



REPUBLIKA E KOSOVËS - PRESIDENTJA
REPUBLIC OF KOSOVO - THE PRESIDENT
REPUBLIKA KOSOVO - PREDSEDNICA

**REGULATION (P) NO. 01/2026 ON THE IMPLEMENTATION OF
THE ADMINISTRATIVE TRANSITION OF THE MANDATE OF
THE PRESIDENT OF THE REPUBLIC OF KOSOVO**

Prishtina, 04 September 2026



REPUBLIKA E KOSOVËS – PRESIDENTJA
REPUBLIC OF KOSOVO – THE PRESIDENT
REPUBLIKA KOSOVO – PRESEDNICA

The Acting President of the Republic of Kosovo,

Pursuant to Article 84 and Article 90 of the Constitution of the Republic of Kosovo, Article 6 of Law No. 03/L-094 on the President of the Republic of Kosovo (OG, No. 47, 25 January 2009), and Article 4 (4) of Regulation (P) No. 02/2022 on the Organization and Functioning of the Presidency (30 December 2022),

Hereby adopts the following:

**REGULATION NO. 01/2026 ON THE IMPLEMENTATION OF THE
ADMINISTRATIVE TRANSITION OF THE MANDATE OF THE
PRESIDENT OF THE REPUBLIC OF KOSOVO**

CHAPTER I - GENERAL PROVISIONS

Article 1

Purpose

1. The purpose of this Regulation shall be to establish administrative procedures to ensure:
 - 1.1. The transition of the mandate of the President of the Republic of Kosovo;
 - 1.2. The effective commencement of the exercise of the mandate of the new President;
 - 1.3. Institutional continuity, preservation of public confidence, and respect for the rule of law.

Article 2

Scope

This Regulation shall apply to the relevant units within the Presidency, the representatives of the outgoing President and the representatives of the incoming President, as well as other participants, in all matters relating to administrative transition procedures upon the expiry of the President's mandate and the assumption of the mandate by the new President.

Article 3

Definitions

1. For the purposes of this Regulation, the terms used herein shall have the following meanings:
 - 1.1. **Ceremony** - the ceremony for the handover and assumption of the office of the President;
 - 1.2. **Protocol Department** - the Department of Protocol of the President;
 - 1.3. **Transition Group** - a temporary body established pursuant to Article 8 of this Regulation, which leads the process of transition of the presidential mandate;
 - 1.4. **Representative of the outgoing President** - a representative of the Cabinet of the President of the Republic of Kosovo whose mandate is expiring and who has been appointed by the President to the Transition Group;
 - 1.5. **Representative of the incoming President** - a representative appointed by the incoming President to the Transition Group;
 - 1.6. **Presidency** - the seat of the President's official activities, comprising the Cabinet of the President, the Office of the President, departments, and other related units;
 - 1.7. **Incoming President** - the President of the Republic of Kosovo elected by the Assembly of the Republic of Kosovo who has taken the oath in accordance with the Constitution;
 - 1.8. **Outgoing President** - the President of the Republic of Kosovo whose mandate is expiring in accordance with the Constitution;
 - 1.9. **New President** - the newly elected President who has commenced the mandate;
 - 1.10. **Secretary** - the Secretary of the Office of the President of the Republic of Kosovo;
 - 1.11. **Transition** - the administrative process of transferring the presidential mandate from the outgoing President to the incoming President;
 - 1.12. **OPRK** - the Office of the President of the Republic of Kosovo.
2. The use of a designation in one gender shall also imply the other gender.

CHAPTER II - STAGES OF THE TRANSITION

Article 4

Stages of the transition

1. The administrative stages of the transition of the President's mandate shall be:
 - 1.1. First stage: Before the expiry of the mandate of the outgoing President.
 - 1.2. Second stage: Upon the election of the incoming President, or following the early termination of the President's mandate, as well as upon the commencement of the exercise of the mandate by the Acting President.
 - 1.3. Third stage: Commencement of the exercise of the mandate of the new President.

2. In the event of the early termination of the President's mandate and the assumption of the mandate by the Acting President, the administrative transition shall commence at the second stage.
3. In the event of the temporary absence of the President pursuant to Article 90 of the Constitution of the Republic of Kosovo, the transition shall commence at the second stage, insofar as applicable.

Article 5

First stage of the transition

1. The first stage of the transition shall commence months before the expiry of the regular mandate of the outgoing President and shall continue until the election of the incoming President, as provided for in Article 4 of this Regulation.
2. During this period, the Secretary, together with the staff under his or her authority, shall prepare a report identifying the ongoing work and procedures within the OPRK.
3. The report referred to in paragraph 2 of this Article and the accompanying documents shall be prepared according to their importance and nature and, to the extent possible, shall reflect the situation as at the date on which the new President assumes office.
4. The Secretary shall draw up a document setting out technical and logistical matters and actions, including but not limited to:
 - 4.1. Recording the work equipment owned by the OPRK that is being used by the Cabinet of the outgoing President and must be returned;
 - 4.2. Planning the technical and logistical requirements of the President of the Republic of Kosovo whose mandate has expired;
 - 4.3. Planning the technical and logistical requirements of the Cabinet of the incoming President, such as offices, information technology equipment, identification cards, bank cards, vehicles, and similar items.

Article 6

Second stage of the transition

1. The second stage shall commence upon the election of the incoming President and shall end upon the effective assumption of office.
2. In the event of the early termination of the President's mandate, the second stage shall commence at the moment the President's mandate terminates early.
3. In the event of the temporary absence of the President pursuant to Article 90 of the Constitution of the Republic of Kosovo, the second stage shall commence when the Acting President begins exercising the mandate.
4. In coordination with the Cabinet of the President, the second stage shall end no later than one (1) month after the incoming President assumes the mandate.

Article 7
Third stage of the transition

The third stage of the transition shall commence with the inauguration ceremony of the new President and shall end upon the dissolution of the Transition Group.

CHAPTER III - TRANSITION GROUP

Article 8
Establishment, composition and chairing of the Transition Group

1. The Secretary shall establish the Transition Group by decision.
2. The Transition Group shall be composed of the Secretary, the representative of the incoming President, the representative of the outgoing President and, where applicable, the representative of the Acting President.
3. The Secretary shall chair the Transition Group and may include other OPRK officials in the Group, as well as cooperate with officials from other institutions.
4. Following the election of the incoming President or the assumption of office by the Acting President, the Secretary shall convene the first meeting of the Transition Group.

Article 9
Support for the Transition Group

1. The Secretary shall ensure that the Transition Group receives all necessary logistical and financial support for its effective functioning.
2. At its first meeting, the Transition Group shall establish its decision-making procedures and other aspects of its functioning and shall sign the “*Declaration under Oath*” set out in Annex 1 to this Regulation concerning acting in good faith and maintaining the confidentiality of information and materials that are not public.

Article 10
Duties and responsibilities of the Transition Group

1. The Transition Group shall prepare an operational plan for the handover and assumption of the office of the President, which shall include:
 - 1.1. A list of the documents, materials, and information to be delivered in physical or electronic form to the incoming President and the President's Cabinet;
 - 1.2. A report on ongoing work and procedures;
 - 1.3. A timetable for the handover and assumption of offices, materials, and equipment by the Cabinet of the outgoing President;
 - 1.4. A timetable for accommodating the incoming President and Cabinet members in office premises and providing them with the necessary work resources and equipment;

- 1.5. A plan for organizing the ceremony for the incoming President's assumption of office.
2. The Transition Group shall oversee the handover and receipt of materials, equipment, and documents, as well as the implementation of other actions described in this Regulation.
3. All actions and steps provided for in this Article shall be carried out after the President takes the oath and shall be completed within two weeks.
4. Upon the handover and receipt of materials, documents, equipment, and office premises, minutes shall be drawn up and signed by the members of the Transition Group. The minutes shall be archived in the same manner as any official document.

Article 11

Dissolution of the Transition Group

1. The Transition Group shall be dissolved automatically thirty (30) days after the new President assumes office.
2. Upon the proposal of the Secretary and in consultation with the Chief of Staff of the President, the mandate of the Transition Group may be extended where necessary for the successful completion of the administrative transition.

CHAPTER IV - INAUGURATION CEREMONY OF THE PRESIDENT

Article 12

Inauguration ceremony of the President

1. The inauguration ceremony of the new President shall be conducted in accordance with this Regulation and the relevant applicable legislation.
2. The Transition Group shall, in cooperation with the Protocol Department, other departments and units within the OPRK and the State Protocol, prepare the inauguration ceremony of the President in accordance with this Regulation and best protocol and ceremonial practices.
3. The outgoing President and the incoming President shall be informed by their respective representatives about the ceremony agenda and programme.
4. The Transition Group shall, in cooperation with the Protocol Department and the State Protocol and in accordance with arrangements agreed with the incoming President, decide on the venue, participants, and other aspects of the ceremony.
5. The incoming President may select a theme to be reflected in all activities throughout the ceremony.

Article 13

Agenda and programme of the President's inauguration ceremony

1. The ceremony shall be conducted according to the agenda and programme prepared in advance.
2. The Protocol Department shall, together with the State Protocol, be responsible for:

- 2.1. Preparing the list of participants;
 - 2.2. Arranging the ceremony venue;
 - 2.3. Planning the reception and seating of guests in accordance with protocol rules;
 - 2.4. Informing participants of presentation requirements and the dress code;
 - 2.5. Other protocol and ceremonial matters.
3. Following finalization of the agenda and programme and confirmation of the participants, the Secretary shall inform the incoming President and the outgoing President of the venue, date, time, and participants of the ceremony.

Article 14

Messages for the President

1. The outgoing President may deliver a message during the ceremony or leave a written message for the incoming President.
2. The outgoing President may decide that the written message be made public.

Article 15

Informing the public about the ceremony for the handover and assumption of the office of the President

The OPRK shall inform the public about the ceremony for the handover and assumption of the office of the President through the Presidency's official website or by other means and shall request the ministry responsible for foreign affairs to notify diplomatic missions and other entities in accordance with the legislation in force.

CHAPTER V - MATERIALS AND INFORMATION PRESENTED TO THE PRESIDENT AND THE CABINET

Article 16

Briefing on urgent matters

Immediately upon the new President's assumption of office, the Secretary shall brief the President on all urgent matters that are ongoing and require the President's immediate attention.

Article 17

Materials and information submitted to the President

1. During the first week following the assumption of office, the Secretary shall, in coordination with the Chief of Staff of the incoming President, submit the following materials and information to the President:
 - 1.1. A written briefing report on key foreign policy and security matters. Where necessary, the report may also include supporting documents;

- 1.2. A report on the laws adopted by the Assembly that are awaiting promulgation by the President;
 - 1.3. A report on international agreements to be ratified by the President;
 - 1.4. A report on proposals for appointments to and dismissals from public office effected by decision of the President;
 - 1.5. Written information on significant contracts and other acts to be signed by the President;
 - 1.6. A report on recommendations of commissions concerning decorations, pardons, and applications for citizenship;
 - 1.7. Concise written information on key matters and procedures relating to financial management within the OPRK, procurement matters, contracts and commitments, asset management, employment, and similar matters;
 - 1.8. A written description of the organizational structure and decision-making procedures of the OPRK administration;
 - 1.9. Information on procedures relating to requests for the use of OPRK equipment and its return;
 - 1.10. Information on working groups within the OPRK and the participation of OPRK officials in working groups outside the OPRK;
 - 1.11. Any other information or document considered important by the Secretary or other members of the Transition Group that should be brought to the President's attention.
2. Some of the above materials and information may be included in the same document.
 3. The reports and materials provided for in subparagraph 1.1 that are political in nature shall be prepared by the Chief of Staff of the outgoing President, or a person delegated by the Chief of Staff, in cooperation with the Chief of Staff of the incoming President or a person delegated by the latter.
 4. Where necessary, information and materials relating to state security may be presented to the President by the Director of the Kosovo Intelligence Agency, in accordance with the relevant legislation.
 5. Materials and information of a confidential nature shall be handled in accordance with Law No. 08/L-175 on the Protection of Classified Information and other provisions of the applicable legislation.
 6. At the President's request, the Secretary or other public officials shall provide the President with information or oral reports on various matters.
 7. The time and manner of submitting the materials and information referred to in this Article shall be determined by the Secretary in cooperation with the Cabinet.

Article 18

Meetings with administrative staff

1. During the first week after the President assumes office, the Secretary shall arrange a meeting between the Cabinet of the President and the OPRK directors. Other officials may also attend the meeting where necessary. The purpose of the meeting shall be to provide the Cabinet of the President

with an opportunity to present its expectations regarding the work and overall functioning of the OPRK administration.

2. As soon as possible, but no later than during the first month after assuming office, the President shall meet with the Secretary. The Secretary of the OPRK may be accompanied at this meeting by department directors and heads of units of the Presidency. The purpose of the meeting shall be to provide the President with an opportunity to present the President's expectations regarding the work of the Presidency administration.

CHAPTER VI - OBLIGATIONS OF THE ADMINISTRATION AND PRESIDENTIAL CABINETS

Article 19

Professional support from the Presidency administration

1. The Presidency administration shall, under the leadership of the Secretary, provide all necessary professional and technical support for the presidential transition.
2. The Secretary shall, in coordination with the relevant units of the Presidency, ensure that the incoming President and the Cabinet receive all necessary technical and administrative support to commence work as promptly and efficiently as possible.
3. During the first stage of the transition, the Secretary shall require the staff under his or her authority and the relevant units to prepare the data and materials necessary for implementation of the administrative transition, as provided for in this Regulation.
4. The Secretary shall also communicate and cooperate with institutions outside the OPRK for the purpose of implementing the transition of the presidential mandate.
5. The units and civil servants of the OPRK shall give priority to the preparation of materials and the performance of other actions relating to the transition of the President's mandate.
6. Each unit within the OPRK shall provide written data and information, as well as oral briefings, on the specific matters falling within the remit of the respective directorate.
7. As part of its professional support, the Presidency administration shall make available to the President and the Cabinet the materials provided for in Article 17 of this Regulation, in accordance with the respective scope and responsibilities of the OPRK units.

Article 20

Technical support from the Presidency administration

1. As part of its technical assistance, the OPRK administration shall ensure:
 - 1.1. The full operationalization of the Cabinet of the President, with all equipment installed and ready for use, including vehicles, computers, office equipment, and diplomatic and official passports;
 - 1.2. Bank cards and other necessary equipment;

- 1.3. Technical support for compliance with the asset declaration obligation;
- 1.4. Facilitation of the receipt of congratulatory letters and telephone calls to the President from counterparts and leaders of foreign countries;
- 1.5. The allocation of the President's staff to the relevant offices;
- 1.6. The creation of official email addresses;
- 1.7. The connection of work equipment to the OPRK network;
- 1.8. Other technical matters as needed and requested by the Cabinet.

Article 21

Obligations of the Cabinets of the Presidents

The Cabinets of the outgoing President and the incoming President shall cooperate with one another and with the Secretary for the effective implementation of the transition of the President's mandate and in carrying out ongoing work and processes.

Article 22

Return of equipment and assets

1. The officer responsible for assets shall record all equipment used by the political staff and shall also record its return.
2. The outgoing President and the political staff to the outgoing President shall return to the OPRK all official equipment used during the mandate no later than ten days after the expiry of the mandate.

Article 23

Communication with the Media and the Public

1. Official communication with the media and the public on matters relating to the transition of the President's mandate shall be conducted by the Department of Information and Public Communication.
2. The Department of Information and Public Communication shall coordinate with the Secretary and the Cabinets of the outgoing President and incoming President regarding communication with the media and the public on matters relating to the transition of the President's mandate.

CHAPTER VII - TRANSITIONAL AND FINAL PROVISIONS

Article 24

Professional capacity-building in the field of transition of power

1. As necessary, the Presidency shall organize training or other specific activities concerning the procedures and professional and technical aspects of the transition from the outgoing President to the

incoming President, as well as to assist Cabinet members in commencing the efficient exercise of their responsibilities.

2. Such training may be organized in cooperation with the Kosovo Institute for Public Administration (KIPA) or other partners, based on the needs of the Presidency and KIPA's capacities.

Article 25

Budget planning

1. The unit responsible for budget and finance within the Presidency shall make the relevant budgetary arrangements in advance for the year in which the President's mandate is transferred.

2. Where budget planning cannot be carried out in advance because the office of the President becomes vacant before the expiry of the five (5)-year term, funds for the ceremony shall be allocated under other budget codes.

Article 26

Application of the Regulation in cases involving the Acting President

1. This Regulation shall also apply where an Acting President is appointed.

2. The provisions of this Regulation shall apply mutatis mutandis in cases where the President is re-elected.

3. The Secretary shall issue the acts necessary for the implementation of this Regulation.

Article 27

Repeal

Upon the entry into force of this Regulation, Regulation (P) No. 01/2021 on the Procedures for the Acceptance of Duty by the President of the Republic of Kosovo (18 March 2021) shall be repealed.

Article 28

Entry into force

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

Albulena Haxhiu

Acting President of the Republic of Kosovo

Prishtina, 04 September 2026

Published in the Official Gazette of the Republic of Kosovo: 04.09.2026
<https://gzk.rks-gov.net/ActDetail.aspx?ActID=124145>

Annex 1: Declaration under Oath of the members of the Transition Group



**REPUBLIKA E KOSOVËS - PRESIDENCA
REPUBLIC OF KOSOVO - PRESIDENCY
REPUBLIKA KOSOVO - PREDSEDNIŠTVO**

DECLARATION UNDER OATH

I, _____, with personal number _____, in my capacity as a member of the Transition Group leading the process of transition of the presidential mandate, hereby declare under oath that I shall perform my duties faithfully and professionally and in accordance with the applicable legislation, and that I shall maintain the confidentiality of the work of the Transition Group.

Furthermore,

1. I shall protect from disclosure and maintain the confidentiality of information obtained in the course of the Transition Group's work;
2. I acknowledge that I may be held personally criminally and/or civilly liable for the deliberate or negligent disclosure of such information.

First and Last Name:

Signature:

Place: _____

Date: _____.____.20____.