



Republika e Kosovës
Republika Kosova - Republic of Kosovo
Qeveria – Vlada – Government

**ADMINISTRATIVE INSTRUCTION (GRK) - NO. 03/2024 ON THE
COOPERATION OF INSTITUTIONAL STRUCTURES AND
MECHANISMS WITH NON GOVERNMENTAL ORGANIZATIONS
FOR THE IMPLEMENTATION OF RIGHTS POLICIES AND THE
PROVISION OF CHILD PROTECTION SERVICES¹**

¹ Administrative Instruction (GRK) – No.03/2024 on the Cooperation on Institutional Structures and Mechanisms with Non – Governmental Organizations for the Implementation of Rights Policies and the Provision of Child Protection Services, has been approved in the 203 Meeting of the Government of the Republic of Kosovo, with the Decision No.08/203, dated 08.05.2024.

Government of the Republic of Kosovo,

Pursuant to Article 93 (4) of the Constitution of the Republic of Kosovo, pursuant to Article 9 (paragraph 4) of Law No. 06/L-084 on Child Protection, in accordance with Article 8 (paragraph 4, sub-paragraph 4.5) of Law No. 08/117 on Government of the Republic of Kosovo, as well as Article 19, paragraph 6 (subparagraph 6.2) of the Regulation No. 09/2011 of Rules and Procedure of the Government of the Republic of Kosovo (Official Gazette No. 15, dated September 12, 2011),

Approves:

ADMINISTRATIVE INSTRUCTION (GRK) - NO.03/2024 ON THE COOPERATION OF INSTITUTIONAL STRUCTURES AND MECHANISMS WITH NON GOVERNMENTAL ORGANIZATIONS FOR THE IMPLEMENTATION OF RIGHTS POLICIES AND THE PROVISION OF CHILD PROTECTION SERVICES

CHAPTER I GENERAL PROVISIONS

Article 1 Purpose

The purpose of this Administrative Instruction is to determine the cooperation of institutional structures and mechanisms with non-governmental organizations for the implementation of policies for the rights of the child, as well as for the provision of services necessary for their protection.

Article 2 Scope

The provisions of this Administrative Instruction apply to institutional structures and mechanisms at the central and local level for the rights of the child as well as non-governmental organizations for the implementation of policies for the rights of the child and the provision of services for the protection of the child.

Article 3 Definitions

Expressions used in this Administrative Instruction have the same meaning as given in the relevant Child Protection Law.

Article 4
Guiding principles

1. The cooperation of institutional structures and mechanisms at the central and local level with non-governmental organizations is guided by the principles proclaimed by the Convention on the Rights of the Child and by the relevant Law on Child Protection.
2. Institutional structures and mechanisms at the central and local level and non-governmental organizations during the cooperation and coordination of their actions must take into account and implement with priority the principles defined in the Law on child protection.

CHAPTER II
IMPLEMENTATION OF CHILD RIGHTS POLICIES

Article 5
Implementation of child rights policies

The policies for the rights of the child as well as the provision of services necessary for their protection are realized through a comprehensive process of institutional structures and mechanisms at the central and local level for the rights of the child, non-governmental organizations, the community, parents and the child.

Article 6
Policy planning for the realization of children's rights

1. Institutional structures and mechanisms and non-governmental organizations, the community, parents and children, cooperate and coordinate actions to plan policies for the realization of children's rights.
2. The cooperation of institutional structures at the central and local level and non-governmental organizations is done through the coordination of actions and activities for the design and implementation of policies for the realization of children's rights.

Article 7
Program for the realization of policies for the rights of the child

1. The program for realizing the rights of the child includes but is not limited to the actions for:
 - 1.1. preventing the risk to the child's life and well-being;
 - 1.2. social and health protection;
 - 1.3. education and training.

2. Institutional structures and mechanisms in cooperation with non-governmental organizations ensure the implementation of policies and programs in the realization of children's rights.

Article 8

The child's participation in the drafting of policies for the realization of the child's rights

1. Respecting the rights of the child is the main obligation for the institutional structures and mechanisms and non-governmental organizations that provide services for the protection of the child.
2. Children or their legal representatives also participate in the process of drafting policies for the realization of children's rights.
3. Child participation in the policy-making process is voluntary. With the child's participation in this process, the necessary security is provided and the child's privacy is respected in accordance with the legislation in force.

CHAPTER III PROVISION OF CHILD PROTECTION SERVICES

Article 9

Necessary services for child protection

1. Institutional structures and mechanisms and non-governmental organizations, cooperate and coordinate actions to provide services necessary for child protection.
2. Services necessary for the protection of the child include, but are not limited to:
 - 1.1. health services;
 - 1.2. social protection and welfare;
 - 1.3. education and training;
 - 1.4. justice and security.

Article 10

Children receiving the necessary services for protection

Children in need of protection are beneficiaries of services without discrimination and according to the principle of inclusiveness, integration and the best interest of the child.

CHAPTER IV COOPERATION

Article 11 Purpose of cooperation

Cooperation between institutional structures and mechanisms and non-governmental organizations aims to strengthen policies for the realization of children's rights as well as the provision of necessary services for children through mobilization and advocacy with relevant actors, providing the necessary help and support for children as well as the advancement of child protection programs.

Article 12 Forms of cooperation

1. Institutional structures and mechanisms and non-governmental organizations can achieve cooperation and coordination of actions and activities for the implementation of policies for children's rights and the provision of services for child protection through different forms.
2. Depending on the nature of the cooperation, the parties determine the form of cooperation in accordance with the law.
3. The cooperation between the subjects from paragraph 1 of this article is based on the common goal and objectives for the realization of policies for the rights and protection of the child, including the rights and obligations of the parties for the fulfilment of the objectives.
4. For the realization of policies for the rights and provision of services for the protection of the child, cooperation can be created for:
 - 4.1. social and health services;
 - 4.2. education and training;
 - 4.3. justice for children;
 - 4.4. multidisciplinary services;
 - 4.5. sports and recreational activities, and
 - 4.6. professional development.

Article 13
The role of institutional structures and mechanisms

1. For the implementation of rights policies and the provision of services necessary for the protection of the child, the institutional structures and mechanisms at the central and local level:

- 1.1. identify and assess the needs for the provision of child protection services;
- 1.2. set priorities for planning and drafting policies for child protection services;
- 1.3. implement policies and programs to support the child and those who care for the child, in order to ensure the protection of the child;
- 1.4. encourage cooperation with non-governmental organizations without compromising their independence through a transparent process based on competitive criteria.

Article 14
The role of non-governmental organizations

1. The role of non-governmental organizations in the realization of policies for the rights and provision of services for the protection of the child, includes:

- 1.1. representation of common interests for children in decision-making structures;
- 1.2. representing the views of the child and promoting the rights of the child;
- 1.3. raising awareness and advocating for the protection of children's rights;
- 1.4. cooperation with institutional structures and mechanisms at the central and local level for the identification, assessment of needs and the realization of policies for the rights and provision of services for the protection of the child in accordance with the relevant legislation in force.
- 1.5. non-governmental organizations for the implementation of rights policies and the provision of child protection services from paragraph 1 of this article must meet the conditions and criteria defined by the relevant legislation in force.

Article 15
**Child protection policy document and code of conduct
of Non-Governmental Organizations**

Non-governmental organizations that provide child protection services adopt a child protection policy document and a code of conduct that defines the measures and steps to be taken for prevention, reporting, response, child protection and awareness, as well as responsibilities of the provider of child protection services.

Article 16
Supervision of the implementation of cooperation agreements

1. Institutional structures and mechanisms supervise and audit the implementation of agreements for the provision of child protection services, as well as inspect the provision of services defined by agreement;
2. The non-governmental organization that has not fulfilled its obligations under the cooperation agreement cannot conclude other cooperation agreements with the structures and institutional mechanisms of the central and local level.

Article 17
Reporting of non-governmental organizations

Non-governmental organizations report on a regular basis on the implementation of concrete actions to achieve the objectives defined in the agreement with the institutional structures and mechanisms at the central and local level.

Article 18
Entry into force

This Administrative Instruction enters into force seven (7) days after publication in the Official Gazette of the Republic of Kosovo.

Albin Kurti

Prime Minister of the Republic of Kosovo

10 May 2024