



Republika e Kosovës
Republika Kosova/Republic of Kosovo
Akademia e Drejtësisë/Akademija Pravde/Academy of Justice

The Steering Council of the Academy of Justice,

Pursuant to Article 10, paragraph 1, subparagraph 1.1 of Law No. 05/L-095 on Academy of Justice, as well as Article 6, paragraph 3 of Law No. 08/L-294 on amending and supplementing the Law No. 08/L-197 on Public Officials, at the meeting held on July 30 2026, hereby approves:

REGULATION NO. 13/2026
ON THE APPOINTMENT AND TERMINATION OF THE MANDATE OF THE
EXECUTIVE DIRECTOR

CHAPTER I
GENERAL PROVISIONS

Article 1
Purpose

This Regulation establishes the criteria, procedures for the selection, appointment, performance evaluation, disciplinary procedures, and termination of the mandate of the Executive Director of the Academy of Justice.

Article 2
Scope

This Regulation applies to candidates applying for the position of Executive Director, during the application and selection process, and to the Executive Director, during the exercise of his mandate, for matters related to performance evaluation, disciplinary liability, suspension and termination of employment.

Article 3
Definitions

1. The expressions, terms and abbreviations used in this Regulation shall have the following meanings:

- 1.1. LPO – means Law No. 08/L-197 on Public Officials;
 - 1.2. The Council – means the Steering Council of the Academy of Justice;
 - 1.3. Academy – means the Academy of Justice;
 - 1.4. Director – means the Executive Director of the Academy of Justice;
 - 1.5. Responsible Officer – means the Senior Human Resources Officer of the Academy of Justice.
 - 1.6 HRMIS - means the Academy of Justice module in the Human Resources Management Information System.
2. Other expressions, terms and abbreviations used in this Regulation shall have the same meaning as the definitions provided in the LPO.
 3. Expressions, terms and abbreviations used in one gender shall also include the other gender, while those used in the singular shall also include the plural.

Article 4

Principles of admission

1. The admission and appointment process for the position of Director shall be guided by the following principles:
 - 1.1 **Principle of merit** – the candidate shall be selected based on their abilities, competencies and professional experience;
 - 1.2 **Principle of transparency** – the admission and appointment process shall be conducted in an open and transparent manner, ensuring regular and fair information to candidates and interested parties, in accordance with the applicable legislation.
 - 1.3 **Principle of equal opportunities** – guaranteeing equal participation for all candidates, without prejudice;
 - 1.4 **Principle of professionalism and integrity** – evaluating candidates on the basis of their professionalism, ethics and integrity;
 - 1.5 **Principle of non-discrimination** – avoiding any form of discrimination throughout the selection process;
 - 1.6 **Principle of fair and equal gender and community representation** – ensuring balanced gender and community representation in accordance with legal provisions.

CHAPTER II
CRITERIA, PUBLIC ANNOUNCEMENT AND PROCEDURE FOR THE
SELECTION OF THE DIRECTOR

Article 5
General and special requirements

1. The candidate to be selected for the position of Director of the Academy of Justice shall meet the following requirements:
 - 1.1. Be a citizen of the Republic of Kosovo;
 - 1.2. Have full capacity to act, in accordance with the applicable legislation;
 - 1.3. Be proficient in at least one of the official languages, in accordance with the relevant Law on Languages;
 - 1.4. Be capable of performing the respective duties;
 - 1.5. Not have been convicted of committing an intentional criminal offense;
 - 1.6. Not have an active disciplinary measure imposed for a serious violation in a public institution;
 - 1.7. Have successfully completed the admission procedures established by this Regulation;
 - 1.8. Be a graduate lawyer and have passed the bar examination exam;
 - 1.9. Have eight (8) years of professional experience, of which five (5) years of management experience.

Article 6
Announcement of the competition

1. The Steering Council of the Academy shall make a decision to announce the position of Director.
2. The competition procedure for the position of Director shall be organized by the unit responsible for human resources within the Academy.
3. Based on the decision of the Steering Council, the responsible unit shall publicly announce the competition procedure for the position of Director, which shall remain open for a period of no less than thirty (30) calendar days.

4. The announcement shall be published on the Academy's website, in the HRMIS and through other appropriate means of information, and shall contain:
 - 4.1. the advertised position;
 - 4.2. a general description of the duties;
 - 4.3. the criteria that candidates must meet;
 - 4.4. the documents that must be submitted for application and the method of submission;
 - 4.5. the deadline for submission of applications;
 - 4.6. the method of evaluation of candidates;
 - 4.7. the method of notification and communication with candidates.
5. Applications submitted after the deadline specified in the announcement shall not be accepted, while incomplete applications shall be rejected.
6. Candidates' applications shall be accepted within thirty (30) days from the date of the announcement of the recruitment procedure.
7. The announcement of the competition shall be made public and published in both official languages, in accordance with the relevant Law on the Use of Languages.
8. The recruitment procedure, where an extension of the mandate is not proposed after the first mandate or after the completion of the second mandate, shall commence at least three (3) months before the termination of the mandate.
9. In the event of early termination of the mandate, the Steering Council shall make a decision to initiate the recruitment procedure within thirty (30) days from the termination of the mandate.

Article 7

Application procedure

1. Candidates shall complete the application form in physical or electronic format, which shall contain the following information:
 - 1.1. the reference of the recruitment procedure announcement;
 - 1.2. the personal data of the candidate;

1.3. the level of education and diplomas obtained from educational institutions, including dates of graduation;

1.4. a detailed description of work experience, including:

1.4.1. the name of the employer;

1.4.2. the position of the job, including the relevant job class or category;

1.4.3. the duration of the employment relationship;

1.4.4. a description of the main duties;

1.4.5. the number and type of personnel under supervision, if any;

1.4.6. the address and contact details of the previous employer;

1.4.7. the reasons for termination of the previous employment relationships;

1.5. language skills;

1.6. information on specific training, professional qualifications, specializations, specific skills and publications, if required by competition;

1.7. computer skills.

2. Together with the application, candidates shall submit the following documentation:

2.1. a copy of the diploma required by the competition and, if the diploma was obtained abroad, the certificate of nostrification issued by the Ministry responsible for education;

2.2. copies of employment certificates;

2.3. copies of documents proving compliance with the conditions set out in the recruitment announcement and declared in the application.

3. As an exception to paragraph 2 of this Article, the proof that the candidate is medically fit and has not been convicted of an intentional criminal offense shall be submitted during the verification phase, prior to appointment.

4. Candidates shall complete the application in one of the official languages defined by the relevant Law on the Use of Languages.

5. The responsible unit shall provide technical support during the competition procedure, upon the request of candidates.

Article 8 **Candidate evaluation phase**

1. The selection of the candidate for the position of Director at the Academy shall be conducted in two phases:

1.1. preliminary evaluation phase; and

1.2. professional evaluation phase.

Article 9 **Preliminary evaluation**

1. The preliminary verification of candidates who have applied for the position of Director shall be conducted by the responsible unit of the Academy, which manages the recruitment procedure.
2. During the preliminary verification phase, the responsible unit shall verify whether the candidates meet the criteria established in the competition announcement.
3. The preliminary verification shall be completed, at the latest, within fifteen (15) days after the deadline for submission of applications, based on the documents submitted by the candidates.
4. Upon completion of the preliminary verification, the responsible unit shall publish on the website of the Academy of Justice and in the HRMIS the list of candidates who have met the criteria for the announcement of the competition.
5. The responsible unit shall notify candidates who have not met the admission requirements, clearly indicating the unmet criteria and/or missing documents. Such notification shall be made no later than three (3) calendar days from the date of publication of the preliminary verification results.
6. During the preliminary verification phase, candidates shall not be awarded points.

Article 10 **Admission Commission**

1. The Admission Commission for the professional evaluation of candidates who have applied for the position of Director shall be established by a decision of the Steering Council of the Academy.

2. The Admission Commission for the position of Director shall consist of five (5) members, with the following composition:
 - 2.1. The Chairperson of the Steering Council, as Chairperson of the Commission, and two (2) members of the Steering Council;
 - 2.2. The Responsible Officer of the Academy;
 - 2.3. A senior official of the senior management category.
3. In the event of resignation, conflict of interest or other circumstances in which a member is unable to perform his/her duties, his/her replacement shall be carried out through the same procedure as in the case of appointment.
4. In recruitment procedures for the position of Director, representatives from civil society and trade unions may participate as observers.

Article 11 **Professional evaluation**

1. The professional evaluation of candidates who have applied for the position of Director shall be conducted by the Admission Commission, with the support of the Responsible Officer.
2. The professional evaluation shall include the written test and interview for each candidate.
3. In the professional evaluation phase, candidates may be awarded up to one hundred (100) points.

Article 12 **Evaluation of the written test**

1. The evaluation of the written test through the development presentation shall be the first step of the professional evaluation process for candidates who have applied for the position of Director after the preliminary verification and shall be conducted no later than fifteen (15) days after the publication of the list of candidates who have passed the preliminary verification.
2. The development presentation shall include the evaluation of the knowledge, skills, and professional and leadership qualities of the candidates for the advertised position.
3. The Admission Commission, in its full composition, shall determine the topics for the development presentation two (2) hours before the written test is conducted.

4. The candidate shall present the development presentation in accordance with the topics and criteria determined pursuant to paragraph 3 of this Article.
5. The maximum possible score for the development presentation shall be up to forty (40) points.
6. Candidates who receive less than fifty percent (50%) of the points in the development presentation shall not proceed to the interview phase.
7. Members of the Admission Commission shall evaluate the development presentation independently and impartially, no later than ten (10) days from the date of its completion.
8. The evaluation of the development presentation shall be conducted by all members of the Admission Commission individually. The sum of the points awarded by the members shall constitute the final evaluation of the development presentation.
9. The final result of the development presentation is the arithmetic average of the points given by all members of the Commission, recorded in the individual evaluation forms.
10. After the completion of the evaluation of the development presentation by the Admissions Committee, the responsible officer compiles the list of candidates who have passed the development presentation.
11. The list according to paragraph 10 of this article is published by the responsible official on the official website of the Academy in the HRMIS as well as through other appropriate means of information.

Article 13

Evaluation through interview

1. Upon completion of the written test, the evaluation of candidates shall continue with the interview, which shall be conducted verbally and shall be completed no later than fifteen (15) days from the publication of the list of candidates who have passed the written test.
2. The Responsible Officer, acting on behalf of the Admission Commission, shall notify candidates of the date, time and place of the interview at least three (3) days before the interview is conducted.
3. During the interview, required knowledge, skills, and qualities that cannot be measured through written test shall be assessed.
4. The interview shall be conducted by the Admission Commission, which shall prepare or selects standardized and identical questions for all candidates within a reasonable period prior to the interview, with the aim of ensuring an impartial and objective procedure.
5. The candidate interview shall include:

- 5.1. Five (5) competency-based questions, each evaluated up to ten (10) points – a total of fifty (50) points;
- 5.2. The evaluation of the curriculum vitae (CV), evaluated with ten (10) points.
6. The evaluation of the curriculum vitae shall be divided as follows:
 - 6.1. up to three (3) points for education;
 - 6.2. up to four (4) points for relevant work experience;
 - 6.3. up to three (3) points for relevant training.
7. Each member of the Admission Commission shall conduct an individual and detailed evaluation for each question and for each candidate, and after completing the interview shall complete the interview evaluation form (Annex No. 1) and record the points in the HRMIS.
8. The candidate can receive a maximum of sixty (60) points from the interview.
9. Each member of the Commission shall evaluate each candidate during the interview and, for each candidate, shall calculate the interview and CV scores on the individual form (Annex No. 3).
10. After completion of the interview evaluation by all members of the Commission, the Candidate Evaluation Summary Form (Annex No. 3) shall be completed and signed by all members of the Commission, containing the scores from the written test and the interview.
11. The final evaluation of the interview for a candidate shall be the arithmetic average of the scores awarded by all members of the Commission, as recorded in the individual evaluation forms.

Article 14

Announcement of the final result

1. The final result of the candidate shall consist of the sum of points achieved in the development presentation and the interview.
2. Upon completion of the professional evaluation process, the Admission Commission, in its full composition, shall prepare the final list of candidates and forward it to the Responsible Officer.
3. The final list shall contain the first and last name of each candidate, the points obtained in the development presentation, the interview points, and the total number of points.

4. Candidates who achieve at least seventy percent (70%) of the total points shall be considered successful candidates.

5. The Responsible Officer shall publish the final list on the official website of the Academy and in the HRMIS (once operational) and shall notify candidates individually of the results.

Article 15

Verification prior to appointment

1. After the selection of successful candidates, the Responsible Officer shall conduct the final verification of all successful candidates in order to confirm fulfilment of the application criteria, before the list of candidates is submitted to the Steering Council for the making the appointment decision.

2. The final verification shall include:

2.1. Verification of documents submitted by candidates;

2.2. Verification of fulfilment of the criteria defined in Article 5, subparagraphs 1.4 and 1.5;

2.3. Verification of continued fulfilment of other criteria defined in Article 5, with the exception of the criteria under subparagraphs 1.3 and 1.7.

3. For the purpose of conducting the verification, the Responsible Officer shall request candidates to submit documents proving fulfilment of the criteria, either in original form or certified as identical to the original.

4. In the event that any candidate does not fulfil the criteria in accordance with the provisions of this Article, the Responsible Officer shall exclude him/her from the list of successful candidates before the list is submitted to the Steering Council for appointment.

Article 16

Appointment to the position of Executive Director

1. The successful candidates, as evaluated by the Admission Commission, shall be submitted to the Steering Council for appointment.

2. The Steering Council shall appoint the Director from the list of candidates ranked according to the points awarded by the Admission Commission. Voting shall commence with the candidate who has received the highest number of points. The candidate who secures the majority of the votes of the members of the Steering Council shall be appointed by a decision of the Steering Council. In the event that the first-rated candidate fails to secure the majority of the votes, the voting shall

continue with the next-ranked candidate until a candidate from the list of successful candidates is appointed.

3. The appointment to the position of Director shall be made for a period of four (4) years.

Article 17 **Salary of the Executive Director**

5. The Steering Council shall, by decision, determine the base salary for the position of Executive Director.
6. In determining the base salary, the Steering Council shall take into account all the specifics of the position of the Executive Director as a senior management position, taking into account, as appropriate, the remuneration for senior management positions in the Kosovo Judicial Council and the Kosovo Prosecutorial Council.

Article 18 **Commencement of duty**

1. After the decision to appoint a candidate to the position of Director is made by the Steering Council, the Responsible Officer shall be obliged to invite the appointed candidate to assume duty within five (5) working days. Only in justified cases by the selected candidate, this deadline may be extended, but not beyond fifteen (15) days from the date of the appointment decision.
2. The invitation to assume duty shall be made in writing and shall contain the date of commencement of duties, as well as any additional information necessary for assuming the position.

Article 19 **Extension of the Director's mandate**

1. The Director may extend the mandate for the same position once (1), for the same period of time as the initial mandate.
2. The notification regarding the extension of the mandate shall be made at least three (3) months before the end of the first mandate, by the responsible unit of the Academy.
3. The extension of the mandate shall be approved by the Steering Council, based on the evaluation of the Director's performance during the first mandate.

4. The extension of the mandate shall be made if the average performance of the Director during the first mandate has been assessed at least at the level of "Meets Expectations".
5. Upon completion of the second mandate, or where the mandate is not extended pursuant to this Article, the Director shall have the right to compete for the same position or for any other vacant position in the civil service.

Article 20

Placement of the Executive Director

1. In the event that the Executive Director of the Academy, who is serving his mandate at the time this Regulation enters into force, is not granted an extension of the mandate for the same position for one (1) additional term of the same duration as the initial mandate, the same person shall be placed in the position of Adviser to the Steering Council.
2. The salary of the Adviser shall be seventy percent (70%) of the salary of the Executive Director.
3. The duties and responsibilities of the Adviser to the Steering Council shall be determined by the Rules of Procedure of the Steering Council.

Article 21

Placement following the end or non-extension of the mandate

1. The Director, who was in civil service prior to appointment to this position shall, in the event of non-extension of the mandate or upon the end of the second mandate, be placed by the Responsible Officer in a lower position.
2. The Director, who was in civil service prior to appointment to this position, and for whom there is no vacant position for his system at the Academy, shall be placed on the waiting list managed by the Ministry responsible for public administration and shall enjoy all rights arising from the employment relationship, including the salary equal to the last salary received, until a vacant position is found.
3. Refusal to be appointed to a professional category position assigned by the Responsible Officer shall constitute grounds for dismissal of the Director.
4. The Director, who was not in civil service prior to appointment to this position shall, in the event of non-extension of the mandate or upon completion of the second mandate, have his or her employment relationship with the Academy terminated.

5. Where, within a period of nine (9) months, the Director who was in the civil service prior to appointment to this position is not reassigned to any vacant civil service position, this shall constitute grounds for termination from the civil service.
6. The rights and obligations under this Article shall apply for as long as the Director on the waiting list has not entered into another employment relationship.

Article 22

Acting Director

1. If the position of Director remains vacant, the Steering Council shall appoint an acting Director for this position.
2. The Acting Director may be appointed by the next highest ranking official, subordinate to the position of Director, from any organizational unit within the Academy.
3. The Acting Director may not remain in office for longer than twelve (12) months, except in cases where the recruitment procedure announced for the position of Director cannot be completed due to objective reasons.
4. The vacant position may not be replaced by an acting position for longer than two (2) years.
5. Until the appointment of the Director, the Acting Director shall exercise the same powers with regard to the day-to-day management of the office as the appointed Director, in accordance with the Law on the Academy of Justice.

Article 23

Complaints in the recruitment procedure

Candidates who are dissatisfied with the recruitment procedure, following the announcement of the final results on the official website of the Academy and in the HRMIS, shall have the right to lodge a complaint with the Steering Council of the Academy within thirty (30) days.

CHAPTER III

PERFORMANCE EVALUATION OF THE EXECUTIVE DIRECTOR

Article 24

Principles and criteria of performance evaluation

1. Performance evaluation is a permanent process that includes the evaluation of the achievement of predetermined objectives and the evaluation of the Director's professional, social and methodological competencies in achieving the objectives.
2. The performance evaluation shall include:
 - 2.1. measuring the achievement of the objectives established in the individual work plan;
 - 2.2. performing other duties that were not previously predetermined or could not have been predetermined in the individual plan.
 - 2.3. measuring the Director's professional competence and conduct.

Article 25

Evaluation processes

1. The performance evaluation shall be conducted by the Steering Council, as the Director's direct supervisor, and shall consist of the following processes:
 - 1.1. Setting objectives;
 - 1.2. Evaluating the achievement of objectives and work performance;
 - 1.3. Evaluating professional, social and methodological competencies;
 - 1.4. Conducting the final evaluation at the end of the evaluation period.
2. In the event that the Steering is replaced before the end of the evaluation period, each Steering Council shall conduct the evaluation for the period during which it exercised the function of the Director's supervisor.

Article 26

Setting objectives

1. The objectives shall be determined by the Steering Council, in cooperation with the Director, in accordance with the individual work plan for achieving those objectives.

2. The individual work plan referred to in paragraph 1 of this Article may be reviewed by the Steering Council, in cooperation with the Director.
3. The performance objectives shall be concrete, measurable, achievable, relevant and time-bound.
4. The objectives and the individual work plan for achieving those objectives shall be established in January of each year through the HRMIS.
5. The determination of objectives shall be based on the objectives of the Academy and the job description of the Director.
6. The form generated by the HRMIS shall also be kept in the Director's individual file.

Article 27

Procedure for evaluating the performance of work duties

1. The Director shall be evaluated by the Steering Council with regard to the performance of the work duties established at the beginning of each year in the individual work plan, as well as any other duties that were not predetermined or could not have been predetermined.
2. In addition to paragraph 1 of this Article, the evaluation of the performance of work duties shall also take into account the following elements:
 - 2.1. Planning and organization – the ability to plan tasks and set priorities effectively, as well as efficiently utilize human and material resources in carrying out those tasks;
 - 2.2. Decision-making – the ability to analyse situations and make reasoned decisions as well as to understand the consequences of decisions made;
 - 2.3. Time management – the ability to manage time effectively, by completing tasks within established deadlines and using time productively;
 - 2.4. Dedication and accountability – the level of commitment to duties and responsibilities, demonstrating continuous dedication to achieving high results and fulfilling duties responsibly;
 - 2.5. Work effectiveness – achieving high-quality work results within the established deadlines and using resources effectively to accomplish the established objectives.

Article 28

Evaluation of professional competencies

1. The Director shall be evaluated by the Steering Council with regard to the professional competencies demonstrated during the performance of his/her duties, as well as for his/her professional conduct.

2. In addition to paragraph 1 of this Article, the evaluation of professional competencies shall also take into account the following elements:

2.1. Analytical skills – the ability to analyse and process information in order to solve problem encountered in the performance of duties;

2.2. Initiative and creativity – the ability to take initiative and propose new ideas, as well as develop and implement innovative solutions to work-related challenges;

2.3. Effective communication – the ability to communicate clearly and appropriately with the Steering Council, subordinates, colleagues, citizens and other stakeholders, as well as to listen to and understand their requests and concerns;

2.4. Collaboration and teamwork – the ability to work effectively in a group, share knowledge, and support Academy officials in achieving common objectives;

2.5. Adaptability and flexibility – the ability to adapt methods and approaches to changes in the working environment and to manage unexpected situations effectively;

2.6. Compliance with rules and procedures – commitment to complying with the rules, policies and procedures established by the Academy and acting in accordance with professional and ethical standards;

2.7. Institutional representation – the ability to represent the Academy with integrity, professionalism and dignity in meetings, conferences and before external parties;

2.8. Motivation and commitment – the level of dedication to achieving high results, willingness to face challenges and commitment to continuously contribute to the development of the Academy.

3. The evaluation period shall last one (1) year, from 1 January to 31 December. The evaluation procedure shall be completed by 28 February of the following year.

Article 29

Evaluation of social and methodological competencies

1. The Director shall be evaluated by the Steering Council with regard the social and methodological competencies demonstrated in the performance of the function.

2. In addition to paragraph 1 of this Article, the evaluation of social and methodological competencies shall also take into account the following elements:

2.1. Interpersonal communication – the ability to communicate effectively and with empathy with supervisors, subordinates, colleagues and citizens, building positive relationships and trust;

2.2. Conflict resolution – the ability to identify and manage conflicts constructively, while promoting a healthy working environment;

2.3. Self-management and emotional control – the ability to manage emotions and stress effectively, while maintaining a positive and professional attitude in difficult situations;

2.4. Cultural sensitivity and awareness – the ability to demonstrate respect and understanding of cultural diversity and to cooperate sensitively and effectively with people from different backgrounds;

2.5. Ethics and integrity – commitment to acting with high honesty and integrity, while adhering to ethical and moral standards in all professional activities.

Article 30

Evaluation levels

1. The performance evaluation levels shall be as follows:

1.1. Outstanding;

1.2. Exceeds expectations;

1.3. Meets expectations;

1.4. Needs improvement;

1.5. Unsatisfactory.

2. During the evaluation process, the Steering Council shall be obliged to evaluate the Director objectively and to justify the evaluation.

3. The evaluation according to levels shall be done as follows:

3.1. “Outstanding” shall be awarded only in rare and exceptional cases where the Director, in the performance of his or her duties, has achieved exceptional results that have had a significant and visible impact at the national level;

3.2. “Exceeds expectations” shall be awarded when the Director has clearly exceeded the established objectives and duties, demonstrating a high level of performance and efficiency and making a significant contribution towards exceeding the objectives of the Academy;

3.3. “Meets expectations” shall be awarded when the Director has successfully fulfilled all duties and requirements established for the position. The Director's performance is consistent with the established objectives and standards of professional conduct;

3.4. “Needs improvement” shall be awarded when the Director has not fully met the expectations and requirements of the position. There are areas requiring significant improvement in order to achieve the expected level of performance;

3.5. “Unsatisfactory” shall be awarded when the Director has repeatedly and substantially failed to meet the expectations and requirements of the position. The Director's performance falls below the established standards and immediate intervention for improvement is required.

4. In the case of an evaluation at the levels of “Unsatisfactory” and “Needs improvement”, for the improvement of professional skills, the Steering Council, in cooperation with the Responsible Officer, shall approve mandatory training which the Director must attend during the first quarter of the following year after the evaluation.

5. At the end of the evaluation period, the Steering Council and the Responsible Officer shall hold a meeting with the Director to evaluate the performance. Following the meeting, the direct supervisor shall approve the evaluation form, which shall be signed by all parties.

Article 31

Evaluation period

1. The Director shall be evaluated for the entire year, from 1 January to 31 December.
2. The evaluation process in the HRMIS of the Director shall be conducted from 1 January until 28 February of the following year.

Article 32

Evaluation methodology

1. The performance evaluation shall be conducted as follows:
 - 1.1. the evaluation of the performance of work duties shall account for sixty percent (60%) of the final evaluation result;
 - 1.2. the evaluation of professional competencies shall account for thirty percent (30%) of the final evaluation result;
 - 1.3. the evaluation of social and methodological competencies shall account for ten percent (10%) of the final evaluation result.
2. The evaluation level shall be determined as the weighted average of the three (3) evaluation components referred to in paragraph 1 of this Article.

Article 33

Final evaluation

1. The final evaluation of the achievement of objectives and of the Director's professional, social and methodological competencies shall be conducted at the end of the evaluation period and shall include:

- 1.1. A meeting to discuss the achievement of objectives and results attained;
- 1.2. An evaluation of the achievement of the Academy's overall objectives;
- 1.3. An evaluation of professional, social, and methodological competencies;
- 1.4. An evaluation by subordinate employees; and
- 1.5. Approval and signing of the evaluation form by the Steering Council, the Director and the Responsible Officer, with its registration and storage in the HRMIS and a hard copy kept in the Director's individual file.

Article 34

Technical support for the evaluation process

1. The Responsible Officer of the Academy shall provide technical support in the results evaluation process and shall be responsible for the following:

- 1.1. Notifying the Director and the Steering Council in advance of the deadlines for each phase of the evaluation process;
- 1.2. Participating in, supporting and monitoring any evaluation process, in accordance with the provisions of this Regulation.

Article 35

Appeals about the evaluation

In case of dissatisfaction with the evaluation conducted by the Steering Council, the Director shall have the right to initiate an administrative dispute before the competent court within thirty (30) days from the date of receipt of the evaluation.

CHAPTER IV DISCIPLINARY PROCEDURES

Article 36 Disciplinary responsibility

1. The Director shall be subject to disciplinary responsibility for breaches of duties and responsibilities in cases where he or she fails to perform assigned duties, improperly performs such duties, or acts contrary to the Constitution, laws, and other applicable sub-legal acts during the exercise of those duties. A disciplinary breach may be committed by acts or omissions.
2. Criminal responsibility shall not exclude disciplinary responsibility if the cause of the criminal proceedings also constitutes a breach of work duties or responsibilities.
3. Exemption from criminal responsibility shall not imply exemption from disciplinary responsibility if the committed act constitutes a breach of work duties or responsibilities.

Article 37 Breaches of the Director's duties and responsibilities

1. Breaches of the Director's duties and responsibilities shall be divided into:
 - 1.1. minor breaches;
 - 1.2. serious breaches.

Article 38 Minor breaches

1. The following acts or omissions of the Director shall be considered minor breaches:
 - 1.1. unjustified absence from work for up to two (2) consecutive working days;
 - 1.2. failure to comply with working hours;
 - 1.3. unprofessional conduct or offensive behaviour during working hours towards subordinates, colleagues, supervisors or third parties.

Article 39 Serious breaches

1. The following acts or omissions of the Director shall be considered serious breaches:
 - 1.1. Regarding the exercise of functional duties:

1.1.1. failure to perform essential work duties or to implement decisions of the Steering Council;

1.1.2. continuous negligence in the performance of duties;

1.1.3. failure to comply with regulatory and legal deadlines for the fulfilment of obligations;

1.1.4. exceeding competences or exercising them contrary to law;

1.1.5. acts or omissions that have caused serious consequences for the Academy.

1.2. Regarding integrity and ethics:

1.2.1. violation of the rules established by the Code of Ethics;

1.2.2. inappropriate behaviour that damages the reputation and integrity of the Academy;

1.2.3. giving or accepting gifts, favours, preferential treatment, or any form of illegal benefit due to the position held;

1.2.4. harassment in the workplace or during the exercise of duties, which violates the moral, physical or sexual integrity of others;

1.2.5. discrimination on any grounds, in violation of relevant legislation.

1.3. Regarding asset and information management:

1.3.1. damaging or misusing state property;

1.3.2. using Academy's property for private purposes or contrary to its intended purpose;

1.3.3. failure to comply with the rules for the storage of classified information and documents;

1.3.4. misleading public authorities through providing false information or concealing official data.

1.4. Regarding personal behaviour at work:

1.4.1. using narcotics or prohibited substances;

1.4.2. using alcohol at work or appearing at work under its influence;

1.4.3. unjustified and continuous absence for three (3) or more working days.

1.5. Regarding legality and reporting:

1.5.1. failure to report serious breaches of which the Director is aware;

1.5.2. repetition of minor disciplinary breaches two (2) or more times;

1.5.3. violation of the provisions of this law and applicable legislation.

Article 40

Disciplinary measures

1. The disciplinary measures that may be imposed on the Director for minor breaches are:

1.1. verbal warning;

1.2. written warning;

1.3. written notice.

2. The disciplinary measures that may be imposed on the Director for serious breaches are:

2.1. withholding from twenty percent (20%) to fifty (50%) of the basic salary for a period of up to six (6) months;

2.2. prohibition of promotion/appointment to a higher category, for a period of one (1) to five (5) years;

2.3. transfer to a similar position within the same grade and category;

2.4. demotion;

2.5. suspension from position without pay for up to six (6) months;

2.6. suspension from the position with withholding of up to fifty percent (50%) of the basic salary for up to one (1) year;

2.7. dismissal from the civil service.

Article 41

Competence to impose disciplinary measures

1. Disciplinary measures for minor breaches shall be imposed by the Steering Council.

2. Disciplinary measures for serious breaches shall be imposed by the Disciplinary Commission.

Article 42

Initiation of disciplinary procedure

1. The disciplinary procedure shall include all administrative activities carried out from the initiation of the procedure until a decision is made in the disciplinary procedure.

2. The disciplinary procedure shall be initiated on the basis of a well-founded suspicion of a breach of the Director's work duties and responsibilities. Information received anonymously, together with other evidence, may serve to establish a well-founded suspicion for the initiation of disciplinary procedure.

3. The Steering Council shall initiate the disciplinary procedure for minor breaches of the Director's work duties and responsibilities.

4. The Disciplinary Commission shall initiate the procedure for serious breaches of work duties and responsibilities in the following cases:

4.1. upon the request of the direct supervisor of the civil servant;

4.2. based on the findings and/or recommendations of any other public authority or unit with administrative control, financial inspection or audit competencies, or of any other official within the institution, as well as upon the request of a citizen;

4.3. on the initiative of any member of the Commission, based on a well-founded suspicion that a disciplinary breach has been committed.

5. The disciplinary procedure shall commence without delay but no later than within two (2) years from the date of the commission of the minor breach and no later than five (5) years from the date of the commission of the serious breach.

6. Where there are grounds to believe that the continuation of the exercise of duties by the Director against whom a disciplinary procedure has been initiated may obstruct the disciplinary investigation or may adversely affect the proper performance of his or her duties, the Disciplinary Commission may decide on the temporary suspension of the civil servant or take any other appropriate measure, until the final decision is rendered. The decision on suspension under this paragraph shall constitute an interim procedural action act against which no appeal shall be permitted.

Article 43
Recording of disciplinary measures

Disciplinary measures shall be recorded in the Director's individual physical and electronic file by the Responsible Officer, with the exception of verbal warning.

Article 44
Establishment and composition of the Disciplinary Commission

1. The Disciplinary Commission for the position of Director shall be established by the Steering Council as an ad-hoc body of three (3) members.
2. The Disciplinary Commission for the position of Director shall function independently and impartially. In cases where the Chairperson or any member of the Commission has a conflict of interest, he or she shall be replaced by the Steering Council in the following cases:
 - 2.1. when the Chairperson or a member of the Commission has been harmed by the Director;
 - 2.2. when the Chairperson or a member of the Commission and the Director meet the conditions for exclusion from the procedure as provided for in the relevant Law on General Administrative Procedure.
3. The provisions of the relevant Law on General Administrative Procedure shall apply to the procedure and decision-making of the Disciplinary Commission.

Article 45
Procedure for review by the Disciplinary Commission

1. Upon receipt of the request to initiate a disciplinary procedure, the Commission shall, without delay, begin examining the facts and evidence submitted.
2. The Commission shall evaluate the facts and circumstances necessary to make a fair and legally based decision.
3. Until a decision is made, the Commission shall undertake the following actions:
 - 3.1. interrogate witnesses or take statements from them and verify the facts;
 - 3.2. examine the relevant documentation;
 - 3.3. invite the initiator of the disciplinary procedure to present his or her position regarding the case;
 - 3.4. undertake any other action necessary to verify the case.

4. The disciplinary procedure shall be conducted in accordance with the principles of administrative procedure, guaranteeing the Director the following rights:

- 4.1 to be notified of the initiation of the procedure;
- 4.2 to be informed of the alleged breach and the relevant evidence;
- 4.3 to be heard and to present evidence;
- 4.4 to have access to documentation related to the procedure;
- 4.5 to enjoy the right to legal protection and assistance;
- 4.6 to enjoy the right to appeal against the final decision.

5. The sessions of the Commission shall be closed, unless otherwise provided for by the legislation in force, and shall be held in the presence of all members of the Commission.

6. The procedure and decision-making shall be conducted in accordance with the relevant Law on General Administrative Procedure.

7. The Commission shall be obliged to make a decision within forty-five (45) days from the date of receipt of the request for the initiation of disciplinary proceedings.

8. The Commission's decision shall be delivered to the Director and to the Responsible Officer of the Academy, while a copy thereof shall be included in the Director's personal file.

Article 46

Principles of individualisation of disciplinary measures

1. In determining the applicable disciplinary measure, the Steering Council or the Disciplinary Commission shall base its decision on:

- 1.1. the causes, circumstances of the breach, its significance and consequences;
 - 1.2. the degree of fault;
 - 1.3. the existence of other previous disciplinary measures that have not been expunged;
 - 1.4. The Director's previous efforts to prevent or limit the damage.
2. Only one disciplinary measure shall be imposed for each breach.

Article 47
Disciplinary measures

1. Disciplinary measures shall be imposed in direct proportion to the breach committed.
2. For minor breaches, the following disciplinary measures may be imposed to the Director:
 - 2.1. verbal warning;
 - 2.2. written warning;
 - 2.3. written notice.
3. For serious breaches, the following disciplinary measures may be imposed on the Director:
 - 3.1. withholding from twenty percent (20%) to fifty percent (50%) of the basic salary for a period of up to six (6) months;
 - 3.2. prohibition of promotion/appointment to a higher category, for a period of one (1) to five (5) years;
 - 3.3. transfer to a similar position within the same class and category;
 - 3.4. demotion;
 - 3.5. suspension from position without pay for up to six (6) months;
 - 3.6. suspension from the position with withholding of up to fifty percent (50%) of the basic salary for up to one (1) year;
 - 3.7. dismissal from the civil service.

Article 48
Competence to impose disciplinary measures against the Director

1. For minor breaches, disciplinary measures shall be imposed by the Steering Council.
2. For serious breaches, disciplinary measures shall be imposed by the Disciplinary Commission.

Article 49
Secretariat of the Commission

1. The Responsible Officer of the Academy shall serve as Secretary to the Disciplinary Commission for the Director and shall have the following responsibilities:

- 1.1. providing administrative assistance, logistical support, and any other necessary assistance;
- 1.2. preparing the Commission's sessions;
- 1.3. informing the members of the Commission and the parties regarding the scheduled sessions;
- 1.4. keeping the minutes and distributing the decisions taken during sessions and meetings;
- 1.5. distributing, in a timely manner, to the members of the Commission the materials to be reviewed;
- 1.6. notifying the parties of the decisions taken by the Commission;
- 1.7. maintaining the files of the minutes and decisions taken by the Commission;
- 1.8. providing procedural guidance to the members of the Commission;
- 1.9. performing any other duties requested by the Chairperson of the Commission.

CHAPTER V

SUSPENSION OF THE EMPLOYMENT RELATIONSHIP IN THE ACADEMY

Article 50

Suspension

1. Suspension means the temporary interruption of the exercise of the Director's duties during his or her term of office.
2. The Director may be suspended from the exercise of duties in the following cases:
 - 2.1. ex officio;
 - 2.2. upon his or her own request.

Article 51

Ex officio suspension

1. The Director shall be suspended from the employment relationship ex officio in the following cases:
 - 1.1. when a disciplinary procedure has been initiated against him or her and the Disciplinary Commission determines that the continuation of the exercise of duties may

obstruct the disciplinary investigation or adversely affect the proper performance of duties;

1.2. when appointed to one of the following functions:

1.2.1. an elected official;

1.2.2. a member of the Government or their deputy;

1.2.3. an official appointed by the Assembly of the Republic of Kosovo, the President of the Republic of Kosovo, the Government of the Republic of Kosovo, the heads or members of the collegial governing bodies of independent constitutional institutions and independent agencies, except for persons appointed to civil service positions;

1.2.4. a political appointee at the central or local level;

1.3. when he or she is transferred, for the needs of the institution, to an international organisation or an international institution;

1.4. when the court suspends him or her from the exercise of duties, under the conditions and on the grounds provided for by the relevant legislation in force;

1.5. when a criminal procedure has been initiated against him or her for committing a criminal offense while exercising his or her functions;

1.6. when he or she is placed under arrest or detention;

1.7. when he or she is declared missing by a court decision;

1.8. when he or she is registered as a candidate for central or local elections;

1.9. when he or she is in a continuing conflict of interest, in accordance with the relevant law;

1.10. while attending any education or training program longer than thirty (30) days, for the needs of the institution;

1.11. in other cases, expressly provided for by the legislation in force.

Article 52

Duration of ex officio suspension

1. Ex officio suspension in the cases referred to in Article 51 of this Regulation shall apply for the following periods:

- 1.1. until the completion of the disciplinary procedure, in the case referred to in subparagraph 1.1 of paragraph 1 of Article 51 of this Regulation;
- 1.2. for the duration of the appointment, in the cases referred to in subparagraph 1.2 of paragraph 1 of Article 51 of this Regulation;
- 1.3. for the duration of the transfer, in the case referred to in subparagraph 1.3 of paragraph 1 of Article 51 of this Regulation;
- 1.4. for the period specified in the court decision, in the case referred to in subparagraph 1.4 of paragraph 1 of Article 51 of this Regulation;
- 1.5. until the completion of the criminal procedure, in the case referred to in subparagraph 1.5 of paragraph 1 of Article 51 of this Regulation;
- 1.6. until the moment of release from arrest or detention for suspension in the case referred to in subparagraph 1.6 of paragraph 1 of Article 51 of this Regulation.
- 1.7. until the person reappears or is declared deceased by a final court decision, in the case referred to in subparagraph 1.7 of paragraph 1 of Article 51 of this Regulation.
- 1.8. until five (5) days after the official close of the election campaign, in the case referred to in subparagraph 1.8 of paragraph 1 of Article 51 of this Regulation. In this case, the suspension shall take effect at least seven (7) days before the official opening of the election campaign.
- 1.9. until transfer to another position in order to eliminate the continuing conflict of interest, in the case referred to in subparagraph 1.9 of paragraph 1 of Article 51 of this Regulation;
- 1.10. for the period attending the program with leave from work in the case referred to in subparagraph 1.10 of paragraph 1 of Article 51 of this Regulation. In this case, the suspension shall take effect thirty (30) days after the commencement of the education or training program.

Article 53

Procedure for ex officio suspension

1. In the cases referred to in subparagraphs 1.2 and 1.8 of paragraph 1 of Article 51 of this Regulation, the Director shall submit evidence of the appointment or registration to the Steering Council.
2. Upon receipt of official evidence confirming the existence of the grounds for suspension, the Steering Council shall suspend the Executive Director from work in all cases provided for in paragraph 1 of Article 51 of this Regulation.

3. For the implementation of paragraph 2 of this Article, the Steering Council may request evidence from the competent institutions concerning the existence of the grounds for suspension referred to in paragraph 1 of Article 51 of this Regulation.

4. During the period of suspension, the Director's employment relationship with the Academy shall neither be terminated nor amended, except at the request of the Director or where otherwise provided for by this Regulation.

5. During the period of suspension, the Director shall be suspended from all rights and obligations arising from the employment relationship, except for the right to return to work, provided that his or her term of office as Executive Director has not expired. Where the Executive Director's term of office expires, or the second term is not renewed during the suspension period, the provisions of Article 21 of this Regulation shall apply.

6. The ex officio suspension of the Director shall be made by a decision of the Steering Council.

Article 54

Voluntary suspension

Voluntary suspension shall be made upon the request of the Director for the purpose of caring for a close family member, an elderly person or a sick person, for a period of up to one (1) year.

Article 55

Procedure for voluntary suspension

1. A request for suspension for the purpose of caring for a close family member who is elderly or ill shall be accompanied by a medical recommendation confirming the need for continuous care for a specified period.

2. The request for suspension referred to in paragraph 1 of this Article shall be submitted in writing at least five (5) days before the intended date of commencement of the suspension.

Article 56

Effects of suspension

1. Upon the expiry of the suspension, unless the employment relationship in the civil service is terminated in accordance with the provisions of this Regulation, the Director shall return to the previous position.

2. In the case of voluntary suspension for the purpose of providing care to a close family member who is elderly or ill, the position shall not be filled for a period of up to one (1) year.

3. In the following cases of suspension, the period of suspension of the Director shall be counted as work experience in the civil service:

3.1. when a disciplinary procedure has been initiated against him or her and the Disciplinary Commission determines that the continuation of the exercise of duties by the Executive Director may obstruct the disciplinary investigation or adversely affect the proper performance of his or her duties;

3.2. when he or she is transferred, for the needs of the institution, to an international organisation or an international institution;

3.3. when he or she is in a continuing conflict of interest in accordance with the relevant law, until his or her transfer to another position;

3.4. while attending any education or training program longer than thirty (30) days, for the needs of the institution;

3.5. in the case of voluntary suspension for the purpose of providing care to a close family member who is elderly or ill;

3.6. in other cases expressly provided for by law.

4. The Director's suspension period shall be counted as work experience in the civil service, if the criminal procedure is concluded and he or she is not found guilty, in the following cases:

4.1. when the court suspends the person from exercising his or her duties, under the conditions and on the grounds provided for by the applicable legislation;

4.2. when criminal proceedings have been initiated against him or her for committing a criminal offense while exercising his or her functions;

4.3. when he or she is placed under arrest or detention;

4.4. when the person is declared missing until he or she reappears or is declared deceased by a court decision.

5. The Director shall not receive a salary during the period of suspension.

6. By way of exception to paragraph 5 of this Article, the Executive Director shall receive fifty per cent (50%) of the basic salary as follows:

6.1. for up to six (6) months in the following cases:

6.1.1. when disciplinary proceedings have been initiated against him or her and the Disciplinary Commission determines that the continuation of the exercise of duties by the civil servant may obstruct the disciplinary investigation or adversely affect the proper performance of his or her duties;

6.1.2. while attending any education or training program longer than thirty (30) days for the needs of the institution;

6.2. until the end of the suspension in the following cases:

6.2.1. when the court suspends the person from exercising his/her duties, under the conditions and reasons provided for in the relevant legislation in force;

6.2.2. when a criminal procedure has been initiated against him or her for committing a criminal offense while exercising his functions;

6.2.3. when he or she is placed under arrest or detention;

6.2.4. when the person is declared missing until he or she reappears or is declared deceased by a court decision.

7. In the event that the disciplinary or criminal procedure is concluded without a disciplinary measure or a criminal sentence, the Director who has been suspended shall be compensated with fifty percent (50%) of his salary for the withheld portion of his basic salary.

CHAPTER VI TERMINATION OF THE EMPLOYMENT RELATIONSHIP

Article 57 Termination of the Director's employment relationship

1. The employment relationship of the Director shall terminate in the following cases:

1.1. on the grounds specified in this Regulation;

1.2. upon release from the civil service;

1.3. upon dismissal from the position of Director of the Academy as a disciplinary measure.

Article 58 Termination in cases specified by law

1. The employment relationship of the Director shall terminate, according to the law, in the following cases:

1.1. upon death, or when the decision declaring him/her deceased becomes final;

1.2. upon loss of citizenship, when it is a requirement;

- 1.3. when the court decision on the restriction or deprivation of legal capacity becomes final;
 - 1.4. upon reaching the retirement age according to the relevant Law on Labour;
 - 1.5. when the unlawfulness of the appointment act is established;
 - 1.6. upon conviction by a final decision for the commission of an intentional criminal offence.
2. The Director shall be informed of the termination of employment due to reaching the retirement age, six (6) months before the retirement date, by the Responsible Officer.
 3. The termination of the Director's employment relationship, according to the provisions of this Article, shall be determined by a decision of the Steering Council within seven (7) days from the occurrence or recognition of the cause.

Article 59

Release from civil service

1. The employment relationship of the Director shall terminate upon release from the civil service, in the following cases:
 - 1.1. due to the unjustified refusal of the public official to accept a transfer;
 - 1.2. when he/she is found medically unfit for work by the competent medical commission, in accordance with the legislation in force;
 - 1.3. after two (2) consecutive “Unsatisfactory” performance evaluations, two (2) times in a row.
 - 1.4. when exercising the right to early retirement;
 - 1.5. when becoming a member of a political party;
 - 1.6. when he/she has suspended the employment relationship at his/her own request and establishes another employment relationship;
 - 1.7. upon resignation;
 - 1.8. when refusing placement in a vacant position after the restructuring process, refusing placement from the waiting list, or refusing placement in a position of the professional category upon completion of the mandate;
 - 1.9. when refusing to attend the mandatory special training program for a public official of the senior management category;

- 1.10. while on the waiting list, refusing to undergo training;
 - 1.11. while on the waiting list, not being reassigned to a vacant civil service position within a period of nine (9) months;
 - 1.12. in any other case provided for by law.
2. Release from the civil service, in the case provided for in paragraph 1, sub-paragraph 1.3 of this Article, shall be established within ten (10) days from the second "Unsatisfactory" evaluation, whereas in the other cases it shall be established within ten (10) days from becoming aware of the reason for release.
 3. Release from the civil service shall be made by a decision of the Steering Council.

Article 60 Resignation

1. The Director may submit his/her resignation from the managerial position he/she holds.
2. In accordance with paragraph 1 of this Article, where the Director has been appointed to this position from the civil service, the provisions on placement under Article 21 of this Regulation shall apply to him/her.
3. The resignation shall be submitted in writing to the Steering Council, and the responsible officer shall be kept informed thereof.
4. The resignation shall produce legal effect thirty (30) days from the date of submission. In justified cases, at the request of the Director and with the approval of the Steering Council, the resignation may produce legal effect before the expiry of the thirty-day period.
5. Release from the civil service due to the resignation of the Director shall be established by the Steering Council.

Article 61 Early retirement

1. The early retirement of the Director shall constitute a reason for the termination of the employment relationship in the civil service.
2. The Director may request early retirement no more than two (2) years before the time limit determined for his/her retirement. The request for early retirement shall be approved by the Steering Council.
3. The payment for early retirement under paragraph 1 of this Article shall be seventy per cent (70%) of the last basic salary received until reaching the retirement age.

Article 62
Transitional provisions

1. From the entry into force of this Regulation, the provisions concerning the mandate, salary and placement of the Executive Director shall apply.
2. Until the HRMIS becomes operational, recruitment procedures shall be conducted in physical form.
3. For the application for the position of Executive Director, the application form determined by the relevant regulation governing recruitment to the Academy of Justice shall apply.

Article 63
Repeal

Upon the entry into force of this Regulation, Regulation (AJ) No. 04/2023 on the Recruitment and Appointment of the Executive Director of the Academy of Justice shall be repealed.

Article 64
Entry into force

This Regulation shall enter into force on the day of its approval.

Fejzullah Rexhepi

Chairman of the Steering Council
Academy of Justice



Republic of Kosovo
Republic of Kosovo/ Republic of Kosovo
Academy of Justice/ Academy Pravda / Academy of Justice

Annex No. 1: Written assessment of the candidate

EVALUATION OF THE CANDIDATE'S WRITTEN TEST

Institution : Academy of Justice

Job Title : Executive Director, one (1) position

Reference Number:

Announcement Date :..... Competition Closing Date :.....

No.	Application No.	First and last name of CANDIDATE	Points earned
			Max - 40
1			
2			
3			
4			
5			

Commission Member Signature

Pristina, on: _____



Republic of Kosovo
Republic of Kosovo/ Republic of Kosovo
Academy of Justice/ Academy Pravda / Academy of Justice

Annex No. 2 : Committee Member Individual Evaluation Form for Candidate in Interview

**INDIVIDUAL EVALUATION FORM OF THE COMMISSION MEMBER FOR THE
CANDIDATE IN THE INTERVIEW**

Date:

Candidate's name and surname:

Evaluation area	Maximum points	Member rating	Comment or remark from the committee member (if any). A comment must be noted in case of minimum or maximum evaluation.
Question 1	0-10		
Question 2	0-10		
Question 3	0-10		
Question 4	0-10		
Question 5	0-10		
Curriculum Vitae (CV) - Education	0-3		
Curriculum Vitae (CV) - Experience	0-4		
Curriculum Vitae (CV) - Trainings	0-3		
TOTAL:			

Commission Member Signature

Pristina, on: _____



Republic of Kosovo
Republic of Kosovo/ Republic of Kosovo
Academy of Justice/ Academy Pravda / Academy of Justice

Annex no. 3 : Final Candidate Evaluation List

FINAL CANDIDATE EVALUATION LIST

Candidate:	Written test scores:	Interview points	Overall points:

Admissions Committee:

Chairman 1_____

Member 2_____

Member 3_____

Member 4_____

Member 5_____

Pristina, on: _____