



Republika e Kosovës

Republika Kosova/Republic of Kosovo

Akademia e Drejtësisë/Akademija Pravde/Academy of Justice

**REGULATION (KJA) NO. 01/2025 ON AMENDING AND SUPPLEMENTING THE
REGULATION NO. 05/2023 ON INTERNAL ORGANIZATION AND
SYSTEMATIZATION OF WORKING PLACES IN THE JUSTICE ACADEMY**

Steering Committee of the Kosovo Justice Academy,

Pursuant to Article 10, paragraph 1, sub-paragraph 1.1, Article 17, paragraph 1, sub-paragraph 1.10, and Article 23, paragraph 1 of the Law No. 05/L-095 on the Justice Academy, in its meeting held on 29 January 2025,
Approves the following:

**REGULATION (KJA) NO. 01/2025 ON AMENDING AND SUPPLEMENTING THE
REGULATION NO. 05/2023 ON INTERNAL ORGANIZATION AND
SYSTEMATIZATION OF WORKING PLACES IN THE JUSTICE ACADEMY**

**Article 1
Purpose**

This Regulation aims to amend and supplement Regulation (KJA) No. 05/2023 on Internal Organization and Systematization of Working Places at the Justice Academy (hereinafter referred to as the Basic Regulation).

Article 2

Article 20 of the Basic Regulation is amended as below:

Throughout the text of Article 20, including its title “Senior Personnel Officer” is replaced with the name “Senior Human Resources Officer”.

Article 3

Article 21 of the Basic regulation is amended as below:

Throughout the text of Article 21, including its title named “Certification Officer”, is replaced with the name “Senior Certification Officer”.

Article 4

1. Names of positions (working places) in the Annex 1 of the Organizational Chart of the Basic Regulation, Certification Officer and the Senior Personnel Officer, change as below:
 - 1.1. Certification Officer changes to Senior Certification Officer;
 - 1.2. Senior Personnel Officer changes to Senior Human Resources Officer.

Article 5

In Annex 1 of the Organizational Chart of the Justice Academy of the Basic Regulation, the names of positions and/ or groups shall be as outlined below:

Position/ Structure	Class	The general or special group	Number/ Total
1.1. Certification Officer	Professional 1	The group of Budget and Finance Specialist	1
1.2. Executive Officer	Professional 2	58.Group. – General Administration Specialist	1
2.4 - Statistics and Analysis Officer;	Professional 2	58.Group. - General Administration Specialist;	1
3.1. - Legal Officer;	Professional 2	1. Group. Legal Specialist	1
- Senior Language Officer;	Professional 1	58.Group. - General Administration Specialist	1
3.2. - Senior IT Systems Administrator;	Professional 1	61. Group. – ICT Systems Specialist	1
3.3. - Administrative Officer	Professional 3	58.Group. General Administration Officer Specialist	1
- Property Officer	Professional 2	4. Group. Economy Specialist	1
4. - Expenditure and Finance Officer	Professional 2	3.Group. Budget specialist	1
- Senior Budget Officer	Professional 1	4.Group. Economy Specialist	1

4. Senior Personnel Officer - Senior Personnel Officer;	Professional 1	7.Group. Human Resources Officer	1
5. Procurement Officer - Procurement officer	Professional 2	5. Group. – Public Procurement Specialist	1

Are amended as below:

1.1 Senior Certification Officer	Professional 1	Economy Group	1
1.2. Executive Officer	Professional 2	Social Sciences Group	1
2.4 - Statistics Officer	Professional 2	Statistics Group	1
3.1. - Legal Officer	Professional 2	Legal Group	1
- Senior Translation Officer	Professional 1	Translation and Interpretation Group	1
3.2. - Senior IT Systems Administration	Professional 1	Information Technology Group	1
3.3. - Administrative Assistant	Professional 3	General Administration Group	1
- Property Officer	Professional 2	Economy Group	1
4. - Senior Budget and Finance Officer	Professional 1	The Budget and Finance Group	1
- Expenses Officer	Professional 2	The budget and Finance Group	1

5. Senior Human Resources Officer - Senior Human Resources Officer	Professional 1	Human Resources Officer	1
6. Procurement Officer - Procurement Officer	Professional 2	Public Procurement Group	1

Article 6
Entrance into force

This Regulation shall enter into force seven (7) days after approval by the Steering Committee of the Justice Academy.

Fejzullah Rexhepi

Chairman of the Steering Committee

Prishtina, 29/01/2025

Justice Academy