

# ReSPA NEWSLETTER

Year 2011 - Issue 6  
 July 2011

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## Special points of interest:

- Third Governing Board meeting
- Recruitment and update on vacancies
- Introduction to ReSPA staff members
- Past and upcoming activities

*Dear reader...*

The most important institutional development for ReSPA in the past trimester is the **Host Country Agreement**, which was signed on 22 June 2011 by Montenegro's Minister of Foreign Affairs, Mr. Milan Rocen, and ReSPA's Director, Mr. Suad Music. This agreement has considerable symbolic and legal value insofar as it (a) confirms Montenegro's commitment to support ReSPA and to facilitate its operations for the benefit of the whole Region and (b) creates certainty with respect to the status of ReSPA and its staff.



Milan Rocen  
 Source: m.faz.net

While a future Newsletter will contain an article elaborating on the contents and importance of the Host Country Agreement, this edition reports on the 3<sup>rd</sup> meeting of the Governing Board and the outcome of the second wave of recruitment and selection procedures for resident ReSPA staff positions. Moreover, we launch a **new series of interviews with ReSPA staff**, through which we aim to introduce you to the personnel of ReSPA. In this edition of the Newsletter, we are pleased to introduce Ivica Ivanovic (Legal and Personnel Officer) and Aqim Emurli (Training Manager).

The Newsletter also lists activities delivered since the publication of the last edition, announces upcoming training programmes and, finally, announces **new recruitment and selection procedures for resident ReSPA staff positions**, which were not filled during the previous processes. While the Newsletter provides only brief descriptions of the available positions, more detailed descriptions, minimum selection criteria as well as information about the contents of and deadlines for applications, etc., can be found on ReSPA's website [www.respaweb.eu](http://www.respaweb.eu).

If you feel that your profile matches one or more of the published vacancies, please do not hesitate to apply. Similarly, if you know someone whose profile and interests correspond to any of the available positions, please urge them to consult the vacancy announcements and submit their applications.

We hope you will find this Summer edition of the Newsletter both informative and enjoyable,

Suad Music  
 Director, ReSPA

Peter Goldschmidt  
 ReSPA Project Director  
 (Director, EIPA Luxembourg)



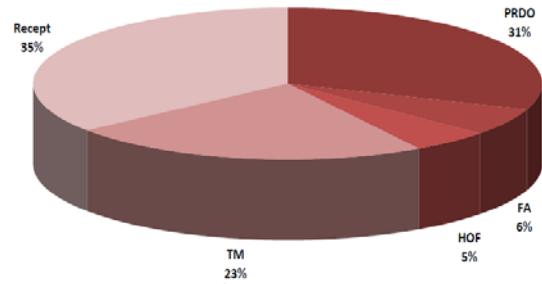
## Follow-up on recruitment



By SUAD MUSIC

The second round of recruitments was launched in mid-April this year for the positions of Head of Finance (HOF), Financial Assistant (FA), Public Relations and Documentation Officer (PRDO), a second Training Manager (TM) and two receptionists. A total of 201 applications were received during this round, although most of these were for the latter three positions (PRDO, TM and Receptionists).

The application deadline for the financial positions (HOF and FA) was consequently extended in order to increase the number of qualified candidates meeting the application requirements. The selection procedure for these positions will therefore continue after the summer, with interviews planned around mid-September.



Distribution of applicants per open position

As far as the other positions were concerned, the selection process followed the same rules and conditions applied in the first round. The interviews, which took place in Danilovgrad from 22 to 24 June 2011, led to the identification of three successful candidates for the TM (1 person) and Receptionist (2 persons) positions. Both the Governing Board and I have accepted the recommendations of the Selection Committee, and I am happy to confirm that these persons are scheduled to take up their positions at ReSPA immediately after the summer break.

The Selection Committee, however, unanimously recommended that none of the interviewees be appointed to the position of PRDO, and furthermore advised that the recruitment process for this position be re-launched, particularly in order to attract individuals with more experience relating to corporate identity and with sufficient English language skills to deal with proof-reading and editing tasks, which are inherent to this position. The Governing Board followed this recommendation, and the vacancy was re-published in mid-July.

In short, it is my pleasure to announce that the recruitment efforts which have been made not only by the dedicated individuals at ReSPA and EIPA but also by all ReSPA members are now being rewarded with the formation of a multicultural ReSPA team that is already in place and operational. You will be introduced to some members of this new team in this edition of the ReSPA newsletter, and I will continue to introduce newcomers in future editions.

**SUAD MUSIC**  
is ReSPA Director.

## ReSPA Vacancies

Below is the list of open ReSPA positions for which recruitment is already in progress. Full details on tasks and responsibilities, requirements and the application and selection process are available on the ReSPA website.

Vacant positions	Application deadline
<b>Public Relations and Documentation Officer</b>	26 August 2011
<b>Financial Assistant</b>	26 August 2011

Look for detailed vacancy announcements at  
[www.respaweb.eu](http://www.respaweb.eu)

*Recruitment  
complete for three  
additional positions*

## 3rd meeting of the ReSPA Governing Board

By PETER GOLDSCHMIDT and SUAD MUSIC



*Signature of the  
Host Country  
Agreement on 22  
June 2011*

On 28 June 2011, the 3<sup>rd</sup> meeting of the ReSPA Governing Board at the level of senior officials took place at ReSPA's seat in Danilovgrad. The meeting was chaired by Albania and the agenda comprised a number of important issues, the most important of which were the news that the Host Country Agreement (HCA) was signed by Montenegro and ReSPA, the approval of the revised programme of work (POW) for 2011, the agreement to establish the Budget Committee foreseen in the Financial Regulations, confirmation of the results of the second wave of recruitments of resident staff for ReSPA and approval of the re-launch of recruitments for unfilled positions.

While the results of the second wave of recruitment procedures are reported elsewhere in this Newsletter, this short article will focus on the other points covered by the agenda.

Firstly, the Governing Board warmly welcomed the news of the signature of the HCA, which not only has an important symbolic value, but also very practical consequences such as:

- \* creating legal certainty about the status of the School and its staff,
- \* obtaining a secure supply of public utilities, such as fixed telecommunication lines, water supply and security,
- \* establishing the inviolability of ReSPA's premises and immunity from judicial process and execution, and
- \* concluding the Montenegrin transitional administrative support to ReSPA by providing for the Human Resource Management Authority's submission to ReSPA of a final financial report and preparation of an inventory control within two months from the date of the signing of the HCA.



**Signature of the Host Country Agreement with  
Minister Rocen on 22 June 2011**

Source: [www.gov.me](http://www.gov.me)

Secondly, the Governing Board agreed on a revised provisional POW for 2011, which sets out training and networking activities to be carried out within the framework of a new grant agreement between the European Commission and ReSPA for the rest of this year as well as the structure and procedure for the training needs analysis to be undertaken with a view to developing the POW for 2012.

Thirdly, the Governing Board acknowledged the need to establish the Budget Committee (BC) foreseen in the Financial Regulations and GB decisions adopted at the 1<sup>st</sup> Governing Board meeting in September 2010. The purpose of the BC is to ensure that the representatives of the Governing Board are fully informed and readily involved in all matters budgetary and financial. The BC will consider the annual and interim reports submitted by the Director and the reports and financial statements submitted by the Independent Auditor(s), and it may be requested by the Governing Board to advise on any other matters affecting the financial and budgetary operations of ReSPA. The next step will be for the ReSPA member states to appoint members for the BC and for the Secretariat to prepare rules of procedure for the BC.

Fourthly, the Governing Board approved the re-launch of unfilled vacancies. In this context, the Board requested the Secretariat to specify in future vacancy announcements that in case of equality between candidates in the merit-based evaluation, the Selection Committees should consider the criteria contained in the International Agreement establishing ReSPA (i.e. "diversity and representation from all Members of ReSPA") and to give preference to female candidates.

Finally, the dates for the upcoming Governing Board meetings were confirmed: On 26 September 2011, the Governing Board will meet at the level of Senior Officials, and on 27 September 2011, it will meet at Ministerial Level. Both meetings will take place in Tirana, and at the end of the latter meeting, the Chairmanship of the Governing Board will be transferred to Bosnia-Herzegovina for the next 12 months.

**PETER GOLDSCHMIDT**  
is ReSPA Project Director and  
Director, EIPA Luxembourg

**SUAD MUSIC**  
is ReSPA Director

## Interview with Ivica Ivanovic, Legal and Personnel Officer at ReSPA

*Mr Ivanovic has been appointed Legal and Personnel Officer at ReSPA on 01 May 2011.*

***Mr. Ivanovic, you have been newly appointed as Legal and Personnel Officer at ReSPA. Could you tell us a bit about yourself and your background?***

My previous engagements were mainly related to vocations such as Programme Coordinator, Expert on the Public Sector Human Resource System and in Human Resource Management, Advisor for International Cooperation, Personnel Manager and Training Coordinator, Programme Manager etc. I have over 10 years' working experience in the area of international development cooperation and managing a number of courses and training programmes with the aim of improving the understanding and facilitating the implementation of reforms in the Balkans, which helps me to better understand the Balkan situation and the region's very specific needs in terms of public administration and reforms in this field. This area was particularly challenging for me due to my living and training abroad. I obtained my high school degree and University degree in the USA and finally my MA Degree in Diplomacy and International Relations from Seton Hall University in New York.



*Ivica Ivanovic*

***"...establish[ing] the institutional, procedural and financial frameworks..."***

After returning to Montenegro I assisted central government bodies on behalf of international donors in the development of their strategic management and cooperative administration. My assignments concerned work with several national and international institutions, including the Norwegian Ministry of Defence, the European Agency for Reconstruction (European Commission), the Council of Europe, SIGMA and the European Institute of Public Administration, to name but a few.

***ReSPA is a very exciting project for the Western Balkans region. What do you personally expect from this?***

I agree that ReSPA is a very exciting project for the Western Balkans region. This international organisation has been established with the mission of improving regional cooperation in the field of public administration in the countries of the Balkans, and with the overall objectives of supporting the creation of effective and professional public administration systems for the Balkan countries on their way to EU accession and of transferring new knowledge and skills as well as facilitating the exchange of experiences both within the region and between the region and the EU Member States. In this regard I personally expect that ReSPA will achieve this mission through the organisation and delivery of training activities, high-level conferences, networking events and publications.

***What are your objectives within ReSPA for the coming years?***

My objectives within ReSPA for the coming years are to establish the institutional, procedural and financial frameworks within which ReSPA should operate, and to initiate certain training and networking activities through a network of national schools and public administration authorities of the ReSPA partners, as well as to enhance the visibility of ReSPA and its functions. The intention is that ReSPA should be fully self-managed by October 2011 and we believe it will be. All changes bring innovations but also new responsibilities.

***What are your first impressions of ReSPA?***

To begin with, I would like to emphasise that the very pleasant and multicultural atmosphere at ReSPA makes it an enjoyable place to work and cooperate with colleagues. In addition, the ReSPA staff now has the important first task of establishing a new international organisation with its headquarters in my homeland of Montenegro and of formulating its legal basis, new procedures, methodologies etc., which is by no means an easy mission. However my impressions are completely positive, which means I strongly believe ReSPA will achieve its objectives once it is established.

## Interview with Aqim Emurli, Training Manager at ReSPA

Mr Emurli has been appointed Training Manager at ReSPA on 04 May 2011.

**Mr. Emurli, you have been newly appointed as Training Manager at ReSPA. Could you tell us a bit about yourself and your background?**

I am a person who is motivated by real challenges and who has a strong passion for achieving great results with my work. I hold a MA degree on Comparative Public Administration in the European Union and have more than 10 years' professional experience working in a multicultural environment in the field of PCM, relating especially to public administration reforms, civil service reform, good governance and decentralisation.



Aqim Emurli

**ReSPA is a very exciting project for the Western Balkans region. What do you personally expect from this?**

I have felt the excitement of ReSPA from the moment I applied for this position. I have always believed that organising activities at regional level, in particular in the Western Balkans region, is much more productive and efficient than focusing on individual countries in the region. I think the ReSPA initiative is a perfect example of how the EU should assist the Western Balkans region in its endeavours and I am even more convinced that this will help the region to move forward quickly in the process of EU integration.

**What are your objectives within ReSPA for the coming years?**

My personal and professional objectives are very similar to the objectives that ReSPA has set itself. This means that in the coming years, ReSPA will continue supporting the creation of accountable, effective and professional public administration systems for the Western Balkan countries on their way to EU accession and I shall do my best to help ReSPA achieve these objectives. I am very optimistic that this is achievable in the near future.

**What are your first impressions of ReSPA?**

I have been positively impressed from the very first day I took up my new position. It is a good opportunity for me to be involved in activities which require knowledge, skills and a vision of how to do things in the regional context.

*“ ...positively impressed  
from the very first  
day ... ”*

**See the list of all current ReSPA employees  
[www.respaweb.eu](http://www.respaweb.eu) (Contacts / ReSPA Staff)**

## ReSPA upcoming activities

The following is a list of upcoming ReSPA seminars, training events and other activities that will take place until September 2011.

<b>Workshop on Managing Staff: Developing Leadership Skills of Civil Servants</b>	27-29 July 2011	Danilovgrad
<b>Workshop on Decentralisation: Training Civil Servants on Principles and Practices of Decentralisation in Relation to Good Governance</b>	06–09 September 2011	Danilovgrad
<b>Liaison Officers' event</b>	12 September 2011	Danilovgrad

## 5th ReSPA Annual Conference “Reforming Administrative Procedures to meet EU Standards

**Interview: Mrs. Ira Papagjika, Department of Public Administration (DoPA), Albania**

BY EVIS TASKA



“Different methods of negotiation”

**What were your expectations when applying for the course?**

As a lawyer I was very interested in attending this conference. The Reform of Administrative Procedures in Albania is an important requirement set by the European Commission to meet the relevant EU legislation.

**To what extent would you say these expectations were met?**

I am happy to say that this conference gave me a lot of knowledge regarding the experiences from the countries in the region that were represented. It was quite interesting to share among us the phases through which legal reforms pass, the role and involvement of the stakeholders in all these changes etc. The exchange of experiences between different participants and countries was a very good means of presenting the different negotiations that exist between the stakeholders in the process of legal reform.

**How has the attendance to the training influenced your work?**

As I mentioned above, my participation in the conference has helped me a lot in the different methods of negotiation, lobbying etc. Since the reforms of administrative laws are different in the various countries in the region, we learned a lot from each other’s experiences, and this will help us to improve our performance in our everyday work.

**How far has the knowledge you acquired during the course been transferable to or useful for your daily work?**

Even though my position in the Department of Public Administration (DoPA) is not directly related to the process legislative reform, as a lawyer I am always asked for my opinion on such difficult institutional processes. I strongly believe that the experiences and knowledge I gained from the conference will help me with my work now and in the future as well.

**Have you kept in contact with the other participants?**

Yes, definitely. One of the things I really appreciate about such training events and conferences is the chance to meet people from different countries with the same aims and comparable experiences. I think this is a good learning opportunity and I always maintain a good working relationship with them. I believe that this is the spirit of ReSPA.

**Do you have any other comments or feedback regarding the course?**

No, I liked everything - the organisation, the people, and the new training centre in general.

### ReSPA Past Activities

The following is a list of all ReSPA seminars, training events and other activities that took place between April 2011 and July 2011.

<b>Management Concepts and Skills for Senior Civil Servants— Module II</b>	11–13 Apr 2011	Zagreb
<b>Assistance for Working with IPA Funds</b>	18–20 Apr 2011	Danilovgrad
<b>Towards Total Quality Management with the Common Assessment Framework (CAF)</b>	19–21 Apr 2011	Danilovgrad
<b>Training on Anti-Corruption in Public Administration</b>	26–29 Apr 2011	Danilovgrad
<b>Workshop on Strategic Management and Strategic Planning for Senior Civil Servants</b>	24–26 May 2011	Danilovgrad
<b>Training Programme on Participative Training Techniques</b>	24–26 May 2011	Danilovgrad
<b>Workshop on Negotiating with the European Union</b>	14–16 June 2011	Danilovgrad
<b>Summer School in European Integration and Regionalism: EU Law and its implementation</b>	04-15 July 2011	Luxembourg

## 5th ReSPA Annual Conference “Reforming Administrative Procedures to meet EU Standards

*“...good knowledge and experience on the development of [...] reforms in the region”*

**Interview: Mrs. Fiona Papajorgji, High Specialist, Department of Research, Studies and Publication, Constitutional Court of the Republic of Albania**



**What were your expectations when applying for the course?**

I wanted to become familiar with recent developments in the region concerning administrative procedures and how these procedures respond to European standards. I was also interested in learning about the initial experiences of the countries in the region on the application of new laws in this field, the operation of the administrative courts and the problems related to this phenomenon, considering that in Albania these reforms still have not been implemented.

**To what extent would you say these expectations were met?**

The presentations and discussions of the issues which arise in the process of editing and applying the new law on administrative procedures as well as the questions posed by the participants on the topics covered made it possible for me to obtain good knowledge and experience on the development of these reforms in the region. I was also able to learn more about the obstacles to the success of these reforms, since Albania has no experience in this area.

**How has the attendance to the training influenced your work?**

I consider my participation in this conference as a good opportunity for me and my career. Although for the moment I work in the Department of Public Administration, the experiences I have gained will help me a lot when the time comes to apply knowledge on administrative reforms and new strategies in Albania.

**How far has the knowledge you acquired during the course been transferable to or useful for your daily work?**

Knowledge of the reforms of administrative procedures and especially of the relevant legislation will be quite important for my work the moment the laws on the Administrative Court come into force. I also consider it very important that these new administrative procedures according to European standards are recognised by all employees in the public administration.

**Have you kept in contact with the other participants?**

Having participated in other ReSPA training events I have kept in contact with other colleagues for a long time now, and not only from Montenegro but also from other countries of the region. We continue to share experiences with each other and I am very happy about this.

**5th ReSPA Annual Conference**

**Danilovgrad, 11–12 April 2011**

**Do you have any other comments or feedback regarding the course?**

I would like to thank ReSPA for organising such nice events and creating such good opportunities to gather first-hand experiences. I also found the new school in Danilovgrad to be very pleasant and well organised.

**Evis TASHA**

is Liaison Officer for Albania.



**5th ReSPA Annual Conference**

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