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Office in Kosovo

**TWINNING PROJECT
FURTHER SUPPORT TO THE KOSOVO ASSEMBLY**



ACTION PLAN FOR THE KOSOVO ASSEMBLY

(February, 2018)

RECOMMENDATION	DETAILS IN ACT. REPORT*	FORMAT OF ACTION	RESPONSIBLE BODY	DEADLINE FOR IMPLEMENTATION	BUDGETARY NEEDS	IMPLEMENTATION STAGE**	REMARKS
RECOMMENDATIONS AT POLITICAL LEVEL							
COMPONENT 1							
<i>Legislative process and codification</i>							
1. Improving the legislative procedure based on details in the referred activity report	1.1.5 1.1	Modification of the Rules of Procedure (RoP)	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
2. Establishment of a new organisation unit responsible for general legal issues and codification under the Directorate for Legal Standardisation, Approximation and Harmonization	1.1.5 1.2	Modification of Regulation on the Organization and Responsibilities of the Administration of the Assembly of Republic of Kosovo	Presidency	Immediately	Exact cost to be defined	Not implemented	Working Group headed by the Secretary General to be established with the participation of general directors and all directors to elaborate the draft of the modified regulation

The Project is implemented by the Hungarian National Assembly



3. Duties and responsibilities of staff members of the Directorate for Support to the Parliamentary Committees to be modified in parallel with the establishment of the Unit of Legal Services based on details in the referred activity report	1.1.5 1.2	Modification of Regulation on the Organization and Responsibilities of the Administration of the Assembly of Republic of Kosovo	Presidency	Immediately	Exact cost to be defined	Not implemented	Working Group headed by the Secretary General to be established with the participation of general directors and all directors to elaborate the draft of the modified regulation
4. Government to be enforced to submit comprehensive explanatory memorandum to the draft laws	1.1.5 1.3.1	Internal decision	Presidency, Plenary session	Immediately	-	Not implemented	-
5. Rejection of draft laws submitted to the Assembly lacking a comprehensive explanatory memorandum and the table of concordance	1.1.5 1.3.1 4.1.10 3	Internal decision	Presidency, Plenary session	Immediately	-	Not implemented	-
6. Amendments to be formulated according to the scheme detailed in the Manual on legal analysis and preparation of documents supporting the legislative procedure	1.1.5 1.3.2	Internal decision	Presidency	Immediately	-	Not implemented	-
7. Registration of amendments which do not meet the obligatory requirements to be refused by the Table Unit Office	1.1.5 1.3.2	Internal decision	Presidency	Immediately	-	Not implemented	-

8. Translators of the Assembly and the Government to prepare a glossary of legal terms in official languages	1.1.5 1.3.3	Internal decision	Presidency, Secretary General	Immediately	-	Not implemented	Coordination between the Assembly and the Government needed
9. Draft laws, amendments and documents supporting the legislation to be available through the e-parliament and the legislative tracking system	1.1.5 1.3.4	Internal decision	Presidency	Immediately	-	Not implemented	-
<i>EU legal approximation</i>							
10. Establishment of an organisational unit responsible for European legal approximation within the Directorate for Legal Standardisation, Approximation and Harmonisation	1.2.1 2 2.1 5.1.5 2.2	Modification of Regulation on the Organization and Responsibilities of the Administration of the Assembly of Republic of Kosovo	Presidency	Immediately	Exact cost to be defined	Not implemented	See point No. 11 Working Group headed by the Secretary General to be established with the participation of general directors and all directors to elaborate the draft of the modified regulation
11. Duties and responsibilities of staff members of the Committee on European Integration to be modified in parallel with the establishment of the Unit for European Legal Approximation	1.2.1 2 2.2	Modification of Regulation on the Organization and Responsibilities of the Administration of the Assembly of Republic of Kosovo	Presidency	Immediately	-	Not implemented	See point No. 10 Working Group headed by the Secretary General to be established with the participation of general directors and all directors to elaborate the draft of the

							modified regulation
12. New procedure for European legal approximation developed by the Twinning Project to be applied	1.2.1 3	Internal decision	Presidency, Secretary General	After the establishment of the Unit for European legal approximation and modification of the duties and responsibilities of staff members of the Committee on European Integration	-	Not implemented	-
13. Government to be enforced to elaborate a law approximation plan for a period of three to five years and also a detailed yearly plan at least a quarter prior to the end of each year	4.1.10 3 5.1.5 1.2	Internal decision	Presidency, Plenary session	Immediately	-	Not implemented	-
14. Law approximation plan to be approved by the Assembly	4.1.10 3	Internal decision	Presidency, Plenary session	Immediately after the submission of law approximation plan by the Government	-	Not implemented	See point No.13
15. Government to be enforced to incorporate the yearly law approximation plan into the annual legislative work plan	4.1.10 3	Internal decision	Presidency, Plenary session	Immediately after the elaboration of law approximation plan by the Government	-	Not implemented	See point No. 13 and 14
16. Timely execution of the implementation of the law approximation plan including pieces of legislation adopted by the Government to be monitored by the Committee on European Integration	4.1.10 3	Internal decision	Committee on European Integration	Immediately after the adoption of law approximation plan by the Government	-	Not implemented	See point No. 13 and 14

17. Government to be enforced to provide the Assembly with detailed information on law approximation and the table of concordance related to the draft laws	4.1.10 3 5.1.5 1.2	Internal decision	Presidency, Plenary session	Immediately	-	Not implemented	-
18. Efficient cooperation mechanism between the Assembly and the Government to be created and operated in the field of European law approximation	5.1.5 1.2	Internal decision	Presidency, Chairperson of Committee on European Integration	Immediately	-	Not implemented	-
COMPONENT 2							
<i>Budgetary and financial management</i>							
19. Decentralisation of the Assembly budget based on the model specified in the activity report	2.1.3	Internal regulation	Presidency, Secretary General	Immediately	-	Not implemented	-
<i>HR management</i>							
20. Multiannual training strategy to be prepared and adopted in order to set the most important goals in this field	2.2.2 2.2	Decision	Presidency, Secretary General	Immediately	-	Not implemented	-
<i>IT independence process and development of e-parliament system</i>							
21. Broadcasting system of committee meetings to be developed as detailed in the referred activity report	2.3.1 3	Internal decision	Presidency	1 January, 2019	Exact cost to be defined	Under consideration	-
22. Formalised allocation of tasks and responsibilities relating to the e-parliament system to be finalised	2.3.3 3.2	Modification of Regulation on the Organization and Responsibilities	Presidency	Immediately	-	Not implemented	Working Group headed by the Secretary General to be established with the participation of

		of the Administration of the Assembly of Republic of Kosovo					general directors and all directors to elaborate the draft of the modified regulation
23. Permanent individual working place and standardised access to e-parliament necessary to be provided for all MP	2.3.3 3.5	Internal decision	Presidency	Immediately after providing MPs with mobile devices	Exact cost to be defined	Under consideration	-
COMPONENT 3							
<i>Parliamentary oversight of Government activities</i>							
24. Same amount of time to be allocated for questions and answers at the plenary sessions	3.1.5	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
25. President of plenary session to revoke the floor from MPs or the members of government if he/she goes beyond the dedicated time frame at question time	3.1.5	Internal decision	Presidency	Immediately	-	Not implemented	-
26. Time of the question period to be included into the RoP	3.1.5	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
27. Order of questions at the plenary session to be established, party groups to take turns, and non-attached MPs also to be given a chance	3.1.5	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
28. Substitution of any minister in the plenary session by his/her deputy to be considered	3.1.5	Internal decision	Presidency	Immediately	-	Not implemented	Coordination between the Assembly and the Government needed,

							Relevant regulations to be established
29. Sanction system to be developed to ensure the presence of the members of government at question time in the plenary session	3.1.5 5.1.5 1.3	Internal decision	Presidency	Immediately	-	Not implemented	Coordination between the Assembly and the Government needed Relevant regulations to be established
30. At the end of question time at each plenary President of plenary session to announce the names of members of government who failed to answer question	3.1.5	Internal decision	Presidency	Immediately	-	Not implemented	Practice can be developed without the modification of RoP.
31. Provision of the RoP in force on issuing a press release after the question is failed to be answered for the second time to be applied consequently	3.1.5	Internal decision	Presidency	Immediately	-	Not implemented	-
32. Detailed statistics to be prepared on the number of oral and written questions, number of oral and written answers provided in time, and of failed answers.	3.1.5	Internal decision	Presidency	Immediately	-	Not implemented	-
33. Statistical data of oral and written questions, verbatim transcript of oral questions and answers, and the text of written questions and answers to be published	3.1.5	Internal decision	Presidency	Immediately	-	Not implemented	-

on the website of the Assembly in an easily accessible and searchable way, and in the Bulletin							
34. Bulletin to be published regularly, at least once in each session month of the Assembly	3.1.5	Internal decision	Presidency	Immediately	-	Not implemented	-
35. At the end of the question time President to announce the number of written questions submitted after the last session and the number of unanswered ones within the given deadline	3.1.5	Internal decision	Presidency	Immediately	-	Not implemented	-
36. Press release to be issued on the unanswered written questions	3.1.5	Internal decision	Presidency	Immediately	-	Not implemented	-
37. Debate on interpellations to be held at least once in each sessional month of the Assembly	3.1.5	Internal decision	Presidency	Immediately	-	Not implemented	Practice can be developed without the modification of RoP.
38. Members of parliamentary groups and non-attached members to have the same time limit for intervention in the debate on interpellation	3.1.5	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
39. President of plenary session to revoke the floor from MPs or the members of government if he/she goes beyond	3.1.5	Internal decision	Presidency	Immediately	-	Not implemented	-

the time frame at debate on interpellation							
40. Time frame of interpellation debate to be shortened to 30 minutes per interpellation	3.1.5	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
41. Other party groups not to participate in the debate on interpellation	3.1.5	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
42. Government not to have more time than the interpellant has altogether	3.1.5	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
43. Complete and easily accessible information on the interpellations, along with their verbatim transcript to be posted on the website of the Assembly, and in the Bulletin	3.1.5	Internal decision	Presidency	Immediately	-	Not implemented	-
44. Parliamentary debates of larger policy areas and questions of wider social impact and interest at the plenary session to be regulated in the RoP (proponent, timeframe, allocated speaking time etc.)	3.1.5	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
45. Regular parliamentary debates to be organised on the state of play of the EU relations of Kosovo and on specific EU-related topics in structured way, with the central coordination	3.1.5 4.1.10 2 5.1.5 1.3	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-

role of the Committee on European Integration							
46. Supervision of EU funds to be exercised at the plenary session at least once a year	4.1.10 2	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
47. Voting rights to be given to non-attached MPs in committee sessions	3.1.5	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
48. In case of an MP leaving the party group, the composition of the committees to be renegotiated to respect the party proportion within committees	3.1.5	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
49. Every MP has to be given the right to serve in at least one committee	3.1.5	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
50. Concept and role of working groups of committees to be laid down in the Rules of Procedures	3.1.5	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
51. Issues and policy areas not linked to actual legislative tasks to be scrutinized with the involvement of third parties at the committee sessions	3.1.5	Internal decision	Committee chairpersons	Immediately	-	Ongoing implemented	Practice can be developed without the modification of RoP.
52. Regular chain of communication to be established between all parliamentary organs and the ministries,	3.1.5 4.2.7 3.1	Internal decision	Presidency	Immediately	-	Not implemented	Coordination between the Assembly and the Government needed

including the Prime Minister's Office							
53. Information about committee meetings, including the agenda items, length, participants, verbatim transcripts and possibly digital audio-recordings to be made public and easily accessible on the website of the Assembly	3.1.5	Internal decision	Presidency	Immediately	-	Not implemented	-
54. Committee chairpersons to involve staff members in more substantial and professional work	3.1.5	Internal decision	Committee chairpersons	Immediately	-	Partially implemented	-
55. MPs to be provided with political support staff	3.1.5	Internal decision	Presidency	Immediately	Exact cost to be defined	Not implemented	-
56. Provisions regarding establishment and functioning of the parliamentary investigation committee to be gathered in one legal base document, preferably the RoP	3.1.5	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	Relevant legal regulations to be revised
57. Parliamentary investigation committee to begin its proceedings even if some political parties do not delegate their members	3.1.5	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	Relevant legal regulations to be revised
58. The parliamentary investigation committee meetings to be broadcasted and all documents and	3.1.5	Internal decision	Presidency	Immediately	-	Not implemented	-

verbatim transcripts to be accessible through the website of the Assembly							
<i>Mechanism for monitoring of the independent agencies</i>							
59. Assembly to be an active participant in the targeted functional review and rationalization of the independent bodies	3.2.4	Internal decision	Presidency, Secretary General	Immediately	-	Ongoing implementation	Cooperation between the Assembly and the Government needed
60. Assembly to amend the identified unclear/ambiguous articles or include missing provisions in the specific laws on the independent bodies based on details in the referred activity report	3.2.4 2.2 3.1 6.2	Modification of laws	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
61. Procedure of nomination and appointment of the boards/high ranking officials of independent bodies to be regulated in detail in the Rules of Procedure based on details in the referred activity report	3.2.4 2.2	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
62. Independent body to be notified by the President and its representative to answer the questions of the respective committee in person if the submitted report does not meet the	3.2.4 3.1.1 3.1.2	Internal decision	President, Committee chairpersons	Immediately	-	Not implemented	-

requested standards or not submitted on time							
63. Assigning the committees to review the submitted annual reports and on the cooperation mechanism among them to be regulated in detail in the Rules of Procedure based on details in the referred activity report	3.2.4 3.1.2	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
64. Revision of annual reports of independent bodies by committees and at the plenary session to be regulated in detail in the Rules of Procedure based on details in the referred activity report	3.2.4 3.1.2	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
65. Occasional reporting obligation and the deliberation of occasional reports to be regulated in detail in the respective laws and in Rules of Procedure based on details in the referred activity report	3.2.4 3.2	Modification of RoP, and of laws	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
66. Use of external expertise by the committees in the evaluation highly technical and specific areas of independent bodies' reports	3.2.4 3.3	Internal decision	Presidency, Committee chairpersons	Immediately	Exact cost to be defined	Not implemented	-

67. Assembly's deliberation of the annual reports prepared by the independent bodies and of the report of the National Audit Office to be streamlined into one procedure	3.2.4 4.1 4.2	Modification of RoP, and of laws	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
68. Introduction of budgetary consequences for independent bodies which do not implement the recommendations formulated by the Assembly and by the National Audit Office to be considered	3.2.4 4.3	Modification of RoP, and of laws	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
69. Thematic committee and plenary discussions to be organised with representatives of independent bodies	3.2.4 5.2.1	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	Practice can be developed without the modification of RoP.
70. Planning of committee oversight activities related to independent bodies based on their work plan	3.2.4 5.2.3	Internal decision	Presidency, Committee chairpersons	Immediately	-	Partially implemented	-
71. Job description of liaison officer to be revised and updated	3.2.4 6.1	Modification of Regulation on the Organization and Responsibilities of the Administration of the Assembly of Republic of Kosovo	Presidency	Immediately	Exact cost to be defined	Not implemented	Working Group headed by the Secretary General to be established with the participation of general directors and all directors to elaborate the draft of the

							modified regulation
72. Increasing the involvement of committee staff members in more substantial and professional work in relation to the oversight of independent bodies	3.2.4 6.2	Internal decision	Committee chairpersons	Immediately	-	Not implemented	-
COMPONENT 4							
<i>Role of the Committee on European Integration (CEI) in the SAA process</i>							
73. Committee on European Integration to be a multifunctional committee where all its functions of legislation, oversight, parliamentary diplomacy and raising EU policy awareness, performed in a balanced manner	4.1.10 1	Internal decision	Chairperson of CEI	Immediately	-	Not implemented	-
74. CEI to be discharged from deliberating of all drafts in the legislative procedure, to deal only with EU related drafts	4.1.10 1	Modification of RoP	Plenary session	Until the end of the current legislative term, 2021	-	Not implemented	-
75. Division of the workload among the members of CEI to be ensured in line with their specifications in order to increase the efficiency of the committee activity	4.1.10 1	Internal decision	Chairperson and members of CEI	Immediately	-	Not implemented	-
76. Joint committee meetings to be organised for the	4.1.10 1 4.2.7	Internal decision	Chairperson of CEI, committee chairpersons	Immediately	-	Not implemented	-

discussion of comprehensive EU-related policies or draft laws	3.1						
77. Based on training needs of the MPs and the relevant staff members in the field of European integration a medium term training strategy to be elaborated and “tailor made” training opportunities to be ensured as well as donor coordination to be managed accordingly	4.1.10 1	Internal decision	Presidency, Chairperson of CEI, Secretary General	Immediately	Exact cost to be defined	Not implemented	-
78. Oversight function and political supervision of the European integration activities of the Government to be strengthened by the CEI	4.1.10 1	Internal decision	Chairperson of CEI	Immediately	-	Not implemented	-
79. In order to get first-hand information about the integration policy of the Government biannual committee meetings to be organized by CEI	4.1.10 1	Internal decision	Chairperson of CEI	Immediately	-	Not implemented	-
80. Committee debates on EU policies including discussion of legislative and non-legislative documents to be organized by CEI in every three month with the participation of MPs of relevant committees	4.1.10 1 4.2.7 3.3 5.1.5 1.3	Internal decision	Chairperson of CEI, committee chairpersons	Immediately	-	Not implemented	-
81. CEI to be engaged in parliamentary	4.1.10 1	Internal decision	Chairperson of CEI	Immediately	-	Partially implemented	-

diplomacy with EU Member States as well as the EU institutions							
82. Ambassador of the Member State holding the EU presidency to be invited by CEI in January and July	4.1.10 <i>l</i>	Internal decision	Chairperson of CEI	Immediately	-	Not implemented	-
83. Incoming visits from EU institutions as well as incoming visits on bilateral and regional basis to be initiated and organised by CEI in a structured way	4.1.10 <i>l</i>	Internal decision	Chairperson of CEI	Immediately	-	Not implemented	-
84. EU funds supervision to be conducted on a regular basis either at quarterly intervals in the CEI meetings, or by establishing a subcommittee for that purpose	4.1.10 <i>l</i>	Internal decision	Chairperson of CEI	Immediately	-	Not implemented	-
85. Donor coordination related to Kosovo financial support to be promoted by organizing at least one CEI meeting a year with the participation of all donors supporting Kosovo	4.1.10 <i>l</i>	Internal decision	Chairperson of CEI	Immediately	-	Not implemented	-
86. Communication activity of the Assembly on EU related issues to be started as soon as possible	4.1.10 <i>l</i>	Internal decision	Presidency/Chairperson of CEI	Immediately	-	Implementation under consideration	-
87. Cooperation with the governmental bodies,	4.1.10 <i>l</i>	Internal decision	Chairperson of CEI	Immediately	-	Not implemented	-

universities, civil sector and international stakeholders to be enhanced by the chairperson of the CEI							
88. CEI to monitor the work of the Stabilisation and Association Council, Stabilisation and Association Committee and its Sub-Committees by inviting the respective government officials	4.1.10 2	Internal decision	Chairperson of CEI	Immediately	-	Not implemented	-
89. Written note on the SAC meeting to be send to the CEI	4.1.10 2	Internal decision	Chairperson of CEI	Immediately	-	Not implemented	Cooperation between the Assembly and the Government needed
90. Appropriate follow-up of the recommendations of the SAPC to be arranged by the CEI in committee meetings	4.1.10 2	Internal decision	Chairperson of CEI	Immediately	-	Not implemented	-
91. Oversight by the CEI in regard of the annual Country Report to be introduced as a regular practice	4.1.10 2	Internal decision	Chairperson of CEI	Immediately	-	Not implemented	-
92. After the publication of the Country Report, a joint meeting to be organised with other committees	4.1.10 2	Internal decision	Chairperson of CEI	Immediately	-	Not implemented	-
<i>Role and activities of the Stabilisation and Association Parliamentary Committee (SAPC) **</i>							
93. In the interest of the effective participation of the Assembly in the SAA process structured	4.1.10.1 2 4.1.10 2	Internal decision	Chairperson of CEI, Chairperson of Kosovo Delegation of SAPC	Immediately	-	Not implemented	-

interaction between the CEI and the Kosovo Delegation of SAPC needed							
94. The tasks and the functions of the CEI and the Kosovo Delegation of SAPC to be clearly separated	4.1.10.1 2	Internal decision	Chairperson of CEI, Chairperson of Kosovo Delegation of SAPC	Immediately	-	Not implemented	-
95. Special attention to be paid to the mutual communication between the CEI and the Kosovo Delegation of SAPC, including preparatory phase and the feedback on SAPC meeting	4.1.10.1 2 4.1.10 2	Internal decision	Chairperson of CEI, Chairperson of Kosovo Delegation of SAPC	Immediately	-	Partially implemented	-
96. Chairpersons of the respective other committees to be involved into the work of the Kosovo Delegation of SAPC	4.1.10.1 2 4.1.10 2	Internal decision	Chairperson of Kosovo Delegation of SAPC, committee chairpersons	Immediately	-	Not implemented	-
97. For the effective representation of the national interest all the steps of the preparation of SAPC meeting to be done in due time and targeted manner	4.1.10.1 2	Internal decision	Chairperson of Kosovo Delegation of SAPC	Immediately	-	Partially implemented	-
98. Government to be requested for input both to the points of the agenda and to the draft recommendations	4.1.10 2	Internal decision	Chairperson of Kosovo Delegation of SAPC	Immediately	-	Partially implemented	Cooperation between the Assembly and the Government needed
99. Work of SAPC to be open and transparent	4.1.10.1 2	Internal decision	Chairperson of Kosovo Delegation of SAPC	Immediately	-	Partially implemented	Cooperation between the Assembly and the

							Government needed
100. If SAPC meeting takes place in Kosovo, Prime Minister and President of the Republic to be invited to address the meeting; ministers to be invited to the appropriate points of the agenda	4.1.10.1 2	Internal decision	Chairperson of Kosovo Delegation of SAPC	Immediately	-	Partially implemented	-
101. Political parties to rely on their European political groups in order to lobby	4.1.10.1 2	Internal decision	Head of political party groups	Immediately	-	Not implemented	-
102. In the context of meetings with representatives of the EP, MPs to focus on a joint approach to represent and foster the interest and goals of Kosovo in its relations with the EU	4.1.10.1 2	Internal decision	Chairperson of Kosovo Delegation of SAPC	Immediately	-	Partially implemented	-
103. Preliminary discussion of the points of the agenda by the Kosovo members of SAPC to be introduced to elaborate common national position about agenda items	4.1.10.1 2 4.1.10 2	Internal decision	Chairperson of Kosovo Delegation of SAPC	Immediately	-	Partially implemented	-
104. Kosovo Delegation of SAPC to appoint an MP to act as a rapporteur to each point of the agenda	4.1.10.1 2	Internal decision	Chairperson of Kosovo Delegation of SAPC	Immediately	-	Implemented	-
105. Detailed follow-up mechanism to be elaborated for the	4.1.10.1 2	Internal decision	Chairperson of Kosovo Delegation of SAPC	Immediately	-	Not implemented	-

implementation of joint recommendations of SAPC							
106. Tasks to be properly distributed within the Assembly, clearly indicating deadlines and persons responsible for implementation if recommendations of SAPC are relevant for the Assembly	4.1.10.1 2	Internal decision	Chairperson of Kosovo Delegation of SAPC	Immediately	-	Not implemented	-
107. Coordination and monitoring mechanism to be set up if recommendations of SAPC are related to the Government	4.1.10.1 2	Internal decision	Chairperson of Kosovo Delegation of SAPC	Immediately	-	Not implemented	Coordination between the Assembly and the Government needed
108. Legal background of functioning of parliamentary consultation forum, including composition, tasks and relation to other committees and stakeholders to be set out in relevant regulation	4.1.10.1 2	Regulation to be adopted	Presidency, Head of political party groups, Plenary session	Immediately	-	Not implemented	-
109. Presidency of the Assembly, political group leaders and the respective committees to be represented in the parliamentary consultation forum	4.1.10.1 2	Internal decision	Presidency, Chairperson of Kosovo Delegation of SAPC, committee chairpersons	Immediately	-	Not implemented	-
110. Meeting of the parliamentary consultation forum to be	4.1.10.1 2	Internal decision	Head of the parliamentary consultation forum	Immediately	-	Not implemented	-

organised maximum once a month							
111. Minister for EU integration to be permanently invited to the meetings of parliamentary consultation forum, other ministers depending on the points in the agenda	4.1.10.1 2	Internal decision	Head of the parliamentary consultation forum	Immediately	-	Not implemented	-
<i>Involvement of the committees in the SAA process</i>							
112. Chairpersons of committees to meet at least in every three months to strengthen the Cooperation and coordination to be strengthened among committees in EU matters	4.2.7 3.1	Internal decision	Committee chairpersons	Immediately	-	Not implemented	-
113. Members of CEI responsible for different EU policy fields to keep permanent contact with relevant committees responsible for the same areas	4.2.7 3.1	Internal decision	Members of CEI, Committee chairpersons	Immediately	-	Not implemented	-
114. Committees to exercise their activities in close coordination and cooperation with each other in order to ensure required level of law approximation and the coherence of legal system	4.2.7 3.2	Internal decision	Committee chairpersons	Immediately	-	Not implemented	-
115. In the field of EU-related matters – within	4.2.7 3.3	Internal decision	Committee chairpersons	Immediately	-	Not implemented	-

their competencies – oversight function of committees to be enhanced with special regard to the monitoring of SAA implementation							
116. On the EU-related aspects of the fields of their competencies committees to organize thematic debates, events, and roundtable discussions involving all the stakeholders	4.2.7 3.3	Internal decision	Committee chairpersons	Immediately	-	Not implemented	-
<i>Raising general awareness on the EU integration process</i>							
117. EU Information and Communication Strategy and Action Plan to be elaborated in a synchronised way with the strategy and action plan on the same subject matter prepared by the Government	4.3.3 2	Internal decision	Presidency, Secretary General	Immediately	-	Not implemented	Coordination between the Assembly and the Government needed
118. Implementation of the Communication and Information Strategy in support of Kosovo's European Integration Process 2017-2020 to be monitored	4.3.3 2	Internal decision	Committee on European Integration	Immediately	-	Not implemented	-
119. Forum for Parliamentary Transparency to be involved in the planning phase of EU-related communication actions	4.3.3 2	Internal decision	Presidency, Secretary General	Immediately	-	Partially implemented	-
COMPONENT 5							
<i>Activities of the administrative structures responsible for the European integration tasks</i>							

120. New organisational unit, “European Integration Coordination Unit” dealing with coordination and assistance to MPs in EU interparliamentary work to be established	5.1.5 2.4	Modification of Regulation on the Organization and Responsibilities of the Administration of the Assembly of Republic of Kosovo	Presidency	Immediately	Exact cost to be defined	Not implemented	Working Group headed by the Secretary General to be established with the participation of general directors and all directors to elaborate the draft of the modified regulation
121. Job description of staff members of “European Integration Coordination Unit” to be adopted based on details in the referred activity report	5.1.5 2.4.2	Modification of Regulation on the Organization and Responsibilities of the Administration of the Assembly of Republic of Kosovo	Presidency	Immediately	-	Not implemented	Working Group headed by the Secretary General to be established with the participation of general directors and all directors to elaborate the draft of the modified regulation
122. “European Integration Coordination Unit” to perform the functions as detailed in the referred activity report	5.1.5 2.4.1	Modification of Regulation on the Organization and Responsibilities of the Administration of the Assembly of Republic of Kosovo	Presidency	Immediately	-	Not implemented	Working Group headed by the Secretary General to be established with the participation of general directors and all directors to elaborate the draft of the modified regulation
123. Bearing in mind the five main categories of duties for a parliament	5.1.5 2.1 1.2	Internal decision	Presidency, Chairperson of CEI	Immediately	-	Partially implemented	-

in the EU integration process, in line with the duties and competencies of the CEI, its staff members to be engaged with the legal approximation, the governmental oversight, the information-activities and the interparliamentary tasks as detailed in the referred activity report	1.3 1.4 1.5						
<i>Interparliamentary cooperation and relations</i>							
124. Adoption of Strategy on interparliamentary cooperation and relations and its implementation at political level	5.1.6	Internal decision	Presidency, Secretary General	Immediately	-	Not implemented	-
125. Yearly plan on interparliamentary cooperation and relations to be elaborated and adopted	5.1.6	Internal decision	Presidency, Secretary General	Immediately	-	Not implemented	-
126. Internal regulation on the management of international relations to be adopted	5.1.6	Internal regulations	Presidency	Immediately	-	Not implemented	-
127. In relation to the management of international relations and protocol the Regulation on the Organization and Responsibilities of the Administration of the Assembly of Republic	5.1.6	Modification of Regulation on the Organization and Responsibilities of the Administration of the Assembly	Presidency	Immediately	-	Not implemented	Working Group headed by the Secretary General to be established with the participation of general directors and all directors to elaborate the

of Kosovo to be modified		of Republic of Kosovo					draft of the modified regulation
Research activities							
128. Regulation on the Organization and Responsibilities of the Administration of the Assembly of Republic of Kosovo to be updated with the recent organizational changes and accordingly with the precise prescription of new responsibilities of the Unit on Budget and Finance Analyses	5.2.1 2.1	Modification of Regulation on the Organization and Responsibilities of the Administration of the Assembly of Republic of Kosovo	Presidency	Immediately	-	Not implemented	Working Group headed by the Secretary General to be established with the participation of general directors and all directors to elaborate the draft of the modified regulation
129. Size of the Unit for Research to be increased with three new positions in order to establish the conditions for the subject specialization	5.2.1 2.2	Modification of Regulation on the Organization and Responsibilities of the Administration of the Assembly of Republic of Kosovo	Presidency	Immediately	Exact cost to be defined	Not implemented	Working Group headed by the Secretary General to be established with the participation of general directors and all directors to elaborate the draft of the modified regulation

RECOMMENDATIONS AT ADMINISTRATIVE LEVEL							
COMPONENT 1							
<i>Legislative process and codification</i>							
130. Manual on legal analysis and preparation of documents supporting the legislative procedure elaborated by the Twinning Project to be applied throughout the entire legislative procedure	1.1.5 3	Internal decision	Secretary General, General Director of General Directorate for Legal and Procedural Issues (GDLPI)	Immediately	-	Not implemented	-
131. Regular training to be provided on legal translation	1.1.5 1.3.3	Internal decision	Secretary General	Immediately	Exact cost to be defined	Not implemented	-
<i>EU legal approximation</i>							
132. Manual on European legal approximation and preparation of documents supporting the legislative procedure elaborated by the Twinning Project to be applied	1.2.1 4	Internal decision	Secretary General, General Director of GDLPI	Immediately	-	Not implemented	-
133. Content of the preliminary report and the legal opinion on European legal approximation to be prepared in line with the guidelines elaborated by the Twinning Project	1.2.1 4	Internal decision	Secretary General, General Director of GDLPI	Immediately	-	Not implemented	-
COMPONENT 2							
<i>Budgetary and financial management</i>							
134. Cooperation and communication	2.1.2 2.a	Internal decision	Secretary General,	Immediately	-	Partially implemented	-

between the organisational unit requesting public procurement and the Directorate for Procurement to be further enhanced in all stages	2.b 2.c 2.d		Director of Directorate for Procurement, all directors				
135. Technical specifications for public procurement procedure to be prepared prior to the fiscal year it is launched	2.1.2 2.b	Internal decision	Secretary General, Director of Directorate for Procurement, all directors	Immediately	-	Not implemented	-
136. Efficiency of contract management to be enhanced	2.1.2 2.c	Internal decision	Secretary General, Director of Directorate for Procurement, all directors	Immediately	-	Not implemented	-
137. Procurement and contract management plan to be elaborated and distributed among directors and contract managers concerned on a regular basis	2.1.2 2.d	Internal decision	Secretary General, Director of Directorate for Procurement	Immediately	-	Ongoing implementation	-
138. Trainings to be provided for contract managers	2.1.2 2.d	Internal decision	Secretary General, Director of Directorate for Procurement	Immediately	-	Under consideration	-
HR management							
139. Within the annual training plan, categories of priority level, budgetary implications and possible training provider to be included	2.2.2 2.2	Internal decision	Secretary General, Director of Directorate for Personnel (DP)	Immediately	Exact cost to be defined	Not implemented	-
140. Multiannual training strategy and the annual training plans to be followed up and	2.2.2 2.2	Internal decision	Secretary General, Director of DP	Immediately	-	Not implemented	-

expenditures to be monitored							
141. Training needs of organizational units to be specified proactively and precisely by themselves	2.2.2 2.2 2.4	Internal decision	Secretary General, all directors	Immediately	-	Not implemented	-
142. Trainings to be prioritized in line with the fields presented in the referred activity report	2.2.2 2.5	Internal decision	Secretary General, Director of DP	Immediately	-	Not implemented	-
143. Training needs identified by the Twinning Project to be reflected in the multiannual training strategy and the annual training plans	2.2.2 3	Internal decision	Secretary General, Director of DP	Immediately	-	Not implemented	-
144. Individual requests for trainings to be in line with the annual training plan	2.2.2 2.2	Internal decision	Secretary General, all directors	Immediately	-	Not implemented	-
145. Annual training plan to be elaborated in time to ensure the timely implementation of training activities	2.2.2 2.2	Internal decision	Secretary General, Director of DP	Immediately	-	Not implemented	-
146. Supervisors to properly fill in the performance evaluation forms and ensure the identified needs to follow up	2.2.2 2.2	Internal decision	Secretary General, all directors	Immediately	-	Not implemented	-
147. Processes and procedures concerning the management of training activities to be further improved and	2.2.2 2.1	Internal decision	Secretary General, Director of DP, all directors	Immediately	-	Not implemented	-

made more effective and justified as detailed in the referred activity report							
148. Monitoring and evaluation of available financial resources for training purposes to be regular	2.2.2 2.3	Internal decision	Secretary General, Director of DP, Director of Directorate for Budget and Payments (DBP)	Immediately	-	Not implemented	-
149. Donor supports to be overviewed and evaluated regularly and their contribution to be included in the Administration's training planning	2.2.2 2.3	Internal decision	Secretary General, Director of DP, Senior Official for Donor Coordination and Relations with Civil Society	Immediately	-	Not implemented	-
150. Coordination of the support provided by the different donors to be ensured and duplication of trainings to be avoided	2.2.2 2.6	Internal decision	Secretary General, Senior Official for Donor Coordination and Relations with Civil Society, Director of DP	Immediately	-	Not implemented	-
151. Donor support for the trainings to be coordinated with the Directorate for Personnel	2.2.2 2.6	Internal decision	Secretary General, Senior Official for Donor Coordination and Relations with Civil Society, Director of DP	Immediately	-	Not implemented	-
152. Donors to be enforced to use training plan of the Assembly as a basis for providing trainings	2.2.2 2.6	Internal decision	Secretary General, Senior Official for Donor Coordination and Relations with Civil Society, Director of DP	Immediately	-	Not implemented	-
153. Internal communication concerning training needs and activities to	2.2.2 2.4	Internal decision	Secretary General, Director of DP, all directors	Immediately	-	Not implemented	-

be more regular and transparent							
154. Induction training to be provided to all newly recruited staff members	2.2.2 2.4	Internal decision	Secretary General, Director of DP	Immediately	-	Not implemented	-
155. Individually received invitations to trainings to be channeled in through the supervisors and also through the Directorate for Personnel	2.2.2 2.4	Internal decision	Secretary General, Director of DP, all directors	Immediately	-	Not implemented	-
156. Proper feedback on study visits and trainings to be ensured in written and shared with the relevant colleagues	2.2.2 2.4	Internal decision	Secretary General, Director of DP, all colleagues	Immediately	-	Not implemented	-
<i>IT independence process and the development of e-parliament system</i>							
157. IT Action Plan to be implemented and revised periodically	2.3.1 3	Internal decision	Secretary General	As defined in the Action Plan	Exact cost to be defined	Partially implemented	-
158. Digital archive of the plenary session broadcast to be developed and the minimum specification to be met as detailed in the referred activity report	2.3.2 3	Internal decision	Secretary General, Director of Directorate for Information Technology (DIT)	Immediately	Exact cost to be defined	Not implemented	-
159. Multi audio channel interpretation modules supported by audio system to be used in the case of live interpretation of any speech	2.3.2 3	Internal decision	Secretary General, Director of DIT	Immediately	Exact cost to be defined	Not implemented	-
160. Training of committee staff members and MPs	2.3.2 3	Internal decision	Secretary General, Director of DIT	Immediately	-	Not implemented	-

on computer presentation to be organised to use committee room displays or projectors							
161. IT staff to evaluate the use of short throw projectors in the Plenary hall and committee rooms	2.3.2 3	Internal decision	Secretary General, Director of DIT	Immediately	Exact cost to be defined	Partially implemented	-
162. Plenary hall screen to show additional data about the available time for speaking	2.3.2 3	Internal decision	Secretary General, Director of DIT	Immediately	Exact cost to be defined	Partially implemented	-
163. Streaming in the LCD screens to be spread across the Assembly, where currently the agenda is displayed	2.3.2 3	Internal decision	Secretary General, Director of DIT	After web stream of the plenary sessions made available	Exact cost to be defined	Not implemented	-
164. Digitalization of older plenary video archives to start, metadata added and a search frontend needed for digitization of the old archive	2.3.2 3	Internal decision	Secretary General, Director of DIT	After implementation of the project for digitalization of the archive	Exact cost to be defined	Under consideration	-
165. "Rules of Coverage" to be introduced to ensure consistency of approach across all audio-visual output	2.3.2 3	Internal decision	Secretary General, Director of DIT	Immediately	Exact cost to be defined	Under consideration	Sample provided in the referred activity report
166. Guidelines for use of footage provided by the Assembly to be drawn up	2.3.2 3	Internal decision	Secretary General, Director of DIT	Immediately	Exact cost to be defined	Under consideration	Sample provided in the referred activity report
167. Raising awareness about the e-parliament system to be strengthened to make the staff members	2.3.3 3.1 2.3.4 4.3	Internal decision	Secretary General, Director of DIT	Immediately	-	Under consideration	-

understand the necessity of information sharing at all levels as detailed in the referred activity reports							
168. Administrative instruction to be adopted about electronic document-handling, including the circle of documents, the methods of document-handling, the level of access to different document types	2.3.3 3.2	Administrative instruction	Secretary General	Immediately	-	Not implemented	-
169. Organisation of trainings to explain the vision and goals of the e-parliament in detail to all staff members, including the higher level of management	2.3.3 3.3 2.3.4 4.3	Internal decision	Secretary General, Director of DIT	Immediately	-	Under consideration	-
170. One staff member of IT Directorate to be designated as an e-parliament coordinator (process-controller) to follow data input from the contextual point of view	2.3.3 3.4	Internal decision	Secretary General, Director of DIT	Immediately	-	Implemented	-
171. Working group at the higher level of administration to be set up to monitor operation, to discuss plans, accomplishments and arising problems of e-parliament system	2.3.3 3.6	Internal decision	Secretary General, Director of DIT	Immediately	-	Not implemented	-

172. Assembly to enter into a support and maintenance contract for the following years, until e-parliament system reaches its full capacity	2.3.3 3.7	Internal decision	Secretary General, Director of DIT, Director of Directorate for Procurement	Immediately	Exact cost to be defined	Under consideration	-
173. Strategic mid-term plan to be elaborated for future development of the e-parliament system, scheduling the necessary hardware replacement, software updates and migration, creation of new functional modules	2.3.3 3.9	Internal decision	Secretary General, Director of DIT	Immediately	-	Partially implemented	-
174. Further development of e-parliament system needed as detailed in the referred the activity report	2.3.3 3.10 2.3.4 4.2	Internal decision	Secretary General, Director of DIT	Immediately	200000 EUR	Under consideration	Conditions of technology are ready for the usage of e-parliament system.
175. Interconnection to be established between e-parliament database and Assembly's website	2.3.3 3.11	Internal decision	Secretary General, Director of DIT	After the beginning of proper functioning of the e-parliament system	Exact cost to be defined	Partially implemented	-
176. Further development of the website to be harmonized with the e-parliament system	2.3.3 3.11	Internal decision	Secretary General, Director of DIT	Immediately	-	Partially implemented	-
177. E-parliament to be used in its fullest extent and capacity, working methods and activities to be strengthened as detailed in the referred activity report	2.3.4 4.1	Internal decision	Secretary General, Director of DIT	Immediately	-	Not implemented	-
COMPONENT 3							

<i>Parliamentary oversight of Government activities</i>							
178. Staff members to act more proactively to support the committee chairpersons' research and preparation	3.1.5	Internal decision	Secretary General, Director of Directorate for Support to the Parliamentary Committees (DSPC), Coordinators and staff members of committees	Immediately	-	Partially implemented	-
<i>Mechanism for monitoring of the independent agencies</i>							
179. Classification of the independent agencies in line with the terminology of the Constitution and adjustment of the Assembly webpage accordingly	3.2.4 1	Internal decision	Secretary General	Immediately	-	Not implemented	-
180. Workload of the Assembly's administration to be shared among the staff members based on the different aspects of the report examination	3.2.4 4.1	Internal decision	Secretary General, Director of DSPC	Immediately	-	Partially implemented	-
181. Analytical report on the detected regulatory gaps in the laws on the independent bodies overseen by the Assembly to be elaborated	3.2.4 6.2	Internal decision	Secretary General, Director of DSPC	Immediately	-	Not implemented	See point No. 60
182. Committee staff members' capacity in analytical skills to be strengthened by training, and complemented by external expertise	3.2.4 6.2	Internal decision	Secretary General, Director of DSPC	Immediately	Exact cost to be defined	Under consideration	-

COMPONENT 4							
<i>Role of the Committee on European Integration in the SAA process</i>							
183. Training strategy in the field of European integration to be elaborated and donor coordination to be managed accordingly	4.1.10 1	Internal decision	Secretary General	Immediately	-	Not implemented	-
<i>Role and activities of the Stabilisation and Association Parliamentary Committee (SAPC)**</i>							
184. Intensive co-operation of the Kosovo secretariat of SAPC with the EP Delegation's secretariat needed during the preparation of the draft joint recommendations	4.1.10.1 2	Internal decision	Secretary General, Kosovo Secretariat of SAPC	Immediately	-	Partially implemented	-
185. Kosovo secretariat of SAPC to cooperate with the CEI secretariat	4.1.10.1 2	Internal decision	Secretary General, Kosovo Secretariat of SAPC	Immediately	-	Partially implemented	-
186. Appropriate preparation of the SAPC meeting, including the agenda setting to be further improved through the Joint Bureau of SAPC	4.1.10.1 2	Internal decision	Secretary General, Kosovo Secretariat of SAPC	Immediately	-	Not implemented	-
187. Background papers – based on the Government's input - to the items on the SAPC agenda as well as to the draft recommendations to be prepared by the Assembly staff members	4.1.10.1 2	Internal decision	Secretary General, Kosovo Secretariat of SAPC	Immediately	-	Not implemented	-
<i>Involvement of the committees in the SAA process</i>							

188. Meeting to be held at least twice a month at administrative level to exchange information with special regard to the EU integration related topics	4.1.7 3.2	Internal decision	Secretary General, Director of DSPC, Coordinators of committees	Immediately	-	Not implemented	-
189. Officials of the assigned committee in the legislative process, colleague of CEI and the Directorate for Legal Standardisation, Approximation and Harmonization to keep permanent working relation in course of the entire legislative cycle of a draft law	4.1.7 3.2	Internal decision	Secretary General, Director of DSPC, Coordinators of committees, Director of Directorate for Legal Standardisation, Approximation and Harmonization (DLSAH)	Immediately	-	Not implemented	-
<i>Raising general awareness on EU integration process</i>							
190. Activities and events in EU communication to be planned on the EU Information and Communication action plan and to focus on target audiences	4.3.3 2	Internal decision	Secretary General, Director of Directorate for Media and Public Relations (DMPR), Director of DSPC	Immediately	-	Partially implemented	-
191. MPs to be supported in preparation of their EU-related communication	4.3.3 2	Internal decision	Secretary General, Director of DMPR, Director of DSPC	Immediately	-	Partially implemented	-
192. Separate budget line for the implementation of the EU communication actions to be established within the parliamentary budget	4.3.3 2	Internal decision	Secretary General, Director of DMPR, Director of DBP	Immediately	-	Not implemented	-
193. Planning, follow-up and monitoring of EU-related communication	4.3.3 2	Internal decision	Secretary General, Director of DMPR,	Immediately	-	Not implemented	-

actions according to the steps as detailed in the referred activity report			European Integration Coordination Unit (EICU), Director of DSPC, Senior Official for Donor Coordination and Relations with Civil Society				
194. Coordination of EU-related communication actions and continuous information sharing among the organisational units	4.3.3 2	Internal decision	Secretary General, Cabinet of the Speaker, Director of DMPR, Director of DSPC, Senior Official for Donor Coordination and Relations with Civil Society, EICU	Immediately	-	Not implemented	-
195. Means of actions to be applied as detailed in the referred activity report in the area of EU communication and awareness activities	4.3.3 3	Internal decision	Secretary General, Cabinet of the Speaker, Director of DMPR, Director of DSPC, Senior Official for Donor Coordination and Relations with Civil Society, EICU	Immediately	-	Not implemented	-
COMPONENT 5							
<i>Activities of the administrative structures responsible for the European integration tasks</i>							
196. In relation to the five main categories of duties for a parliament in the EU integration process, the Directorate of Research, Library and Archive to be engaged with providing background information	5.1.5 2.3 1.2 1.5	Internal decision	Secretary General, Director of Directorate of Research, Library and Archive	Immediately	-	Not implemented	-

necessary for carrying out the legal approximation, and – to a limited extent – the interparliamentary tasks as detailed in the activity report							
<i>Interparliamentary cooperation and relations</i>							
197. Implementation of Strategy on interparliamentary cooperation and relations at administrative level	5.1.6	Internal decision	Secretary General, Director of Directorate for Protocol and International Relations, Director of DSPC	Immediately after the adoption of the strategy by the Presidency	-	Not implemented	-
<i>Research activities</i>							
198. Instruction of the Directorate for Research, Library and Archives (DRLA) to be updated with the recent organizational changes and accordingly with the precise prescription of new responsibilities of the Unit on Budget and Finance Analyses	5.2.1 2.1	Modification of Instruction of DRLA	Secretary General	Immediately	-	Not implemented	-
199. Staff members having budget and finance background and experience in the field to be employed in the Unit on Budget and Finance Analyses of the DRLA	5.2.1 2.1	Internal decision	Secretary General	Immediately	-	Not implemented	-
200. Manual on conducting research paper elaborated by the Twinning Project to be applied	5.2.2	Internal decision	Director of DRLA	Immediately	-	Not implemented	-

201. To learn from particular experience of Northern Ireland Assembly within the framework of the existing Memorandum of Understanding Between the Administration of the Assembly of the Republic of Kosovo and Administration of the Northern Ireland Assembly	5.2.1 2.1	Internal decision	Secretary General and Director of DRLA	Immediately	Exact cost to be defined	Not implemented	-
202. For longer term a subject specification model of staff to be established based on particular policy fields	5.2.1 2.2	Internal decision	Secretary General and Director of DRLA	After the establishment of three new positions	-	Not implemented	
203. Further efforts to be made to organize specific research trainings	5.2.1 2.2	Internal decision	Secretary General	Immediately	Exact cost to be defined	Not implemented	-
204. Research staff to participate in the various EU-related trainings organised for Government and line ministry staff members	5.2.1 2.2	Internal decision	Secretary General	Immediately	Exact cost to be defined	Not implemented	Cooperation between the Assembly and the Government needed
205. Sufficient budget to be provided for participation of DRLA in international conferences and seminars organized by the ECPRD and IFLA	5.2.1 2.2	Internal decision	Secretary General	Immediately	Exact cost to be defined	Not implemented	-
206. English language courses to be provided	5.2.1 2.2	Internal decision	Secretary General	Immediately	Exact cost to be defined	Not implemented	-

for research staff tailored to their needs							
207. To maximise the relevancy to the Assembly of proactive research, good communication across directorates, particularly between committee coordinators and the staff in the Unit for Research to be established	5.2.1 3.1	Internal decision	Secretary General, Director of DSPC, Coordinators and staff members of committees	Immediately	-	Partially implemented	-
208. Unit for Research's forward work plan to be shared electronically with all MPs	5.2.1 3.1	Internal decision	Secretary General	Immediately	-	Ongoing implementation	-
209. Templates used to format research to be adapted and development of a quality control framework to be ensured	5.2.1 3.2	Internal decision	Secretary General and Director of DRLA	Immediately	-	Not implemented	-
210. Agreement to be reached as to how the principle of confidentiality to be operationalized in relation to contact between MPs and the DRLA	5.2.1 3.3	Internal decision	Secretary General	Immediately	-	Not implemented	-
211. Further research products (e.g. fact sheets, information notes, background studies) to be developed by the Unit for Research	5.2.1 3.4	Internal decision	Secretary General and Director of DRLA	Immediately	-	Not implemented	-

to contribute to coverage of EU matters							
212. Current awareness service with a focus on Kosovo SAA and EU related developments to be developed by the Unit for Research	5.2.1 3.4	Internal decision	Secretary General and Director of DRLA	Immediately	-	Not implemented	-
213. "In-house" manual for research papers to be developed as detailed in the activity report and implemented	5.2.1 4.1	Internal decision	Secretary General and Director of DRLA	Immediately	-	Not implemented	-
214. Crucial elements of the research framework to be included into Instruction of DRLA	5.2.1 4.1	Modification of Instruction of DRLA	Secretary General	Immediately	-	Not implemented	-
215. Internal style guide to be developed to standardise the writing and design of research products	5.2.1 4.1	Internal decision	Secretary General and Director of DRLA	Immediately	-	Not implemented	-
216. To introduce into the research papers a separate section on the EU law and policy as described in the activity report	5.2.1 4.2	Internal decision	Secretary General and Director of DRLA	Immediately	-	Implemented	-
217. To introduce a separate section on comparative analysis into the research papers as described in the activity report	5.2.1 4.3	Internal decision	Secretary General, Director of DRLA	Immediately	-	Ongoing implementation	-
218. Unit for Research to be strengthened in terms of available library and online resources as well as in online search skills	5.2.1 5	Internal decision	Secretary General	Immediately	Exact cost to be defined	Not implemented	-

219. General conditions for the library to be empowered, annual budget for the acquisition and for establishing a well-equipped reading room to be provided	5.2.1 5.1	Internal decision	Secretary General	Immediately	Exact cost to be defined	Not implemented	-
220. A strategic plan for acquisition policy especially regarding foreign legal literature, EU-literature and also special subject fields to be elaborated	5.2.1 5.1	Internal decision	Secretary General, Director of DRLA	Immediately	Exact cost to be defined	Not implemented	-
221. Necessary IT conditions for the access to the services provided by the National Library within the framework of the Memorandum of Understanding to be established	5.2.1 5.1	Internal decision	Secretary General, Director of Directorate for IT	Immediately	Exact cost to be defined	Not implemented	-
222. Researchers, MPs and other users of the Library to be provided with access to commercial online full-text databases of current foreign academic literature on European law, EU issues and various public policy subjects, with trainings on their content and search techniques	5.2.1 5.1	Internal decision	Secretary General	Immediately	Exact cost to be defined	Not implemented	National Library provides access to its online library from 2018.

223. Exact and detailed reference on the source of information to be indicated in the bibliography and “in-text citations” to be used	5.2.1 5.2	Internal decision	Secretary General and Director of DRLA	Immediately	-	Not implemented	-
224. List of experts provided by KDI to be utilized by the Unit for Research at the end of the project to establish direct contacts with external specialists, experts and think-tanks	5.2.1 5.3	Internal decision	Secretary General	Immediately	-	Not implemented	-

* Numbers indicate the number of activity reports and its chapters (with *Italic*).

** Categories defined: implemented / partially implemented / ongoing implementation / under consideration / not implemented

*** Term of Stabilisation and Association Parliamentary Committee is used as defined in Article 132 in the Stabilisation and Association Agreement.