



**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**

---

**ADMINISTRATIVE INSTRUCTION (MAFRD) - NO. 11/2024**  
**ON DIRECT PAYMENTS IN AGRICULTURE FOR 2024**

<sup>1</sup> Administrative Instruction MAFRD -No. 11/2024 on Direct Payments in Agriculture for 2024 signed by the Minister of Agriculture, Forestry and Rural Development with the date 04.03.2024.

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

Pursuant to Article 6 paragraph 1, sub paragraph 1.2, article 8 paragraph 2, sub paragraph 2.2, paragraph 5 and article 13 paragraph 2 and 4 of the Law No. 08/L-072 on Agriculture and Rural Development (Official Gazette of the Republic of Kosovo No. 8/29 March 2023), Article 14 paragraph 7 of Law No. 08/L-260 On the Budget Allocations of the Budget of the Republic of Kosovo for 2024 (Official Gazette No. 26/29 December 2023), 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 No. 34/18 November 2022) Article 4, paragraph 1 sub paragraph 1.11, Appendix 1: point 11 of the Regulation (GRK)-No. 14/2023 on the Areas of Administrative Responsibility of the Office of the Prime Minister and Ministries (16.08.2023) as well as Article 38, paragraph 6 of the Rules and Procedure of the Government No. 09/2011 (Official Gazette, No.15, 12.09.2011),

Issues:

**ADMINISTRATIVE INSTRUCTION (MAFRD) - NO. 11/2024  
ON DIRECT PAYMENTS IN AGRICULTURE FOR 2024**

**CHAPTER I  
GENERAL PROVISIONS**

**Article 1  
Purpose**

This Administrative Instruction defines rules, eligibility criteria, and support procedures for applicant farmers and implementation of direct payments in agriculture for 2024.

**Article 2  
Scope**

The provisions of this administrative instruction are obligatory for the Agriculture Development Agency, relevant Municipal Directorates for Agriculture and the beneficiary farmers for direct payments in agriculture.

**Article 3  
Definitions**

1. The terms used in this administrative instruction have the following meanings:

1.1. **“PDP 2024”** – means Program for Direct Payments for 2024;

1.2. **Direct payment** means payment given directly to farmer for unit of surface area, kg of delivered wheat, heads, seedling, hive bees, sold fish, sold raspberries, wine litre and milk litre;

1.3. **Agriculture land surface area** means the surface area of arable land, pastures or surface area with perennial crops;

- 1.4. **Applicant** means a natural or legal person who applies for financial support through direct payments;
- 1.5. **Beneficiary** means a natural or legal person who benefits direct payment according to the Program for Direct Payments for 2024;
- 1.6. **Irregularities** means an act by the applicant side that violates applicable laws and this administrative instruction;
- 1.7. **Fraud** - means fraud to subsidies as defined in Article 323 and 324 of the Criminal Code No. 06/L-074 of the Republic of Kosovo (Official Gazette No. 2/14 January 2019);
- 1.8. **Ministry** means the Ministry of Agriculture, Forestry and Rural Development.
- 1.9. **Agency** means the Agriculture Development Agency;
- 1.10. **Animal** means an animal for which are met all conditions set forth in the rules for given support;
- 1.11. **Elected surface area** means the surface area planted with agriculture crops and verified during on-the-spot control;
- 1.12. **Monitoring** – means the process of monitoring of the implementation of program in all phases;
- 1.13. **sLPIS** means the system of land parcel identification (LPIS) and respective software for designing parcels of land users and parcel data entry to the central server;
- 1.14. **FIN** - means Farm Identification Number.

#### **Article 4**

#### **Type and general conditions for Support**

1. In order to increase farmers' income for ensuring an economic stability, direct payments are made for:
  - 1.1. Breeder's farmers of milking buffalo and cows in all milk production phases;
  - 1.2. Breeder's farmers of sheep and goats in all milk production phases;
  - 1.3. Farmers who cultivate wheat, wheat seed, barley, rye, oats, maize, sunflower, vegetables, vineyards, orchards, and aromatic, medicinal plants and giving honey;
  - 1.4. Farmers who cultivate and sell fresh raspberry fruits at collection points;

- 1.5. Farmers who deal with production of planting material of forests trees fruits and grape wine produced;
  - 1.6. Production companies for produced wine and officially declared;
  - 1.7. Farmers who breed the bees;
  - 1.8. Farmers for production of milk according to the categories of quality;
  - 1.19. Farmers breeding laying hens;
  - 1.10. Farmers breeding sows for reproduction;
  - 1.11. Slaughterhouses for reported slaughters of cattle.
  - 1.12. Farmers who deal with production of organic farming;
  - 1.13. Farmers breeding fish in farm pond;
  - 1.14. Farmers breeding calves for fattening.
  - 1.15. Farmers breeding the birds for fattening - broilers.
  - 1.16. Farmers breeding heifers for reproduction.
2. Direct payments referred to paragraph 1 of this article are made for beneficiaries who meet defined criteria based on this administrative instruction.
  3. Direct payments are made for all applying – benefiting farmers in the whole territory of the Republic of Kosovo.

#### **Article 5 Applicant**

1. Applicants for support from PDP for 2024 can be natural and legal persons.
2. Natural persons must be a citizen of the Republic of Kosovo.
3. Legal entity must be registered in the Kosovo Business Registration Agency.

#### **Article 6 Financial support**

1. Financial support shall be provided by the Budget of Kosovo.
2. Minister may add the budget for financial support on planning of the Program for Direct Payments on Agriculture for 2024, using other resources of financial as specified according to the

Law No. 08/L – 260 on the Budget Allocations of the Budget of the Republic of Kosovo for 2024 (Official Gazette No. 26/29 December 2023), and the Law No. 03/L – 048 on public financial management and accountability (Official Gazette No. 27/03 June 2008).

3. Minister may issue a decision on amending and supplementing of the planned budget for the program on direct payments for agriculture for 2024, in the following cases:

1.1. When the relevant Directorate in the Agriculture Development Agency states that it has a budget surplus in any of sub- sectors;

1.2. When the relevant Directorate in Agriculture Development Agency states that the number of applicants who have met eligibility criteria in sub – sectors have the highest budgetary impact comparing with the budget planned for that sub – sector.

#### **Article 7**

#### **Preparation and implementation of Program of Direct Payments**

1. Preparation of the program for direct payments is done by the Department of Agriculture Policy and Trade.
2. Approval of the Program for Direct Payments shall be done by the Minister of Agriculture, Forestry and Rural Development.
3. The implementation of Program for Direct Payments shall be done by the Agriculture Development Agency.
4. Monitoring of implementation of the Program for Direct Payments shall be done by the Department of Agriculture Policy and Trade.
5. ADA shall use data from Municipal Directorate for Cadastre and Geodesy, Department for Agricultural Policies and Trades, Department of Viticulture and Winery and the Veterinary and Food Agency.
6. ADA for implementation of PDP for 2024 and other technical administrative procedures reports to the Minister of MAFRD and informs the Department of Agriculture Policy and Trade.

### **CHAPTER II**

### **DIRECT PAYMENTS FOR 2024**

#### **Subchapter I – Direct payments on diary buffalo and cow and heifers for reproduction**

#### **Article 8**

#### **Eligibility criteria**

1. Criteria that must meet the breeding farmers of cows and milking buffalos in active production in milk, and heifers for reproduction, are as follow:

- 1.1. To breed at least 5 dairy cows or dairy buffalos or heifer for reproduction, or at least 5 dairy cows and dairy buffalos and heifers for reproduction together;
  - 1.2. At the time/day of application, the age of animals – dairy cows or dairy buffaloes must be at least 20 months to 12 years old, while heifers for reproduction must be at least 14 months to 20 months old;
  - 1.3. At the time /day of application, the age of the animals – heifers for reproduction, with dogs must be at least 14 months to 20 months;
  - 1.4. Animals must be registered with the registry of the Republic of Kosovo or EU countries;
  - 1.5. The applicant must be a citizen of the Republic of Kosovo;
  - 1.6. Animals must be identified and registered in the Identification System and Animals Registration in VFA;
  - 1.1. Number of farm animals and data base must be updated.
  - 1.2. Acceptable breeds of subsidized heifers are: Busha, Simental, Holstein, Montebiliar, Taranteze and Jersey.
2. The subsidy is made for:
- 2.1. Dairy cows in the amount of 90€/head;
  - 2.2. Dairy buffalo in the amount of 180€/head;
  - 2.3. Heifers for reproduction, in the amount of 50€/head.

## **SUBCHAPTER I – DIRECT PAYMENTS FOR MILKING SHEEP AND GOATS**

### **Article 9 Eligibility criteria**

1. Criteria that the breeder farmers must meet for milking goats and sheep in active production of milk are:
  - 1.1. To breed at least **30 heads** dairy sheep or at least **20 heads** dairy goats in active production of milk;
  - 1.2. At the time/day of application, the animals age must be at least 12 months up to 7 years;
  - 1.3. Animals must be identified with matriculation of the Republic of Kosovo or EU countries;
  - 1.4. The applicant must be a citizen of the Republic of Kosovo;

1.5. Animals must be identified and registered in the Identification System and Animal Register in FVA;

1.6. Number of farm animals and data base must be updated.

2. The subsidy is made for:

2.1. Sheep in the amount of 25€/head;

2.2. Goats in the amount of 30 €/heads;

## **SUBCHAPTER II – DIRECT PAYMENTS FOR BEES**

### **Article 10 Eligibility criteria**

1. These are criteria that farmers must meet:

1.1. Citizen of the Republic of Kosovo;

1.2. To breed at least **30** bees' society – hives, with the exception of the nucleus;

1.3. Farmers who have 30 to 100 bee societies - beehives can have bee societies - hives located in a maximum of two (2) apiaries, farmers who have more than 100 to 200 bee societies - beehives can have them located bee societies - hives in a maximum of three (3) apiaries, farmers who have over 200 to 400 bee societies (hives) can have bee societies (hives) located in a maximum of four (4) apiaries, farmers who have over 400 bee societies (hives) can have bee societies (hives) located in a maximum of seven (7) apiaries;

1.4. Applicant farmers in basic beehive must have at least 30 bees' societies; while in other apiaries they must have at least 15 bee societies;

1.5. Hives must be clearly marked with Farm Identification Number (FIN), with permanent colour according to the standard with dimension 30x12 cm;

1.6. Hives must have at least six (6) frames;

1.7. At the moment of control of farmer/applicant, in case that lacks the INF in hives, or it is unreadable, then each hive without the marked Farm Identification Number (FIN) shall be eliminated by the subsidy.

2. Subsidy for bee societies – hives shall be done in the amount of 20 euro, and the farmers certified for organic production in apiculture shall be subsidized in the amount of 25 euro for bee societies – hives.

## **SUBCHAPTER III – DIRECT PAYMENTS FOR THE MILK ACCORDING TO THE CATEGORIES OF QUALITY**

**Article 11**  
**Eligibility criteria**

1. Criteria to be met by milk producer farmers: Extra Class, Class I and Class II according to the standards of categorisation under legislation into force:

1.1. Permanent citizen of the Republic of Kosovo;

1.2. Animals must be identified and registered in the Animal Identification and Registration system in FVA, the number of animals on the farm and in the database must be updated;

1.3. to have contract concluded for selling of the milk with one of dairy farms licensed in Kosovo or with one of milk collection points, registered as the businesses and which have contract with one of licensed dairy farms in Kosovo;

1.4. Providing the evidence issued by the FVA laboratory on quality of milk delivered to the dairy farm or milk collection point which is registered as a business and it has a contract with one of licensed dairy farm.

1.5. To deliver at least 3,000 litres of milk for six (6) months, according to half – year of a calendar year.

1.6. To provide evidence for the monthly amount of milk sold - delivered to any of the licensed dairies in Kosovo or to any of the milk collection points registered as businesses and which have a contract with any of the licensed dairies in Kosovo;

1.7. Providing the banking evidence for monthly quantity of milk sold – delivered.

2. The way of payment of subsidies shall be made for milk litre delivered to the dairy farm or to the milk collection point according to the categories:

1.1. Extra class ..... 0.07€

2.2. Class I .....0.04€

2.3. Class II.....0.02€

**SUBCHAPTER IV – DIRECT PAYMENTS FOR CHICKEN HENS**

**Article 12**  
**Eligibility criteria**

1. Criteria that breeder farmers for laying hens must meet in all phases of active production of eggs, are:

1.1. To be citizen of the Republic of Kosovo;



- 1.2. To breed at least **2000 laying hens** in all phases of active production of eggs;
  - 1.3. Applicant – entity to be registered in FVA;
  - 1.4. At the time/day of the field control realization, the age of the broilers must be 16 weeks, but not more than 95 weeks;
  - 1.5. Applicant – entity must apply the program of vaccination;
  - 1.6. Applicant - entity must also apply the stamp of eggs for the market.
2. Subsidy is done per laying hen, in all stages of active egg production, in the amount of **€0.50**.
  3. The subsidy is made only for one production cycle within the calendar year.

## **SUBCHAPTER V - DIRECT PAYMENTS FOR SOWS IN PRODUCTION**

### **Article 13 Eligibility criteria**

1. Criteria that the farmers breed sows for reproduction are:
  - 1.1. Citizen of the Republic of Kosovo;
  - 1.2. To breed at least two (2) sows for active reproduction in all production phases;
  - 1.3. Animals must be matriculated with matriculation of the Republic of Kosovo or the EU countries;
  - 1.4. Animals must be identified and registered in the system of Identification and Registration of Animals in FVA.
  - 1.5. Number of farm animals and data base must be updated.
2. Subsidy per sow heads in reproduction shall be done in the amount of 25 €.

## **SUBCHAPTER VI – DIRECT PAYMENTS FOR REPORTED SLAUGHTERS OF CATTLE**

### **Article 14 Eligibility criteria**

1. Criteria that must meet the applicants/slaughterhouses that make slaughter of cattle are:
  - 1.1. To be citizen of the Republic of Kosovo;

- 1.2. To be licensed/approved with decision by the FVA for categories of insurance A, B, C and D;
  - 1.3. To report slaughters in data base in the Sector of Identification and Registration in FVA, according to the intended dynamic of slaughterhouses;
  - 1.4. Cattle must be matriculated with the matriculation of the Republic of Kosovo;
  - 1.5. The carcass of the animal/cattle must be inspected and proved with certificate/records by the responsible veterinarian authorized by the FVA.
2. The subsidy is made in the amount of eur 50 per head of slaughtered cattle. Payment of eur 50 is made to the slaughterhouse.

## **SUBCHAPTER VII— DIRECT PAYMENTS FOR THE SECTOR OF AQUACULTURE**

### **Article 15 Eligibility criteria**

1. Criteria that the breeder farmers of fish in farm pond must meet:
  - 1.1. To be citizen of the Republic of Kosovo;
  - 1.2. To sell at least **2500 kg fresh fish** (live fish, cleaned fish – refuse, killed fish and cooled fish in the temperature +5°C packaged in vacuum, within six (6) months, in the Republic of Kosovo or out of the country;
  - 1.3. Eligible species of fish are Trout and Carp;
  - 1.4. To be licensed by the MAFRD for development of activities in aquaculture;
  - 1.5. To be registered in VFA.
2. Subsidy is made per kg of fish sold in the amount of **0.20** euro/kg.

## **SUBCHAPTER VIII - DIRECT PAYMENTS FOR SURFACE AREA PLANTED WITH WHEAT, BARLEY, RYE, OATS MAIZE AND WHEAT QUANTITY DELIVERED**

### **Article 16 Eligibility criteria**

1. The criteria that must be fulfilled by farmers for the surface areas planted with wheat, barley, rye, oats, maize and farmers for the areas planted with wheat and the amount of wheat delivered to the collection points are:

- 1.1. To be citizen of the Republic of Kosovo;
  - 1.2. To have planted at least **1 ha** with the wheat, or with barley, or with rye, or with oats, or with maize;
  - 1.3. The parcel planted with any of the cereals (wheat, or barley, or rye, or oats, or maize) must be at least **0.20 ha** unseparated;
  - 1.4. Deliver at least **3000 kg** of wheat to collection points: mills, silos or special wheat collection points, which must be registered as businesses;
  - 1.5. To declare under oath, for the accuracy and truthfulness of the surface area for which they apply and digitize at the time of application.
2. Subsidy for applicants/farmers who cultivate wheat, barley, rye, oats, maize, will be made per cultivated hectare or per hectare cultivated with wheat and quantity – kg delivered wheat:
- 2.1. Subsidy for area – ha cultivated with wheat, barley, rye, oats, in the amount of 150€/ha;
  - 2.2. Subsidy for area – ha cultivated with maize, in the amount of 175€ ha, and;
  - 2.3. Subsidy per kg quantity of wheat delivered, in the amount of 0.04€/kg.

## **SUB CHAPTER IX – DIRECT PAYMENTS FOR SURFACE AREAS PLANTED WITH WHEAT FOR SEED PRODUCTION**

### **Article 17 Eligibility criteria**

1. The criteria that farmers must meet for the surface areas planted with wheat for seed production are:
  - 1.1. To be citizen of the Republic of Kosovo;
  - 1.2. To have planted at least **5 ha with** wheat for seed production;
  - 1.3. To possess contract concluded with the production company of seed;
  - 1.4. Planted parcel with wheat per seed must be at least **1 ha** unseparated;
  - 1.5. Seed of planted wheat variety must be in Permitted List of Seeds;
  - 1.6. To declare under oath, for the accuracy and truthfulness of the surface area for which they apply and digitize at the time of application.
2. The subsidy is made per surface area-ha and quantity-kg of delivered wheat:

- 2.1. Subsidy per surface area-ha, in the amount of €250/ha, and
- 2.2. Subsidy per quantity-kg of delivered wheat, in the amount of €0.04/kg.
3. After the realization of two fields inspections by the phyto – sanitary inspectors - FVA, if the parcels meet criteria for production of seed of wheat, then the subsidy shall be done in the amount of **250 €/ha**. Whereas, if the parcels do not meet criteria for production of seed of wheat and refused, then the farmers benefit only the subsidy for production of mercantile wheat in the amount of **150 €/ha**.

## **SUBCHAPTER X- DIRECT PAYMENTS FOR SUNFLOWER**

### **Article 18 Eligibility criteria**

1. Criteria that the farmers must meet for planted areas with sunflower are:
  - 1.1. To be citizen of the Republic of Kosovo;
  - 1.2. To have planted at least **1 ha** with the sunflower;
  - 1.3. To have planted parcel with sunflower must be at least **0.20 ha** unseparated;
  - 1.4. To declare under oath, for the accuracy and truthfulness of the surface area for which they apply and digitize at the time of application.
2. Subsidy is made for surface area/hectare in the amount of **300 €/ha**.

## **SUBCHAPTER XI – DIRECT PAYMENTS FOR VEGETABLES**

### **Article 19 Eligibility criteria**

1. Criteria that the farmers must meet for planted areas with the vegetables:
  - 1.1. To be citizen of the Republic of Kosovo;
  - 1.2. To have planted at least 0.30 ha with vegetables in the open field or 0.10 ha with vegetables in greenhouses or at least 0.30 ha with vegetables in the open field and in the greenhouse together;
  - 1.3. Planted parcel with the vegetables in open field must be at least **0.20 ha** unseparated;
  - 1.4. Parcel planted with vegetables in protected areas – greenhouses, must be at least **0.05 ha** not separated;

1.5. Farmers/applicants who cultivate and apply for the pumpkin vegetable crop, they should have (1) one-year contract certified by Notary for the sale of pumpkin with any of the companies that carry out the collection and processing of pumpkin, it applies only to farmers who cultivate pumpkins with a surface area of over 2 ha.

1.6. Farmers/applicants who cultivate and apply for the pumpkin's vegetable crop, they should bring evidence of the amount of pumpkin sold/ to any of the companies that collect and process the pumpkin, it is worth only for farmers who grow pumpkins with a surface area above 2 ha;

1.7. Farmers/applicants who cultivate and apply for the pumpkin's vegetable crop, they should bring an evidence of payment by the bank for the sold - delivered quantity of pumpkin - it is worth only for farmers who grow pumpkins with a surface area above 2/ha;

1.8. Farmers/applicants who cultivate and apply for the pumpkin's vegetable crop, they should bring evidence of the amount of pumpkin sold/delivered to any of the companies that collect and process the pumpkin, it is worth only for farmers who grow pumpkins with a surface area above 2 ha;

1.9. To declare under oath, for the accuracy and truthfulness of the area for which they apply and digitize at the time of application.

2. Subsidy shall be made for area/hectare planted/cultivated with vegetables;

2.1. Subsidy in the amount of **600€**/ha for planted/cultivated vegetables in the open field:

2.1.1. "Kurtovka" variety peppers"

2.1.2. "Somborka" variety pepper;

2.1.3. "Tomatoes;

2.1.4. Cucumber (Cornishon variety);

2.1.5. Onions;

2.1.6. Garlic;

2.1.7. Monoculture beans.

2.2. Subsidy in the amount of **500 €**/ha for the planted/cultivated vegetables in open field,

2.3. Subsidy in the amount from **850€**/ha for the planted/cultivated vegetables in greenhouses;

2.4. Subsidy in the amount of **150 €**/ha, for the vegetable pumpkin crop and pumpkin of the maize;

## SUBCHAPTER XII – DIRECT PAYMENTS FOR EXISTING VINEYARDS

### Article 20 Eligibility criteria

1. The criteria that must be met by farmers for areas with existing vineyards are:
  - 1.1. To be citizens of the Republic of Kosovo;
  - 1.2. To have planted at least 0.10 ha of vineyards;
  - 1.3. To be at least **0.05 ha undivided** the plot planted with vineyards;
  - 1.4. To be registered in the cadastre of vineyards in the Department of Vineyards and Wine – MAFRD;
  - 1.5. To be well maintained and ploughed the vineyard between the rows or with grass cultivated between the rows, pruned, protected from diseases and pests and the planting system must be with a clear and regular order of rows/orders;
  - 1.6. To declare under oath the accuracy and authenticity of the surface for which they apply and digitize it at the time of application.
2. The subsidy is given per area – hectare, in the **amount of €1050/ha**;
  - 2.1. Farmers who have planted/cultivated at least **0.10 ha to 100 ha** of vineyards areas, will be subsidized in the amount of **€1050/ha**;
  - 2.2. Farmers who have planted/cultivated more than **100 ha** of vineyards areas will be subsidized in the amount of **€1050/ha for the 100 ha**, and in the amount of **€ 700/ha** for the vineyard area over **100 ha**.

## SUBCHAPTER XIII- DIRECT PAYMENTS FOR EXISTING ORCHARDS

### Article 21 Eligibility criteria

1. Criteria that the farmers must meet for planted areas with the existing orchards are:
  - 1.1. To be citizen of the Republic of Kosovo;
  - 1.2. To have at least **0.50 ha** with the tree fruits;
  - 1.3. To have planted at least **0.20 ha** with the berries – strawberries, blackberry, aronia and blueberry, in open field or in greenhouse.
  - 1.4. Planted parcel with the tree fruits must be at least **0.20 ha** unseparated;

1.5. Planted parcel with the berries – strawberry, blackberry, aronia and blueberry, in open area or in greenhouse, must be at least **0.10 ha** unseparated;

1.6. Orchard must be maintained, cultivated or planted with the grass between the rows, pruned, protected by the diseases and pests and system of planting to be with the clear and normal collocation of the orders – rows.

1.7. To declare under oath, for the accuracy and truthfulness of the area for which they apply and digitize at the time of application.

2. Subsidy is made for area/hectare in the amount of **450 €/ha**.

#### **SUBCHAPTER XIV DIRECT PAYMENTS FOR THE SOLD QUANTITY OF THE RASPBERRIES' FRUITS**

##### **Article 22 Eligibility criteria**

1. The criteria that the farmers must meet for planted areas with raspberries and for the amount of sold/delivered raspberry fruits are:

1.1. To be citizen of the Republic of Kosovo;

1.2. To have planted at least **0.10 ha** with the raspberry, in open field or in green house;

1.3. To have a contract for the selling of raspberry fruits with one of collection points which are registered as businesses;

1.4. To sell/deliver at least **500 kg** raspberries' fruits planted in collection points;

1.5. To provide banking evidence for the quantity of sold/delivered raspberries' fruits.

1.6. Only fresh raspberry fruits are accepted as sold/delivered.

1.7. To declare under oath, for the accuracy and truthfulness of the area for which they apply and digitize at the time of application

2. Subsidy shall be done per kg of fresh sold fruits of raspberry, in the amount of **0.20 €/kg**.

#### **SUBCHAPTER XV – DIRECT PAYMENTS FOR PLANTING MATERIAL OF TREE FRUITS AND GRAPE VINE**

##### **Article 23 Eligibility criteria**

1. The criteria that must be met by farmers/entities that produce seedling material of fruit trees and grape vines are:

1.1. To be citizen of the Republic of Kosovo;

1.2. Farmer/entity must be licensed in MAFRD for the production planting material of trees.

1.3. Farmer/entity must be licensed in MAFRD for the production of planting material of grape vine;

1.4. The farmer/entity, during the calendar year 2024, must produce at least **3,000 seedlings** of tree fruits or grape vine.

1.5. Subsidy shall be made for one (1) year seedling.

2. The subsidy will be made for the number of seedlings produced;

2.1 Farmers/entities that produce at least 3000 or more seedlings of fruit trees will be subsidized in the amount of **€0.25/seedling**;

2.2. Farmers/entities that produce at least 3000 or more grape vine seedlings will be subsidized in the amount of **€0.15/seedling**.

## **SUBCHAPTER XVI- DIRECT PAYMENTS FOR ORGANIC PRODUCTION**

### **Article 24 Eligibility criteria**

1. Criteria that the farmers must meet for organic production are:

1.1. To be citizen of the Republic of Kosovo;

1.2. To have planted at least **0.10 ha** with agriculture crops with the purpose of organic production;

1.3. Have planted at least **0.10 ha** with agricultural crops that are in the phase of conversion/transition to organic production;

1.4. The parcel planted with agricultural crops for the purpose of organic production must be at least **0.05 ha** undivided;

1.5. The parcel planted with agricultural crops that is in the conversion/transition phase for organic production must be at least **0.05 ha** undivided;

1.6. At the time of application, the farmer must declare which agricultural crop is planted in the parcel/plot for which he is applying;



- 1.7. They declare under oath the accuracy and authenticity of the surface area for which they apply and digitize it at the time of application.
2. The subsidy is given per surface area -hectare in the amount of **€100/ha** when the surface area is in the phase of conversion/transition or in the value of **€250/ha** when the surface area is certified for organic production and is an additional value on top of the basic subsidy for certain agricultural crops, which are subsidized through the 2024 Direct Payments Program.
3. Beneficiaries are farmers who have planted/cultivated at least **0.10 ha** of agricultural crops, and for which they have evidence that they are in the conversion/transition phase or evidence of certification for organic production.

## **SUBCHAPTER XVII - DIRECT PAYMENTS FOR MEDICINAL AND AROMATIC PLANTS AND GIVING HONEY**

### **Article 25 Eligibility criteria**

1. The criteria that should be met by farmers for medicinal and aromatic plants and giving honey are as follow:
  - 1.1. To be a citizen of the Republic of Kosovo;
  - 1.2. To have at least **0.10 ha** planted with medicinal and aromatic plant/MAP or giving honey;
  - 1.3. Parcel planted with medicinal and aromatic plants/MAP or giving honey must be at least **0.05 ha** unseparated.
3. The subsidy will be done for a surface area/hectare in the amount of **450 €/ha**;

## **SUBCHAPTER XVIII – DIRECT PAYMENTS FOR OFFICIALLY PRODUCED AND DECLARED WINE**

### **Article 26 Eligibility criteria**

1. Criteria that the wine production company must meet are:
  - 1.1. To be citizen of the Republic of Kosovo;
  - 1.2. The applicant/entity must be licensed in the Department for Vineyards and Wine - MAFRD for wine production;
  - 1.3. Applicants/entities must, until December 10, 2023, to the Department of Viticulture and Winery, declare the data for the final declaration of the grape harvest for the 2023 harvest.

1.4. Applicants/entities must until the date 15 January 2024 in the Department of Viticulture and Winery declare data of annual production of wine for the harvest for 2023.

2. Subsidy shall be made per litre wine produced and officially declared, in the amount of **0, 08 euro/liter**.

**SUBCHAPTER XIX  
DIRECT PAYMENTS FOR CALVES  
FATTENING**

**Article 27  
Eligibility criteria**

1. Criteria to be met by calf fattening breeding farmers are as follows:
  - 1.1. To be citizens of the Republic of Kosovo;
  - 1.2. To breed a minimum of 10 calves for fattening - male and female during the calendar year;
  - 1.3. At the time /day of application, age of calves for fattening should be from 6 – 14 months;
  - 1.4. Calves for fattening must be registered with the register of the Republic of Kosovo;
  - 1.5. Calves for fattening must be identified and registered in the Animal Identification and Registration system at FVA;
  - 1.6. Number of calves for fattening in the farm and data base must be updated.
2. The subsidy is made for head / calves for fattening, in the amount of **25 € / heads**.

**SUBCHAPTER XX DIRECT PAYMENTS PER FATTENING BIRD**

**Article 28  
Eligibility criteria**

1. The criteria that must be met by farmers/breeding subjects of birds for fattening - broilers are:
  - 1.1. Be citizens of the Republic of Kosovo;
  - 1.2. Breed at least 2000 birds for fattening - broilers during the calendar year;
  - 1.3. The entity must be registered in FVA;
  - 1.4. The entity must prove that the sale of birds for fattening - broilers has been carried out in a regular manner with invoice and fiscal sales coupon.

2. The subsidy is given per bird for fattening -broilers, sold and certified with an invoice and/or fiscal sales coupon, in the amount of €0.20/bird.

### **CHAPTER III PROCEDURES ON IMPLEMENTATION OF DIRECT PAYMENTS**

#### **Article 29 Administrative procedures**

1. Administrative procedures for providing support under this administrative instruction shall be implemented through the submission of applications, the administrative review of the applications and on the spot controls – the scene as well as execution of payments.
2. Data entry on sLPIS system for direct payments are implemented to all municipalities of the Republic of Kosovo.
3. Implementation of administrative procedures shall be done under the Law No. 05/L-031 on General Administrative Procedure and under this Administrative Instruction.

#### **Article 30 Public Notice**

The public notice and call for application for direct payments for 2024 shall be done by the Division of communication with public in the MAFRD.

#### **Article 31 Geographical dimension**

Program for Direct Payments shall be implemented in the whole territory of the Republic of Kosovo.

#### **Article 32 Call for application**

1. The call for applications for direct payments: for surface area units, wheat delivered, head of cattle, laying hens, beehives, organic farming, litre of wine produced and officially declared, seedlings produced and raspberry fruits sold is made through the registration and application process of farmers and lasts **30** days from the day of publication with the possibility of extension up to 15 days.
2. The call for applications for direct payments: for aquaculture, reported slaughter of cattle, for milk according to classes - quality categories, heads of calves for fattening, birds for fattening will be made twice within the year and last **30** days from the day of publication with the possibility of extension up to 15 days.
3. The application is made in the relevant Municipal Directorates for Agriculture.

**Article 33**  
**Submission of applications**

1. The application for direct payments shall be submitted in two (2) copies within the term according to the call for application, with the documentation required by the PPD 2024.
2. Application form for direct payments shall be provided to applicant by the appropriate municipal agriculture Directorates.
3. The application is submitted personally by the applicant or his/her authorized representative.
4. The applicant with his signature ensures that all the provided information is clear, accurate and reliable and that he shall allow the execution of the field control.

**Article 34**  
**The necessary documentation for application**

1. The applicant, must submit the following documents along with the application:
  - 1.1. Copy of the Republic of Kosovo, applicant – owner of business, only for legal person;
  - 1.2. Copy of certificate of the business registration – KBRA, only for legal persons;
  - 1.3. Confirmation from the bank for banking account of the applicabnt, only for the legal persons;
  - 1.4.Evidence for obligations to TAK, only for legal entities;
  - 1.5. Evidence for delivery of the quantity of wheat to the collection point -silos mill or special collection point of wheat. In the certificate issued by the respective collection point, for the amount of wheat that the farmer has submitted, the farmer identification number (NIF) must be marked, and the certificate must be signed and stamped by the authorized person of the point collection. This document should be submitted after the completion of the wheat harvesting process from 01.08 to 01.09.2024;
  - 1.6. To declare under oath, for the accuracy and truthfulness of the area for which they apply and digitize at the time of application;
  - 1.7. Evidence for the seed category of planted wheat – only for farmers who plant wheat for seed;
  - 1.8. The contract, concluded with the seed production company, only for farmers who plant wheat for seed production;
  - 1.9. Report of the Phyto – sanitary Inspectorate - FVA from field inspections I and II this document should be submitted after the field inspection are realized;

- 1.10. Evidence of the quantity of wheat delivered to the seed production company - only for farmers who plant wheat for seed and this document must be submitted after the completion of the wheat harvesting process for seed production from 01.08 to 01.09.2024;
- 1.11. Contract concluded with any of the companies that carry out the collection and processing of pumpkin - applies only to farmers who cultivate pumpkin with a surface area over 2 ha;
- 1.12. Evidence of the quantity of pumpkins sold in any of the companies that carry out the collection and processing of pumpkin. This document should be submitted after the end of the harvest season and the sale of pumpkins and is valid only for farmers who cultivate pumpkin with a surface area over 2 ha;
- 1.13. Proof of payment by the bank for the quantity of pumpkins sold. This document must be submitted after the end of harvest season and the sale of pumpkins and is valid only for farmers who cultivate pumpkin with a surface area over 2 ha.
- 1.14. Evidence from the vineyard cadastre on the surface area of the vineyards – original vineyard certificate issued by the Department of Viticulture and Wine - MARFD;
- 1.15. Contract concluded with any of the company's/collection points that carry out raspberry collection;
- 1.16. Evidence of the quantity of raspberry fruits sold at any of the collection points. This document must be submitted after the end of the raspberry fruit harvest season and sale at collection points, no later than November 30;
- 1.17. Evidence of payment by the bank for the quantity of raspberry fruits sold. This document must be submitted after the end of the raspberry fruit harvest season and sale at collection points and after making payments for the amount of raspberry fruits sold from collection points to farmers' accounts, no later than November 30.
- 1.18. Minutes from the Phytosanitary Inspector - FVA for the possession of the mother orchard of vegetative rootstocks;
- 1.19. Minutes from the Phytosanitary Inspector – FVA for the possession of the mother vineyard of vegetative rootstocks;
- 1.20. For imported vegetative rootstocks of fruit trees and grape vines, the farmer-entity must possess the following documentation: the phytosanitary certificate for the health status of the vegetative rootstocks issued by the country from which they were imported, and the unique customs document (UCD) that proves that the rootstocks entered Kosovo regularly through customs;

- 1.21. Copy of the declaration of the produced quantity of seedlings for the calendar year 2024, certified/signed and stamped by the Phytosanitary Inspector – FVA this document is submitted after the declaration of the produced quantity of seedlings, no later than November 30;
- 1.22. Copy of the phytosanitary certificate on the health condition of the seedlings produced in the calendar year 2024. This document is submitted after the analysis of the seedlings for the health conditions, no later than November 30.
- 1.23. Evidence/Certificate for organic certification or which is in the conversion/transition phase, for the plot and the agricultural crop planted on it. The certificate is issued by the control body - the certification body accredited at the EU level and must be submitted after the organic certification for the plot and the agricultural culture that is planted in that plot has been carried out no later than November 30.
- 1.24. List of certified products annex and applies only to farmers applying for organic farming;
- 1.25. List of parcels, stamped by the control body - certification body accredited at EU level and valid only for farmers applying for organic farming.
- 1.26. For direct payments for dairy cows, buffaloes, sheep and goats in the stages of milk production, heifers for reproduction, sows for reproduction and calves for fattening must have the register for the year 2024 issued by Veterinary Practices contracted by FVA, based on the data of the Animal Identification and Registration system in the FVA, which must be signed and stamped on all sheets/pages;
- 1.27. Copy of evidence of number and origin of one-day-old birds for laying hens or laying hens, invoice of supply from importer and producer;
- 1.28. Veterinary – health certificate issued by veterinary practices licensed by the FVA – only for farmers who breed laying hens;
- 1.29. Evidence from the veterinarian for the application of the vaccination program of the herd of laying hens;
- 1.30. Evidence that he applies egg stamping for the market;
- 1.31. Copy of the certificate for organic production in apiculture which must be attached to the application documentation no later than 10 days from the date of certification. The certificate must be issued by a control body - certification body accredited at EU level - valid only for farmers certified for the organic production in apiculture;
- 1.32. Individual evidence from the farmer for the number of bee's society and location of bee's society, which must be signed and stamped by the relevant Municipal Directorate for Agriculture – Municipalities, except municipalities: Zveqan, Zubin Potok and Leposaviq, where the evidence is accepted without logo and without being stamped but only signed.

- 1.33. Copy of the contract for the supply of milk concluded with diaries licensed in Kosovo or by milk collection points registered as business and which have contract with a licensed dairy;
- 1.34. Evidence for the quantity of milk delivered to the diary or in the collection point of the milk registered as a business and which has the contract with one of the diaries licensed;
- 1.35. The certificate issued by the FVA laboratory for the quality of the milk delivered to the dairy or milk collection point which is registered as a business and has a contract with any licensed dairy;
- 1.36. Proof of payment from the bank for the quantity of milk sold/delivered;
- 1.37. Proof of participation in the "Transparency and neutrality of milk sampling" project;
- 1.38. Register of slaughtered animals, issued by the database of the Identification and Registration sector - FVA, certified by the passport of the slaughtered animal;
- 1.39. Evidence, certification – minutes issued by the responsible veterinarian authorized by the FVA for carrying out the inspection of the slaughtered body of the animal/cattle;
- 1.40. Evidence for the quantity and the place of origin of food for fish;
- 1.41. Evidence from TAK for the sold quantity of fish;
- 1.42. Copy of the certificate for the number and origin of one-day-old birds, the supply/purchase invoice from the importer or producer, in which it must be specified that the birds are for fattening and are only acceptable for supplies made during the calendar year 01.01 – 31.12.2024;
- 1.43. The evidence, invoice of sale and/or fiscal coupon with which is proved that the sale of birds for fattening – broilers is done in regular form.
- 1.44. Evidence, purchase receipts of the amount of artificial fertilizer spent/used during the cultivation of wheat, wheat for the production of seed, barley, rye, oats, maize, sunflower, potatoes and monoculture beans. This document must be submitted from 01.08 to 01.09.2024;
- 1.45. Proof of domestic wine production, declared at the Kosovo Customs;
- 1.46. Proof of the quantity of grapes received by farmers - valid for all wine – producing companies – cellars;
- 1.47. Proof of the quantity of grapes produced -valid only to wine – producing companies – cellars, which own surface areas planted with vineyards.

**Article 35**  
**Receive and Review of applications**

1. The application shall be registered in the register book of the protocol of appropriate Municipal Directorate for Agriculture.
2. The municipal official to the appropriate municipal Directorate for agriculture controls the completed documentation according to the call for application.
3. The appropriate municipal Directorate for agriculture shall submit completed applications to the ADA not later than five (5) days after the application period.
4. The applicant receives a confirmation for submission of application and protocol's number.
5. The applicant/farmer, after the application and before the control in the field, in case there are changes in his farm for the surface areas, number, liters, kg, and heads declared during the application, must inform in writing the ADA in the electronic address **ndryshimineferme.azhb-@rks.net** or with protocolled request in the ADA's archive.  
The deadline for information regarding the possible changes per surface area is the date 30.07.2024.
6. During on-the-spot checks from the ADA, if the applicant has changes in its farm for surface areas, number, liters, kg and heads declared the farmer must prove to the officers of the control of ADA for those changes that happen in its farm, with the documentation issued by the competent body - municipal relevant Directorate for agriculture, FVA, Kosovo Police, and if in such cases the farmer doesn't take subsidy, but even that should not take punitive measures to the farmer while he possesses and it provides/proofs the documentation issued by the relevant competent body.
7. During the field control for the wine sub-sector, it should be taken into consideration that in this sub-sector the change in the quantity of wine liters can change continuously, from the moment of the declaration until the moment of the control by side of ADA, as a result of sales that can be realized continuously. In cases where there is a change, then the applicant/entity must offer/submit as proof the regular invoices for the sale of wine that he has made after the moment of declaration in the DVW, and in these cases the liters of wine sold must be accepted for subsidy.
8. During the field control for the fattening calves' sub-sector, it should be taken into consideration that in this sub-sector the change in the condition of the number of calves can change continuously, from the moment of application until the moment of control by side of ADA, as a result of sales that can be realized continuously. In cases where there is a change, then the farmer/applicant/subject must offer/present as proof the regular invoices for the sale of calves that he has made after the moment of application and in these cases the number of calves sold must be accepted for subsidy.
9. If the animals have dropped or lost their matriculation then the farmer must submit a request for matriculation to the authorized veterinarian, which application must be signed and have the date of submission of the application, and must not be older than 30 days. This request submitted by the farmer for the purpose of re-matriculation, must be offered/presented at the time of control by the ADA, which is in such cases should not be undertaken either sanctioning measures against the



farmer and he should take subsidy for the number of animals, that lack matriculations but that have as evidence the request for re-matriculation.

10. Farmers/applicants that benefit subsidy for the surface areas of agricultural land planted/cultivated, they shall also benefit from the subsidy partly of price of oil per litre, in the amount of 0.36 €/litre, for the quantity of oil from 150 l/ha which is needed for cultivation of 1 ha of agricultural land and it is an additional amount on basic subsidy for all surface areas of agricultural lands that are received for the subsidy and which are intended to be subsidized in this program.

11. Farmers/applicants who benefit from the subsidy for the surface areas of agricultural land planted/cultivated with agricultural crops: wheat, wheat for seed production, barley, rye, oats, maize, sunflower, potatoes and monoculture beans, will simultaneously benefit from the partial subsidy for the amount of fertilizer artificial spent/used during cultivation, in the amount of 100 €/ha and it is an additional value over the basic subsidy for all surface areas of agricultural crops: wheat, wheat for seed production, barley, rye, oats, maize, sunflower, potatoes and monoculture beans, which are accepted for subsidy and that are expected to be subsidized in this program. Farmers/applicants who benefit from the partial subsidy for the amount of artificial fertilizer spent/used during the cultivation of wheat, wheat for the production of seed, barley, rye, oats, maize, sunflower, potato and monoculture beans, must bring receipts as evidence of the purchase of the amount of artificial fertilizer spent/used during cultivation from 01.08 to 01.09.2024.

#### **Article 36**

#### **Verification of eligibility criteria**

Verification of eligibility criteria shall be done by the administrative - technique control to all applicants and on-the-spot checks under article 38 of this administrative instruction.

#### **Article 37**

#### **Control procedures**

1. ADA carries out administrative and field controls of the application before a decision for payment is made.
2. During the administrative control from ADA, if it is found any missing document is allowed an additional deadline of ten (10) business days for completion of documentation.
3. ADA will establish a commission for super control. Super controls in the field should be realized not later than 30 days after the implementation of the first control by the Directorate of the Control and the report of super control is final.
4. The commission for super control should be functional during the whole year.

**Article 38**  
**On-the spot control**

1. On – the spot control or field checks for Direct Payments are carried out by ADA to verify the fulfilment of eligibility criteria such as: the number of heads - animals, the number of beehives, the number of laying hens, the size of the declared surface area, litres of wine produced and officially declared.
2. On – the spot control shall be implemented according to the percentage of applications as specified by the decision of the minister which shall be taken after the completion of the call for application as defined by the article 32 of this administrative instruction.

**Article 39**  
**Appeal procedures**

1. Applicant who is not satisfied with the decision of the ADA has the right of appeal.
2. Decision for refusal from paragraph 1 of this article must be submitted to the applicants in electronic form, in email – address, SMS in his phone number given with the case of application.
3. Appeal must be addressed to the Appeals Commission Review for direct payments.
4. Applicant may submit the appeal in written within 30 days from the day of acceptance of decision.
5. The Appeals Commission Review within 30 days from the day of acceptance of appeal, takes a decision, with full justification according to LPPA, addressed to the submitter of the appeal.
6. The Appeals Commission Review takes a decision with the majority of votes of its members, with what:
  - 6.1. approves the ADA's decision related to the assessment of application for direct payments;
  - 6.2. approves the appeal of the applicant as fundamental and decides on the recognition to direct payment.
  - 6.3 annuls the ADA decision regarding the evaluation of the application for direct payments and returns the case for reconsideration specifying the issue assigned for reconsideration, according to LPPA.
7. During the process of review of appeals, Commission for Reviewing of Appeals may ask necessary information and documentation from the ADA, which is obliged to provide required information and documentation – appeal of the farmer together with the farmer's application file.
8. Commission of the appeals as needed may realize visits in the field related to the relevant application.

9. ADA is obliged to implement decisions of the Appeals Commission Review.

10. Against the decision of the Appeals Commission Review, within 30 days from the date of receiving a decision, dissatisfied party with a suit law may address the administrative conflict to the Competent Court.

**Article 40**  
**The Appeals Commission Review**

1. The Appeals Commission Review is a professional and independent body for review, assessment and decision for appeal, which is consist of the ADA and MAFRD officials and established by a decision of the Secretary General, within 30 days after closing date of the application process.

2. The Appeals Commission Review is consisted of five (5) members, three (3) officials from MAFRD and two (2) from which are ADA's officials.

3. The members of the Complaints Review Commission are independent in their work and make the decisions in accordance with the facts and the situation verified based on the relevant legislation in force.

4. Member of the Commission for Review of Appeals is obliged to:

4.1. implement, criteria and procedures as specified under this Administrative Instruction;

4.2. be impartial;

4.3. exercise the right of free and uninfluenced vote;

4.4. participate in the meetings of the Commission and sign the minutes of the meetings and the reports.

5. The decisions of the Commission are signed by the chairperson of the commission.

6. Commission for Review of Appeals shall be obliged for its job and actions taken to prepare a minute of meetings and a report in written as well as it is obliged to inform the senior officials of MAFRD and ADA.

7. Commission for the appeals from paragraph 2 of this article is obliged that taken decisions to prepare in accordance with the justification of the administrative act as specified in article 48 and 49 of the Law No. 05/L-031 on General Administrative Procedures (Official Gazette No. 20/21 June 2016).

**Article 41**  
**Handling of cases**

The matter which is returned for reconsideration and reinstatement with a judgement by the relevant court, must be handled and prepared respond /decision by the Legal Office of ADA, and it is issued by the Executive Director.

**CHAPTER IV**  
**FINAL PROVISIONS**

**Article 42**  
**Administrative sanctions**

1. In case of detection of irregularities in the difference between the number of declared and verified heads of animals, beehives, litres of milk according to quality categories, litres of wine produced and officially declared, free-range chickens, birds for fattening, kg of fish sold, organic production, breeding sows, the difference between the declared and verified surface area, planted with wheat, the amount of wheat -delivered, wheat for seed, corn, barley, rye, oats, sunflower, vineyards, trees, vegetables, aromatic medicinal plants /BMA and giving honey and the difference between the declared and verified number of seedlings of fruit trees and grape vines produced, sanctions are applied.

2. If the difference between the value applied/declared for support by the farmer, declared and verified by paragraph 1 of this Article is from 1% to 20% of the value declared for financial support, then the applicant is sanctioned proportionally according to the percentage of the difference, namely twice the value of the correct non – declaration.

3. The amount of financial support in which the farmer would have the right from paragraph 1 of this Article is minimized after percentage of the difference set on the paragraph 3 of this Article.

4. If the difference between the number declared and verified from paragraph 1 of this Article is over 20% of the declared financial value, then the farmer is not entitled to any type of support from the MAFRD and his application is rejected and sanctioned according to paragraph 5 of this article.

5. The applicants must be excluded from the supportive programs for three (3) years 2024, 2025 and 2026 based on the decision of the Agency for the following violations:

5.1. presented false information to the ADA according to paragraph 5 of this article;

5.2. hampered the work official control.

6. Against the decision from paragraph 2, 3, 4 and 5 of these articles, applicant has the right to appeal within 30 days to the appeal commission for the review of Appeal for direct payments.

7. Commission is obliged to decide about the appeal within 30 days.

8. Against the decision from paragraph 7 of this article the party may file a claim to the competent court for administrative conflict.

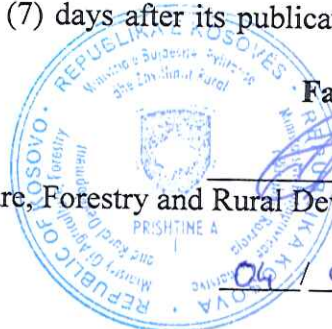
**Article 43**  
**Non- implementation**

Non-implementation of this administrative instruction is sanctioned according to article 53 and 54 of the Law No. 08/L – 072 on Agriculture and Rural Development (Official Gazette of the Republic of Kosovo No. 8/29 March 2023).

**Article 44**  
**Entry into force**

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

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



03/03/2024