



17 June 2021 Pristina

**Memorandum of Understanding**  
**between**  
**The Assembly of the Republic of Kosovo,**  
**The Government of the Republic of Kosovo and**  
**The Government of the United Kingdom of Great Britain and Northern Ireland**  
**represented by the British Embassy**

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*The Assembly of the Republic of Kosovo, the Government of the Republic of Kosovo and the Government of the United Kingdom of Great Britain and Northern Ireland, represented by the British Embassy, the "Parties";*

*Parties have the same objectives and wish to confirm cooperation in areas of mutual concern. It is in the interest of all parties that Kosovo's commitment to good governance and economic development is supported by public structures that are transparent, professional and accountable.*

**Article 1**  
**Purpose**

1. In compliance with the relevant legislation in force, the purpose of this memorandum of understanding is to support joint efforts to ensure that strong, independent and professional heads of institutions and public bodies are appointed through a fair and transparent recruitment process.
2. The Parties agree to enter collaboration that will *inter alia* include the provision of assistance to the Kosovo institutions in order to:
  - a. restore trust in public institutions by advancing the implementation of recruitment processes, as defined by the relevant legislation in force. In concrete terms, British support will help functionalise the new recruitment system for the senior management positions, as well as

- monitoring and setting a new standard for recruitment processes in public appointments in Kosovo; and,
- b. improve the capacity of public institutions to contribute to achieving results in challenging reforms, by enabling a more professional, accountable and transparent policy-making with a particular focus on “value for money”.

## Article 2 Scope

1. Relevant institutions, the Department for Management of Public Officials, the State Admission Council and the Admission Commissions shall ensure the implementation of the procedures foreseen by the relevant legislation in force.
2. The British Embassy will support:
  - a. The Recruitment Project, which will be implemented by an external partner and which will support Kosovo institutions in the recruitment process; and
  - b. The Monitoring of the Recruitment Project, which will be implemented by a local partner and which will monitor the recruitment processes
3. The external implementing partner of the Recruitment Project, selected by the British Embassy, will support the institutions of the Republic of Kosovo in: building a system for the recruitment of senior management positions; and in the technical processes of recruiting senior management positions in the civil service, independent institutions and boards of public enterprises.
4. The external implementing partner will mentor and advise officials and local institutions; will train admission commissions; and will recommend good recruitment practices. This support extends to mentoring and advice on:
  - a. the admission commissions in preparing the advertisements;
  - b. short-listing of application;
  - c. evaluation of written tests;
  - d. interviewing candidates;
  - e. recommendation of successful candidates; and
  - f. supporting the appointed officials in improving the transparency and accountability of the respective institutions.
5. If the state of the COVID-19 public health emergency remains the same or deteriorates, and possibilities for travel remain limited, the external Implementing Partner will assist the technical recruitment processes foreseen

in point 4, remotely.

6. The local implementing partner of the Monitoring of Recruitment Project, selected by the British Embassy from the ranks of civil society through a competitive process, will monitor recruitment practices in various institutions including those where British experts are not involved.

### Article 3 Obligation

1. The Parties shall appoint at least one person responsible for communication between the Parties and the implementation of this Memorandum of Understanding.
2. The Parties will agree a joint list of vacant senior positions, the recruitment of which will be supported by the Recruitment Project. The agreed list (Annex B) is compiled with the institution responsible for the recruitment process. Depending on the funds available, additional positions may be added to the agreed list of senior positions, or positions may be removed, at the request of one of the Parties, and with the consent of the other Parties.
3. The Assembly and the Government of the Republic of Kosovo shall ensure that the recruitment processes in public institutions are transparent and enable monitoring by civil society organizations, in particular by the local implementing partner engaged by the Monitoring of Recruitment project.
4. In accordance with the relevant legislation, where possible and applicable, the Assembly and the Government of the Republic of Kosovo commit to include representatives of civil society from relevant organizations as panel members in admission commissions.
5. The Assembly and the Government of the Republic of Kosovo commit that the admission commissions will not be single-gender, and that they will be appointed in time by the responsible institution.
6. The Assembly and the Government of the Republic of Kosovo should: inform the institutions from the agreed list for the engagement of the Recruitment Project, and all other institutions for the engagement of the Monitoring of Recruitment Project; and ensure that recruitment processes take place in a timely, merit-based, and impartial manner.

7. The Assembly and the Government of the Republic of Kosovo commit to take concrete steps to encourage and increase the number of women in leadership positions at all levels of management, working towards the gradual achievement of 50% representation, as defined by the Law on Gender Equality.
8. The Assembly and the Government of the Republic of Kosovo undertake to facilitate the implementation of the project and to ensure that implementing partners are: involved in the recruitment process from the beginning; have access to the recruitment processes for the agreed positions; and have access to the necessary information, in accordance with the legislation in force.
9. In case the external implementing partner is forced to work remotely due to COVID-19, the Assembly and the Government of the Republic of Kosovo commit to provide spaces in any of the buildings of the Assembly or the Government that meet the conditions of social distancing requirements, in order to run recruitment processes.
10. Spaces dedicated to run remote recruitment processes must be equipped with all necessary technology computer, camera, microphone, stable internet, etc. in order to enable communication between the external implementing partner and admissions committees during the recruitment process.
11. The external implementing partner will maintain and continuously update the website [www.kosovoselection.org](http://www.kosovoselection.org) to inform the media and stakeholders about: the list of recruitment processes supported by the Recruitment Project; composition of admission commissions; recruitment deadlines; final results and recommendations of the recruitment process; the Memorandum of Understanding with the institutions of the Republic of Kosovo; training dates, and any other relevant information related to the Recruitment Project. This website is open to link to the official website of Kosovo institutions.
12. After each round of recruitment, the external implementing partner will suggest a shortlist of candidates, which will be provided for consideration to the relevant commission. The final selection of the successful candidate - from the shortlist of candidates compiled by the relevant commission - will be made by the competent institutions of the Republic of Kosovo.
13. The Assembly and the Government of the Republic of Kosovo are committed to select the best / highest ranked candidates from the shortlist compiled by the relevant commission and taking into account the recommendations of the external implementing partner.

14. After each round of monitoring of the recruitment process that takes place without the support of the external implementing partner-British experts, the local implementing partner provides concrete recommendations to the institution and / or the responsible admissions commission regarding the recruitment process in question. The results of this monitoring will also be published in the media and in special reports of the local implementing partner.
15. The Assembly and the Government of the Republic of Kosovo commit to review and implement the recommendations from the reports of the implementing partners - external and local - and in accordance with the relevant legislation in force, to re-announce the recruitment processes.
16. The British Embassy in Pristina, in partnership with the Assembly and Government of the Republic of Kosovo, undertakes to communicate the results of these processes and projects to relevant institutions and the general public in a transparent and justifiable manner.

#### **Article 5 Termination**

1. The Parties may end their participation in this arrangement by giving one month's written notice to the other Parties, in the following circumstances:
  - a. Failure of the Parties to implement the obligations under this memorandum.
  - b. Lack of funding to support the continuation of the Recruitment project and Monitoring of Recruitment project.
  - c. A significant failure by the Implementing Partner to meet any of the commitments in this memorandum.
  - d. Force majeure.
  - e. Where any changes occur which, in the opinion of the Parties, impair significantly the value of the contribution of the project towards the desired objective.

#### **Article 6 Disputes**

1. Any eventual disputes between Parties shall be resolved by negotiation and agreement.

**Article 7**  
**Duration**

1. This Memorandum of Understanding will last until the end of the mandate of the VIII Legislature of the Assembly and the Government of the Republic of Kosovo.

**Article 8**  
**Copies of the memorandum**

1. The memorandum will be signed in three identical copies, one for each Party.

**Article 9**  
**Entry into Force**

1. This memorandum shall enter into force and effect on the date in which it is duly signed by all Parties.

**Annexes**

- Annex A Description of the obligations of the two projects  
(a) Recruitment Project, and  
(b) Monitoring of Recruitment Project.
- Annex B The List of Agreed Vacant Senior Positions

IN WITNESS WHEREOF, the duly authorised representatives of the Parties affix their signatures below.


*For the Assembly of  
the Republic of  
Kosovo*

*For the Government  
of the Republic of  
Kosovo*

*For the Government of the  
United Kingdom of Great Britain  
and Northern Ireland represented  
by the British Embassy*

  
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Glauk Konjufca  
Speaker of the Assembly

  
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Albin Kurti  
Prime Minister

  
\_\_\_\_\_  
Nicholas Abbott  
Ambassador