruption Council (hereinafter: The Council) determine the scope, functions, composition and method of work of the Council.

2. Scope

The Council is a coordinating body under the leadership of the President of the Republic of Kosovo.

In conformity with the Constitution and the laws of the Republic of Kosovo, the Council aims the coordination of the works and activities of institutions and agencies, within their competencies and scope, to prevent and combat corruption.

3. The Functions of the Council

3.1 The Council issues regular reports on its work and activities.

3.2 The Council has these functions:

- To coordinate the activities in preventing and combating corruption;
- To identify and coordinate activities in support of the implementation of the national strategy in fighting corruption;
- To determine the priorities and policies for the implementation of the legislative agenda in increasing effectiveness in the fight against corruption;
- To coordinate the work and activities of the responsible institutions in strengthening existing mechanisms to fight corruption;
- To raise the awareness of the society for the prevention and fighting of corruption.

4. The composition of the Council

4.1 The council has this Composition:

4.1.1 Head – The President of the Republic of Kosovo;

4.1.2 Members of the Council (The heads of the following institutions):

- The Anti-Corruption Agency
- The Auditor General of Kosovo
- The Parliamentary Committee for Legislation
- The Parliamentary Committee for Budget and Finance
- The Parliamentary Committee for the Oversight of Public Finances
- The Kosovo Judicial Council¹
- The Kosovo Prosecutorial Council²
- The Supreme Court of Kosovo
- The Consultative Council for Communities
- The Ministry of Justice
- The Ministry of Internal Affairs
- The Ministry for European Integration
- The Ministry of Local Government Administration
- The Kosovo Police
- The Unit of the Financial Intelligence Centre

4.2 The members of the Council participate in meetings and contribute to the work of the Council.

4.3 Based on the agenda of the meeting, the Head will invite representatives of other institutions, the civil society and international missions, to participate in the meeting of the Council.

4.4 The Head invites not member participants to provide input where necessary, in accordance with their experience in the prevention and fighting of corruption.

4.5 The Head convenes the meetings of the Council and sets the agenda of the meetings. Depending on the agenda, meetings will be held open or closed.

5. Meetings of the Council

5.1 The meetings of the Council will be held at least four times per year.

5.2 The meetings of the Council shall be convened by the Head of the Council.

5.3 The Council members can propose in writing to the Head of the Council the gathering of the Council not less than 15 working days prior to the meeting.

¹ In accordance with the Law on the Kosovo Judicial Council, Article 4, paragraph 1.25.

² In accordance with the Law on the Kosovo Prosecutorial Council, Article 4, paragraph 1.11.

6. The preparation and holding of meetings

6.1 The Head calls the meeting, not later than 10 working days prior to the meeting.

6.2 The other members of the Council propose to the Head specific items of the agenda, no later than 7 working days prior to the meeting.

6.3 The Head can also call meetings in the shorter terms, as necessary.

6.4 All the materials for the meetings of the Council will be prepared and distributed by the Secretariat.

6.5 The meetings of the Council are chaired by the Head. The Head takes care of the order of the speakers, the length of the speech and the progress of the discussions.

6.6 The Secretariat shall keep the minutes and other materials of the meetings.

7. Recommendations

The Head of the Council issues recommendations on the future steps after each meeting of the Council, based on the discussions of the Council.

8. The Secretariat

8.1 The Secretariat of the Council shall act within the Office of the Secretary of the Office of the President of the Republic of Kosovo. The Secretariat of the Council shall be responsible for the organization of the work of the Council.

8.2 The Secretariat shall perform these tasks:

- To prepare and distribute the agenda of the meetings, according to the instructions of the Head;
- To organize the meetings;
- To provide technical assistance during the meetings;
- To prepare the minutes of the meetings;
- To distribute to all the participants the materials of the meetings;
- To maintain the archive of the meeting materials;
- To undertake or coordinate other duties which are charged by the Head.

9. Final dispositions

These Rules of Procedure enter into force on the day of signature.

Pristina, on 14.02.2012

Atifete Jahjaga
President of the Republic of Kosovo