



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

Ministria e Tregtisë dhe Industrisë
Ministarstvo Trgovine i Industrije-Ministry of Trade and Industry

Pursuant to paragraph 4 of Article 93 of the Constitution of the Republic of Kosova, subparagraph 1.2 paragraph 1 of Article 12 of Law No 03/L-129 on Economic Zones, the Minister of Trade and Industry, promulgates the following:

ADMINISTRATIVE DIRECTIVE No. 2009/24

**FOR RELATIONS BETWEEN RESPONSIBLE INSTITUTION, DEVELOPER OF THE
ZONE AND OTHER INSTITUTIONS**

Article 1
Objective

1. This Administrative Directive regulates relations between responsible institution, developer of the zone and other institutions by assigning duties to each of them.
2. The Developer of Economic Zone, responsible institution and other institutions maintain continuous contacts on all issues dealing with Economic Zones, for which the decision has been issued.

Article 2
Definitions

1. For the purposes of this Directive the following definitions shall apply:

1.1. **Agency** – shall mean the Agency supporting small and medium enterprises, which operates within the framework of the Ministry of Trade and Industry.

1.2. **MSME** – shall mean micro, small and medium enterprises.

1.3. **EZ** – shall mean Economic Zones

1.4. **Relevant institutions** – shall mean Ministry of Agriculture, Forestry and Rural Development, Ministry of Environment and Spatial Planning, Ministry of Energy and Mines, Independent Commission for Mines and Minerals, Ministry of Culture, Youth and Sports – Cultural Heritage, respective Municipal Assembly, Ministry of Transport and Telecommunication, and other institutions as needed.

Article 3

Relations between responsible institution and developer of the zone

1. The Agency, upon reception of the request for creation of EZ, maintains a continuous contact with the developer and:

- 1.1. Identifies proposed areas for the creation of EZ;
- 1.2. Assists and monitors the procedure for creation of EZ;
- 1.3. Observes functionality of EZ;
- 1.4. Notifies the developer of any eventual modification of laws and sub-law acts in force that may affect EZ;
- 1.5. Notifies the developer in case of possible changes to the decision for creation of EZ;
- 1.6. Responds to every written request made by the developer to the Agency;
- 1.7. Provides recommendations and remarks for failure to accomplish the dynamic plan;
- 1.8. Closely cooperates with the developer in other required issues.

2. The developer's obligations are:

- 2.1. To notify the Agency if during the zone construction phase it encounters any cultural-historic monuments, natural resources, and any other type of national interest property;
- 2.2. To provide the Agency with an approximate dynamic plan for construction of the EZ;
- 2.3. Report on construction workflow;
- 2.4. Submit construction dynamic plan for the following year;
- 2.5. Inform ad-hoc about emerging difficulties during the construction work;
- 2.6. Make a preliminary written notification for possible request by the developer about modification of the conditions of the decision;
- 2.7. To ensure, keep within the EZ all necessary documentation related to conditions of the decision and activities taking place within the EZ;
- 2.8. Submit additional data and documentation, when this is required by the Agency;
- 2.9. Creation and presenting the EZ users (businesses) database.

Article 4

Relations between responsible institution and other institutions

1. The Agency notifies relevant Institutions of all decisions issued for EZ.

2. The Agency requests additional information from relevant institutions about the documents provided by the developer.

3. In specific cases, groups of experts are created by relevant institutions directed by the Agency, in order to resolve issues in the interest of EZ.
4. The Agency cooperates with relevant institutions on other issues based on the request.

Article 5 **Temporary provisions**

Supervision over the implementation of this Administrative Directive shall be conducted by the Agency for the Promotion of Micro, Small and Medium Enterprises.

Article 6 **Entry into force**

This Administrative Directive enters into force on the day when the Minister of Trade and Industry signs it.

Prishtina, 31 December 2009

Minister of Trade and Industry
Lutfi ZHARKU