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Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural
Ministarstvo Poljoprivrede, Šumarstva i Ruralnog Razvoja
Ministry of Agriculture, Forestry and Rural Development

Kabineti i Ministrit / Kabinet Ministra / Cabinet of the Minister

**ADMINISTRATIVE INSTRUCTION (MAFRD) – NO. 24/2024¹ ON
AMENDING AND SUPPLEMENTING ADMINISTRATIVE
INSTRUCTION No. 16/2013 ON THE REPRODUCTION OF FARM
ANIMALS**

¹Administrative Instruction (MAFRD) – No. 24/2024 on amending and supplementing the Administrative Instruction no. 16/2013 on the reproduction of farm animals signed by the Minister of Agriculture, Forestry and Rural Development with the date 09.08.2024.

Pursuant to article 8 (paragraph 1.4), Article 11 (paragraph 1, sub – paragraph 1.5) of the Law No. 8/L – 117 on the Government of the Republic of Kosovo, taking into account article 12 paragraph 1 sub paragraph 1.3 of the Law No. 06/L – 113 on the Organization of State Administration and Independent Agencies (Official Gazette, No. 07, date 01 March 2019), in accordance with article 9 paragraph 2 of the Regulation (GRK) – No. 17/2024 on Rules of Procedure of the Government of the Republic of Kosovo (Official Gazette 21.06.2024), Minister of the Ministry of Agriculture, Forestry and Rural Development,

Issues:

**ADMINISTRATIVE INSTRUCTION (MAFRD) – NO. 24/2024 ON AMENDING AND
SUPPLEMENTING ADMINISTRATIVE INSTRUCTION NO. 16/2013 ON THE
REPRODUCTION OF FARM ANIMALS**

GENERAL PROVISIONS

**Article 1
Purpose**

This Administrative Instruction aims to amend and supplement the Administrative Instruction No. 16/2013 on the reproduction of farm animals in order to create a legal base for the implementation of sub – legal acts by the Food and Veterinary Agency which specify the granting of permits and licenses as well as approval, for specific economic activity after performing the inspections.

Article 2

Article 3 of the basic Administrative Instruction is entirely deleted and reformulated as follows:

**Article 3
Licensing of importers of reproductive material**

1. Any person importing reproductive material must apply for a license to the Licensing Authority at the Food and Veterinary Agency.
2. The request for a license is made in accordance with the rules defined in the relevant Law for the General Administrative Procedure (hereinafter: LGAP).
3. The Food and Veterinary Agency will determine the form of the application which will be made available to those interested which is also in electronic form.
4. The conditions for obtaining a license for importing reproductive material are:
 - 4.1. To be a natural person, legal person, non – governmental organization – NGO, which in its status has to regulate the distribution of biological material on a humanitarian basis- and a farmer registered in the Register of Farmers;
 - 4.2. For legal entities, it must be registered as a business or as an NGO;

4.3. Completion of the relevant technical – technological conditions of facilities and equipment for storage, maintenance and transport of reproductive material according to the conditions determined by the Food and Veterinary Agency – FVA;

4.4. Evidence for the professional training of personnel for the supervision of reproductive material with a University degree in: Veterinary, Biotechnology or Zootechnics;

4.5. Copy of the contract with the breeding, storage or trading center of reproductive material.

5. Farmers can import farm animals for breeding only for the needs of his farm.

6. NGOs can import biological material to distribute for free and cannot sell it.

7. For import approval, farmers must meet the condition according to paragraph 4, under paragraphs 4.1, 4.2 and 4.3 of these articles.

Article 3

Article 4 of the basic Administrative Instruction is deleted and reformulated into 4 separate articles 4A, 4B, 4C and 4D as follows:

Article 4A

Licensing body and term of license issuance

1. The agency, with the relevant regulation for internal organization, determines the unit and the official responsible for issuing the license.

2. After submitting the request for a license, the commission or the authorized person will inspect the facilities, equipment and personnel for professional training and draw up a written report for ascertaining the factual situation which is attached to the request for licensing.

3. The deadline for decision -making regarding the license is 30 days from the date of receipt of the request.

Article 4B

Right of Appeal

1. An appeal is allowed against the decision of the licensing body in accordance with the rules defined in the LGAP.

2. The superior body that examines complaints according to this article is the Complaints Commission with a composition of 3 (three) members established by decision of the Minister of the MAFRD. The work and procedure of the complaints commission is based on the rules defined for collegial bodies in the relevant Law on General Administrative Procedure.

Article 4C

Suspension and cancellation of license

The license can be suspended or cancelled by the Agency in accordance with the rules defined on the relevant law for the permit and license system.

Article 4D
Payments for the license

The payment for obtaining the license is 75€.

Article 4

1. Article 5 paragraph 1, sub paragraph 1.6 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.
2. Article 5 paragraph 1 sub – paragraph 1.1 of the basic Administrative instruction the following text is added at the end of the sentence: “which is also electronically in the electronic system”.
3. Article 5 paragraph 1 sub – paragraph 1.5 of the basic Administrative Instruction the following text is added at the end of the sentence: “which is also electronically in the electronic system”.

Article 5

Article 7 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.

Article 6

Article 10 paragraph 4 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.

Article 7

Article 11 paragraph 3 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.

Article 8

Article 12 paragraph 4 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.

Article 9

Article 13 paragraph 3 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.

Article 10

Article 14 paragraph 4 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.

Article 11

Article 15 paragraph 6 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.

Article 12

Article 16 paragraph 2 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.

Article 13

Article 18 paragraph 2 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.

Article 14

Article 19 paragraph 1, 2 and 3 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.

Article 15

1. Article 20 paragraph 1 sub paragraph 1.2, paragraph 2 sub paragraph 1.3 and paragraph 7 of the basic Administrative Instruction the word Ministry is replaced by the word Agency.

2. Article 20 paragraphs 5 and 6 of the basic Administrative Instruction, is deleted.

Article 16

Article 21 paragraph 2 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.

Article 17

Article 22 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.

Article 18

Article 23 paragraph 1 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.

Article 19

Article 24 paragraph 1 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.

Article 20

Article 25 of the basic Administrative Instruction the word “Ministry” is replaced by the word “Agency”.

Article 21

Article 26 paragraph 2 of the basic Administrative Instruction the word “Ministry” is replaced by the word “Agency”.

Article 22

Article 27 paragraph 1 of the basic Administrative Instruction the word “Ministry” is replaced by the word “Agency”.

Article 23

Article 29 of the basic Administrative Instruction is deleted and reformulated as follows:

Article 29

Suspension and cancellation of License

Suspension and cancellation of the license for the importers of the reproductive material and the licensed artificial breeder is done in accordance with the rules defined in the relevant law for the system of permits and licenses.

Article 24

Article 30 paragraph 1 of the basic Administrative Instruction, the word “Ministry” is replaced by the word “Agency”.

Article 25

After article 30 of the basic Administrative Instruction is added a new Article 30A as follows:

Article 30A

Electronic registers

1. All registers mentioned in this Administrative Instruction and their content are also created electronically.
2. The Agency creates the conditions and electronic systems for the creation and administration of electronic registers.

Article 26

Entry into force

This Administrative Instruction shall enter into force seven (7) days after the Publication in the Official Gazette of the Republic of Kosovo.

Faton PEÇI
Minister of the Ministry of Agriculture, Forestry and Rural Development

