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QEVERIA E KOSOVËS - VLADA KOSOVA - GOVERNMENT OF KOSOVO
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MINISTARSTVO POLJOPRIVREDE, ŠUMARSTVA I RËURALNOG RAZVOJA
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Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural - Ministarstvo Poljoprivrede, Šumarstva i Ruralnog Razvoja - Ministry of Agriculture, Forestry and Rural Development

ADMINISTRATIVE INSTRUCTION (MAFRD) -NO. 14/2024 ON DETERMINATION OF THE RULES OF OFFICIAL CONTROL FOR LIVE ANIMALS ENTERING THE TERRITORY OF THE REPUBLIC OF KOSOVO

¹Administrative Instruction (MAFRD) - NO.14/2024 on Determination of the Rules of Official Control for Live Animals Entering the Territory of the Republic of Kosovo signed by the Minister of Agriculture, Forestry and Rural Development, the date 16.07./2024.

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

Pursuant to article 15 paragraph 15.1. of the Law No. 2004/21 on Veterinary (Official Gazette of the Republic of Kosovo, No. 18/01.11.2007), based on article 11 paragraph 1 sub paragraph 1.5 of the Law No. 08/L– 117 on the Government of the Republic of Kosovo, (Official Gazette of the Republic of Kosovo No.34/18 November 2022, as well as article 9 paragraph 2 of the Regulation (GRK)-No. 17/2024 of Rules and Procedure of the Government of The Republic of Kosovo (Official gazette, dt. 21.06.2024),

Issues:

ADMINISTRATIVE INSTRUCTION (MAFRD) -NO. 14/2024 ON DETERMINATION OF THE RULES OF OFFICIAL CONTROL FOR LIVE ANIMALS ENTERING THE TERRITORY OF THE REPUBLIC OF KOSOVO

CHAPTER I GENERAL PROVISIONS

Article 1 Purpose

The present Administrative Instruction determines the principles that regulate the organization of official controls of live animals that enter to the border control points crossing the territory of the Republic of Kosovo, the frequency of identity checks and physical controls of live animals as well as their quarantine within the territory of the country.

Article 2 Scope

The provisions of this Administrative Instruction are mandatory for the Food and Veterinary Agency, the customs authority and all local and foreign natural and legal persons as well as all responsible operators who deal with the implementation of the official control of live animals entering the points of border crossing of the Republic of Kosovo.

Article 3 Definitions

1. The expressions used in this Administrative Instruction have the following meaning:
 - 1.1. **“The process of entry into the Republic of Kosovo”** or **“Entry into the Republic of Kosovo”** means the act of entering live animals at border crossing points in the territory of the Republic of Kosovo;
 - 1.2. **Animal**” means vertebrate and non – vertebrate animals;
 - 1.3. **“Consignment”** means a number of animals of the same species, covered by the same certificate or veterinary document, transported by the same means of transport and coming from the same country;

1.4. **“Border control point”** - means the place and facilities designated for carrying out official controls to the border of the Republic of Kosovo;

1.5. **“Operator - Responsible Consignee”** - means the legal or natural person responsible for the consignment of animals in accordance with the relevant Law on Customs of Kosovo, including the authorized representative who takes responsibility for the consignment of animals after the official controls determined by the provisions of this Administrative Instruction;

1.6. **“Official certificate”** - means the document in physical or electronic form signed by the competent official and which provides assurance regarding compliance with one or more requirements set out in the relevant animal health legislation;

1.7. **“Slaughterhouse”** - means the facility approved by the FVA that is used for slaughter of animals whose meat is intended for human consumption;

1.8. **“Transit”** - means the movement from one country to another through the territory of the Republic of Kosovo and that passes under customs supervision;

1.8. **“Official detention”** - means the procedure by which the competent authority ensures that animals which are subject to official controls do not move pending a decision on their destination, and it includes care by operators in accordance with the instruction and under the control of the competent authorities;

1.9. **“CHED”** – means the data, information defined in the common health entry document;

1.10. **“Quarantine”** means the totality of epizootic measures in the place and at the time determined for the validation of the health status of the animals;

1.11. **“Quarantine facility”** means the space, farm or group of farms – facilities as well as the open space around the facility in which animals are kept in complete isolation to prevent contact with other animals until the procedure for verifying the condition lasts their health

1.12. **“Public infrastructure”** – means public institutions such as nurseries, schools, barracks, health institutions, etc.;

1.13. **“Competent authority”** - means the Food and Veterinary Agency – FVA.

Article 4

Obligations of operators responsible for consignment

1. The operator responsible for a load of animals must:

1.1. To be registered by the Competent Authority according to the conditions set out in Appendix 1 of this Administrative Instruction;

1.2. Notify in advance the veterinary inspector of the border control point where the animals will be presented, completing and submitting the relevant of the Common Health Entry Document (CHED), providing the necessary information for the immediate and complete identification of the consignment and its destination, specifying the number, nature and estimated time of arrival of the animals;

1.3. Ensure that the consignment of animals is presented for official controls at the border control point mentioned in subparagraph 1.2 of this article.

2. Any natural or legal registered as animals' importer or trader defined in paragraph 1 of this article must keep the data for 5 years from the arrival of the animal consignment, specifying the date of arrival and the final destination animal consignment.

3. The responsible operator is obliged to report the data from paragraph 2 of this article every six months to the Competent Authority.

4. The competent authority may suspend the registration of business operators under paragraph 1.1. of this article in case it finds the same after approval of the registration do not meet the conditions according to the legislation into force. The suspensions will last until the causes that influence the suspension of the registration are avoided.

5. For the suspension of the registration from paragraph 4 of this article, the veterinary inspectorate, customs and the responsible operator will be notified.

CHAPTER II OFFICIAL CONTROLS

Article 5

Type of official animals' controls at border control points

1. Every consignment of animals, regardless of the destination of the animals, upon arrival of the consignment at the border control point is subject to official controls.

2. Official controls include documentation control accompanied by evidence of disinfection of the transport, control of identity and physical control of animals to verify their origin., final destination, transit and compliance with the requirements set forth in the relevant legislation in force.

3. When the document control, identity control or physical control defined in paragraph 2 of this article shows that the animals do not comply with the relevant legislation in force or when official controls show that the animals do not comply with the relevant legislation in force or when official controls show that the consignment of animals poses a risk to human health, health and animal welfare, the border veterinary inspector must:

3.1. Decide on the official prohibition of animal consignment. Animal belonging to this consignment shall be isolated or quarantined, as the case may be, kept, cared for or treated in suitable conditions, pending further decision;

3.2. To order, without delay, the responsible operator to return the consignment to the country of origin, destroy the consignment or re - destination it for purposes other than those for which it was originally intended;

4. If the consignment of animals is not presented for official controls in accordance with the requirements set forth in articles 3, 4 and 6 of this Administrative Instruction and in the event of the impossibility of returning to the country of origin, the competent authority shall order that the consignment be placed in quarantine until in carrying out other legal procedures.

5. If the consignment of animals is in accordance with the requirements defined in articles 3, 4 and 6 of this Administrative Instruction, the border veterinary inspectorate issues a decision on the destination of the animals.

Article 6

Animals exempted from official controls at border control points

Domestic animals intended for non – commercial purposes and accompanied by their owners, except for one- hoofed animals, animals for sport and animals intended for scientific purposes are exempted from official at border control points and quarantines.

Article 7

Control of consignment's documents for live animals

1. Control of animal consignment documents includes the verification of certificate or official documents in physical or electronic form and other documents required to accompany animal consignment which confirms that live animals meet the conditions defined on animals' health and welfare.

2. For live animals arriving by air transport, the documentation from paragraph 1 of this article includes the control of the transport documents and other documents of a commercial nature.

3. For live animals transiting through the territory of the Republic of Kosovo, in addition to verifying the documentation from paragraph 1 of this article, they must also have approval from the relevant directorate that deals with animal's health for transit based on the disease situation of animals in exporting countries.

4. The request for transit according to paragraph 3 of this article shall be made at least two working days before the date of departure of the consignment from the country of origin.

Article 8

Control of the Identity of the Consignment of Live Animals

1. The control of the identity of live animals is carried out by visual inspection of the consignment, to verify that the data of the consignment, including the identification marks on the animals, seals and means of transport, correspond to the information provided given in the official certificates and other documents accompanying animals

2. In the event that the consignment of live animals from paragraph 1 of this article contains a large number of animals, the identity verification of the consignment is carried out on 10% of the live animals in the consignment, but not less than 10 representative animals for the consignment.

3. Except from paragraph 1 of this article, for live animals for which individual identification is not required, the control of the identity of the consignment is done by checking the documentation of the packaging or container where the live animals are placed.

4. In case of doubts obtained from the identification check defined in paragraph 1 and 3 under this article, the number of animals, packages or containers, the number of consignments identify checks will be increased and may include the total number of animals, packages or containers.

Article 9 **Physical control**

1. The physical control of the consignment of live animals presented at the border control points will be carried out under appropriate conditions that allow the proper conduct of research, to verify:

1.1. Compliance with animals' welfare requirements during transport, including distance and duration of transport, feeding and rest of animals during transport;

1.2. Clinical examination on animals' health, if they are in accordance with the data from the certificates or accompanying documents.

2. The clinical examination from subparagraph 1.2 of paragraph 1 of this article includes at least:

2.1. Visual observation of animals, which is carried out to determine the general state of animals' health, their ability to move freely, the condition of the skin and mucous membranes;

2.2. Measuring body temperature by random selection, with the exception of animals in which, based on the observation defined in subparagraph 2.1 of this paragraph, no deviation from physiological parameters was observed;

2.3. Palpation, in case, based on the observation from subparagraph 2.1 and 2.2 of this paragraph, the deviation from the physiological parameters has been determined.

3. The physical control from paragraph 1 of this article also includes:

3.1. Official controls of transport's means on which animals are transported;

3.2. When sampling is required by the Competent Authority, including sampling for residues and sending for laboratory testing;

3.3. Additional checks during quarantine, when required.

4. Other animals, except for one – hoofed and two – hoofed animals, are not subject to individual clinical examination, but are subject to examination of their behavior, attitude and appearance in the consignment or in a representative sample.
5. Physical control of one- hoofed and two – hoofed animals shall be carried out individually at a border control point or an approved quarantine center.
6. If the physical control of one – hoofed and two - hoofed animals cannot be carried out in the places defined in paragraph 5 of this article, it will be carried out at the farm of destination. In this case, the border veterinary inspector will notify the internal veterinary inspectorate. The responsible operator is obliged to inform the internal veterinary inspectorate about the time of arrival of the consignment of one – hoofed and two – hoofed animals at the farm of destination, for carrying out the official control from paragraph 1 to 3 of this article.
7. Clinical examination of animals intended for slaughter is performed on at least 5 % of live animals in the consignment, but in the case when the consignment contains less than five animals, clinical examination is performed on all animals.
8. When taking samples from animals, the border veterinary inspector must:

8.1. Inform the responsible operators and

8.2. To decide whether the animals should be detained pending the results of the analysis, test, diagnosis carried out or whether they can be released provided that the traceability of the animals is ensured.

Article 10

Decisions for consignments

1. The decision is taken by the border veterinary inspector for each consignment of animals after carrying out official controls, when necessary document checks, identity checks and physical checks, indicating whether the consignment is in accordance with the relevant legislation in force.
2. The consignment of animals cannot leave the border control points or the quarantine center, unless such decision is the result of official controls from paragraph 1 of this article.

Article 11

Procedure after completion of official controls

1. After completion of the official controls of the consignment of live animals from articles 6 to – 10 of this Administrative Instruction, the border veterinary inspector issues the official documents for the entry permit and the decision on the destination of the consignment. At the same time, he must report to the database of the identification and registration sector on the data of the animals that have entered Kosovo.
2. In case an official sample of the consignment has been carried out, a record of sampling is issued containing control point:

- 2.1. The reference number of the official certificate and the number assigned to the consignment at the border control point;
 - 2.2. Animal identification mark;
 - 2.3. Necessary laboratory tests;
 - 2.4. The address and name of the final destination of the consignment of animals.
3. In the documents from paragraph 1 of this article, the number assigned to the consignment by the border veterinary inspector is noted.
 4. The original official certificate or the documents accompanying the consignment of animals and a copy of the CHED from paragraph 1 of this article, will be kept by the border veterinary inspector at the border control point according to the relevant legislation.
 5. When the consignment of live animals meets the specified conditions, the operator responsible for the consignment will be given a certified copy or electronic copy of the certificate and official documents and a copy of the CHED defined in paragraph 1 of this article, specifying the type of samples taken and the results of laboratory tests.
 6. With the exception of paragraph 5, of this article, in case of consignment separation, the border veterinary inspector will issue individually certified paper or electronic copies of such certificates or documents.
 7. CHED monitors the consignment of live animals while the consignment is under customs control.
 8. Animals intended for slaughter (ungulates and poultry), after passing through the border control point, must be transported:
 - 8.1. Directly to the slaughterhouse and must be slaughtered there as soon as possible, but no later than 72 hours after arrival at the slaughterhouse in accordance with animals' health requirements; or
 - 8.2. In a collection center approved by the competent authority, according to Appendix 2 of this Administrative Instruction and must be transported from the center directly to the slaughterhouse for slaughter as soon as possible, but not later than three working days from arrival at the collection center, in accordance with animal health requirements. At the same time, the collection center or each of the epidemiologically separated animal housing areas within the collection center must house only the same category of animals of the same species and health status;
 - 8.3. The collection center approved by the competent authority must have a contract with a veterinary according to the legislation in force.
 9. Breeding animals or aquaculture animals, after passing through the border control point, must be transported directly to each farm of destination and undergo quarantine procedures according to Article 14, 15 and 16 of this Administrative Instruction.

10. Before each consignment according to paragraph 10 of this Article, operators must apply to FVA for quarantine approval according to Article 14, 15 and 16 of this administrative instruction.

Article 12

Separation of consignments of live animals

Consignments of live animals will not be separated until official controls are carried out and documentation is finalized in accordance with Article 9 of this Administrative Instruction.

Article 13

Records kept at the border control point

1. For each consignment, the following information is recorded and kept at the border control point:
 - 1.1. The number assigned to the consignment and entered in the relevant documentation;
 - 1.2. The date of arrival of the consignment at the border control point;
 - 1.3. Quantity – number of animals;
 - 1.4. Type and category of animal production and age as needed;
 - 1.5. Official certificate reference number;
 - 1.6. Country of origin;
 - 1.7. Country of destination;
 - 1.8. The decision regarding the consignment;
 - 1.9. Sampling identification number, when applicable, and
 - 1.10. Number of samples taken, when applicable.

Article 14

Consignment transit for live animals

1. Official controls of consignment of live animals passing the territory of the Republic of Kosovo will be carried out in accordance with articles 5, 6 to 11 of this Administrative Instruction.
2. The transit of consignment of live animals from one country to another through the territory of the Republic of Kosovo will be carried out under the following conditions:
 - 2.1. Live animals must come from a country from which importation to the Republic of Kosovo is not prohibited and are intended for importance to another country;

- 2.2. The transit has been approved by the relevant directorate for animal health and after the administrative control by the border veterinary inspectorate of the consignment of live animals.
3. The approval from subparagraph 2.2 of paragraph 2. of this article is issued only if the following conditions are met:
- 3.1. That the transit is carried without unloading or separating the consignment after leaving the entry border veterinary control point, in closed vehicles or containers;
- 3.2. the consignment of live animals must not change during transit;
- 3.3. That the consignment of live animals leaves the territory of the Republic of Kosovo through the exit border control point within 48 hours from the day of arrival at the entry border control point, except in the case where deviation is allowed in accordance with the Law on Customs;
- 3.4. That the border veterinary inspector who has allowed the transit to inform the border veterinary inspector at the exit border control point that the animals have passed the administrative controls.
4. Except from paragraph 1 of this article, animals passing through the airport, identity and physical control of animal consignment cannot be done. The control will be carried out in accordance with Article 7 of this Administrative Instruction.

Article 15

Quarantine of imported animals

1. The quarantine facility must meet the following conditions:
- 1.1. It must be built with strong concrete material, metal and wood constructions, tiles and other easily maintained material to ensure the conditions of breeding and welfare of animals and according to hygienic norms for their stay in quarantine;
- 1.2. The place where the farm is located and which will be used as a quarantine facility must be physically separated from other facilities where other animals are located;
- 1.3. The quarantine facility must be physically removed from the public infrastructure.
- 1.4. The quarantine facility must have sufficient space to ensure functional connectivity with the accompanying spaces of those where it must be secured from the entry of people and other animals with a physical enclosure;
- 1.5. The facility must have an entrance - an exit for the movement of people and animals and ensuring the transportation of food and other necessary material;
- 1.6. The facility must have sufficient water for drinking and washing, as well as having a regulated system for the circulation of waste water;

- 1.7. Designated waste site built in such a way as not to cause environmental pollution and prevent the spread of biological agents;
 - 1.8. Quarantine personnel and vehicles must have disinfection mechanisms before each entry and exit;
 - 1.9. In the location where the quarantine facility is located, space must be provided for washing and disinfecting the vehicles after unloading the animals;
 - 1.10. In the quarantine, there should be a separate space for the separation of animals according to categories. For animals in which health changes are observed, there should be a separate space;
 - 1.11. Animals other those intended for quarantine are not allowed to stay in the quarantine;
 - 1.12. To have separate spaces for maintaining personnel hygiene.
2. The quarantine facility from paragraph 1 of this article must have the approval of the competent authority and must be on the list of operators for the import of animals.
 3. The facility of quarantine from paragraph 2 of this article must be in the list of operators for the import of animals for reproduction and breeding.
 4. The quarantine must have an agreement – contract with a veterinary entity to monitor the health status of the animals.

Article 16 Prohibitions

In the period of duration of the quarantine, persons who are not employed and authorized are not allowed to enter in the facility, except for veterinary inspectors and authorized veterinarians who perform diagnostic research services.

Article 17 Quarantine duration for animal species

1. Animals, depending on the category, remain in quarantine as follows:
 - 1.1. Two – hoofed and one- hoofed animals 14 days;
 - 1.3. Poultry 28 days;
 - 1.4. Other animal species 14 days.
2. With the exception of paragraph 1 of this Article, if the veterinary entity suspects for the presence of any infectious diseases, or in the event that the laboratory analyzes obtained are delayed and not

confirmed, the competent authority may extend the period of stay of the animals in quarantine for which it considers it necessary.

3. At the moment when the period of isolation of animals in quarantine passes, after the report prepared by the veterinary entity proving that the animals are healthy and have not shown signs of any infectious disease, the competent authority releases the animals from quarantine.

CHAPTER III

ACTIONS IN THE CASE OF SUSPECTED NON – COMPLIANCE OF ANIMALS CONSIGNMENT ENTERING THE REPUBLIC OF KOSOVO

Article 18

Suspicion of inconsistency

1. In case of suspicion of **inconsistency** of consignment of animal categories, the border veterinary inspector carries out official checks to confirm or eliminate that suspicion.
2. Animals in consignment that do not match the declaration provided by the operator, will be subject to official controls to verify that such categories of animals are present in the consignment.
3. The competent authority will place the consignments defined in paragraphs 1 and 2 under official prohibition until another decision is taken.
4. Until another decision is made, when necessary, the consignment is isolated or quarantined pending the result of official controls.

Article 19

Age of imported animals

1. The age of the animals coming from the import according to categories, must be:
 - 1.1. Cattle:
 - 1.1.1. For reproduction 18 – 36 months;
 - 1.2.2. For fattening 3 – 10 months;
 - 1.3.3. For slaughter 6 – 48 months;
 - 2.1. Sheep and goats:
 - 2.1.1. For reproduction 6 - 10 months;
 - 2.2.2. For fattening 3 - 6 months;
 - 2.3.3. For slaughter 3-12 months

3.1. Pigs:

3.1.1. For reproduction 3 – 10 months;

3.2.2. For fattening 3 - 6 months;

3.3.3. For slaughter 3 - 12 months

4.1. Poultry:

4.1.1. Newly hatched chicks 1 - 3 days;

4.2.2. Chicks - 18 weeks;

4.3.3. Chicks for immediate slaughter 40 days;

4.4.4. Poultry for slaughter up to 18 months - must have special approval from the Competent Authority.

5.1. The ungulates

5.1.1. No age differences

6.1. Other animals

6.1.1. No age difference – must have special approval from the Competent Authority.

Article 20

Measures to be taken in case the consignment of animals does not comply with the legal requirements for entering the territory of the Republic of Kosovo

1. The border veterinary inspector will place official ban any consignment of animals entering the territory of the Republic of Kosovo, which is not in accordance with the requirements defined in the relevant legislation in force and will refuse its entry into the territory of the Republic of Kosovo.

2. The border veterinary inspector will isolate or quarantine, as the case may be, any consignment of animals entering the Republic of Kosovo that does not comply with the requirements set forth in the relevant legislation in force and the animals belonging to it will be kept, cared for or treated under appropriate conditions. Pending any other decision.

3. The border veterinary inspector, in relation to the consignment defined in paragraph 2 of this article, orders without delay the responsible operator of the consignment to:

3.1. Shelter, food and water and, if necessary, treat the animals;

3.2. Placing them in quarantine or to isolate the consignment; or

- 3.3. Resend the consignment outside the territory of the Republic of Kosovo, where the requirements for animal health or animal welfare allow this, within the specified time limit.
4. If the re – delivery defined in paragraph 3 of this article is impossible, especially for reasons of animal welfare, the border veterinary inspector may divide the consignment for purposes other than those for which it was originally intended and:
- 4.1. May, after inspection, before death, authorize the slaughter of animals for human consumption under the conditions determined by the relevant legislation; or
- 4.2. Must order the slaughter of animals for purposes other than human consumption, specifying the conditions regarding the control of the use the obtained products.
5. The border veterinary inspector, in relation to the consignment defined in paragraph 1 of this article, which poses a risk to the health of people, animals and animal welfare, will without delay order the operator responsible for the consignment to eliminate/destroy the consignment, take all necessary measures to protect human health, animal welfare or the environment.
6. The actions defined in paragraphs 3 to 5 of this article must be carried out in accordance with the rules aimed at saving the animals from any pain, discomfort or suffering.
7. Before ordering the operator to take actions from paragraph 3 to 5 of this article, the border veterinary inspector informs the responsible operator about the measures taken.
8. If a consignment of categories of animals is not presented for the official controls defined or is not presented in accordance with the requirements defined in articles 4, 5, 6 and 7 of this Administrative Instruction, the Competent Authority shall order that the consignment be isolated or placed in quarantine/official control. Paragraphs 1, 3, 4 and 5 under this article apply to such consignments.
9. The measures defined in this article will be implemented at the expense of the operator responsible for the consignment, without compensation from the Competent Authority.

Article 21

Conveyance of decisions made regarding consignment of non – compliant animals to enter the Republic of Kosovo

1. The border veterinary inspector must do:
- 1.1. The return of official certificates and, as the case may be, other relevant documents that accompany the consignment of animals that has been rejected, indicating the observed violations;
- and
- 1.2. For any decision to refuse the entry of a consignment as defined in Article 18 of this Administrative Instruction and any order issued in accordance with paragraph 3 to 5 of Article 18,

notify the customs authority, other border control points, the competent authorities of the country of origin and the operator responsible for the consignment.

Article 22

Non – implementation of measures by the operator ordered by the competent authority

1. The operator responsible for the consignment within 30 days, will implement all the measures ordered by the border veterinary inspector, in accordance with article 19 of this Administrative Instruction.
2. If after the expiration of the period from paragraph 1 of this article no action has been taken by the relevant operator, the competent authority orders that the animals be destroyed or slaughtered in suitable facilities located as close as possible to the border control point, taking all measures necessary to protect human health, animal health, animal welfare or the environment.
3. The measures defined in this article will be implemented at the expense of the operator responsible for the consignment, without compensation from the Competent Authority.

Article 23

Re – delivery of consignments

1. The border veterinary inspector will allow the re – delivery of consignments subject to the fulfilment of the following conditions:
 - 1.1. The destination is agreed with the operator responsible for the consignment;
 - 1.2. The operator responsible for the consignment has informed the competent authorities of the country of origin in writing or, if it is different, the country of destination has been informed of the reasons and circumstance for the refusal of entry into the territory of the Republic of Kosovo of the consignment of animals in question;
 - 1.3. The operator has obtained the approval of the competent authorities of that country of destination that they are prepared to accept the consignment; and
 - 1.4. Re – delivery is in accordance with animal welfare requirements.

Article 24

Appeal against the final inspection decision

1. The appeal against the final decision of the inspection is presented and examined in accordance with the relevant Law on the General Administrative Procedure.
2. An appeal may be filed with the Competent Authority against the border inspector's decision.
3. Complaints are reviewed by the Committee composed of three (3) members appointed by the Competent Authority.

4. The committee formed by paragraph 3 of this article, within a period of thirty (30) days from the day of receiving the complaint, issue a decision with full reasoning in accordance with the provisions of the Law on General Administrative Procedure.

5. Except from paragraph 1 of this article, for urgent measures, special complaints are examined in accordance with the relevant Law on Inspections.

6. Against the decision from paragraph 3 of this article, the dissatisfied party who claims that the decision of the Committee is not legal, can initiate an administrative conflict in the competent court.

CHAPTER IV TRANSITIONAL AND FINAL PROVISIONS

Article 25

The revenues derived from the implementation of this Administrative Instruction and other revenues from taxes are transferred to the Budget of the Republic of Kosovo.

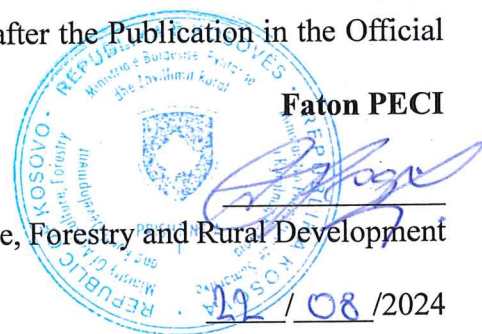
Article 26 Repeal

With the entry into force of this Administrative Instruction, the following articles 4, 5, 6, 7 and 11 of the Administrative Instruction MA – No. 18/2005 on Veterinary Control of Import, Transit of Food and Non – Food Products of Animal Origin, Live Animals and Animal Breeding Material of the date 06.07.2005 as well as the following articles 3, 4 and 5 of the Administrative Instruction (MAFRD) No. 15/2014 on Placing Living Animals in Quarantine, date 22.05.2014 shall be repealed.

Article 27 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



APPENDIX 1 – REQUEST FORM FOR REGISTRATION OF OPERATORS



Republika e Kosovës
Republika Kosova-Republic of Kosovo
Qeveria - Vlada – Government
Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural
Ministarstvo Poljoprivrede, Šumarstva i Ruralnog Razvoja
Ministry of Agriculture, Forestry and Rural Development

Agjencia e Ushqimit dhe Veterinarisë
Agencija a Hranu i Veterinarstvo
Food and Veterinary Agency

APPLICATION FOR REGISTRATION OF LIVE ANIMALS' IMPORTERS

User notes (contact person)	
1	Name and surname
2	Phone number
3	Mobile phone
4	Electronic address (e- mail)
5	Job title

Subject notes	
1	Name of subject
2	Address (street, number, place, region)
3	Phone number
4	Fiscal number of business
5	Number of registration (business) of subject.
6	Electronic address (e- mail)

Facility's notes	
1	Name of facility
2	Address (street, number, place, region)
3	Phone number
4	Responsible person
5	E- mail
6	Facility activity – category

7	Number of employees	
8	Notes on capacity (annual production, total number of jobs, area of the facility)	
9	Number of decision for minimal technical conditions of the facility.	
10	Date of beginning of the facility activity	

The following must be attached to this document:

- ***Business registration certificate,***
- ***Identification document,***
- ***Bank account,***
- ***The document that is under investigation issued by the Court and the Police***
- ***Certification by KTA***
- ***Contract with slaughters***

Date and signature by the Official Applicant

Date and signature by the Official Person

Appendix 2 – Registration form of animal collection centers coming from import



**Republika e Kosovës
Republika Kosova-Republic of Kosovo
Qeveria - Vlada – Government
Ministria e Bujqësisë, Pylltarisë dhe Zhvillimit Rural
Ministarstvo Poljoprivrede, Šumarstva i Ruralnog Razvoja
Ministry of Agriculture, Forestry and Rural Development**

**Agjencia e Ushqimit dhe Veterinarisë
Agencija a Hranu i Veterinarstvo
Food and Veterinary Agency**

REGISTRATION OF ANIMAL COLLECTION CENTERS COMING FROM IMPORT

Data on the importing company

Name of company _____

Responsible person _____

Address _____

Municipality _____

Phone number _____

E - mail _____

Data on the facility – farm

Number of the farm/property _____

Type of animals _____

Capacity of the farm _____ / heads

Contract with licensed veterinarians _____

Comments:

Committee:

- 1. _____ Signature _____
- 2. _____ Signature _____
- 3. _____ Signature _____
- 4. _____ Signature _____
- 5. _____ Signature _____

Responsible of the Company
