



QUARTERLY PROGRESS REPORT

(MONITORING OF THE IMPLEMENTATION OF THE ACTION PLAN 1
OF THE PUBLIC ADMINISTRATION REFORM STRATEGY IN BIH)

**PUBLIC ADMINISTRATION REFORM COORDINATOR'S
OFFICE**

FOR THE PERIOD FROM JULY 1ST TO SEPTEMBER 30, 2008

OCTOBER 15, 2008.

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Abbreviations

AP1	Action Plan 1
BD BiH	Brčko District of Bosnia and Herzegovina
BiH	Bosnia and Herzegovina
CSA	Civil Service Agency
DEP	Directorate for Economic Planning
DFID	Department for International Development of the Government of the United Kingdom
DMA	Department for Macroeconomic Analysis
ECD	European Commission Delegation
ECDL	European Computer Driver's Licence
EU	European Union
FBiH	Federation of Bosnia and Herzegovina
HRMIS	project of establishment of Human Resources Management Information System
IPA	Instrument of Pre-Accession Assistance
IMF	International Monetary Fund
NSG (UK)	National School of Government of the United Kingdom
PIFC	Public Internal Financial Control
PAR	Public Administration Reform
RS	Republic of Srpska
SEPARB	project of support to the public administration reform in BiH on the level of state and entities
SIGMA	Support to development of administration and management
SPPD	Strengthening National Capacities for Strategic Planning and Policy Development
TEMPUS	programme of international cooperation in the area of higher education and regional cooperation
UNDP	United Nations Development Programme
USAID	United States Agency for International Development

1 Introduction

According to the annual work plan of the Council of Ministers of BiH for 2008, the Public Administration Reform Coordinator's Office (hereinafter: the PARCO) obligated itself to the Council of Ministers of BiH to deliver regular reports on the progress in implementation of the Strategy of the Public Administration Reform and donor activity, as well as on monitoring and evaluation, quarterly and annually, in accordance with the Strategy of the Public Administration Reform in BiH. The reports should provide for suitable and regular flow of information toward the Council of Ministers of BiH on the undertaken activities.

This report shows in detail total degree of implementation of the measures from the Action Plan 1 of the PAR Strategy (in percentages) by September 30, 2008, for every one of the six reform areas respectively (on the state level, entity level and the level of the Brčko District of BiH), and in the special annex to the report is a detailed presentation of a degree of implementation by respective measures for every one of the six reform areas with relevant comments. Progress in implementation of the reform measures is being monitored by the means of "objectively verifiable indicators" (OVIs), which for this purpose were developed by the PARCO, and which present measurable parameters with the help of which the implementation of concrete measure is followed and evaluated.

Information contained in the narrative part of the report, are related to the period from July 1st to September 30, 2008. Specified are the changes in relation to the condition previously recorded through the previous Quarterly Report on progress of implementation of the AP1, which covered the period from April 1st to June 30, 2008. This Report partially covered also the information on the achieved progress for the second quarter 2008, which were not submitted during preparation of the previous report. **Progress in implementation of the measures from the Action Plan 1 by reform areas, in relation to the previous period, is bigger by 2.67% and is now 28.49%.**

Although in this reporting period there was a significant improvement of communication between the PARCO and all the levels of authority in BiH, it is necessary to work on further improvement of communication, so the PARCO could be provided with the necessary assistance of all the levels of authority in regular reporting, so the PARCO, which provides a technical assistance to the process of public administration reform in BiH, could in time prepare reports which would be submitted to the Council of Ministers of BiH and the Governments of the FBiH, the RS and the BD BiH.

In this reporting period also, there was a record of being late in submitting reports by some levels, which creates additional difficulties to the PARCO in relation to meeting deadlines for submitting reports to the Council of Ministers of BiH and to the other Governments for adoption.

In case the PARCO, in spite the official request directed to entity coordinators and the Public Administration Reform Coordinator of the Brčko District of BiH, as well as to competent institutions from the level of BiH (members / deputy members of the supervisory teams), to submit data on the progress (monitoring of implementation of the Action Plan 1 of the Strategy of the Public Administration Reform in BiH) for certain reporting period, is not submitted these data (or is submitted after deadline for submission, or documentation basis is not stated / submitted), when preparing the quarterly monitoring report the PARCO will not be able to take into consideration the possibly achieved progress based on individual reports.

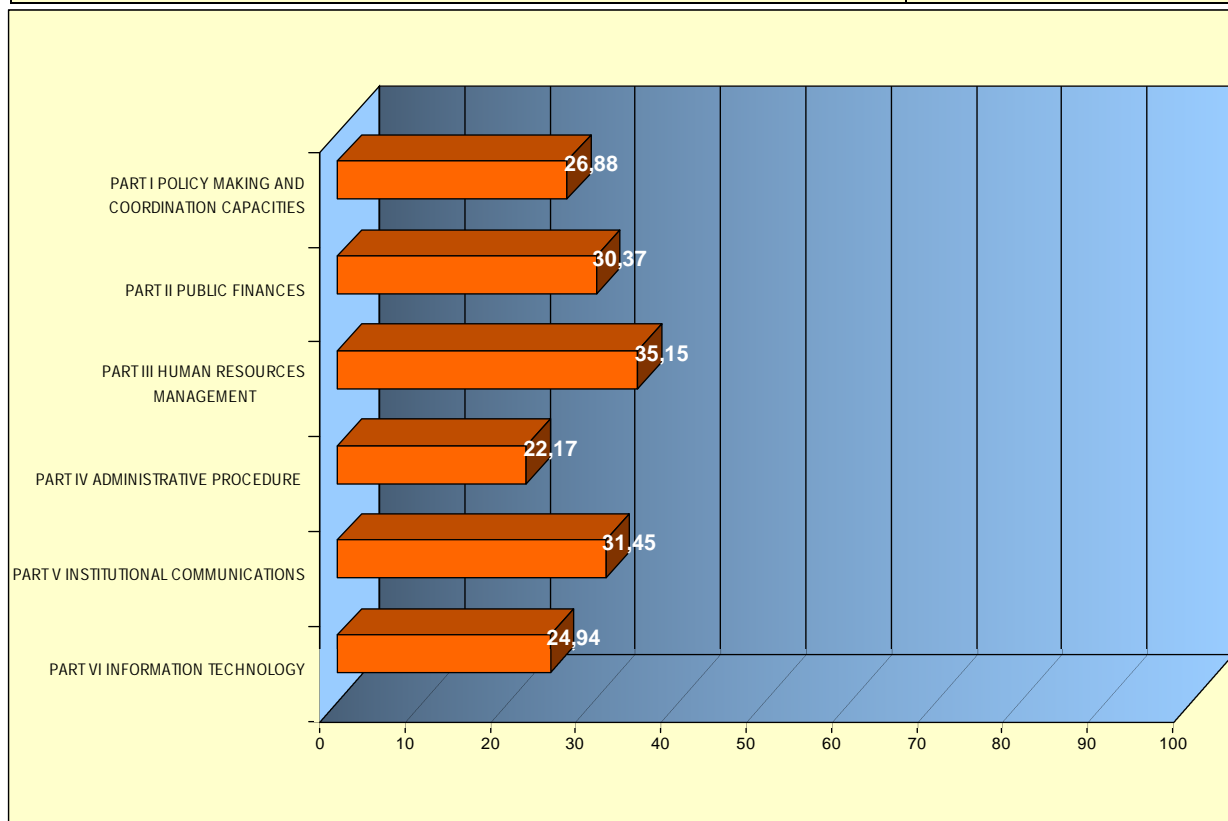
2 Overall overview of the activities in the reporting period

Total implementation of the Action Plan 1 of the Strategy of the Public Administration Reform in BiH, by September 30, 2008, amounts to **28.49 per cent**.

The table below shows the cumulative progress in implementation of the Action Plan 1 of the Strategy of the Public Administration Reform in BiH, jointly for all the levels of authority (BiH, the FBiH, the RS and the BD BiH).

Table 1: Cumulative implementation of the Action Plan 1 of the PAR Strategy in BiH by reform areas

ACTION PLAN 1 OF THE STRATEGY OF THE PUBLIC ADMINISTRATION REFORM IN BIH	Implemented
PART I POLICY MAKING AND COORDINATION CAPACITIES	26.88
PART II PUBLIC FINANCES	30.37
PART III HUMAN RESOURCES MANAGEMENT	35.15
PART IV ADMINISTRATIVE PROCEDURE	22.17
PART V INSTITUTIONAL COMMUNICATIONS	31.45
PART VI INFORMATION TECHNOLOGY	24.94

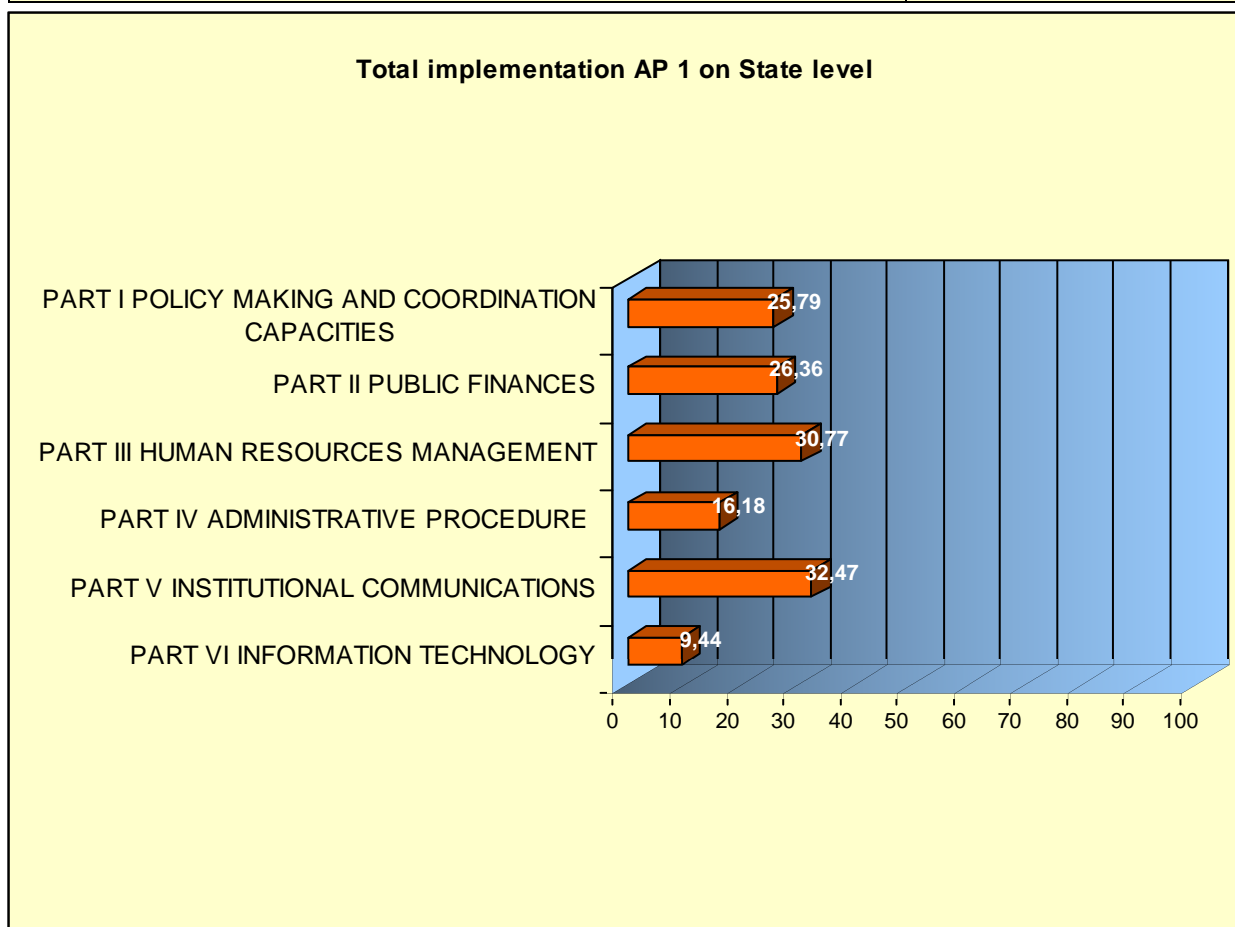


* Detailed description of the implemented measures with comments is in the monitoring table in the Annex of this Report.

The following tables show the total achieved level of implementation on the state level, entity level and the Br ko District of BiH level of authority, by September 30, 2008.

Table 2: Cumulative implementation of the Action Plan 1 of the PAR Strategy in BiH by reform areas – state level

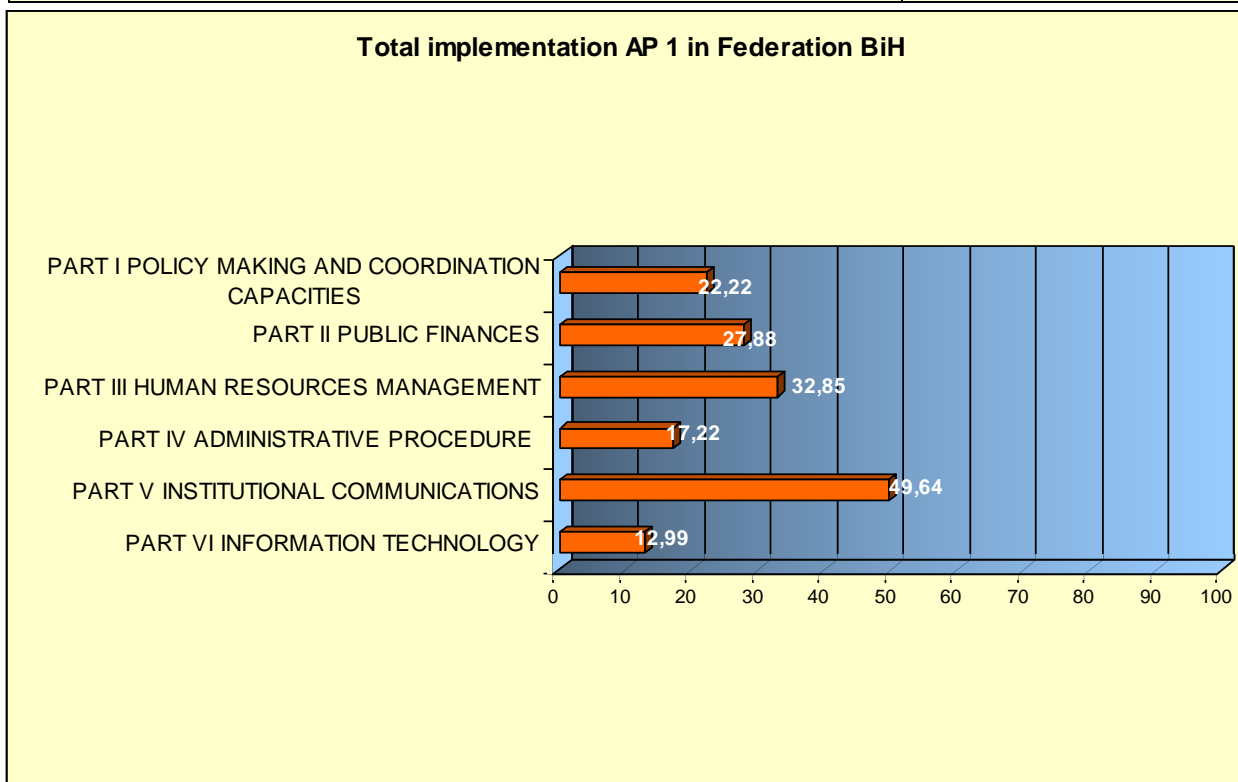
BiH level	Implemented
PART I POLICY MAKING AND COORDINATION CAPACITIES	25.79
PART II PUBLIC FINANCES	26.36
PART III HUMAN RESOURCES MANAGEMENT	30.77
PART IV ADMINISTRATIVE PROCEDURE	16.18
PART V INSTITUTIONAL COMMUNICATIONS	32.47
PART VI INFORMATION TECHNOLOGY	9.44



* Detailed description of the implemented measures with comments is in the monitoring table in the Annex of this Report.

Table 3: Cumulative implementation of the AP 1 of the PAR Strategy in BiH by reform areas – the FBiH level

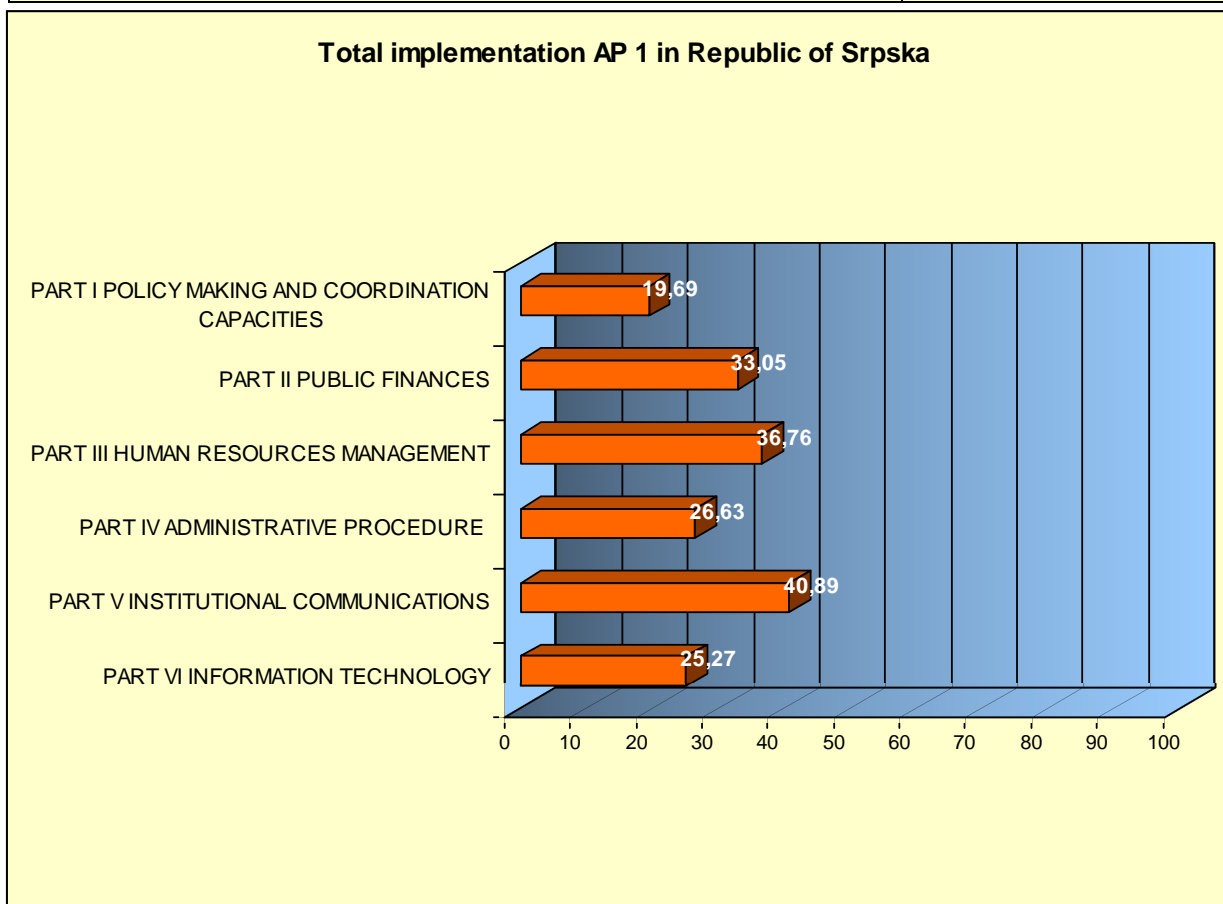
the FBiH level	Implemented
PART I POLICY MAKING AND COORDINATION CAPACITIES	22.22
PART II PUBLIC FINANCE	27.88
PART III HUMAN RESOURCES MANAGEMENT	32.85
PART IV ADMINISTRATIVE PROCEDURE	17.22
PART V INSTITUTIONAL COMMUNICATIONS	49.64
PART VI INFORMATION TECHNOLOGY	12.99



* Detailed description of the implemented measures with comments is in the monitoring table in the Annex of this Report.

Table 4: Cumulative implementation of the AP 1 of the PAR Strategy in BiH by reform areas – the RS level

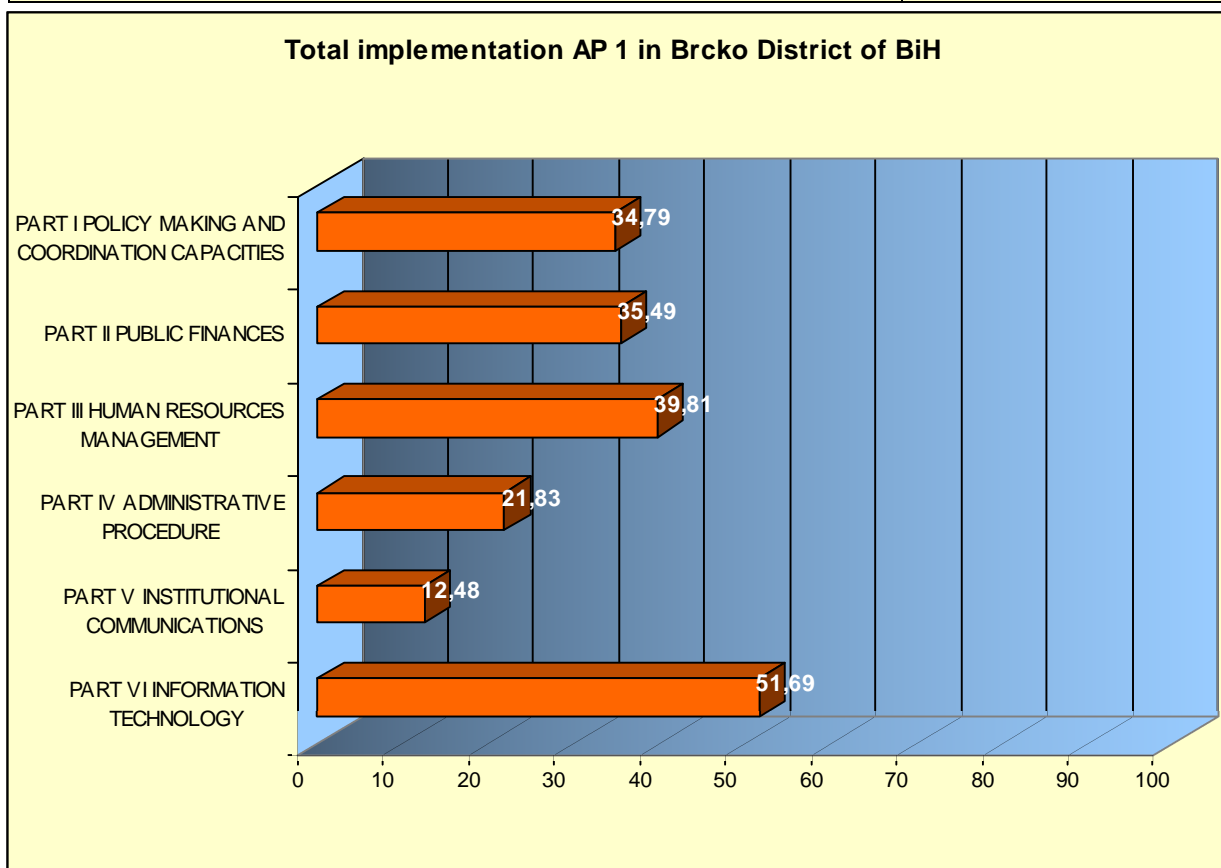
the RS level	Implemented
PART I POLICY MAKING AND COORDINATION CAPACITIES	19.69
PART II PUBLIC FINANCES	33.05
PART III HUMAN RESOURCES MANAGEMENT	36.76
PART IV ADMINISTRATIVE PROCEDURE	26.63
PART V INSTITUTIONAL COMMUNICATIONS	40.89
PART VI INFORMATION TECHNOLOGY	25.27



* Detailed description of the implemented measures with comments is in the monitoring table in the Annex of this Report.

Table 5: Cumulative implementation of the AP 1 of the PAR Strategy in BiH by reform areas – Brčko District of BiH level

the BD BiH level	Implemented
PART I POLICY MAKING AND COORDINATION CAPACITIES	34.79
PART II PUBLIC FINANCES	35.49
PART III HUMAN RESOURCES MANAGEMENT	39.81
PART IV ADMINISTRATIVE PROCEDURE	21.83
PART V INSTITUTIONAL COMMUNICATIONS	12.48
PART VI INFORMATION TECHNOLOGY	51.69



* Detailed description of the implemented measures with comments is in the monitoring table in the Annex of this Report.

2.1 Overall overview of the activities in the reporting period by reform areas (realisation of the Action Plan 1 of the PAR Strategy in BiH)

2.1.1 Policy Making and Coordination Capacities

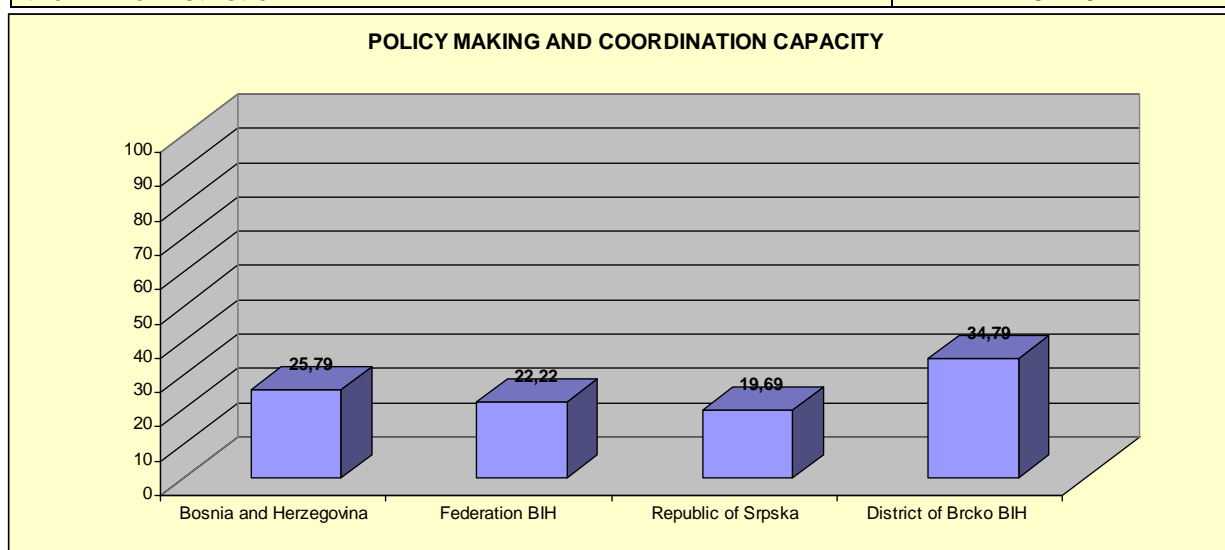
In the reporting period, the implementation of the Action Plan 1 of the PAR Strategy in Bosnia and Herzegovina in the area of Policy Making and Coordination Capacities on the state, entity and the level of the Brčko District of BiH amounts to **26.88 per cent**. In relation to the previous reporting period, the increase is 2.00 per cent.

During third quarter of 2008, activities on development and implementation of key projects for this area have continued: “Blueprint for the Development of Centres of Governments in Bosnia and Herzegovina”, “Strengthening BH Capacities for Strategic Planning and Policy Development - SPPD”, “Improvement of rules and procedures for legal, other regulation and general documents drafting in BiH” and “Legislation database”.

Table below shows the total progress in the implementation of the Action Plan 1 of the Public Administration Reform Strategy in BiH for the reform area of Policy Making and Coordination Capacities.

Table 6: Implementation of the AP1 of the PAR Strategy in BiH – reform area Policy Making and Coordination Capacities

POLICY MAKING AND COORDINATION CAPACITIES	Implemented
Bosnia and Herzegovina	25.79
the Federation of BiH	22.22
the Republic of Srpska	19.69
the Brčko District of BiH	34.79



“Blueprint for the Development of Centres of Governments in Bosnia and Herzegovina”

Since the DfID (the Department for International Development of the United Kingdom) recognised the importance and urgency of implementation of the project “Blueprint for the Development of Centres of Governments in Bosnia and Herzegovina”, they expressed their readiness to pay additional one million Euros to the Public Administration Reform Fund for implementation of the First phase of this project, if it is supported by the Supervisory Team for the area of Development of Capacities for Policy Making and Coordination. The Public Administration Reform Coordinator’s Office in BiH started the procedure of gathering Declarations of the members of the Supervisory Team regarding the aforementioned Project.

“Strengthening BH Capacities for Strategic Planning and Policy Development - SPPD”

Parallel with the project Blueprint for the Development of Centres of Governments in Bosnia and Herzegovina”, there are also activities on development of capacities for strategic planning and development of policies of acting in ministries and other bodies of administration. The UNDP BiH prepared the project document “Strategic Planning and Development of Policies of Acting”, ensured the donor assets (the Netherlands, Norway, the European Commission, the UNDP) amounting approximately 2.5 million USD for implementation of the project, and received formal agreements from the Council of Ministers of BiH, the Government of the FBiH and the Government of the RS for implementation of the first phase of the project. Ongoing is procedure of selection of experts for the project, which is being implemented by the UNDP. The representative of the PARCO is involved in the procedure of selection of the programme manager, while for the positions of deputy programme manager and experts, the procedure was annulled by recommendation of the Management Board of the Project. New vacancy notice has been published with more demanding qualifications.

“Improvement of Rules and Procedures for Legal, Other Regulation and General Documents Drafting in BiH”

At the meeting of the Supervisory Team for the area Improvement of Quality and Procedures of Drafting and Enacting Regulations, which was held on September 26, 2008 in the Brčko District of BiH, the members of the Supervisory Team gave their agreement on accepting the project fiche “Improvement of Rules and Procedures for Legal, Other Regulation and General Documents Drafting in BiH”. The objective of this project is establishment of the best practice and coherent principles and standards for legal and other regulation drafting in Bosnia and Herzegovina. During October, it is expected to have a discussion on the project fiche at the session of the Joint Management Board of the Public Administration Reform Fund.

Miscellaneous

The Public Administration Reform Coordinator’s Office, in cooperation with the members of the Supervisory Team for the area Improvement of Quality and Procedures of Drafting and Enacting Regulations, started the initiative in order to fully implement the earlier started project Legislation Database (LDB). The objective of this initiative is to provide a free of charge access to all users to integrated Legal Database.

At the session of the Government of the Federation of BiH, held on August 27, 2008, adopted was the change of the Order on the Secretariat of the Government of the FBiH and the Order on the Head Office of the Government of the FBiH, within implementation of the activities from the Blueprint for the Development of Centres of Governments in Bosnia and Herzegovina. Also, the Government of the FBiH, at the 69th session held on September 16, 2008, gave agreement to the Rulebook on Internal Organisation of the Secretariat General of the Government of the FBiH and the Rulebook on Internal Organisation of the Head Office of the Government of the FBiH.

In the Republic of Srpska, the National Assembly of the RS, at the session held on July 18, 2008, adopted drafts of the following laws from the area of public administration: the Law on the Government, the Law on Civil Servants and the Law on Civil Administration.

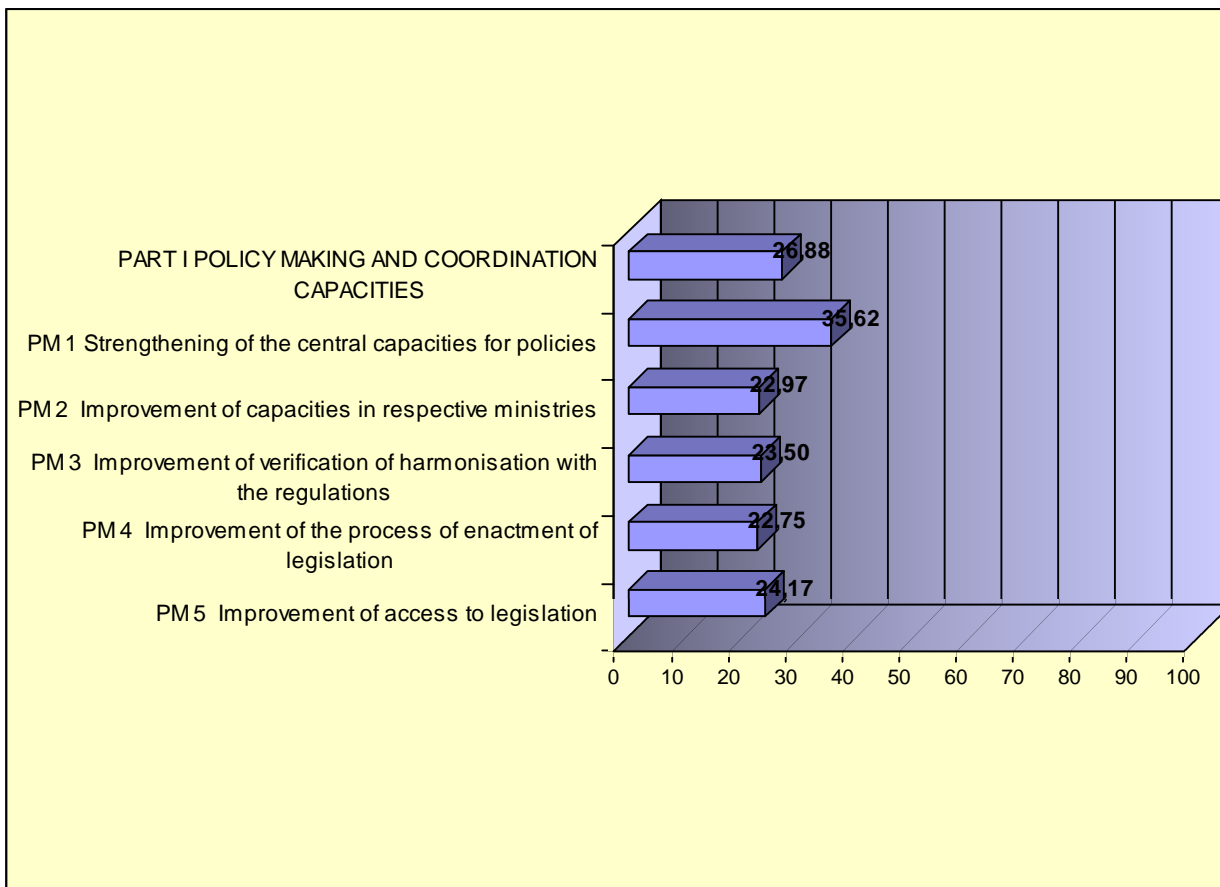
Problems during implementation

Members of the Supervisory Teams from the state level on several occasions initiated the matter of payment of remunerations for their work in the Supervisory Teams.

The Table below gives the overview by chapters for the reform area of Policy Making and Coordination Capacities.

Table 7: Overview of the activities and measures for the reform area of Policy Making and Coordination Capacities

COMPONENT OF THE ACTION PLAN 1	Implemented
PART I POLICY MAKING AND COORDINATION CAPACITIES	26.88
PM 1. Strengthening of the central capacities for policies	35.62
PM 2. Improvement of capacities in respective ministries	22.97
PM 3. Improvement of verification of harmonisation with the regulations	23.50
PM 4. Improvement of the process of enactment of legislation	22.75
PM 5. Improvement of access to legislation	24.17



* Detailed description of the implemented measures with comments is in the monitoring table in the Annex of this Report.

2.1.2 Public Finances

In the reporting period, implementation of the AP 1 in the area of Public Finances on the state, entity and the level of the Br ko District of BiH amounted **30.37 per cent**. The degree of implementation of the measures of the AP 1 for the area of Public Finances increased in relation to the previous reporting period by 1.68 per cent.

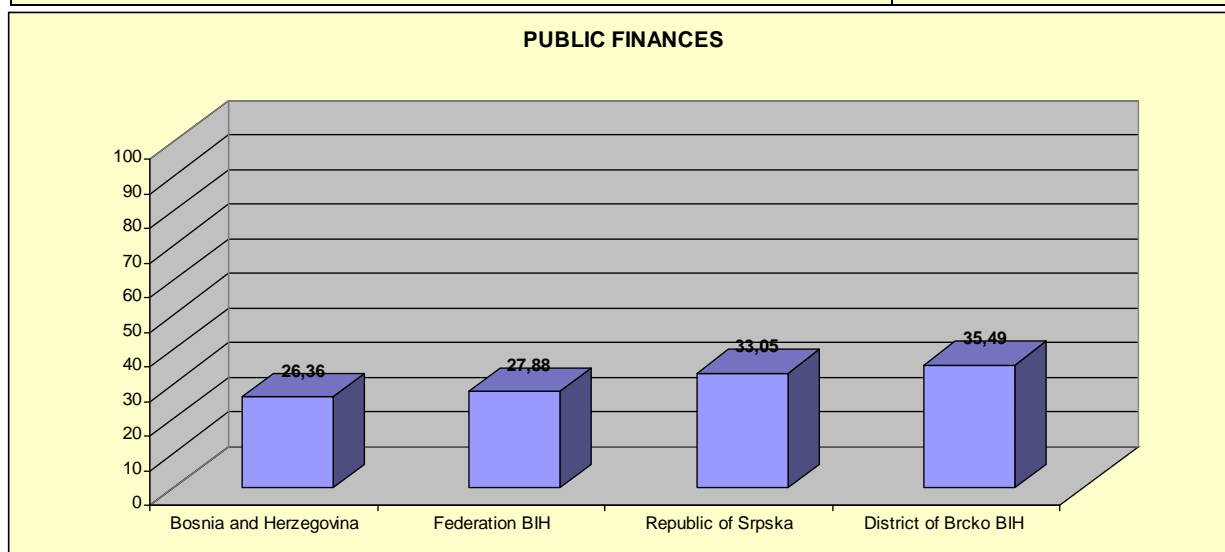
The members of the Supervisory Team for the area of Public Finances from the state level did not submit reports on the progress for the previous period. Data of the entity coordinators and the Coordinator of the Br ko District of BiH, as well as data from other sources acquired by the PARCO, in relation to the area of Public Finances, point that in this area there were some moves, which caused quantitative increase of indicators of progress.

Data submitted from the Br ko District of BiH point that some changes occurred on this level. However, the Public Administration Reform Coordinator of the BD BiH did not submit documentation basis, so these changes could not be shown in the monitoring table, i.e. included in this progress report.

Table below shows the total progress in the implementation of the Action Plan 1 of the Public Administration Reform Strategy in BiH for the reform area of Public Finances.

Table 8: Implementation of the AP1 of the PAR Strategy in BiH – reform area Public Finances

PUBLIC FINANCES	Implemented
Bosnia and Herzegovina	26.36
the Federation of BiH	27.88
the Republic of Srpska	33.05
the Br ko District of BiH	35.49



The most significant change in the area of Public Finances, in the reporting period, is adoption of the Law on Fiscal Council. The Fiscal Council also held an inaugural session on September 11, 2008.

The Joint Management Board of the Public Administration Reform Fund in the last reporting period adopted the project fiche from the area of Public Finances "Budget Management Information System" - (BMIS). Implementation of this project will contribute to increase of efficiency and effectiveness of budget management, and concretely to realisation of activities PF. 2.1.6 (Develop Software for Budget Drafting which is Compatible with the Treasury System).

In the field of strengthening the function of the treasury, the Government of the RS adopted the Decision on Establishment of Direct Connections to the Financial Information Management System. Ongoing are activities on realisation of this decision. The Decision stipulates

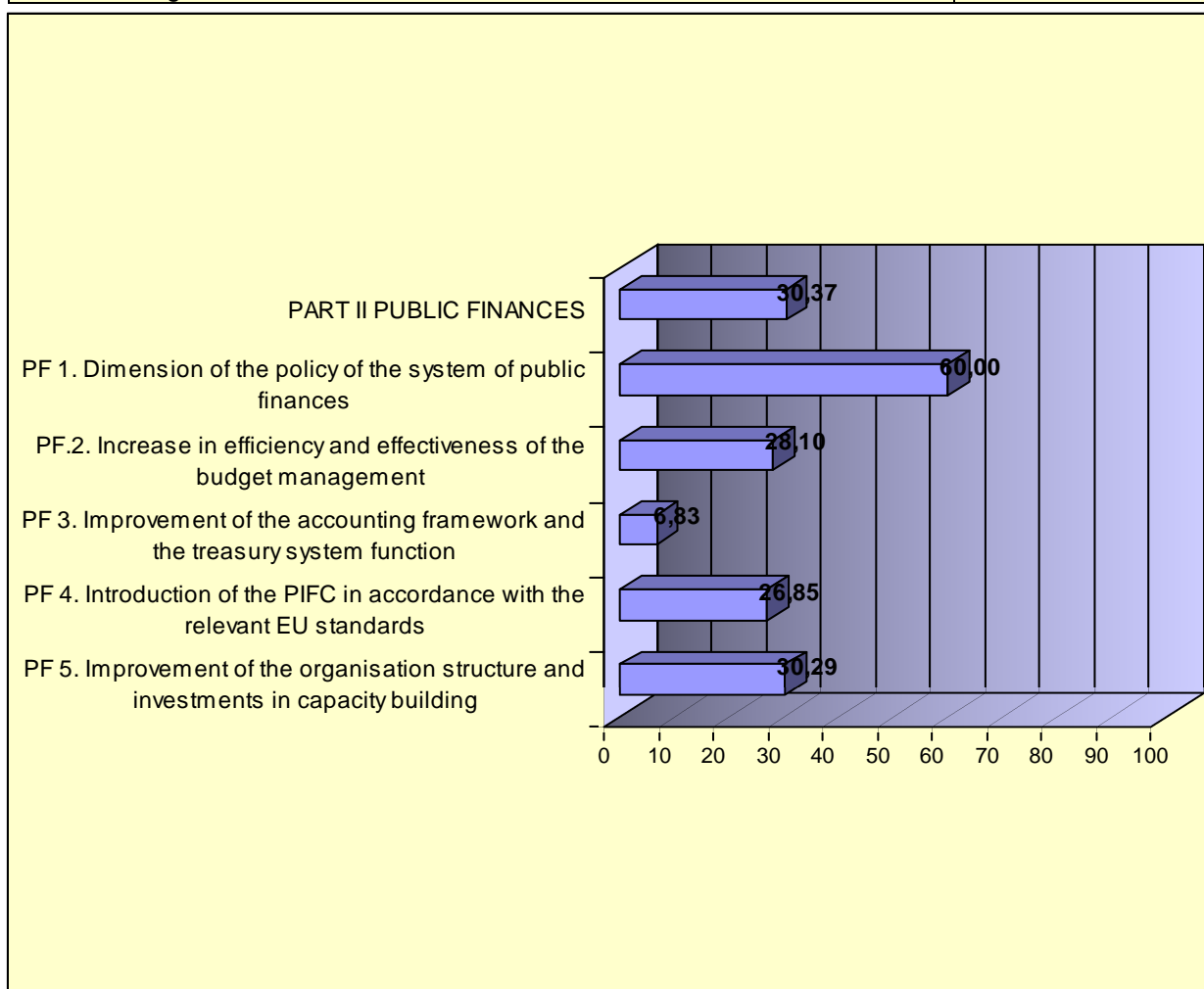
establishment of a direct connection to the Financial Information Management System (treasury application) for three penal-correctional facilities, three county prisons and nineteen basic courts, and institutions of elementary and high school education and institutions of culture. It has been foreseen to end the project by December 31st, 2008.

In this reporting period, the Government of the FBiH established the Draft Law on Changes and Amendments to the Law on Investment of Public Assets, PF.3.5.1 – Draft of Changes of the Law on Financing of BiH and the Law on Investment of Public Assets of the FBiH, for the purpose of implementation of the Law and adopted the conclusion to establish a work group for drafting the Law on Salaries PF.4.5 – Strengthening of Control Environment.

Table below gives the overview by chapters for the reform area of Public Finances.

Table 9: Overview of the activities and measures for the reform area of Public Finances

COMPONENT OF THE ACTION PLAN 1	Implemented
PART II PUBLIC FINANCES	30.37
PF 1. Dimension of the policy of the system of public finances	60.00
PF.2. Increase in efficiency and effectiveness of the budget management	28.10
PF 3. Improvement of the accounting framework and the treasury system Function	6.83
PF 4. Introduction of the PIFC in accordance with the relevant EU Standards	26.85
PF 5. Improvement of the organisation structure and investments in capacity Building	30.29



* Detailed description of the implemented measures with comments is in the monitoring table in the Annex of this Report.

Problems during implementation / deviations from the AP 1

Deviations recorded in the ongoing reporting period are the same as in the previous reports, and are related with the Law on Salaries. The Action Plan 1 stipulates establishment of a work group with representatives of all the levels of authority in order to agree on the harmonised approach to the reform of salaries on all the levels. In realisation of this measure, every level was adopting laws without previous mutual agreement and harmonisation.

Deviations from the AP1 were noted also in relation to the deadlines set by the Action Plan 1, concretely in the case of the PIFC Strategy, where it is still expected that the Work Group submits the Strategy so its implementation could start.

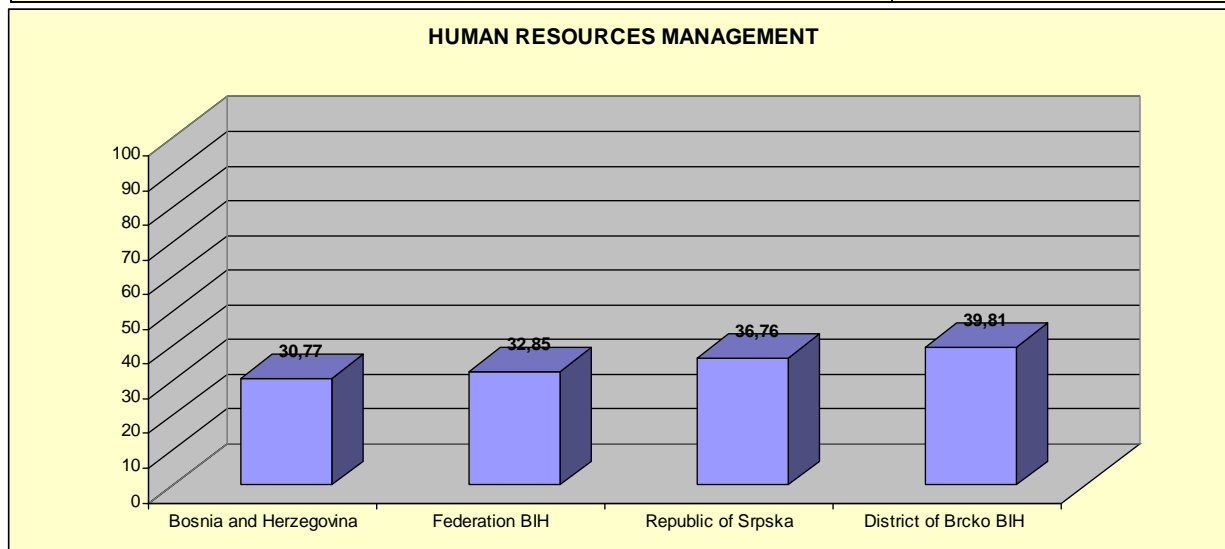
2.1.3 Human Resources Management

Total degree of implementation of the Action Plan 1 of the Public Administration Reform Strategy in the area of Human Resources Management on the level of institutions of BiH, the entity level and the level of the Brčko District of BiH by the end of the reporting period amounted to **35.15 per cent**, which presents an increase of 5.33 per cent in relation to the previous reporting period.

Table 10 shows the overall progress in implementation of the Action Plan 1 of the Public Administration Reform Strategy in BiH for the reform Area of Human Resources Management (HRM).

Table 10: Implementation of the AP1 of the PAR Strategy in BiH – reform area Human Resources Management

HUMAN RESOURCES MANAGEMENT	Implemented
Bosnia and Herzegovina	30.77
the Federation of BiH	32.85
the Republic of Srpska	36.76
the Brčko District of BiH	39.81



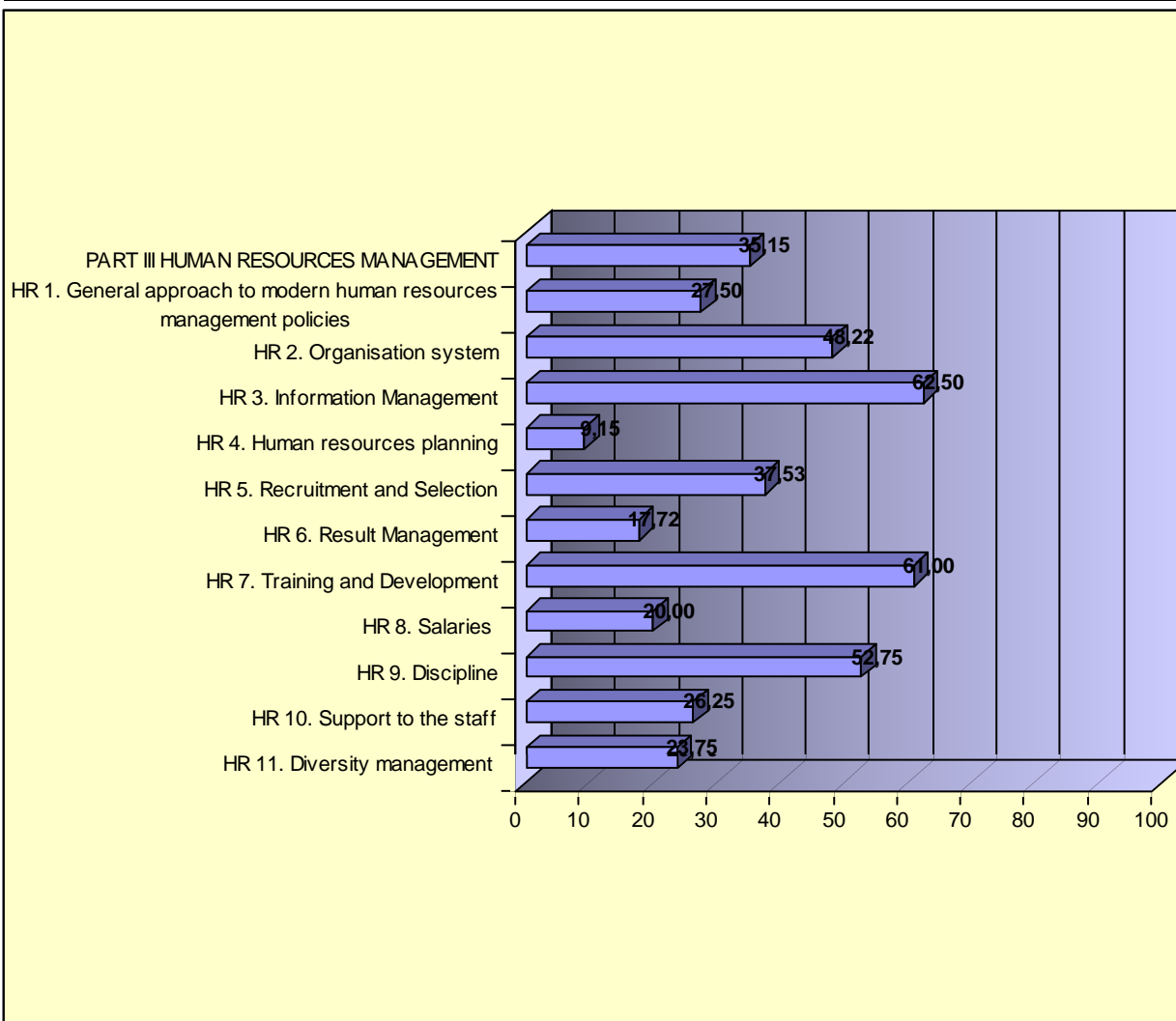
The most important activities in the reporting period are related with the following:

- After adoption by the Government of the RS, the draft set of laws from the area of public administration: the Law on the Government, the Law on Civil Servants and the Law on the Republic Administration, were adopted at the session of the National Assembly of the Republic of Srpska, held on July 18, 2008.
- The Government of the Federation of BiH adopted the conclusion which establishes foundation of an interdepartmental work group for draft of the Law on Salaries of Civil Servants in the Federation of BiH.
- On all levels training programmes for civil servants are being realised, according to previously established annual training plans and strategic documents for training and development of civil service.
- On the level of the Brčko District of BiH, second cycle of annual grading of work of civil servants and employees has started, which, according to implementation regulations, is being organised in September.

Table below gives the overview by chapters for the reform area of Human Resources Management.

Table 11: Overview of the activities and measures for the reform area of Human Resources Management

COMPONENT OF THE ACTION PLAN 1	Implementirano
PART III HUMAN RESOURCES MANAGEMENT	35.15
HR 1. General approach to modern human resources management policies	27.50
HR 2. Organisation system	48.22
HR 3. Information management	62.50
HR 4. Human resources planning	9.15
HR 5. Recruitment and selection	37.53
HR 6. Result management	17.72
HR 7. Training and development	61.00
HR 8. Salaries	20.00
HR 9. Discipline	52.75
HR 10. Support to the staff	26.25
HR 11. Diversity management	23.75



* Detailed description of the implemented measures with comments is in the monitoring table in the Annex of this Report.

Realisation of the Action Plan 1 – area Human Resources Management

The Government of the Federation of BiH put the Federal Ministry of Justice in charge of analysing, in cooperation with the Civil Service Agency of the FBiH, the solutions contained in the draft of the new Law on Civil Servants in Bodies of Civil Service in the FBiH, which was previously sent in the parliamentary procedure, and to propose principles for change of some solutions in view of harmonisation with the reform priorities of the Public Administration Reform Strategy and the Action Plan 1, as well as harmonisation with the drafts of changes and amendments to the laws on civil service on other levels of authority. Also, the Government of the FBiH, by the same Conclusion (V. No. 750/2008 from June 25, 2008), put the Public Administration Reform Coordinator on the level of the Federation of BiH in charge of ensuring presentation of the PAR Strategy and the Action Plan 1 in all the cantons and all services of the Parliament of the Federation of BiH, in cooperation with the Public Administration Reform Coordinator on the level of BiH.

The National Assembly of the Republic of Srpska adopted in continuation of the 22nd session, held on July 18, 2008, the draft of the new Law on Civil Servants in the Republic of Srpska. Proposed draft stipulates significant changes, which have as an objective establishment of more efficient public administration on this level of authority. The most important provisions in a sense of realisation of reform priorities of the Public Administration Reform Strategy and the Action Plan 1, are related with the area of planning of employment of civil servants and draft of human resources plans, maintenance of the central human resources records and internal labour market records, improvement of procedure of implementation of vacancy procedure, new provisions on evaluation of work of civil servants, establishment of assumptions for establishment of units for leading human resources policy on the level of respective bodies of administration, obligation of the training as well as other solutions which, as stated in the explanation of the Law, stem from the need to quicken the process of public administration reform in the Republic of Srpska. Related with the Law on the Republic Administration, adopted draft established legally clear competencies of the Civil Service Agency, where the role has been especially stressed in relation to responsibilities for establishment of the standards and procedures for human resources management and support to respective bodies of administration in realisation of respective human resources functions.

Implementation of the project of introduction of the Human Resources Management Information System **BH HRMIS** was continued, where component of procurement of computer equipment for the needs of installation of the system on the level of institutions of BiH was realised. For the beginning of October the next session of the Management Board of the Project was planned, where the implementer of the project should present the interim report with the data on the implemented activities in the past period. Within operative implementation, cooperation was established with the Agency for Identification Documents, Records and Exchange of Data of BiH (the Directorate of the CIPS Project) for the purpose of linking certain categories of data from the BH HRMIS system with the CIPS database.

Within implementation of the project “**Improvement of the Process of Recruitment and Selection of Employees in the Civil Service**”, training programme was realised for the staff of the institutions which are involved in the project and which have to implement, in their home institutions, the job analysis of the employed civil servants, for the purpose of obtaining improved job descriptions for work places of civil servants. The training was at the beginning of July organised in two terms in Sarajevo and Banja Luka for analysts from the bodies of administration from the level of institutions of BiH, the Federation of BiH (cantonal level), the Republic of Srpska and the Br ko District of BiH. Additional training for bodies of administration of the Br ko District of BiH was organised on September 25, 2008 in Br ko by the experts of the National School for Government of the UK, which is one of the implementers and barer of project activities in cooperation with the PARCO and the UNDP BiH. With ending of the reporting period, ongoing are activities on gathering results of the job analysis, after which consolidation of results and organisation of the meeting of the implementation team was

planned. In the next period there is a plan of holding focus groups with participation of representatives of institutions involved in the project in order to realise the project activities which imply drafting competency / ability framework for certain categories of employees in the civil service and development of models for their introduction in job descriptions and procedures of selection of employees.

Upon implemented consultations and harmonisation with the members of the Supervisory Team for the reform area of Human Resources Management, the PARCO prepared the project fiche **“Development of the Result Management System in the Structures of Civil Service in BiH”** and the final terms of reference **“Training of Civil Servants for Application of Information Technologies by the ECDL Standard”** (unified terms of reference containing initial project fiches submitted by the Civil Service Agency of the FBiH and the Civil Administration Agency of the RS) which are supposed to be put on the agenda of the next session of the PAR Fund Joint Management Board. After decision to finance this project fiche i.e. the project by the assets of the Public Administration Reform Fund, the PARCO will prepare the terms of reference and other tender documentation, for the purpose of starting the procedure of public procurement of consultancy services for ensuring technical assistance and services of training for implementation of the projects in question.

Miscellaneous

According to information from the quarterly reports submitted by the entity public administration reform coordinators and the Public Administration Reform Coordinator of the Brčko District of BiH, during the reporting period the following activities were being implemented as well:

The Civil Service Agency of the FBiH prepared and on September 18, 2008 submitted to the Government of the Federation the Proposal of the Decree on Changes and Amendments to the Decree on Conditions, Manner and Programme of Taking the Exam of General Knowledge for the Candidates for Civil Service in the FBiH, which simplifies the procedure of selection and ensures higher level of expertise in the structure of commissions for selection of candidates for the civil service. The Government of the Federation of BiH enacted this rulebook at the 71st session, held on September 24, 2008.

The Agency also, for the purpose of simplification of the procedure of selection, enacted the Rulebook on Changes and Amendments to the Rulebook on Unified Criteria and Procedure of Selection and Employment of Interns with University Degree in Bodies of Civil Service in the Federation of BiH. The Rulebook was published in the “Official Gazette of the Federation of BiH” No. 59/08 from September 24, 2008. The Ministry of Justice of the FBiH was put in charge of carrying out the tasks of establishing interdepartmental work group which needs to prepare the Draft Law on Salaries of Civil Servants in the Federation of BiH.

During this and the previous reporting period, the Civil Service Agency of the FBiH realised several cycles of training for newly employed civil servants on different levels and in different district sections, as well as several modules of training for managing civil servants, within the programme “Shaping the Future”, which was realised within the project of the SEPARB – National School of Government of the UK.

On the level of the Republic of Srpska, the Civil Administration Agency of the RS, after ensuring needed financial assets by the Government of the Republic of Srpska, continuously implements different kinds of trainings for civil servants:

- Training for application of information technologies by the ECDL standard for 170 attendees in total in two cycles;
- Training of instructors (internal trainers) for civil administration of the Republic of Srpska – new group of 14 attendees within which two modules were completed;
- Training in English language, which was completed for 63 attendees and new cycle was started for 165 civil servants;

- Horizontal trainings for managers in public administration (trainings on management and leading meetings) realised for 39 attendees in total.

The Civil Administration Agency of the RS also implemented the training cycle for 63 interns and newly employed in the civil administration of the Republic of Srpska, at the end of the previous quarterly reporting period.

On the level of institutions of BiH, the Civil Service Agency of BiH started a new cycle of trainings within the programme of managerial training for managing civil servants in 2008. The Programme is being realised in cooperation with the LOK institute from Sarajevo and the plan is to organise 8 different training modules in total, with period of realisation from October 2008 to February 2009 in several terms. Also, the Training Department of the Civil Service Agency, in cooperation with the University of West England, planned several terms of training within the programme "Change Management", which was intended for managers in structures of civil service.

On the level of the Brčko District of BiH, ongoing are activities on implementation of annual evaluation of work of civil servants and employees in administration bodies of the Brčko District of BiH, within which the Subdivision for Human Resources of the Brčko District of BiH implements the training of persons who evaluate the results of work.

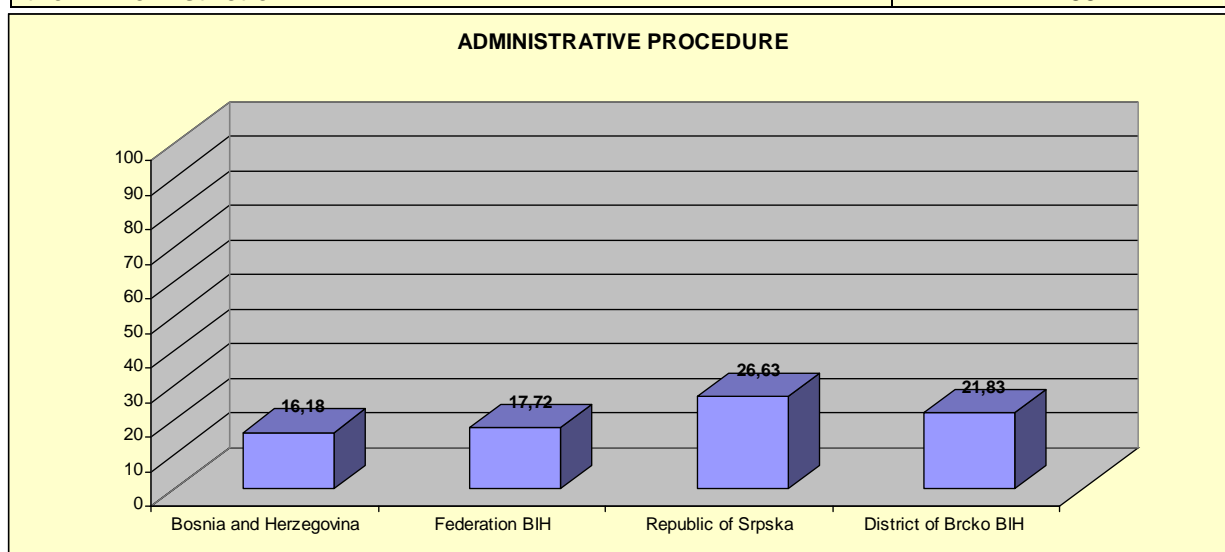
2.1.4 Administrative Procedure

The achieved progress in implementation of the measures and activities from the Action Plan 1 of the Strategy of the Public Administration Reform in the area of Administrative Procedure, on all levels of authority in BiH, by September 30, 2008 on average amounts to **22.17 per cent**, which presents an increase by 3.30 per cent in relation to the previous reporting period.

Table 12 gives the overall overview of implementation of the Action Plan 1 of the Public Administration Reform Strategy in BiH for the reform area of Administrative Procedure.

Table 12: Implementation of the AP1 of the PAR Strategy in BiH – reform area of Administrative Procedure

ADMINISTRATIVE PROCEDURE	Implemented
Bosnia and Herzegovina	16.18
the Federation of BiH	17.22
the Republic of Srpska	26.63
the Brčko District of BiH	21.83



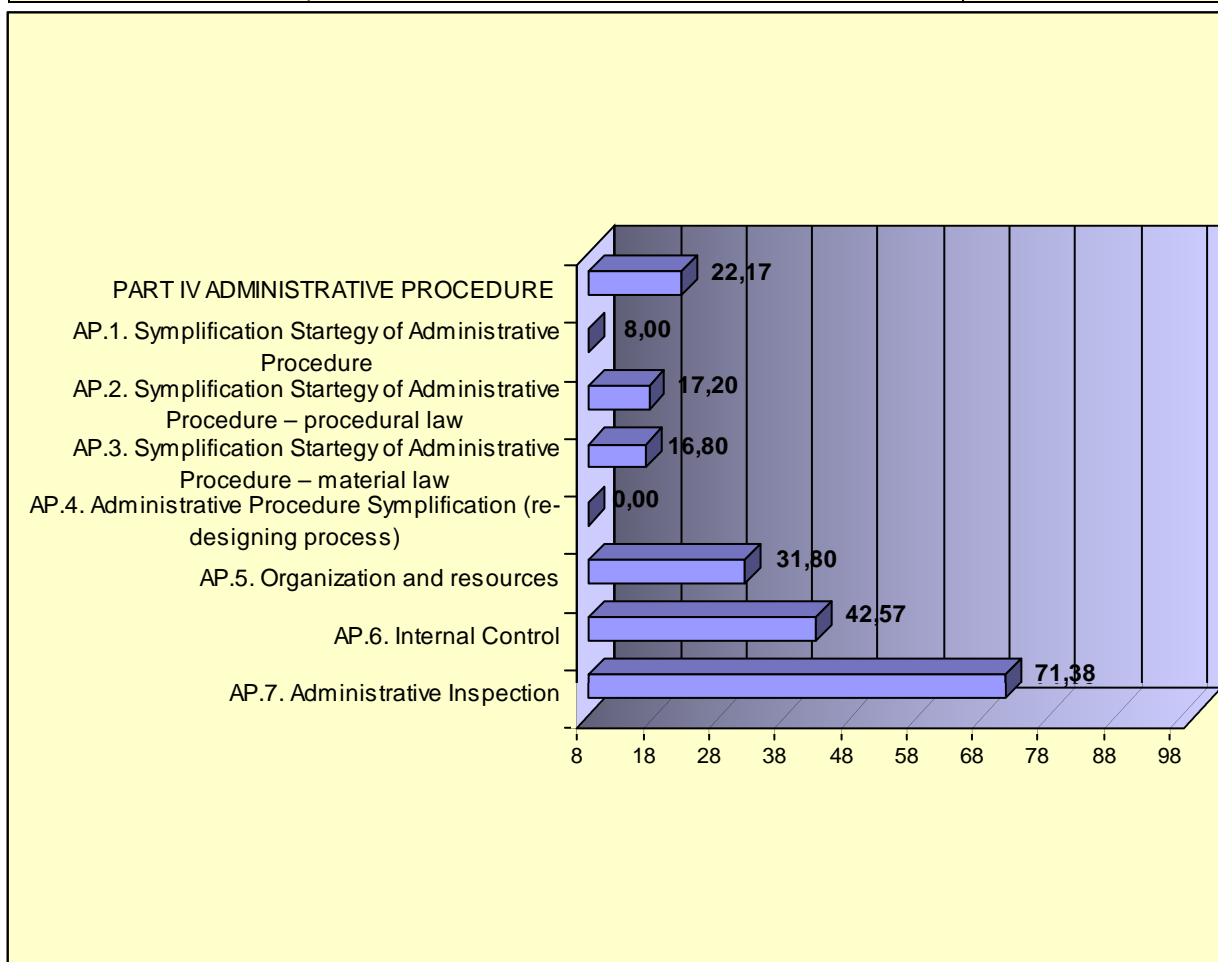
The project fiche and the terms of reference “Draft of Administrative Decision Making in BiH Quality Improvement Programme”, which will implement the activities stated by the Action Plan 1 in the chapter AP.1.1. Simplification Strategy of Administrative Procedure for the Whole State, the Joint Management Board of the PAR Fund approved at its fourth session held on July 23rd, 2008. Realisation of the aforementioned Project will have as a result ordered Administrative Decision Making in Bosnia and Herzegovina Quality Improvement Programme, in accordance with the modern European standards of administrative decision making, which will contain legislation, organisation, IT measures and measures for capacity strengthening. Its implementation will contribute to quality improvement of administrative decision making on all the levels of authority in Bosnia and Herzegovina and to establishment of more quality, more efficient and simpler practice of administrative decision making, in accordance with modern European standards of administrative decision making on all the levels of authority in BiH, and oriented to beneficiaries of services. Activities are ongoing on preparation of tender documentation for procurement of consultancy services, which will be at the next session submitted to the Joint Management Board of the PAR Fund for adoption.

Also, ongoing are activities related with preparation of project fiches and logical frameworks for harmonisation and improvement of the existing laws on administrative procedure on all administrative levels in Bosnia and Herzegovina, and education of administrative procedure leaders and administrative inspectors.

Table below gives the overview by chapters for the reform area of Administrative Procedure.

Table 13: overview of the activities and measures for the reform area of Administrative Procedure

COMPONENT OF THE ACTION PLAN 1	Implemented
PART IV ADMINISTRATIVE PROCEDURE	22.17
AP.1. Simplification Strategy of Administrative Procedure	8.00
AP.2. Simplification Strategy of Administrative Procedure - procedural law	17.20
AP.3. Simplification Strategy of Administrative Procedure - material law	16.80
AP.4. Administrative Procedure Simplification (redesigning process)	0.00
AP.5. Organisation and Resources	31.80
AP.6. Internal Control	42.57
AP.7. Administrative Inspection	71.38



* Detailed description of the implemented measures with comments is in the monitoring table in the Annex of this Report.

In the **Federation of Bosnia and Herzegovina**, in the reporting period, in cooperation with the World Bank, on July 30, 2008 in Sarajevo was **organised the Conference on Regulatory Reform “Guillotine of Regulations of the Federation of BiH”**. This project implies abolishment and change of regulations which aggravate work in certain areas of business, whether it is about issuing personal documents to citizens, starting a small business, establishment and start of work of firms, issuing construction and other permits, different agreements, as well as about matters of wider development of trade and economy.

The Government of the Federation of BiH, at the session held on August 14, 2008, adopted the Information on initiation of the project **“Regulatory Reform Guillotine of Regulations of the Federation of BiH”**, adopted a series of conclusions and put certain administrative bodies of administration in the FBiH in charge of realisation of the aforementioned project.

The Government of the **Republic of Srpska**, at the 82nd session held on July 3rd, 2008, established a set of laws from the area of administration, which were prepared by the interdepartmental group: Draft Law on the Government of the Republic of Srpska, Draft Law on Civil Administration and Draft Law on Civil Servants.

The National Assembly of the Republic of Srpska adopted these laws at the 22nd session held on July 18, 2008, which would contribute to establishment of more efficient public administration in the Republic of Srpska.

The Law on the Government of the Republic of Srpska stipulates that organisational units are being established, within the Cabinet of the Prime Minister of the Republic of Srpska, for the affairs of: planning and monitoring, European integrations, public administration reform, relations with citizens and protocol affairs.

The objective of establishing these organisational units is to assist the Prime Minister in achieving the objectives and to assist the efficient work of the Government and to coordinate the work of the Ministries related with adoption and implementation of strategic objectives from the annual plans, and to monitor application of policy of European integrations and public administration reform.

Ongoing is adoption of the Law on Administrative Inspection of the Republic of Srpska. The administrative inspection in the Republic of Srpska is established on the principle of territorial division of inspectors and in the RS all systematised work places of administrative inspectors are filled. All inspectors have official cars, computer and other necessary equipment.

Next to the aforementioned, related with all four administrative levels in BiH, it is necessary to point out the following:

- Certain progress has been achieved in the area of internal control, periodic and annual reports on work are being drafted, which are being submitted to the institutions in charge, but there is still no adequate system of monitoring established. Every prepared act, before its enactment, is being several times controlled by the immediate supervisor, head of the section and head of the sector. There is a standard structure of report, which is being followed on the occasion of drafting the report, and there is a good practice of reporting. There is still no agreement on equal standards of reporting for each level.
- The Law on Administrative Procedure of BiH, the Law on Administrative Procedure of the FBiH and the Law on Administrative Procedure of the BD BiH stipulate financial fines for violation of provisions of the LAPs, both for institutions and for official persons on the level of BiH, the FBiH and the BD BiH. On the level of BiH, the matter of disciplinary responsibility is regulated by the Law on Civil Service in Institutions of BiH and by the Rulebook on Disciplinary Responsibility of Civil Servants in Institutions of BiH, and on the level of the FBiH, by the Law on Civil Service of the FBiH and by the Order on Rules of Disciplinary Procedure for Disciplinary Responsibility of Civil Servants in Bodies of Civil Service in the FBiH. In the RS, the system of disciplinary responsibility is also strengthened, which is regulated by the Law on Administrative Service in Administration of the RS and by the Rulebook on Disciplinary and Material Responsibility of Civil Servants.
- Identified are necessary training needs which are related with leading an administrative procedure, both for newly employed and civil servants with work experience. In cooperation with the Civil Service Agency of BiH, the Civil Service Agency of the FBiH, the Civil Administration Agency of the RS and the Civil Service of the BD BiH, depending on the administrative level of authority, plan and programme of the training is regularly harmonised. Some forms of training of civil servants are completed, while organisations of new forms of training are ongoing. Implemented trainings cover part of the identified needs. System of certification for key roles in administrative decision making has been partially established.

Problems during implementation / deviations from the AP 1

The most quality human resources for work in implementation teams are people who work on immediate application of regulations in administrative decision making. Because these civil servants are overburdened by their regular activities at work, it is hard to find enough room for quality execution of works as members of implementation teams of certain reform areas as well. Also, inability to pay remunerations for work outside of working hours will not motivate quality workers to work in the implementation teams.

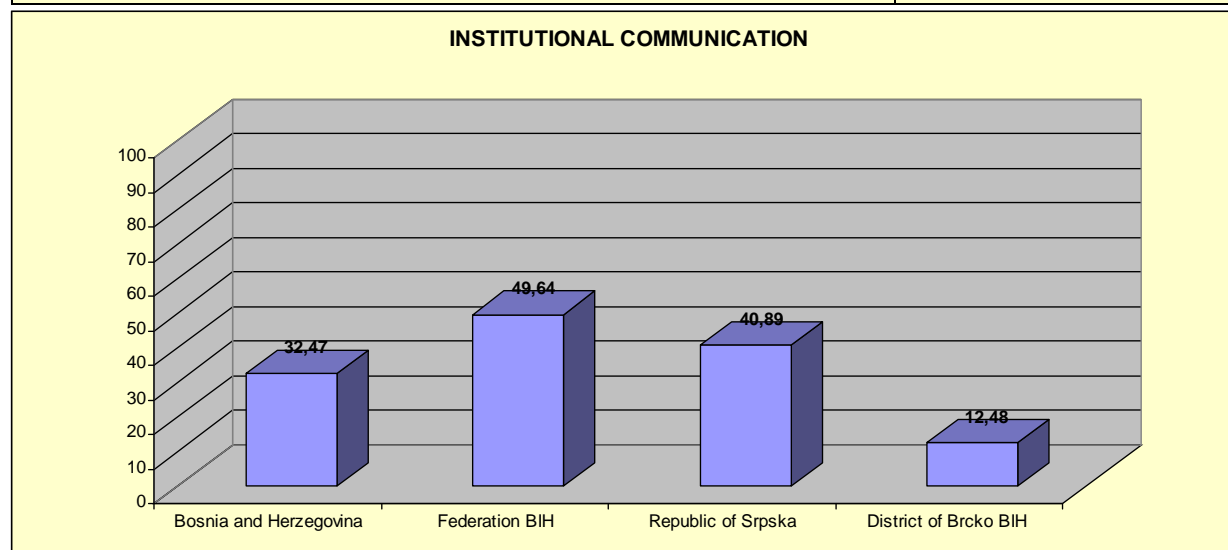
2.1.5 Institutional Communications

Overall implementation of the AP 1 in the area of Institutional Communications, on the state, entity and the level of the Brčko District of BiH, by September 30, 2008, amounts to **31.45 per cent**, which is an increase of 0.53 per cent in relation to the previous reporting period.

Table 14 gives the overall progress in implementation of the Action Plan 1 of the Public Administration Reform Strategy in BiH for the reform area of Institutional Communications.

Table 14: Implementation of the AP1 of the PAR Strategy in BiH – reform area Institutional Communications

INSTITUTIONAL COMMUNICATIONS	Implemented
Bosnia and Herzegovina	32.47
the Federation of BiH	49.64
the Republic of Srpska	40.89
the Brčko District of BiH	12.48



On the level of BiH, by this quarter, degree of implementation of the Action Plan 1 amounts to 32.47 per cent, and in relation to the previous quarter of 2008, the progress has been recorded in the chapters of the Action Plan 1 IC 1 – Key Regulations; IC 2 – Communication Planning; IC 3 – Institutional Relations with Management; IC 12 – Direct Communication with the Public and IC 13 – Web Pages. On the level of the Republic of Srpska, implementation amounts to 40.89 per cent, and the progress has been recorded in the chapter IC 2 – Communication Planning. Realisation of the AP 1 on the level of the Federation of BiH is 49.64 per cent, and on the level of the Brčko District of BiH is 12.48, same as in the previous quarter.

In this reporting period, in accordance with the Law on Public Procurements of BiH, the procedure of public procurement of consultancy services for the projects “Establishment of Network of Info Stands” and “Training of Information Officers in Administration Bodies of BiH” was implemented. Procurement of services for the project “Training of Information Officers” was annulled after the prequalification phase because none of the candidates who applied fulfilled the formal conditions of the tender documentation. The Commission for implementation of the procedure of public procurement of consultancy services for implementation of the project “Establishment of Network of Info Stands” ended the phase of submission of tenders. The Report of the Commission with recommendation on the manner of completion of this procurement procedure will be submitted for the next session of the Joint Management Board of the Public Administration Reform Fund.

Individual project fiche of the Republic of Srpska “Financing of the “Modern Administration” magazine”, which received in the previous reporting period the agreement of the Supervisory Team, will be submitted for the next session of the PAR Fund JMB.

Individual project fiche of the Brčko District of BiH “Support to Strengthening Civil Participation on the Local Level”, has been temporarily withdrawn from the procedure of approval by the originator, the Public Administration Reform Coordinator of the Brčko District of BiH.

The Supervisory Team for implementation of the measures of the Action Plan 1 of the Public Administration Reform for the area of Institutional Communications in the reporting period held one meeting (September 22nd, 2008). Members of the Supervisory Team from the level of the Council of Ministers and the Government of the Federation of BiH gave an agreement to the terms of reference “Strategic Communication”. The members of the ST from the level of the Government of the RS and the Government of the Brčko District of BiH were given 15 days for written declaration, in accordance with the Rules of Procedure of the Supervisory Team. Agreement to the project fiche “Strategic Communication”, the Joint Management Board of the Public Administration Reform Fund gave on July 23rd, 2008. The Government of the Republic of Srpska by conclusion adopted realisation of the project “Strategic Communication”.

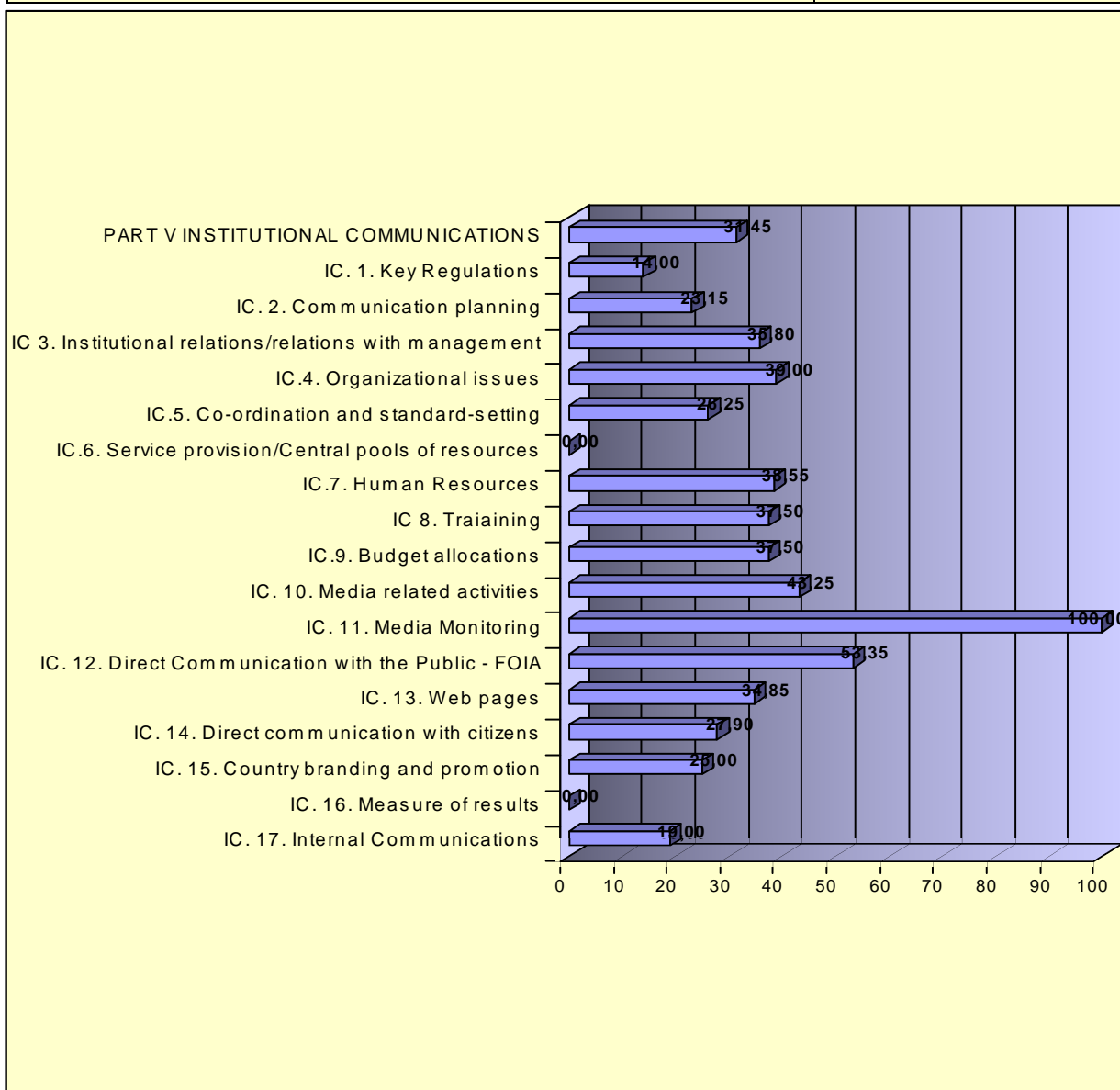
Problems during implementation / deviations from the AP 1

Problems identified in previous reports on progress in implementation of the Action Plan 1, were identified in this reporting period as well:

- Aggravated work of the Supervisory Team for implementation of the measures of the Action Plan 1 of the public administration reform in the area of Institutional Communications, in a sense of possibility of organising the meetings and attending them;
- Lack of functionality of the Central Public Relations Unit in the Government of the Brčko District of BiH, because of not filling all the work places;
- Deviations from the AP1 in relation to the set deadlines for realisation;
- Inadequate quality of data on progress submitted by the administration bodies in charge of implementation of the reform measures in the area of Institutional Communications, from the aspect of objectively verifiable indicators, defined by methodology of monitoring the progress in realisation of measures of the Action Plan 1 of the Public Administration Reform Strategy.

Table 15: overview of the activities and measures for the reform area of Institutional Communications

COMPONENT OF THE ACTION PLAN 1	Implemented
PART V INSTITUTIONAL COMMUNICATION	31.45
IC 1. Key Regulations	14.00
IC 2. Communication Planning	23.15
IC 3. Institutional Relation/Relations with Management	35.80
IC 4. Organisational issues	39.00
IC 5. Coordination and Standard Setting	26.25
IC 6. Service Provision/Central Pools of Resources	0.00
IC 7. Human resources	38.55
IC 8. Training	37.50
IC 9. Budget Allocation	37.50
IC 10. Media Related Activities	43.25
IC 11. Media Monitoring	100.00
IC 12. Direct Communication with the public - FOIA	53.35
IC 13. Web Pages	34.85
IC 14. Direct Communication with Citizens	27.90
IC 15. Country Branding and Promotion	25.00
IC 16. Measure of Results	0.00
IC 17. Internal Communications	19.00



* Detailed description of the implemented measures with comments is in the monitoring table in the Annex of this Report.

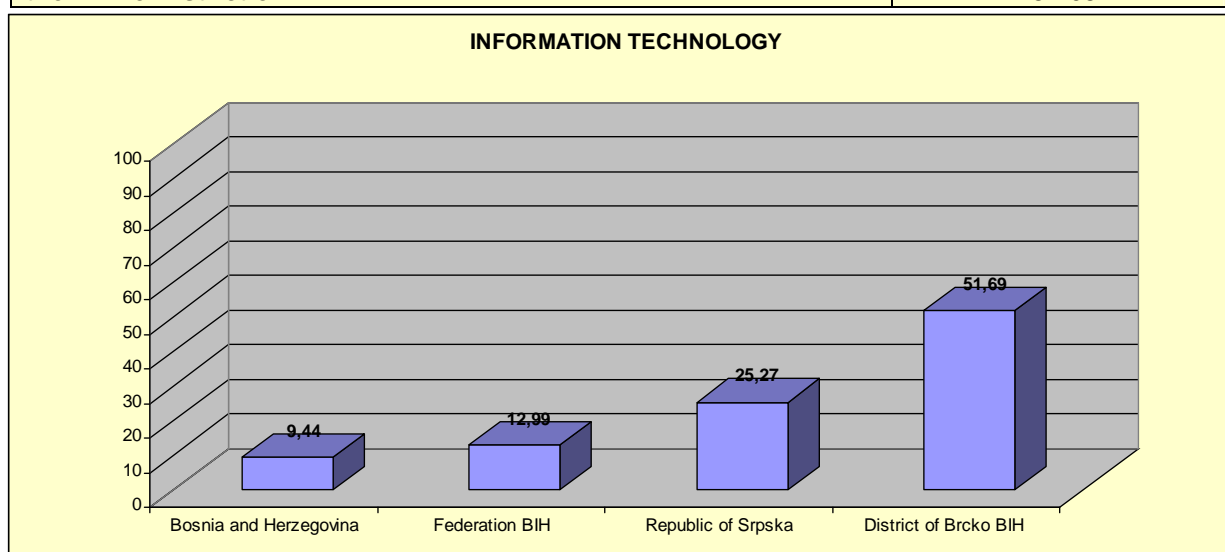
2.1.6 Information Technology

In the previous reporting period a progress has been achieved in implementation of the measures and activities from the Action Plan 1 of the Public Administration Reform Strategy in the area of Information Technologies on all levels of authority in BiH, which now amounts to **24.94 per cent** in relation to the Plan, not counting the time frame for implementation of the activities given in the Action Plan 1, and this amount presents an increase by 3.18 per cent in relation to the previous reporting period.

Degree of realisation of the Action Plan 1 of the PAR Strategy by levels of authority in BiH is given in the table below.

Table 16: Implementation of the AP1 of the PAR Strategy in BiH – reform area Information Technology

INFORMATION TEHNOLOGY	Implemented
Bosnia and Herzegovina	9.44
the Federation of BiH	12.99
the Republic of Srpska	25.27
the Brčko District of BiH	51.69



In the area of Information Technology, after analysis of condition and priorities for this area, of three drafted project fiches, realisation of the project fiche and the terms of reference “**Design and Establishment of Interoperability Framework and Standards for Data Exchange**” has started. Finalised project fiche has been sent to the members and deputy members of the Supervisory Team for the area of Information Technology, and after their agreement, drafting of the terms of reference has started, which was at the first joint meeting of the Supervisory Team for the area of Information Technology unanimously supported by all administration levels. The Joint Management Board of the PAR Fund, at its 4th session held on July 23rd, 2008 in Brčko, discussed this terms of reference, and it received agreement of the members of the PAR Fund JMB, which fulfilled all the conditions for further implementation of this project.

On the level of BiH, in the Ministry of Transport and Communications, the following activities are being implemented:

- The Commission has been established for Draft of the Law on the Agency for Information Society;
- The group of projects has been established from the domain of information technologies for the purpose of raising the general level of these technologies in BiH. Originator of these projects is the Ministry of Transport and Communications, and it is expected that the Council of Ministers approves realisation of the projects;

- The Commission has been established for preparation of the draft Contract on Strategic Partnership with the Microsoft;
- The Commission has been established for draft of legal regulations for the project of e-Government of BiH.

On the level of the Republic of Srpska, the following activities are being implemented:

- The new Law on Electronic Signature of the Republic of Srpska was adopted at the 20th session of the National Assembly of the Republic of Srpska, held on June 3rd, 2008;
- Ongoing are activities on draft of the Law on Electronic Business of the Republic of Srpska and draft of the Law on Electronic Document of the Republic of Srpska;
- Ongoing is draft of bylaws for the Law on Electronic Signature;
- Drafted are the documents: Policy of Security of Information System of the Government of the Republic of Srpska, Strategy of e-Government of the Republic of Srpska 2008 – 2011;
- Internal portal of the Government of the Republic of Srpska, eLegislation, was designed;
- Decentralised administration and update of the web portal of the Government of the Republic of Srpska was implemented.

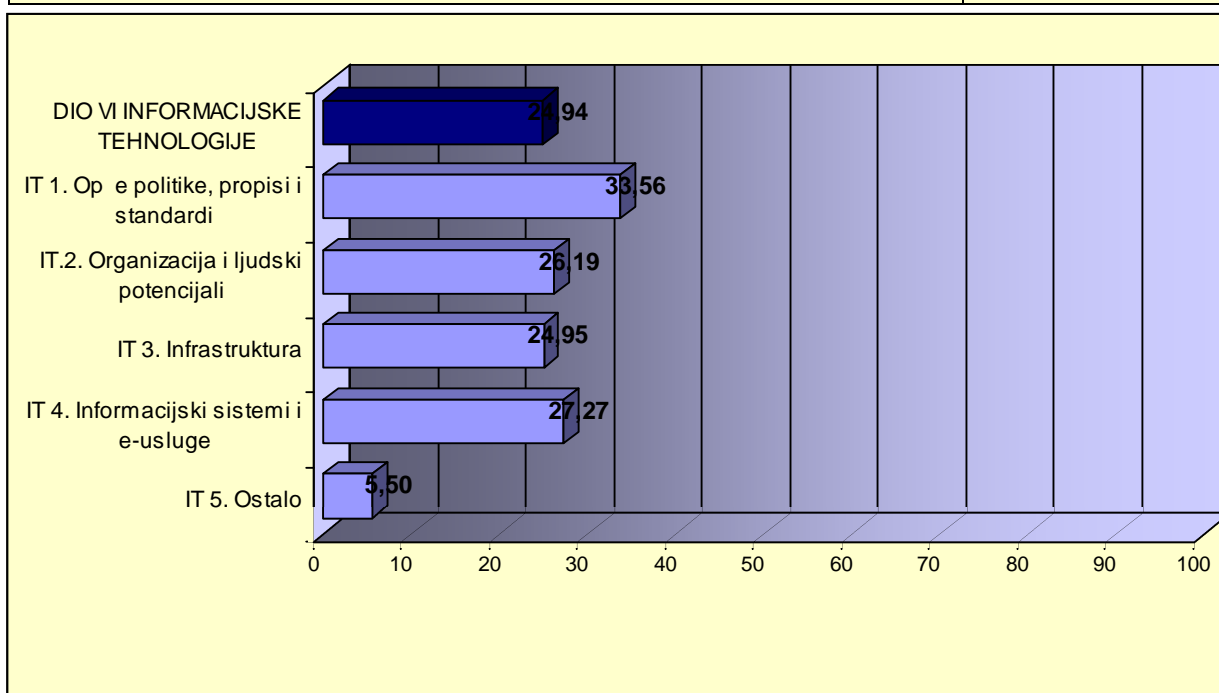
On the level of the Federation of BiH, the following activities are being implemented:

- Within the contract with the Microsoft the project of Electronic Reception Office was initiated in the Secretariat General of the Government of the Federation of BiH. Presentation of the project idea was held on September 19, 2008;
- At the 47th session of the Government of the FBiH, the Government adopted the Opinion on the Draft Law on the Agency for Information Society as proposed by the Ministry of Transport and Communications of the FBiH.

Table below gives the overview by chapters for the reform area of Information Technology.

Table 17: overview of activities and measures for the reform area of Information Technology

COMPONENT OF THE ACTION PLAN 1	Implemented
PART VI INFORMATION TEHNOLOGY	24.94
IT 1. General policies, regulations and standards	33.56
IT.2. Organisation and human resources	26.19
IT 3. Infrastructure	24.95
IT 4. Information systems and e-services	27.27
IT 5. Miscellaneous	5.50



* Detailed description of the implemented measures with comments is in the monitoring table in the Annex of this Report.

Problems during implementation / deviations from the AP 1

In the previous period there were deviations from the Action Plan 1 in the part related with the given time frame for implementation of certain activities.

The Republic of Srpska works on adoption of its own Strategy of the e-Government of the Republic of Srpska 2008-2011 as well as the Strategy of Development of Information Society of the Republic of Srpska 2008-2011.

2.2 Implementation of the Action Plan 1

There are still the same deviations present in relation to the measures and activities defined by the Action Plan 1 in all reform areas, related with dynamics of execution and contents of the reform measures, which has been noted in the previous reports on progress as well.

The PARCO continuously develops the system of coordination of all the levels of authority in BiH, donors and others involved in the process of reform, monitoring of implementation as well as evaluation.

Activities related with the change of the status of the PARCO (establishment of the Directorate for Public Administration Reform as a permanent expert body of the Council of Ministers of Bosnia and Herzegovina) are still in the procedure in the institutions of BiH in charge. Activities started in the previous reporting period, after the Council of Ministers of BiH accepted the proposed changes and amendments to the existing **Rulebook on Internal Organisation and Systematisation of the Office of the Chairperson of the Council of Ministers of BiH**, in this trimester are mostly completed. The Unit for Material-Financial and General Affairs has been established, and two civil servants started working who will work on draft and implementation of the Action Plan 2 (sector reforms) of the Strategy of the Public Administration Reform in BiH. These human resources replenishments provided the PARCO with the possibility to execute in a more efficient manner the overall coordination of implementation of the measures of the Action Plan 1.

Although in this reporting period the communication between the PARCO and all levels of authority in BiH has been significantly improved, it is necessary to work on further improvement of communication, so the PARCO could receive the necessary assistance of all levels of authority in regular reporting, so the PARCO, which provides a technical assistance to the process of the public administration reform in BiH, could in time prepare the reports which would be submitted to the Council of Ministers of BiH and to the Governments of the FBiH, the RS and the BD BiH.

In this reporting period it has been noted that reports from certain levels are being late, which creates to the PARCO additional difficulties related with meeting deadlines for submitting the reports to the Council of Ministers of BiH and other Governments for adoption.

In case the PARCO, in spite the official request directed to the entity coordinators and the Public Administration Reform Coordinator of the Br ko District of BiH, as well as to the competent institutions from the level of BiH (members / deputy members of the supervisory teams) to submit data on progress for certain reporting period, does not receive these data (or are submitted after deadline for submission, or no documentation basis is stated / submitted), when preparing a quarterly monitoring report the PARCO will not be able to take into consideration possibly achieved progress based on individual reports.

Although in this reporting period certain progress has been achieved in relation to the previous one, difficulties noted in every element of the implementation structure, related with mechanisms of implementation of the AP1, are still present (political coordination, supervisory function). Also, there is still no solution to the matter of defining the **entity public administration reform coordinator**. Recommendation of the PARCO to the entity governments to define the position of the public administration reform coordinator on the level of the entities as a separate work place, although contained in the previously adopted Common Platform as well, was not realised in this reporting period as well.

Public Administration Reform Fund:

At the fourth session, the Joint Management Board of the PAR Fund approved the project fiche **“Budget Management Information System – BMIS”** from the area of Public Finances, the

project fiche and the terms of reference “**Draft of Administrative Decision Making in BiH Quality Improvement Programme**” from the area of Administrative Procedure, the project fiche “**Strategic Communication**” from the area of Institutional Communication and the terms of reference “**Design and Establishment of Interoperability Framework and Standards for Data Exchange**” from the area of Information Technologies. Pilot project, proposed from the level of the Brčko District of BiH, “**One Stop Shop**” was not approved because it did not receive the necessary support of all the members of the PAR Fund JMB.

Tender documentations were prepared for two projects: from the area of Administrative Procedure, “**Draft of Administrative Decision Making in BiH Quality Improvement Programme**” and for the project from the area of Information Technologies, “**Design and Establishment of Interoperability Framework and Standards for Data Exchange**”. Tender documentation will be proposed for adoption to the PAR Fund JMB at the next session.

The PAR Fund JMB adopted the information of the Commission for Public Procurements of the PARCO on completion of the phase of prequalification in the procedure of public procurement of consultancy services for the projects “Establishment of Network of Info Stands” and “Training of Information Officers”. As far as the project “Training of Information Officers”, none of the candidates fulfilled the qualification conditions in accordance with the contents of the demands from the tender documentation, so decision was reached to end the tender procedure. For the project “**Establishment of Network of Info Stands**”, short list of candidates for the second phase of the tender procedure has been unanimously approved. Procedure is ongoing, and report of the Commission for procurement with proposal of measures will be submitted for the next session of the PAR Fund JMB.

The PARCO continuously works on preparation of project fiches and terms of references which will be submitted to the PAR Fund JMB at the following sessions, after agreeing them with the supervisory teams:

- Policy Making and Coordination Capacities: “**Improvement of Rules and Procedures for Legal and Other Regulation Drafting in BiH**” - project fiche and “**Blueprint for Development of Centres of Governments in BiH**” - implementation of the phase I – project fiche and the terms of reference;
- Public Finances: “**Budget Management Information System - BMIS**” – terms of reference;
- Human Resources Management: “**Development of Result Management System in Structures of Civil Service in BiH**” – project fiche and “**Training of Civil Servants for Application of Information Technologies by the ECDL Standard (European Computer Driving Licence)**” – project fiche and the terms of reference;
- Institutional Communications: “**Strategic Communication**” – terms of reference.

Discussion on the **Guidelines for Usage of the Assets of the Public Administration Reform Fund**, which was in the previous reporting period prepared by the PARCO with the assistance of the DfID consultant, as well as on the project fiche from the RS, from the area of Institutional Communications “**Financing of Publication of the Modern Administration magazine**” was postponed for the next session of the PAR Fund JMB because of absence of the originators.

There is still no solution to the matter of payment of remunerations for work to the domestic members of the PAR Fund JMB. Proposals of the Decision on Remuneration for Work to the Members and Deputy Members of the Public Administration Reform Fund and the Decision on Remuneration for Work to the Members and Deputy Members of the Supervisory Teams for Implementation of the Action Plan 1 of the Public Administration Reform Strategy in Bosnia and Herzegovina from the level of the Council of Ministers of BiH were directed in June 2008 to the Legislation Office and to the Ministry of Finances and Treasury of BiH. The PARCO received the opinion on these two decisions from the Legislation Office, while the the opinion of the Ministry of Finances and Treasury was still pending by the conclusion of this report. Final decision on this is to be enacted by the Council of Ministers of BiH.

3 ANNEX – M&E table of realisation of the measures from the AP1 of the PAR Strategy

(TABLES OF REALISATION OF THE MEASURES FROM THE AP 1 OF THE PAR STRATEGY ARE ON THE CD ROM ATTACHED TO THIS REPORT)

4 Information on operability and holding of meetings of the supervisory teams for implementation of the Action Plan 1 of the Public Administration Reform Strategy in BiH

Information on operability and holding of meetings of the supervisory teams for implementation of the Action Plan 1 of the Public Administration Reform Strategy in BiH

Supervisory Team is an intergovernmental work body consisting of senior officials or senior (managing) civil servants appointed by the Council of Ministers of BiH, the Government of the Federation of BiH, the Government of the Republic of Srpska and the Government of the Brčko District of BiH. Function of this body is supervision over operative implementation of the measures of the Action Plan 1 of the Public Administration Reform Strategy for respective areas.

Duties, manner of work, mandate and responsibility of the members of the Supervisory Team are defined by the chapter VII. Supervision and Implementation, paragraphs (6) to (9), of the “Common Platform on the Principles and Manner of Implementation of the Action Plan 1 of the Public Administration Reform Strategy”.

For all six reform areas supervisory teams are established, consisting of representatives of the Council of Ministers of BiH, the Government of the FBiH, the Government of the RS and the Government of the BD BiH. For the reform area *Policy Making and Coordination Capacities*, two Supervisory Teams were established, i.e. *Development of Capacities for Policy Making and Coordination* and *Improvement of Quality and Procedures of Drafting and Enactment of Regulations*.

Chronology of appointment of members and deputy members of the Supervisory Teams (ST)

The Council of Ministers of BiH (Decision on Appointment No. 172/07 from September 20, 2007)

Reform Area	Member of the Supervisory Team	Deputy Member of the Supervisory Team
Institutional Communications	Ms. Mirjana Micevska, head of the Service for Information of the CoM of BiH	Mr. Samir Orović, acting assistant of the Secretary General of the CoM BiH – head of the Service for Protocol Affairs
Development of Capacities for Policy Making and Coordination	Mr. Karmelo Prlenda, assistant of the Secretary General of the CoM BiH	Mr. Dobrivoje Jović, head of the Service for Material-Financial and General Affairs of the Secretariat General of the CoM of BiH
Improvement of Quality and Procedures of Drafting and Enactment of Regulations	Mr. Dragan Podini, director of the Legislation Office, Ms. Amela Alihodžić, assistant of the director of the DEI and head of the Sector for Harmonisation of the Legal System of BiH with the Acquis Communautaire	Ms. Almedina Šabanović, head of the Section in the Sector for Harmonisation of the Legal System of BiH with the Acquis Communautaire
Information Technologies	Mr. Veselin Poljašević, deputy minister of communications and transport of BiH	Mr. Božidar Škravan, advisor of the minister of communications and transport of BiH

Public Finances	* Mr. <i>Fuad Kasumovi</i> , deputy minister of finances and treasury of BiH	* Mr. <i>Anton Rill</i> , chief of the Cabinet of the Minister of Finances and Treasury of BiH
Administrative Procedure	Mr. Sr an Arnaut, deputy minister of justice of BiH	Ms. Jadranka Mati , chief of the Cabinet of the Minister of Justice of BiH
Human Resources Management	Mr. Jakob Finci, director of the Civil Service Agency of BiH, Mr. Jusuf Halilagi , secretary of the Ministry of Justice of BiH	Mr. Neven Akšamija, assistant of the director of the Civil Service Agency of BiH, Ms. Nada Lovri , assistant of minister for human resources, general and material-financial affairs

Remark:

* Mr. **Fuad Kasumovi** , deputy minister of finances and treasury of BiH and Mr. **Anton Rill**, chief of the Cabinet of the minister of finances and treasury of BiH were appointed retroactively member and deputy member of the Supervisory Team for the area of Public Finances (letter of the Ministry of Finances and Treasury of BiH, No. 01-50-2451/07 from July 17, 2007).

The Government of the Federation of BiH (Decision on Appointment without date and number of protocol, sent by Mr. Anto Šavar, the Public Administration Reform Coordinator from the FBiH, received on August 29, 2007, numbered 01-07-77/24/08)

Reform Area	Member of the Supervisory Team	Deputy Member of the Supervisory Team
Institutional Communications	* Mr. <i>Ismet Trumi</i> , secretary of the Government of the FBiH	* Ms. <i>Edina Zuki</i> , assistant of the secretary of the Government of the FBiH in the Sector for preparation of the sessions of the Government, work bodies of the Government and realisation of conclusions of the Government
Development of Capacities for Policy Making and Coordination	* Mr. <i>Franjo Toli</i> , assistant of the secretary of the Government of the FBiH in the Sector for cooperation with the Parliament and other bodies of the FBiH	* Ms. <i>Amira Zeli</i> , expert advisor in the Secretariat of the Government of the FBiH
Improvement of Quality and Procedures of Drafting and Enactment of Regulations	Mr. Mensur Hadžimusi , assistant of the director – the Legislation Office of the FBiH	Mr. Sr an Miki , assistant of the director – the Legislation Office of the FBiH
Information Technologies	Mr. Zenan Šabanac, advisor for higher education of the minister of education and science	Mr. Adnan Zekovi , secretary of the Ministry of Education and Science of the FBiH

Public Finances	Mr. Emir Silajdži , assistant of the minister in the Sector for Budget	Ms. Amira Kr alo, expert advisor for ongoing budget
Administrative Procedure	** Mr. <i>Feliks Vidovi</i> , minister of justice of the FBiH	** Ms. <i>Mirjana Klemens</i> , expert advisor for administration in the Sector of Administration within the Ministry of Justice of the FBiH
Human Resources Management	*** Mr. Enver Išeri , MA, director of the Civil Service Agency of the FBiH	*** Ms. Zinka Salihagi , secretary, the Civil Service Agency of the FBiH

Remarks:

* 1) The Public Administration Reform Coordinator from the FBiH, Ms. Mirsada Jahi , on March 18, 2008, notified the PARCO that at its disposal was an invalid Decision on Appointment of the Members of the Supervisory Teams from the Level of the FBiH. Ms. Jahi sent to the PARCO the *Decision on Appointment of the Members of the Supervisory Teams* published in the Official Gazette of the FBiH No. 58/07 on August 29, 2007, according to which the appointed member and deputy member of the Supervisory Team for the area of *Institutional Communications* are Mr. **Franjo Toli** , assistant of the secretary of the Government of the FBiH in the Sector for cooperation with the Parliament and other bodies of the FBiH and Ms. **Amira Zeli** , expert advisor in the Secretariat of the Government of the FBiH, and in the area of *Development of Capacities for Policy Making and Coordination*, appointed member and deputy member of the Supervisory Team are Mr. **Ismet Trumi** , secretary of the Government of the FBiH and Ms. **Edina Zuki** , assistant of the secretary of the Government of the FBiH in the Sector for preparation of the sessions of the Government, work bodies of the Government and realisation of conclusions of the Government.

* The Government of the FBiH, on May 14, 2008, adopted the *Decision on Changes and Amendments to the Decision on Appointment of the Members of the Supervisory Teams in the Name of the Government of the Federation of BiH*. In the Supervisory Team for the reform area of IC, appointed were Ms. **Raska Bra kovi -Denjali** , director of the Public Relations Office of the Government of the FBiH as a member and Mr. **Davor Alaupovi** , expert advisor in the Public Relations Office of the Government of the FBiH, as a deputy member.

** The Government of the FBiH, on May 14, 2008, at the 55th session, adopted the *Decision on Changes and Amendments to the Decision on Appointment of the Supervisory Teams* which appointed as a member of the Supervisory Team for Administrative Procedure Ms. **Mirjana Klemens**, expert advisor for administration in the Sector of Administration within the Ministry of Justice of the FBiH, and as a deputy member, Mr. **Mesud Isakovi** , expert advisor for administration in the Ministry of Justice of the FBiH.

*** The Government of the FBiH, at the 55th session held on May 14, 2008, adopted the *Decision on Changes and Amendments to the Decision on Appointment in front of the Federation of BiH* which appointed the missing member and deputy member in the Supervisory Team for the area of Human Resources Management from the Ministry of Justice of the FBiH. Appointed were Mr. **Anto avar**, director of the Institute for Public Administration, as a member and Ms. **Jagoda Krdžovi** , head of the Department for General and Common Affairs, as a deputy member.

The Government of the Republic of Srpska (Decision on Appointment No. 10.-2031/07 from July 6, 2007)

Reform Area	Member of the Supervisory Team	Deputy Member of the Supervisory Team
Institutional Communications	Ms. Vera Saji , head of the Public Relations Bureau	Mr. Aleksandar Šiljkovi , senior expert associate in the Public Relations Bureau
Development of Capacities for Policy Making and Coordination	Mr. Vlado Blagojevi , secretary of the Government of the RS	* Mr. <i>Milan Baštinac</i> , advisor of the Prime Minister of the RS for European integrations
Improvement of Quality and Procedures of Drafting and Enactment of Regulations	Ms. Milena Simovi , director of the Republic Secretariat for Legislation of the Government of the RS	Ms. Miroslava Vojvodi , assistant of the director of the Republic Secretariat for Legislation of the Government of the RS
Information Technologies	Mr. Krsto Gruji , assistant of the Secretary General of the Government of the RS for IT	Mr. Darko Savi , administrator of the network system
Public Finances	Mr. Božidar Plavljanin, assistant of the minister of finances for budget and public finances of the RS	Mr. Milenko Krajišnik, advisor of the minister of finances of the RS
Administrative Procedure	Mr. Boro Bovan, republic administrative inspector	** Mr. <i>Svetozar Petrovi</i> , acting assistant of the secretary general – head of the Service for Protocol Affairs
Human Resources Management	Mr. Dragomir Kutlija, director of the Civil Administration Agency of the RS *** Mr. <i>Mikan Davidovi</i> , republic administrative inspector in the Ministry of Administration and Local Self Governance of the RS	Ms. Brankica Arežina, secretary of the Civil Administration Agency of the RS *** Mr. <i>Branimir Juki</i> , secretary of the Ministry of Administration and Local Self Governance of the RS

Remark:

* The Government of the RS, at the 84th session held on July 17, 2008, adopted the *Decision on Change of the Decision on Appointment of the Members of the Supervisory Team for the Area of Development of Capacities for Policy Making and Coordination*, which replaced the appointed deputy member of the Supervisory Team for this area, so instead of Mr. **Milan Baštinac**, advisor of the Prime Minister of the RS for European integrations, Ms. **Nataša Savkovi** , assistant of the Secretary General of the RS was appointed.

** The Government of the RS, at the 84th session held on July 17, 2008, adopted the *Decision on Change of the Decision on Appointment of the Members of the Supervisory Team for the Area of Administrative Procedure, for the purpose of achieving the function of overall supervision and direction of reform processes in this area*, which replaced the appointed deputy member of the Supervisory Team for this area from the RS, so instead of Mr. **Svetozar Petrovi** , acting assistant of the secretary general – head of the Service for Protocol Affairs, Mr. **Jovo Erceg**, head of the Department for Inspection Affairs in the Ministry of Administration and Local Self Governance of the RS was appointed.

*** The Government of the RS, by the Decision on Appointment No. 04/1-012-1459/07 from August 30, 2007, appointed Mr. **Mikan Davidovi** , republic administrative inspector in the Ministry of Administration and Local Self Governance of the RS, a member and Mr. **Branimir Juki** , secretary of the Ministry of Administration and Local Self Governance of the RS, a deputy member in the Supervisory Team for the Area of Human Resources Management.

The Government of the Br ko District of BiH (Decision on Appointment No. 01-014-011290/07 from June 8, 2007)

Reform Area	Member of the Supervisory Team	Deputy Member of the Supervisory Team
Institutional Communications	Ms. Anica Radi Savi , head of the Department for Expert and Administrative Affairs of the Government of the BD BiH	Ms. Ljiljana Orendi, head of the Service for General Affairs in the Government of the BD BiH
Development of Capacities for Policy Making and Coordination	Mr. Adnan Pašali , head of the Legal Service – the Secretariat of the Government of the BD BiH	Ms. Mara Kisi , head of the Department for General Legal Affairs – the Secretariat of the Government of the BD BiH
Improvement of Quality and Procedures of Drafting and Enactment of Regulations	Ms. Jelica Vidovi , coordinator of the Legislation Office - Secretariat of the Government of the BD BiH	Mr. Jovo Gali , lawyer specialist – Secretariat of the Government of the BD BiH
Information Technologies	Mr. Pavo Jurkovi , head of the Subdivision for Information Technologies in the Government of the BD BIH	Mr. Dragan Matijevi , hardware analyst in the Subdivision for Information Technologies in the Government of the BD BIH
Public Finances	Mr. Osman Osmanovi , director of the Treasury – the Directorate for Finances of the BD BiH	Mr. Nedžad Kurtovi , head of the Budget Control Office – Treasury – the Directorate for Finances of the BD BiH
Administrative Procedure	Mr. azim Serhatli , administrative inspector BD BiH	Ms. Velida Demirovi , secretary in the Advocate’s Office of the BD BiH
Human Resources Management	Ms. Tatjana Mitrovi , head of the Subdivision for Human Resources of the BD BiH	Mr. Edin Smajlovi , senior expert associate for training and evaluation in the Subdivision for Human Resources of the BD BiH

Joint meetings of the members and the deputy members of all Supervisory Teams (ST)

- The first joint meeting of the Supervisory Teams for Implementation of the Action Plan 1 of the Strategy of the Public Administration Reform in BiH was held on October 19, 2007 in Sarajevo. At this meeting, the attendees were acquainted with the activities of the PARCO, and then three presentations were held: Public Administration Reform and the Role of the Supervisory Teams, Implementation Cycle of the Projects of the Public Administration Reform and the Rules of Procedure of the Supervisory Teams. Attendees of the meeting had a series of objections to the proposed Rules of Procedure, so it was not adopted. It has been decided at the meeting that all the objections are to be

submitted in a form of written comments to the PARCO, who would after that prepare a new Draft Rules of Procedure of the Supervisory Teams.

After the failed attempt of adopting the Rules of Procedure at the first session of the Supervisory Teams, the PARCO started drafting new proposal of the Rules of Procedure (taking into consideration all the objections submitted in a form of written comments).

- At the second meeting of the members and deputy members of the Supervisory Teams, which was held on March 11, 2008 in Sarajevo, there was a discussion on the Rules of Procedure of the Supervisory Teams and standpoints were harmonised on the manner of decision making in the Supervisory Teams. However, after it has been established that all members of the Supervisory Teams are not present, and for adoption of the Rules of Procedure unanimous decision is needed, it has been decided that the PARCO organises separate meetings of the Supervisory Teams (by reform areas), so on that occasion members and deputy members of the Supervisory Teams could declare on adoption of the Rules of Procedure. In accordance with the conclusions from this meeting, organisation of separate meetings of the Supervisory Teams by reform areas has started as stated below.

Organisation and holding of meetings of the Supervisory Teams by reform areas:

Policy Making and Coordination Capacities

Supervisory Team 1. Development of Capacities for Policy Making and Coordination

- The first meeting of the Supervisory Team in full composition was held on April 22nd, 2008. Attendees were: Mr. Karmelo Prlenda (member – CoM BiH), Ms. Edina Zuki (deputy member – FBiH), Mr. Milan Baštinac (deputy member – RS) and Mr. Adnan Pašali (member – BD BiH).
- In the first half of July, consultations by telephone were conducted with the members of this Supervisory Team for the purpose of setting the date of the meeting which would be acceptable to representatives of all levels. However, both because of earlier accepted engagements and because of usage of the annual leaves by the members of the Supervisory Team (which was realistic to expect considering the vacation season), we were not able to find the suitable solution, so this meeting was not organised neither were the invitations and materials sent for it.
- The second meeting of the Supervisory Team was held on September 15, 2008 in the Brčko District of BiH. Attendees were: Mr. Karmelo Prlenda (member – CoM BiH), Ms. Mirsada Jahić (Coordinator – FBiH), Ms. Nataša Savković (deputy member – RS), Mr. Adnan Pašali (member – BD BiH) and Ms. Mara Kisić (deputy member – BD BiH). This meeting was not attended by the member and deputy member of the Supervisory Team in front of the Government of the FBiH, on which they informed us by telephone. For the purpose of having unhindered meeting, instead of them the meeting was attended by the Public Administration Reform Coordinator from the FBiH.

Supervisory Team 2. Improvement of Quality and Procedures of Drafting and Enactment of Regulations

- The first meeting of the Supervisory Team in full composition was held on July 4, 2008 in Sarajevo. Attendees were: Mr. Dragan Podinić (member – CoM BiH), Ms. Amela Alihodžić (member – DEI), Mr. Mensur Hadžimusić (member – FBiH), Ms. Milena Simović (member – RS), Ms. Miroslava Vojvodić (deputy member – RS) and Ms. Jelica Vidović (member – BD BiH).
- The second meeting of the Supervisory Team was held on July 21st, 2008 in Banja Luka. On the occasion of organising the meeting, representatives of all levels of

authority confirmed their arrival. After that, the member of the Supervisory Team from the FBiH submitted the letter No. 01-07-227-1 from July 17, 2008 by which he notified the PARCO that the representatives of the Government of the FBiH will not be able to attend this meeting. For the purpose to still have this meeting, Mr. Hadžimusi in the said letter declared on certain points of the agenda. Other members of the Supervisory Team accepted this form of declaration, so this meeting was held. Attendees were: Mr. Dragan Podini (member – CoM BiH), Ms. Amela Alihodži (member – DEI), Ms. Milena Simovi (member – RS), Ms. Miroslava Vojvodi (deputy member – RS) and Ms. Jelica Vidovi (member – BD BiH).

- The third meeting of the Supervisory Team in full composition was held on September 26, 2008 in Brčko District of BiH. Attendees were: Mr. Dragan Podini (member – CoM BiH), Mr. Mensur Hadžimusi (member – FBiH), Ms. Milena Simovi (member – RS), Ms. Miroslava Vojvodi (deputy member – RS), Ms. Jelica Vidovi (member – BD BiH), Mr. Jovo Gali (deputy member – BD BiH).

Public Finances (PF)

- The PARCO initiated the first meeting of the Supervisory Team for the area of Public Finances in the end of April 2008. After series of attempts to find a term which would be suitable to all the members of the Supervisory Team, it has been agreed to have the meeting in the PARCO facilities on May 29, 2008 (No. 01-07-NJ-168/08 – Invitation to the meeting). This meeting was **postponed because of inability of the representatives appointed by the Council of Ministers of BiH** (Mr. Fuad Kasumovi and Mr. Antona Rill) to attend the meeting. It is also significant to point out that before this initiative there was a bilateral meeting with Mr. Kasumovi, member of the Supervisory Team for the area of Public Finances appointed by the CoM BiH, in the facilities of the Ministry of Finances and Treasury of BiH (informal meeting). At the meeting, there was a discussion on future projects and work of the Supervisory Team for the area of Public Finances and Mr. Kasumovi expressed full support and cooperativeness. After this meeting, all further communication with Mr. Kasumovi (agreements on the term for holding the meetings of the Supervisory Team) was being done through his secretary Ms. Alma Beirevi.
- New term of the meeting of the Supervisory Team for the area of Public Finances was agreed for Monday, June 16, 2008. This meeting was attended by all the members of the Supervisory Team (Mr. Emir Silajdžić, member from the FBiH, Ms. Amira Kravalo, deputy member from the FBiH, Mr. Božidar Plavljanić, member from the RS, Mr. Osman Osmanović, member from the BD BiH and Mr. Nedžad Kurtović, deputy member from the BD BiH) **except the representatives appointed by the CoM BiH**. In spite of this fact the meeting was held. At the meeting, the attending members approved the project fiche “Budget Management Information System” (BMIS), and Mr. Kasumovi was by the letter (No. 01-07-SB-18/08) notified of the meeting and at the request of the other members of the Supervisory Team he was asked to declare in writing on the project fiche, with the remark that if he does not do that within 15 days, it will be deemed that he agreed (as stipulated by the Rules of Procedure of the Supervisory Team). In an attempt to set this date (June 16, 2008), the PARCO, in a telephone conversation with the secretary of Mr. Kasumovi, was notified that deputy member of the Supervisory Team appointed by the CoM BiH, Mr. Rill, has left the civil service, which made the Supervisory Team short of one deputy member.
- The PARCO, on June 17, 2008, directed a request to the Ministry of Finances and Treasury of BiH (letter No: 01-07-SB-200/08) to propose as soon as possible a replacement member of the Supervisory Team for the area of Public Finances, so the PARCO could initiate the procedure of appointment of replacement member towards the

Council of Ministers of Bosnia and Herzegovina. Until this day, the Ministry of Finances and Treasury of BiH has not done that.

Human Resources Management:

- The first meeting of the **appointed** members of the Supervisory Team, was held on November 13, 2007 in Banja Luka, on the occasion of the project "*Improvement of the Process of Recruitment and Selection of Employees in the Civil Service*" (not all members – member and deputy member from the Ministry of Justice of the FBiH were still not appointed). Attendees were the following members of the Supervisory Team: Mr. Jakob Finci, Mr. Dragomir Kutlija, Mr. Enver Išeri , Mr. Jusuf Halilagi , Mr. Mikan Davidovi , Ms. Tatjana Mitrovi .
- The PARCO, together with the UNDP BiH organised in Sarajevo, on February 13, 2008. the round table entitled *First Draft Feasibility Study of the Public Administration Institute*. The round table, besides other attendees, was attended by the following members of the Supervisory Team: Mr. Jakob Finci, Mr. Dragomir Kutlija, Mr. Enver Išeri , Mr. Mikan Davidovi .
- At the 55th session of the Government of the Federation of BiH, held on **May 14, 2008**, *Decision on Changes and Amendments to the Decision on Appointment in front of the Federation of BiH* was adopted, appointing the missing member and deputy member of the Supervisory Team in front of the Ministry of Justice of the FBiH: Mr. Anto avar (member) and Ms. Jagoda Krdžovi (deputy member).
- The first meeting of the members of the Supervisory Team **in full capacity** was held on **June 25, 2008**. In accordance with the agenda of the meeting, the Rules of Procedure of the Supervisory Team was unanimously adopted. Jakob Finci was appointed chairman of the Supervisory Team. After the discussion on the revised version of the Draft Feasibility Study for the Public Administration Institute, it was not possible to ensure the needed agreement of the members of the Supervisory Team in relation to the proposed options for realisation of the objectives of the Study. Also, there was a discussion on the individual project fiches of the originators in front of the Republic of Srpska and the Federation of BiH "Training of Civil Servants by the ECDL Standard" and "Training of Civil Servants for Application of Information Technologies – ECDL", where it has been concluded that on the basis of the proposed project fiches there will be one common project fiche in front of all four levels which will be worked on by the work group consisting of representatives of all levels and the PARCO. Participants of the meeting were informed by the UNDP BiH and the NSG/DfID team members of the project "Improvement of the Process of Employment and Selection of Employees in the Civil Service" on ongoing and planned project activities.
- In August, the plan was to hold a session of the Supervisory Team, but because of the annual leaves and absence of some members, it was not possible (organised telephone contacts, no sending of written requests for holding the meeting).
- For the purpose of preparation of project materials for the session of the Joint Management Board of the Public Administration Reform Fund, acquiring of agreement of members in a form of written harmonisation was used (in September), which was preceded by consultations through individual meetings and contacts with some members of the Supervisory Team.

Administrative Procedure (AP):

- In consultations with all the members of the Supervisory Team for the area of Administrative Procedure, the meeting was scheduled for May 22nd, 2008 in Sarajevo, when it was held. The meeting was attended by all the members of the Supervisory Team, i.e.: Mr. Sr an Arnaut, Ms. Mirjana Klemens, Mr. Boro Bovan, Mr. azim

Serhatli and Mr. Mesud Isakovi – deputy member of the Supervisory Team in front of the Government of the Federation of BiH. At the meeting, the Rules of Procedure of the Supervisory Team for AP was adopted and Ms. Mirjana Klemens was elected the first chairperson of the Supervisory Team for AP. At the meeting, the project fiche and the terms of reference “Draft of Administrative Decision Making in BiH Quality Improvement Programme” were also adopted, and agreement was reached on appointment of the Implementation Team for realisation of the said project and dynamics of further activities in this reform area was agreed on.

Institutional Communication (IC):

- The first meeting of incomplete Supervisory Team was held on October 8, 2007. Attendees were the representatives of the Council of Ministers of BiH, the Government of the FBiH and the Government of the Brčko District of BiH: Ms. Mirjana Micevska, Ms. Edina Zukić and Ms. Ljiljana Orendić.
- During conversation with, then newly appointed, Public Administration Reform Coordinator in the FBiH, Ms. Mirsada Jahić, the PARCO, on March 18, 2008, found out that at its disposal is an invalid *Decision on Appointment of the Members of the Supervisory Teams from the Level of the FBiH*. Ms. Jahić forwarded to the PARCO the *Decision on Appointment of the Members of the Supervisory Teams*, published in the Official Gazette of the FBiH, No. 58/07 from August 29, 2007, according to which the member and deputy member of the Supervisory Team for the area of Institutional Communications are Mr. Franjo Tolić and Ms. Amira Zelić.
- After harmonisation of the text of the Rules of Procedure of the Supervisory Teams in all reform areas, conditions were fulfilled for its adoption in respective Supervisory Teams. In consultations with all the members of the Supervisory Team for the area of IC, the meeting was scheduled for May 15, 2008. Because both representatives of the Republic of Srpska in the Supervisory Team were prevented to attend and because of official absence of the representative of the PARCO, the meeting was postponed for April 22nd, 2008 in Brčko, and invitation was sent.
- The Public Administration Reform Coordinator from the Republic of Srpska, Ms. Stojanka Čulibrk, on April 15, 2008 asked the PARCO to postpone the meeting scheduled for April 22nd, 2008, because the representatives of the RS in the Supervisory Team did not fulfil the conditions to vote on the project fiche “Strategic Communication”. The PARCO, in intention to still hold the meeting for the purpose of adoption of the Rules of Procedure, removed from the agenda the point of declaration on the said project fiche, and on April 17, 2008 notified on that all the representatives in the Supervisory Team and the Public Administration Reform Coordinators.
- By letter No. 07-0-50-751-229/08, from April 21st, 2008, Ms. Mirjana Micevska notified the PARCO that representatives of the Supervisory Team from the level of the Council of Ministers of BiH, were not in a position to attend the meeting. The same day, deputy member of the Supervisory Team from the level of the RS, Aleksandar Šiljković, notified the PARCO by telephone that because absence of the representatives of the Council of Ministers, representatives of the RS would not attend the meeting as well. The meeting was cancelled, because the Rules of Procedure of the Supervisory Team stipulate its unanimous adoption, only by oral declaration at the session of the Supervisory Team.
- The PARCO, on April 23rd, 2008, sent the letter to the members and deputy members of the Supervisory Team for the area of IC, to the public administration reform coordinators in the entities and the Brčko District of BiH, as well as to the secretaries of the Council of Ministers of BiH, the entity governments and to the Chief Coordinator of the

Government of the Br ko District of BiH with a chronology of events related with scheduling the meetings of the Supervisory Team for the area of IC and with the appeal to invest a maximum effort in work of the Supervisory Team.

- The PARCO, on May 13, 2008 sent an invitation to hold a meeting of the Supervisory Team on May 20, 2008 in Sarajevo. The meeting was not held because the representatives of the Government of the Br ko District of BiH were prevented to attend, on which the PARCO was notified by telephone by Ms. Ljiljana Orendi, deputy member of the Supervisory Team.
- In preparation of the new term of the meeting of the Supervisory Team, the PARCO, on May 26, 2008, by e-mail asked the members of the of the Supervisory Team to answer by the same means whether they accept May 20, 2008 as the term to hold the meeting. The answer (affirmative) has been received from Ms. Mirjana Micevska and Mr. Franjo Toli (by telephone). The meeting did not take place.
- The Government of the FBiH, on May 14, 2008, adopted the *Decision on Changes and Amendments to the Decision on Appointment of the Members of the Supervisory Teams in the Name of the Government of the Federation of BiH*. In the Supervisory Team for IC, appointed were Ms. Raska Bra kovi -Denjali , as a member and Mr. Davor Alaupovi , as a deputy member.
- The PARCO, on June 16, 2008, sent an invitation to the meeting of the Supervisory Team, taking place on June 20, 2008 in Sarajevo. The meeting was held and on that occasion the Rules of Procedure of the Supervisory Team for the area of IC was adopted. The attending members and deputy members were: Ms. Mirjana Micevska, Ms. Raska Denjali -Bra kovi , Mr. Davor Alaupovi , Mr. Aleksandar Šiljkovi and Ms. Ljiljana Orendi.
- In accordance with the Rules of Procedure of the Supervisory Team, the PARCO, on September 12, 2008, sent an invitation to the meeting of the Supervisory Team taking place on September 22nd, 2008. The meeting was held in Sarajevo, attended by Ms. Mirjana Micevska and Mr. Davor Alaupovi . In accordance with the Rules of Procedure of the Supervisory Team, absent members were left with a deadline for written declaration on the points of the agenda. The member of the Supervisory Team from the level of the RS, Ms. Vera Saji , notified the PARCO by the letter No. 04/1.2/053-1912/08 from September 25, 2008 on the reasons of absence from this meeting of the representatives of the RS in the Supervisory Team.

Information Technologies (IT):

- The first joint meeting of the Supervisory Team for the reform area of IT, in full composition, was held on May 20, 2008 in Br ko. The attending members and deputy members were representatives of: the Council of Ministers of BiH (Mr. Božidar Škravan – deputy member), the Government of the FBiH (Mr. Adnan Zekovi – deputy member), the Government of the RS (Mr. Darko Savi – deputy member), the Government of the Br ko District of BiH (Mr. Pavo Jurkovi - member and Mr. Dragan Matijevi – deputy member), and the meeting was also attended by Mr. Brano Jovi i , the Public Administration Reform Coordinator in front of the Government of the BD BiH. At the meeting the Rules of Procedure of the Supervisory Team was adopted and signed, as the chairperson of the Supervisory Team Mr. Jurkovi was elected, and written declaration of the attendees on the terms of reference “Design and Establishment of Interoperability Framework and Standards for Data Exchange” was conducted.
- The second meeting of the Supervisory Team for the reform area of IT was held on July 3, 2008 in Br ko. The attending members and deputy members were representatives

of: the Council of Ministers of BiH (Mr. Božidar Škravan – deputy member), the Government of the RS (Mr. Darko Savi – deputy member), the Government of the Brčko District of BiH (Mr. Pavo Jurković – member). Deputy member of the Supervisory Team in front of the Government of the Federation of BiH, Mr. Adnan Zeković, in a telephone conversation from June 27, 2008, confirmed to the representative of the PARCO that none of the representatives of the Government of the Federation of BiH will be able to attend the meeting because of the previous engagements and official trips. The meeting was held without the presence of the representatives of the Government of the Federation of BiH and on that occasion written declaration of the attendees was conducted on the terms of reference “One Stop Shop” - pilot project of the BD BiH. Since the meeting, in which declaration on this project was conducted, was not attended by any representative of the Government of the Federation of BiH, the PARCO, in the letter from July 7, 2008, No. 01-07-AB-222-3/08, requested from the member and the deputy member of the Supervisory Team in front of the Government of the Federation of BiH to declare within 15 days (according to the Rules of Procedure of the Supervisory Team) in writing on the matter of the project “One Stop Shop”. **The PARCO did not receive an answer to this letter.**

- In accordance with the Rules of Procedure of the Supervisory Team, the PARCO by a letter from September 10, 2008, No. 01-07-IP-272/08 sent an invitation to hold a third meeting of the Supervisory Team of the reform area of IT, and the same has also been done by an e-mail on September 16, 2008. The meeting was held on September 26, 2008 in Brčko. The meeting was attended by the representatives of: the Council of Ministers of BiH (Mr. Veselin Poljašević, member), the Government of the RS (Mr. Darko Savi, deputy member), the Government of the Brčko District BiH (Mr. Pavo Jurković, member and Mr. Dragan Matijević, deputy member). Since before the meeting there were no representatives of the Government of the Federation of BiH among the attendees, the representative of the PARCO contacted by telephone Mr. Adnan Zeković, deputy member of the Supervisory Team from the Government of the Federation of BiH, and on that occasion Mr. Zeković excused himself for not attending the meeting, because he and the member of the Supervisory team from the Government of the Federation of BiH, Mr. Zenan Šabanac, that day has pressing engagements. The meeting was held without the presence of the representatives of the Government of the Federation of BiH, and it has been decided to leave them with the possibility of written declaration on the items of that day's agenda.

Summary conclusions by reform areas

Policy Making and Coordination Capacities (2 Supervisory Teams):

- The PARCO was misinformed on appointment of the representative of the Supervisory Team for the area of Development of Capacities for Policy Making and Coordination from the level of the FBiH, by an invalid Decision on Appointment.
- We do not have any significant objections to the work of the members and deputy members of the Supervisory Teams for the area of Policy Making and Coordination Capacities. Although some of the so far held meetings were not in a full composition, members of the Supervisory Teams notified us every time in a timely manner on their absence from the meeting and they would do everything in their power not to have the meeting postponed because they could not arrive.
- By October 1st, 2008 there were:
 - two meetings of the Supervisory Team for the area of Development of Capacities for Policy Making and Coordination (one in full composition, the other in inadequate composition – instead of member and deputy member from the FBiH, the meeting was attended by the Public Administration Reform Coordinator from the FBiH), and the

meeting in July was not at all possible to schedule and organise because of objective reasons, and

- three meetings of the Supervisory Team for the area of Improvement of Quality and Procedures of Drafting and Enactment of Regulations (two meetings in full and one in partial composition).

Public Finances (PF):

- All attempts to organise a meeting of the Supervisory Team for the area of Public Finances were unsuccessful, because Mr. Kasumovi would cancel his arrival in a last moment. It is worth mentioning that all postponements and attempts to organise a meeting were dependant on the schedule of Mr. Kasumovi, and in spite of that he never showed him self at the meeting nor he ever declared on the project fiche BMIS.
- The PARCO was never informed in writing that Mr. Rill left the civil service.
- At the request to propose the new deputy member of the Supervisory Team for the area of Public Finances in front of the CoM of BiH, the answer from the Ministry of Finances and Treasury of BiH was not received.

Human Resources Management:

- Appointment of the members of the Supervisory Team for this area was ended on May 14, 2008.
- The first meeting in full capacity was held on June 25, 2008. At the meeting, the Rules of Procedure of the Supervisory Team was adopted.
- The meeting was planned in August 2008, but because of annual leaves, the meeting was not held.
- In September, written declaration of the members of the Supervisory Team was requested for two projects. Agreements of all the members for both projects were acquired.

Administrative Procedure (AP):

- By October 1st, 2008, one meeting of the Supervisory Team was held in full capacity, and it was extremely successful and it solved several significant questions. Ongoing are preparations for holding the next meeting of the Supervisory Team for AP.
- So far there were no problems in cooperation with any member or deputy member of the Supervisory Team on any matter.

Institutional Communication (IC):

- The PARCO was misinformed on appointment of the representative of the Supervisory Team for the area of Institutional Communication from the level of the FBiH, by an invalid Decision on Appointment.
- The composition of the members of the Supervisory Team from the level of the FBiH, considering the previous fact and a subsequent change of the regular Decision on Appointment, has changed three times.
- The PARCO tried seven times to schedule a meeting of the Supervisory Team for the area of IC. By October 1st, 2008, two meetings were held in regular composition and one with inadequate representatives from the level of the FBiH and in incomplete composition (on October 8, 2007).

Information Technologies (IT):

- **first meeting** of the Supervisory Team for the reform area of IT was held on May 20,

2008 in Br ko. The meeting was attended by the representative of the CoM of BiH, representatives of the governments of the entities and representatives of the BD BiH. At the meeting, the chairman of the Supervisory Team was elected, the Rules of Procedure of the Supervisory Team was signed and there was a written declaration of the attendees on the terms of reference "Design and Establishment of Interoperability Framework and Standards for Data Exchange".

- **second meeting** of the Supervisory Team for the reform area of IT was held on July 3, 2008 in Br ko. The meeting was attended by the representative of the CoM of BiH, the representative of the Government of the RS and the representative of the BD BiH. The meeting was not attended by any appointed representative of the Government of the Federation of BiH. The PARCO was on June 27, 2008 notified by telephone on impossibility of arrival of the representatives of the Federation of BiH. The PARCO, by letter from July 7, 2008, No. 01-07-AB-222-3/08, requested from the appointed member and deputy member of the Supervisory Team from the Government of the Federation of BiH to declare in writing on the project "One Stop Shop". **No answer was received.**
- **third meeting** of the Supervisory Team for the reform area of IT was held on September 26, 2008 in Br ko. The meeting was attended by the representative of the CoM of BiH, the representative of the Government of the RS and the representative of the Government of the BD BiH. The meeting was not attended by any appointed representative of the Government of the Federation of BiH. Before the start of the meeting, deputy member of the Supervisory Team in front of the Government of the Federation of BiH apologised by telephone for not being able to attend. As a reason, he stated previous pressing engagements.