



**“FEHMI AGANI”
UNIVERSITY OF GJAKOVA**

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**Chairman of Steering Council
Prof. asoc. dr. Mazllom Kumnova**

Ref. No. Gjakovë 21.10.2019

Based on the provisions of Article 23, paragraph 1.6, subparagraph 1.6.2, of Temporary Status of University of Gjakova “Fehmi Agani”, the Steering Council, deciding on approval of Regulation for compensation of commissions that are established within University of Gjakova “Fehmi Agani”, in the meeting held on 21.10.2019, approved this:

**REGULATION FOR COMPENSATION OF COMMISSIONS ESTABLISHED WITHIN
UNIVERSITY OF GJAKOVA “FEHMI AGANI”**

I. GENERAL PROVISIONS

Article 1

Conditions, criteria and the ways of compensation for the work of commissions established within University of Gjakova “Fehmi Agani” (further more referred as University) are determined with this regulation. Compensation of commissions based on this regulation is made according to extra and over time work.

Applying the corresponding procedures about public fund management is the aim of this regulation.

Commissions are appointed by authorized organs of the University. While appointing commissions, one thing to keep in mind is that the commission members should possess genuine professional qualities related to the subject and work to which they are assigned, and same commission members of University should not be appointed several times in a row.

Financial means for the payment of these commissions are secured from Kosovo Budget Fund, from tuition fees and other payments made by students, from payment of commercial services and other services, and donations, presents and other aids, as well as contracts with national, international, public and private institutions.

II. SPECIAL PROVISIONS

Article 2

University financial service and general Secretary continually identify and compile the lists with corresponding amounts based on this regulation for certain commissions of different teams at the

University level. The amount of payments based on this regulation are presented in net form, so the University financial service is obliged to add tax liabilities (gross value) to the net amount.

III. COMPENSATION RATES FOR STEERING COUNCIL COMMISSIONS

Article 3

3.1. Payments of commissions for drafting regulations approved by University Steering Council:

Chairman	50 €
Commission member.....	40 €

3.2. Payments of commissions for University scholarship allocation:

Chairman	40 €
Commission member.....	30 €

3.3. Payments of commission for semester payment exemption for students of different categories:

Chairman	40 €
Commission member.....	30 €

3.4. Payments for other commissions of University Steering Council:

The commission for complaints and appeals.....	30 €
The committee of reviewing requests addressed to SC.....	20 €
The committee of drafting reports or documents of the SC.....	20 €

IV. COMPENSATION RATE FOR SENATE COMMISSION

Article 4

4.1. Payments of commissions for drafting regulations approved by University Senate:

Chairman	40 €
Commission member.....	30 €

4.2. Commission for admission of new students:

Chairman	40 €
Commission member.....	30 €
Process assistant member.....	20 €

4.3. Payments for other commissions of University Senate:

The commission for complaints and appeals.....	30 €
The committee of reviewing requests addressed to Senate.....	20 €
The committee of drafting reports or documents of the Senate.....	20 €

V. COMPENSATION RATE FOR DEPARTMENT COMMISSIONS

Article 5

5.1. Payments of commission for admission of new students:	
Chairman	30 €
Commission member.....	20 €
5.2. Payments for other commissions of Department Council:	
The commission for complaints and appeals.....	20 €

VI. COMPENSATION RATES FOR COMMISSIONS OF UNIVERSITY ADMINISTRATION

Article 6

6.1. Payments for commissions established by General Secretary, Rector or University Steering Council:	
Commission of administrative staff recruitment	20 €
The commission for the settlement of disputes and appeals.....	20 €
Commission for the evaluation of bids by the operators.....	20 €
Other commissions.....	15 €

VII. THE WAY OF REALIZATION , VERIFICATION AND MONITORING OF PAYMENTS FOR COMMISSIONS

Article 7

- a) Compensation of commissions should be followed-up by a written report on the completed work . Preliminarily, it should be approved by the team that has appointed that commission (the approval means just signing the report). Compensation of the commission can also be made based on the evidence on extra work of commission meetings, respectively on evidence on over time work according to standard forms.
- b) Signed and approved reports should be submitted for payment up to the 5th of the following month . Reports on completed work older than a month will not be payed, except in occasions when there are no budget funds in the corresponding month, then the payment can be postponed to the following month.

VIII. TRANSITIONAL PROVISIONS

Article 8

With the enforcement of this regulation on the day of its approval by University Steering Council, provisions on regulations, decisions or other previous instructions for such payments in University, are repealed.

IX. FINAL PROVISIONS

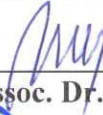
Article 9

University management, General Secretary and financial service take all actions for implementation of this regulation.

Article 10

This regulation is enforced on the date of its approval by University Steering Council, respectively on 21.10.2019.

Chairman of Steering Council



Prof. assoc. Dr. Mazllom Kumnova

