



Parliament of Montenegro

**Fourth quarterly report on implementation of the
Action Plan for strengthening the legislative and oversight role
of the Parliament of Montenegro
in the period from 1 September to 1 December 2011**

Tabular Review

December, 2011

**Fourth quarterly report on implementation of the Action Plan for strengthening the legislative and oversight role of the Parliament of Montenegro
Fourth – Tabular Review¹**

| PRIORITY | ACTIVITY | RESPONSIBLE AUTHORITY | DEADLINE | INDICATORS | IMPLEMENTATION | |
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| 1 Upgrade the Legislative and Oversight Role | 1. Passing of the Law on Election of Councillors and Members of the Parliament: - Improved legislative framework in line with the recommendations of OSCE and Venice Commission | Parliament of Montenegro | Q 4 2010 | Working group formed The Law adopted Compliance with the recommendations of the OSCE - ODIHR and Venice Commission | After numerous meetings of the multi-party Working Group for drafting the Proposal Law on Amendments to the Law on Election of Councillors and Members of Parliament, and then the meetings of the Collegium of the President of the Parliament, at the meeting held on 22 August 2011 majority consensus was reached with regard to the text of the Proposal Law and it was concluded that the Proposal Law should be submitted by the presidents of five MP Groups, on behalf of MPs from their MP Groups. Proposal law was submitted by the presidents or authorised representatives of the MP Groups of: DPS, SNP (SPP), SDP, NOVA and PzP (MfC). Having been considered by the line Committee on Political System, Justice and Administration, which unanimously supported the Proposal Law and proposed the Parliament to accept it, the Law was passed on 8 September 2011. (Completed) | C O M P L E T E D |
| | 2. Defining the roles and responsibilities of the Parliament in the following stages of the EU integration process: - The role of the Parliament precisely defined by the relevant act (<i>previously conduct a comparative research on the experience of former candidate countries that</i> | Collegium of the President of the Parliament of Montenegro | Spring session | Research work completed The role of the Parliament defined by the relevant act | Research work was completed in 2010 and submitted to the members of the Collegium. The research includes the review of experiences of the countries that became EU members in the last two enlargement rounds and Croatia, concerning the role of their parliaments in the negotiation process, and working bodies of parliaments that had the key role in this process. The research work prepared based on the responses collected through ECPRD network (European Centre for Parliamentary Research and Documentation) also includes a brief review of collected data with prevailing models and exceptions. The Collegium of the President of the Parliament commenced the | P A R T L Y C O M P L |

¹ The format of the Tabular Review is adjusted to the reporting method on implementation of the Action Plan for carrying out the recommendations of the European Commission which has been agreed between the Government of Montenegro and the European Commission

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| | <i>are now EU members, and Croatia, regarding the role of parliaments in the accession negotiations with EU)</i> | | | | <p>process of defining this issue at the 170th meeting held on 9 November.</p> <p>The Collegium generally supported the model of work of the working bodies in the process of European integration in line with the model referred to in the measure 6 of the Action Plan. The Collegium will continue to consider this issue until the final model has been defined.</p> <p>(partly completed)</p> | ETED |
| | <p>3. Drafting and adoption of the Law on Parliamentary Oversight in the Field of Security and Defence:</p> <ul style="list-style-type: none"> - Strengthened oversight role of the Parliament in this particular area - Improved protection of rights and freedoms of citizens against potential abuse - Precisely defined responsibilities of all stakeholders | Security and Defence Committee / Parliament of Montenegro | December 2010 | <p>The working group for drafting the Law established</p> <p>Draft law prepared</p> <p>The Law adopted</p> | <p>The Law on Parliamentary Oversight in the Field of Security and Defence was unanimously adopted on 22 December 2010.</p> <p>In line with Article 12 paragraphs 1 and 2 of the Law on Parliamentary Oversight in the Field of Security and Defence, which stipulates that Parliamentary oversight should be conducted regularly according to the annual plan adopted by the Committee and at extraordinary occasions if required, the Security and Defence Committee established the Plan for conduct of the oversight role for 2011 at the 31st meeting held on 13 April 2011. In addition, the Committee, and all the other working bodies of the Parliament, adopted their performance reports for 2010 and their work plans for 2011.</p> <p>(completed)</p> | COMPLETED |
| | <p>4. Introduction of the practice for the Secretary of each Committee to prepare an opinion, in the form of an informative review, for each proposed law:</p> <ul style="list-style-type: none"> - Improved background information and expert support to MPs regarding | Parliament Administration /Secretaries of working bodies | January 2011 | <p>Adopted guidelines on the informative review - briefing</p> <p>Organized training on the informative review</p> <p>Number of completed</p> | <p>Adopted guidelines on the content of a briefing - informative review.</p> <p>The guidelines for preparation of the informative review-briefing define the procedure of preparation and submission of informative reviews by secretaries of Parliamentary Committees. Article 4 of the Guidelines prescribes that the informative review should be prepared from the aspect of competence of a committee and represents a clear and concise review of the key expert views concerning a particular proposal act with specification of potential open issues and/or</p> | COMPLETED |

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| | <p>the proposed enactments</p> <ul style="list-style-type: none"> - Improved verification of compliance with the EU acquis and conformity tables submitted by the Government - When possible, provided assessment of the possible extent of impact of particular EU measures being transposed through the law and indicating the key groups of citizens and/or economy that might be affected - Provided examination of information on the fiscal impact submitted by the Government - Strengthened expert support through the training in the area of research and employment of at least two staff members in the Section for Research | | | <p>informative reviews</p> <p>Number of staff</p> <p>Obtained feedback from members on this issue</p> | <p>dilemmas regarding the relevant proposal act and in case of a proposal law/bill concerning the compliance table with the EU acquis and fiscal impact.</p> <p>An informative review includes: introductory information on the proposed act, a brief comparative review of experience of other countries, if possible, findings on the review of compliance table with relevant regulations of the European Union submitted by the Government, findings on the review of the Form of fiscal impact submitted by the Government and the list of all representatives of the civil sector that sent letters, which are enclosed to the Informative review.</p> <p>Training was organised for secretaries with regard to preparation of informative reviews (in cooperation with the Westminster Foundation for Democracy (WFD) and the UK House of Commons) on 16 and 17 February. The training was attended by 20 employees (committee secretaries, associates in committees and staff of the Research Section), who had the opportunity to get to know about the work procedures of the committee secretaries in the Parliament of the United Kingdom. Within the training the participants produced samples of informative reviews (briefings) for three proposal laws/bills.</p> <p>In cooperation with the EU Delegation in Podgorica, the Parliament applied for 10-month expert assistance divided into several missions in the area of harmonisation of legislation and legislative impact assessment. The goal is to strengthen the capabilities of the Parliament to oversee the proposed laws and their compliance with the EU acquis, as well as to gain capacities, through overseeing the regulatory impact assessments prepared by the Government and producing assessments for comprehensive amendments and specific regulations, to assume the role defined by the Inter-Institutional Common Approach to Impact Assessment of the European Commission, the European Parliament and the European Council.</p> |

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| | | | | | <p>After three procedures of expert applying were carried out (of which the first one failed, given that none of the applying candidates met the criteria set by the Terms of Reference, and the second invitation to companies had to be repeated due to administrative reasons, in line with the EU procurement procedures), a team of experts was selected in August, so the implementation of the project commenced in September. Three experts from the area of legislative harmonisation, oversight of application of laws and analysis of impact of laws stayed in the Parliament of Montenegro in September within their first visit, which was aimed at achieving an agreement with regard to specific activities and the schedule of work under this project. Having finalised the inception report, the EUD experts stayed in Montenegro at two occasions when introductory activities under all three programme components were carried out. The visits of the experts will continue in the coming period as well, and the focus will be on the practical work with the staff from the areas defined by the project.</p> <p>Since the introduction of this practice in February 2011, there has been the total of 222 informative reviews completed by the Secretaries of the Committees.</p> <p>(Note: Secretaries of the Constitutional Issues and Legislative Committee and the Commission for Monitoring and Control of the Privatisation Procedure do not produce informative reviews due to their specific status defined by the Rules of Procedure and the Decision of the Parliament respectively).</p> <p>(completed)</p> |

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| | <p>5. Preparation of the Calendar of activities of the Parliament and work schedule of working bodies:</p> <ul style="list-style-type: none"> - Provided coordination and planning of both legislative and oversight activities on the level of the Parliament, working bodies and individual MPs by defining an activity schedule (Parliamentary Calendar) specifying the days of a month scheduled for plenary work, meetings of working bodies, MP days - Provided coordination, organization and planning of both legislative and oversight activities of the working bodies and individual members of working bodies by defining a timetable of committee sessions generally specifying the date, time and venue of each meeting - Increased intensity of oversight through plans of oversight activities of the working bodies in order to monitor the implementation of laws | <p>Collegium of the President of the Parliament of Montenegro</p> <p>/ Parliament Administration</p> | <p>Q 1 2011</p> | <p>Adoption of the Calendar of Activities of the Parliament of Montenegro</p> <p>Adoption of the timetable of meetings of working bodies</p> <p>Adoption of plans of supervisory activities of the working bodies</p> <p>Number of sessions of the Committee with the subject of legislative oversight</p> | <p>The Collegium of the Parliament adopted the Calendar in February 2011. The Calendar is available on the website of the Parliament.</p> <p>In September, the Collegium of the President of the Parliament accepted the Calendar of activities for the period 1 September 2011 – 31 December 2011, which is posted on the website of the Parliament.</p> <p>Eleven working bodies adopted annual work plans that also include oversight activities; in April the Security and Defence Committee adopted a special Plan for carrying out oversight role for 2011. In March, the Constitutional Issues and Legislative Committee stated in the Report on obligations of the Committee for 2011 that the schedule of work of the Committee would depend on the schedule of submission of proposal acts and the schedule of sittings of the Parliament of Montenegro.</p> <p>Since the beginning of the year there have been 20 consultative hearings and six control hearings held:</p> <ul style="list-style-type: none"> - The Committee for Political System, Justice and Administration held one consultative hearing with the topic “Reform of Judicial System in Montenegro, in the context of Recommendations from the Opinion of the European Commission“; - The Security and Defence Committee held two consultative hearings with the topics: “Flood Prevention in Montenegro in 2011” and “Maritime Security and Safety in Montenegro”, as well as the control hearing of the Director of the National Security Agency with the topic of organisation and actions of the members of Wahhabi movement in Montenegro. - The Committee on International Relations and European Integration held 14 consultative hearings with regard to the Performance Report of the Ministry of Foreign Affairs for 2010; 21st, 22nd, 23rd and 24th quarterly reports on the overall activities in the process of the stabilisation and association to the EU; the first, second, fourth, fifth, sixth and seventh monthly reports on the implementation of obligations from the Action Plan for monitoring the implementation of the recommendations from the Opinion of the European Commission; | <p>C O M P L E T E D</p> |

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| | and policies | | | | <p>the first, second and third reports on implementation of obligations from the Stabilisation and Association Agreement, as well as with regard to issuing an opinion on the candidate for ambassador of Montenegro to the Council of Europe, the candidate for ambassador of Montenegro to the Republic of Poland and the candidate for extraordinary and plenipotentiary ambassador of Montenegro to the Republic of Azerbaijan, on non-resident basis with the seat in Ankara;</p> <ul style="list-style-type: none"> - The Committee on Economy, Finance and Budget held two consultative hearings with the topics: "The current situation in the area of telecommunications with the view on implementation of the Law on Electronic Communications" and "Draft Law on Investment Funds with a view on effects of application of the current law" as well as one control hearing of the Deputy Prime Minister, Minister of Finance and Minister of Economy, concerning the implementation of the previous state aid policy and obtaining additional data and information, which served the Members of the Parliament to establish their positions with regard to the Annual Report on awarded state aid in Montenegro in 2010; - Committee on Human Rights and Freedoms held two control hearings as follows: control hearing of the Director of the Institution for Enforcement of Criminal Sanctions with the topic "Activities of the Institution for Enforcement of Criminal Sanctions concerning the findings from the Analytical Report and the Opinion of the European Commission and recommendations of the Protector of Human Rights and Freedoms of Montenegro included in the Final Opinion dated 29 March 2010, as well as the control hearing of the Minister of Human and Minority Rights with the topic: " Implementation of the Law on Prohibition of Discrimination and Activities on Raising Awareness of the significance of preventing, reporting and sanctioning all forms of discrimination". - The Administrative Committee held a consultative hearing of the candidate for the president of the Council of the Insurance Supervision Agency; - The Commission for Monitoring and Control of the Privatisation |

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| | | | | | <p>Procedure deliberated on the privatisation procedures of the Aluminium Plant (Kombinat Aluminijuma), Margomarket Company and Arsenal Tivat, and held two control hearings under these deliberations;</p> <p>In addition to the hearings, the Committees also organise thematic sessions, roundtables, public fora as well as other similar activities, of which there have been 25 held. In 2011, the Parliamentary working bodies also considered numerous reports that individual authorities submit to the Parliament in line with the law.</p> <p>(completed)</p> | |
| | <p>6. Monitoring and control of implementation of the recommendations from the Opinion of the European Commission on the application for membership of the EU and the Analytical Report:</p> <ul style="list-style-type: none"> - Provided monitoring and control of implementation of the recommendations of the European Commission through preparation of the Report on the findings and recommendations from the Opinion of the European Commission on specific chapters and areas with a proposal of the responsible Committee of the Parliament for each issue - Provided monitoring and | Committee on International Relations and European Integration (CIREI) | Continuous | <p>Report prepared by CIREI</p> <p>A meeting organized with Presidents and Vice-Presidents of all Committees</p> <p>Defined plans for the monitoring of implementation of the EC recommendations and the Government Action Plan</p> <p>Quarterly reporting to the Collegium of the President of the Parliament by</p> | <p>The Committee on International Relations and European Integration prepared the Report with specified findings and recommendations of the European Commission from the Opinion on the Application of Montenegro in December 2010. The report was considered at the meeting of the Committee held on 28 December, which was attended by presidents, vice-presidents and secretaries of all committees of the Parliament. Based on the opinions that could be heard at the meeting and further consultations, the Service of the Committee on International Relations and European Integration prepared two documents: Proposal activities of the Committee on International Relations and European Integration concerning the Action Plan for strengthening legislative and oversight role of the Parliament of Montenegro, as well as the Tabular review regarding the demarcation of competencies of the committees of the Parliament. The documents were considered at the 43rd meeting of the Committee, held on 14 February, and with minor corrections they were adopted at the 44th meeting held on 21 February. Both documents have been forwarded to the Collegium of the President of the Parliament for consideration, and to secretaries of working bodies for informative purposes.</p> <p>By the end of the reporting period there were seven joint meetings of the NCEI and the Committee on International Relations and European Integration held, where monthly reports on implementation of the obligations from the Action Plan for monitoring the implementation of</p> | <p>C O M P L E T E D</p> |

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| | <p>control of implementation of the recommendations of the European Commission through holding a meeting with the chairpersons of all Committees, to discuss their obligations in terms of oversight</p> <p>- Provided monitoring and control of implementation of the recommendations of the European Commission through defining the work plans, including the oversight of implementation of the EC recommendations and the Government Action Plan</p> | | | CIREI | <p>the recommendations from the Opinion of the European Commission were considered.</p> <p>At the 71st meeting held on 2 November, the Committee on International Relations and European Integration considered the undertaken activities of the Parliamentary working bodies aimed at monitoring and oversight of the implementation of the recommendations of the European Commission from the Opinion on membership application and Analytical report, and adopted relevant conclusions. Analysing the reporting period January – September 2011, the Committee concluded that it was visible that the working bodies invested significant efforts in respect of carrying out of the activities in relation to the findings and recommendations from the Opinion of the European Commission. In the conclusions it is pointed out that the working bodies have increased the level of the control role over the work of the Government, which is also evidenced by numerous hearings and actively monitored level of completion of the overall activities and obligations from the Stabilisation and Association Agreement. The contribution of the working bodies to the quality of the proposal regulations through initiation of a broad debate in the form of various fora with active participation of the civil sector is also stated. It is also specified that there has been significant progress in improvement of Parliamentary administration. At the same time, it is noted that additional efforts should be made in the coming period in order to efficiently deal with the complex challenges from the European agenda. In these terms, it is stated that the future activities of the working bodies need to focus on full implementation of the defined findings and recommendations from the new EC Progress Report. Also, the need to strengthen the internal communication and coordination of activities among the working bodies is pointed out.</p> <p>Eleven working bodies adopted annual work plans, including</p> |

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| | | | | | <p>supervisory activities; in April, the Security and Defence Committee also adopted a special Plan for carrying out of supervisory role for 2011. In March, the Constitutional Issues and Legislative Committee stated in the Report on the obligations of the Committee for 2011 that the schedule of work of this Committee will depend on the schedule of submission of proposal acts and schedule of the sittings of the Parliament of Montenegro.</p> <p>(Completed)</p> |
| | <p>7. Adoption of the Decision on amendments to the Rules of Procedure of the Parliament of Montenegro:</p> <ul style="list-style-type: none"> - Strengthened direct expert support to the MPs through an increased number of staff working in MP Groups - Finding solutions regarding the representation of initiatives of the opposition in plenary sessions (<i>A report on potential solutions will be prepared by the Parliament Administration and submitted to the Collegium in Q II of 2011, which may result in further amendments to the Rules of Procedure</i>) | <p>Parliament of Montenegro</p> <p>Collegium of the President of the Parliament of Montenegro</p> | <p>December 2010</p> <p>Q 2 2011</p> | <p>Adopted Decision on amendments to the Rules of Procedure providing an increased number of staff working in the MP Groups</p> <p>Number of employees in MP Groups</p> <p>Adopted conclusion of the Collegium in relation to the representation of initiatives of the opposition</p> | <p>The Decision on Amendments to the Rules of Procedure of the Parliament of Montenegro was adopted on 22 December 2010, which resulted in the increase of the number of staff in the MP Groups by 5 in total.</p> <p>With regard to the amendments to the Rules of Procedure related to representation of the initiatives of the opposition on plenary sittings, the Collegium of the President of the Parliament adopted a Conclusion at the 125th meeting held on 9 May to establish a Working Group for drafting the amendments to the Rules of Procedure of the Parliament, which is composed of the representatives of all MP Groups. The Working Group will, inter alia, deal with formulating of the model for passing the proposals of the opposition MP Groups that fail to gain the required majority in regular consideration by working bodies. The Working Group submitted the working draft that the Collegium of the President of the Parliament deliberated on at the meeting held on 29 July and concluded that the Working Group failed, in spite of significant exceeding of the deadline specified by the Conclusion on Establishment, to fulfil the obligation and submit to the Collegium the agreed text of the proposal decision on amendments to the Rules of Procedure, which means that the measure and deadline envisaged by the Action Plan of the Parliament of Montenegro for strengthening legislative and oversight role haven't</p> |

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| | | | | | <p>been complied with. At the same meeting the Collegium tasked the Working Group to continue its work in the first week of September as to prepare the proposal decision on the amendments to the Rules of Procedure, with the maximum support possible of the representatives of political groups, in line with the Conclusion of the Collegium adopted at the 125th meeting.</p> <p>In order to support this task, the Section for Research, Analysis, Library and Documentation prepared a research contribution “Comparative review of specific issues defined by Rules of Procedures of Parliaments of several countries from the region and EU”, which was submitted to the members of the Working Group, as well as the members of the Collegium of the President of the Parliament.</p> <p>The Working Group established to prepare the Proposal Decision on Amendments to the Rules of Procedure of the Parliament of Montenegro has completed its work. The final result of their work is the working draft of the Proposal Decision on Amendments to the Rules of Procedure of the Parliament of Montenegro submitted to the Collegium of the President of the Parliament. The Collegium is competent, if assesses as required, to make corrections to the subject working draft of the decision. After that, the proposed decision will be formally placed into consideration procedure in the Parliament.</p> <p>(partly completed)</p> | |
| | <p>8. Analysis of the requirement for demarcation of responsibilities of individual Committees and establishment of Subcommittees</p> <p>- Provided a balanced distribution of responsibilities and scope</p> | <p>Collegium of the President of the Parliament of Montenegro</p> | <p>Q 2 2011</p> | <p>Working group established, tasked to assess the need for demarcation of responsibilities of individual Committees</p> <p>Assessment</p> | <p>At the 125th meeting held on 9 May the Collegium of the President of the Parliament adopted a Conclusion to establish a Working Group for drafting Amendments to the Rules of Procedure of the Parliament, which is composed of the representatives of all MP Groups. The Working Group will, inter alia, deal with the need for division of individual working bodies due to the large scope of competencies and the elaboration of the rules for establishing sub-committees (composition, decision-making and relationship with the line committee). The Working Group submitted the working draft that the</p> | <p>P A R T L Y C O</p> |

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| | <p>of work of the working bodies on the basis of detailed analysis that will be prepared by the working group and through the enactment of appropriate legislation</p> | | | <p>completed Conclusions adopted by the Collegium</p> | <p>Collegium deliberated on at the meeting held on 29 July and concluded that the Working Group failed, in spite of significant exceeding of the deadline specified by the Conclusion on Establishment, to fulfil the obligation and submit to the Collegium the agreed text of the proposal decision on amendments to the Rules of Procedure, which means that the measure and deadline envisaged by the Action Plan of the Parliament of Montenegro for strengthening legislative and oversight role haven't been complied with. At the same meeting the Collegium tasked the Working Group to continue its work in the first week of September as to prepare the proposal decision on the amendments to the Rules of Procedure, with the maximum support possible of the representatives of political groups, in line with the Conclusion of the Collegium adopted at the 125th meeting.</p> <p>In order to support this task, the Section for Research, Analysis, Library and Documentation prepared a research contribution "Comparative review of specific issues defined by Rules of Procedures of Parliaments of several countries from the region and EU", which was submitted to the members of the Working Group, as well as the members of the Collegium of the President of the Parliament.</p> <p>The Working Group established to prepare the Proposal Decision on Amendments to the Rules of Procedure of the Parliament of Montenegro has completed its work. The final result of their work is the working draft of the Proposal Decision on Amendments to the Rules of Procedure of the Parliament of Montenegro submitted to the Collegium of the President of the Parliament. The Collegium is competent, if assesses as required, to make corrections to the subject working draft of the decision. After that, the proposed decision will be formally placed into consideration procedure in the Parliament.</p> <p>(partly completed)</p> | <p>M P L E T E D</p> |

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| 2. Performance efficiency | <p>9. Adoption of Annual Plan for the harmonization of legislation, including monitoring of its implementation:</p> <ul style="list-style-type: none"> - Enabled more efficient distribution of the alignment of legislation through the adoption of Annual Plan for harmonization of legislation, based on the analysis of the National Programme for Integration (NPI), adopted by the Government, and regular monitoring of implementation of the Annual Work Program of the Government | <p>Collegium of the President of the Parliament of Montenegro</p> <p>/ Parliament Administration</p> | Q 1 2011 | <p>Adopted Annual Plan one week after the NPI adoption by the Government, planned under the Annual Work Program of the Government 2011 for the second quarter</p> | <p>The Government hasn't adopted the NPI yet.</p> <p>The Plan for monitoring the implementation of the annual Programme of the Government has been prepared and forwarded to the MP Groups.</p> <p>(partly completed)</p> | <p>P A R T L Y</p> <p>C O M P L E T E D</p> |
| | <p>10. Preparing and reviewing annual reports on the performance of working bodies:</p> <ul style="list-style-type: none"> - Enabled analysis of the legislative and oversight work of each committee annually - Provided better planning of work for the following year - Improved public understanding of the work of the Committees | Working Bodies | Q 1 2011 | <p>Number of adopted and published reports</p> | <p>Performance reports for 2010 were adopted by 11 working bodies; in March, the Commission for Monitoring and Control of the Privatisation Procedure held a discussion on the activities undertaken in the previous period and accordingly adopted the conclusions on the future work.</p> <p>(completed)</p> | <p>C O M P L E T E D</p> |

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| | <p>11. Adoption of rules of procedures on the management of documents in the Parliament Administration</p> <ul style="list-style-type: none"> - Facilitated office operations due to the new system of document management | Secretary General | December 2010 | Rules adopted and applied | <p>Internal Rules on office operations in the Parliament were adopted and have been applied since the beginning of 2011.</p> <p>The new rules provide for efficient document management, reduction in the number of bookkeeping journals, precise definition of the procedure of recording of e-mail, recording and archiving of documents according to their subjects rather than the sessions during which they were in the procedure, as was the case previously. Therefore, the new rules make a solid base for future introduction of the information system for monitoring of legislation.</p> <p>(completed)</p> | C O M P L E T E D |
| | <p>12. Adoption of the Classification Plan:</p> <ul style="list-style-type: none"> - Provided more efficient monitoring of legislation on the basis of classification according to negotiating chapters - Provided better tracking of amendments to laws and their harmonization with the European Union acquis on the basis of classification which accompanies the negotiating chapters | Secretary General | December 2010 | Classification Plan adopted and applied | <p>The Classification Plan was adopted at the beginning of 2011 when it commenced to be applied. According to the Plan, the classification codes have been allocated to all acts received in the Registry Office. All proposed laws submitted by the Government (total 147) are classified based on their subjects according to negotiation chapters they belong to. This procedure will facilitate efficient preparation of Members of the Parliament during the negotiation process with the EU, for the reason that all proposed laws that by their subjects belong to one negotiation chapter will be kept at one place rather than according to sessions at which they are adopted as was the case previously.</p> <p>(completed)</p> | C O M P L E T E D |
| | <p>13. Introduction of abbreviations for parliamentary documents:</p> <ul style="list-style-type: none"> - Creating the conditions for easier monitoring of | Collegium of the President of the Parliament of Montenegro / Secretary | Q 1 2011 | <p>Decision on abbreviations drafted</p> <p>Working group</p> | <p>Draft Decision on abbreviations for parliamentary documents has been produced.</p> <p>Working Group Established to determine the abbreviations for laws published in the Official Gazette of Montenegro, since its first edition</p> | P A R T L Y |

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| | Parliamentary acts | General | | <p>established</p> <p>Completed identification of abbreviations for the laws passed since October 2007.</p> <p>Decision on abbreviations adopted and is applied</p> | <p>after the adoption of the new Constitution in 2007.</p> <p>The Working Group completed the work and produced the abbreviations within the envisaged timeframe, and determination of abbreviations takes place on regular basis.</p> <p>The issue of passing a decision on abbreviations will be defined by the Collegium of the President of the Parliament at the occasion of considering the amendments to the Rules of Procedure of the Parliament.</p> <p>The final defining of this issue within the consideration of the amendments to the Rules of Procedure of the Parliament is in progress (see measure 7).</p> <p>(partly completed)</p> | C O M P L E T E D |
| | <p>14. Introduction of the Records of Parliamentary Acts (RPA)</p> <p>- Creating the conditions for easier tracking of parliamentary acts according to Parliamentary sessions</p> | <p>Collegium of the President of the Parliament of Montenegro</p> <p>/ Secretary General</p> | Q 1 2011 | <p>Established RPA records</p> <p>Adopted decision on the introduction of RPA as a part of the name of the act</p> | <p>RPA Records have been established. In accordance with this, each act accepted by the Register Office of the Parliament is allocated an RPA reference code which consists of the combination of Arabic and Roman numerals. The Arabic numeral represents the ordinal number of the parliamentary act accepted by the Register Office in a single Parliamentary term, while the Roman numeral represents the number of the term.</p> <p>(completed)</p> | C O M P L E T E D |
| | <p>15. Introduction of Eurovoc Descriptors:</p> <p>- Creating the conditions for the use of descriptors to indicate the documents in accordance with the License</p> | Collegium of the President of the Parliament of Montenegro | Q 1 2011 | <p>An expert group was formed for the translation of descriptors</p> <p>Translated Eurovoc descriptors</p> | <p>Expert Group completed the translation of Eurovoc descriptors to Montenegrin and the translated descriptors were submitted to the competent Office of the European Union responsible for publications.</p> <p>(completed)</p> | C O M P L E T E |

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| | <p>16. Adoption of the Rules of Procedure of the Section for analysis, documentation, research and library, with supporting documents</p> <ul style="list-style-type: none"> - Strengthened work of the organizational unit in charge of parliamentary research through the establishment of appropriate operational procedures | Secretary General | December 2010 | <p>Adopted Rules of Procedure of the Section</p> <p>Adopted Rules of Procedure for the procurement and preparation of research work</p> <p>Adopted application form</p> <p>Number of applications for research work and number of completed research papers</p> | <p>The Rules of Procedure of the Section for Analysis, Documentation, Research and Library were adopted and they commenced to be applied</p> <p>Rules adopted for ordering and preparing research papers, with the Application Form</p> <p>Nine research papers have been produced so far.</p> <p>The Parliamentary Administration responds to all requests received from other members of ECPRD network on regular basis, and so far it has prepared and submitted 26 responses in the form of short information to ECPRD requests.</p> <p>(completed)</p> | COMPLETED |
| | <p>17. Preparation of conceptual design for an information system that would enable IT tracking of the entire legislative process</p> <ul style="list-style-type: none"> - creating the conditions for finding an optimal IT solution | Parliament Administration | Q 3 2011 | Conceptual design drafted | <p>Individual processes were screened and analysed in the Parliamentary Administration, and thereafter on 1 July a Working Group was formed to develop Initial Terms of Reference for "Development of the Legislative Process Support System".</p> <p>The Working Group finalised a document aimed to contribute to the automating and digitalising of the legislative procedure. At the</p> | COM |

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| | to track the legislative process (<i>it is planned to set up an adequate information system which will provide for IT tracking of the entire legislative process by 2012</i>) | | | | beginning of the document, the Working Group provided a very detailed description of the current situation of the infrastructure that should be relied on by the future information system – computer network, network services and accompanying hardware. Then followed a detailed explanation of the current legislative process in the Parliament of Montenegro and guidelines for implementation of the future solution with relevant graphic documentation. (Completed) | P L E T E D |
| 3. Administrative and financial capacities | <p>18. Adoption of the Human Resources Development Strategy in the Parliament of Montenegro for the period from January 2011 until December 2013, including a Training Plan:</p> <ul style="list-style-type: none"> - Continuous development of human resources through provided strategic approach, which involves a clearly defined vision and mission, principles and values, strategic objectives, indicators and activities in this area | Parliament Administration | January 2011 | <p>Adopted Human Resources Development Strategy</p> <p>Adopted Strategic Plan</p> <p>Number of implemented activities</p> | <p>Human Resources Strategy adopted.</p> <p>Strategic Plan adopted.</p> <p>Training Plan prepared and under implementation.</p> <p>According to the Training Plan it was envisaged that 13 trainings for the staff of the Parliament should be organised by the end of the reporting period, outside the regular programme of the Human Resources Administration, out of which 12 have been carried out. In total, the staff took part in 80 trainings, of which 12 were envisaged in the Training Plan, 42 were organised by the Human Resources Administration and 26 other. The total number of the training participants since the beginning of the year is 273.</p> <p>(completed)</p> | C O M P L E T E D |
| | <p>19. Providing intensive training for the staff of parliamentary committees and groups:</p> <ul style="list-style-type: none"> - Improved quality of verification of the conformance of draft legislation with the EU | Parliament Administration | continuous | <p>Number of trainings organized</p> <p>Number of participants</p> <p>Number of</p> | <p>The implementation of this activity is continuous, as envisaged by the Action Plan.</p> <p>According to the Training Plan it was envisaged that 13 trainings for the staff of the Parliament should be organised by the end of the reporting period, outside the regular programme of the Human Resources Administration, out of which 12 have been carried out. In total, the staff took part in 80 trainings, of which 12 were envisaged in</p> | |

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| | <p>acquis</p> <ul style="list-style-type: none"> - Raising the level of knowledge and expertise of employees in the field of EU acquis through training in specific areas, within the TAIEX and other available projects - Raising the level of knowledge and expertise of staff regarding the assessment of impacts and issues of legal harmonization by providing professional support to the staff - Raising the level of knowledge and expertise of employees with a focus on introducing the experiences of EU member states and candidate countries in the harmonization process through the project "Parliament for Europe", with the NGO European Movement in Montenegro - Raising the level of knowledge and expertise of employees through a number of training courses in cooperation with NGOs, Human Resources | | | <p>amended tables of compliance during preparations for the Committee meetings</p> | <p>the Training Plan, 42 were organised by the Human Resources Administration and 26 other. The total number of the training participants since the beginning of the year is 273.</p> <p>In cooperation with the EU Delegation in Podgorica, the Parliament applied for 10-month expert assistance, divided into several missions, in the area of harmonisation of legislation and legislative impact assessment. Having completed the expert applying and evaluation procedure, a team of experts was selected, thus the implementation of the project commenced in September. The goal of the support is to strengthen the capabilities of the Parliament to oversee the proposed laws and their compliance with the EU acquis, as well as to gain capacities, through overseeing the regulatory impact assessments prepared by the Government and producing assessments for comprehensive amendments and specific regulations, to assume the role defined by the Inter-Institutional Common Approach to Impact Assessment of the European Commission, the European Parliament and the European Council. Three experts from the area of legislation harmonisation, oversight of application of laws and analysis of impact of laws stayed in the Parliament of Montenegro in September within their first visit, which was aimed at achieving an agreement on specific activities and schedule of work under this project. Having finalised the inception report, the EUD experts stayed in Montenegro at two occasions when introductory activities under all three programme components were carried out. The visits of the experts will continue in the coming period as well, and the focus will be on the practical work with the staff from the areas defined by the project.</p> <p>Training was organised for the staff of the Research Section, during which two employees spent two weeks in the Slovenian Parliament. At the end of November study visit to the Slovenian Parliament was organised for another employee of the Section.</p> <p>Having viewed the submitted documentation that accompanied the proposed laws (the total of 120 proposed laws), there were 33 substance amendments and 31 technical amendments to the documentation confirming the compliance to the European legislation</p> |

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| | Administration, as well as through bilateral cooperation with other parliaments | | | | and other international treaties made at the initiative of the Committee Service. (Completed) | |
| | <p>20. Filling vacancies in the Parliament Administration, in accordance with the Rulebook on Internal Organization and Job Descriptions of the Parliament Administration</p> <ul style="list-style-type: none"> - Creating the conditions for achieving full functionality of all organizational units | Parliament Administration / Human Resources Management Bureau | continuous | <p>Number of staff compared to the Rulebook</p> <p>Number of staff compared to the previous year</p> | <p>As of 31 November 2011 there were 99 employees (and 19 trainees) in the Parliament Administration in comparison to 154 employees that are stipulated by the Rulebook and in comparison to 73 employees (and 12 trainees) as of 31 December 2010</p> <p>(Completed)</p> | C O M P L E T E D |
| | <p>21. Defining a plan of short and long-term planning of office space for the purposes of the Parliament:</p> <ul style="list-style-type: none"> - Productivity raising through improved physical conditions for the work of MPs and employees in the Parliament - Productivity raising through the creation of conditions for admission of new employees | Collegium of the President of the Parliament of Montenegro | Q 1 2011 | Decisions adopted and tender procedure initiated for office space renting | <p>Decision made to rent additional office space.</p> <p>Tender documents for space renting are under preparation. Invitation to open public procurement procedure will be announced after the adoption of the budget law of Montenegro for 2012.</p> <p>On 28 July the Government of Montenegro adopted a Study of potential solutions for providing space required for the work of the Parliament of Montenegro and the Ministry of Foreign Affairs and European Integration in the part related to the Parliament, and tasked the General Secretariat of the Government to define the final status of the proposal in cooperation with the General Secretary of the Parliament.</p> <p>At the meeting held on 3 November, the Collegium of the President of the Parliament passed a decision to accept the locations proposed in the Study of potential solutions for providing space required for the work of the Parliament of Montenegro and the Ministry of Foreign Affairs and European Integration and proposed to the Government to pass the required decisions as to create conditions for announcing</p> | P A R T L Y C O M P L E |

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| | | | | | <p>the competition for the conceptual design of the facility of the Parliament of Montenegro in line with the defined requirements..</p> <p>After the required preparations have been completed in the Government, the funds in the budget 2012 will be allocated for development of the conceptual design.</p> <p>(partly completed)</p> | <p>T E D</p> |
| | <p>22. Improving physical and staffing requirements for the work of MPs, based on earlier needs assessments (as a part of this measure a comparative analysis of standards in other parliaments in relation to space and staffing requirements will be prepared)</p> | <p>Collegium of the President of the Parliament of Montenegro</p> | <p>II quarter 2011</p> | <p>Completed analysis</p> <p>Conclusions adopted by the Collegium</p> | <p>Under this measure a comparative review was produced, which includes a brief description of the current situation of the spatial capacities in the Parliament, tabular presentation of the data on the area and spatial facilities of several national parliaments taken over from the ECPRD network (European Centre for Parliamentary Research and Documentation) and collected by a questionnaire that the Parliamentary Administration sent to the addresses of several parliaments in the region.</p> <p>On 28 July the Government of Montenegro adopted a Study of potential solutions for providing space required for the work of the Parliament of Montenegro and the Ministry of Foreign Affairs and European Integration, in the part related to the Parliament, and tasked the General Secretariat of the Government to define the final status of the proposal in cooperation with the General Secretary of the Parliament.</p> <p>Tender documents for space renting are under preparation. Invitation to open public procurement procedure will be announced after the adoption of the budget law of Montenegro for 2012.</p> <p>At the meeting held on 3 November, the Collegium of the President of the Parliament passed a decision to accept the locations proposed in the Study of potential solutions for providing space required for the work of the Parliament of Montenegro and the Ministry of Foreign Affairs and European Integration and proposed to the Government to pass the required decisions as to create conditions for announcing</p> | <p>P A R T L Y</p> <p>C O M P L E T E D</p> |

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| | | | | | <p>the competition for the conceptual design of the facility of the Parliament of Montenegro in line with the defined requirements.</p> <p>After the required preparations have been completed in the Government, the funds in the budget 2012 will be allocated for development of the conceptual design.</p> <p>(partly completed)</p> | |
| | <p>23. Providing access to the Parliament building for persons with disabilities</p> <p>- Creating the conditions for access to the building through consultation with NGOs and the corresponding tender procedure</p> | Parliament Administration | Q 2 2011 | <p>Initiated tender procedure</p> <p>Design prepared</p> <p>Project implemented</p> | <p>Public invitation to tender for procurement and installation of folding electric stair lifts for the needs of disabled persons for internal installation into the Parliament of Montenegro was published on 1 June 2011, and the deadline for opening of bids was 28 June.</p> <p>On 12 July a decision was passed to annul the public competition for procurement and installation of the folding electric stair lifts for the needs of disabled persons for internal installation in the Parliament of Montenegro, for the reason that no valid bids were received.</p> <p>The open procedure for selection of the most favourable bid for procurement and installation of the folding electric stair lifts for the needs of disabled persons for internal installation in the Parliament of Montenegro was announced on 1 November.</p> <p>The public procurement open procedure is in progress. One bid was received and public opening was carried out on 28 November. Further procedure of evaluation and selecting the bid is in progress.</p> <p>(partly completed)</p> | <p>P A R T L Y</p> <p>C O M P L E T E D</p> |
| 4. Openness and | 24. Preparation and publication of Annual Report of the Parliament of Montenegro | Parliament Administration | February 2011 | Annual Report completed | The Annual Report for 2010 has been produced and posted on the website ² . In addition, 250 copies in Montenegrin and English (bilingual edition) have been printed. | C O M |

² Link: http://www.skupstina.me/cms/site_data/IVANA/OSTALO/publikacije/Perfomance%20Report%202010%20final%20za%20sajt.pdf

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| Transparency | - Continuing the practice of publishing relevant information about the work of the Parliament for the purpose of its disclosure to the citizens and professionals (<i>The Parliament will prepare the report for 2010 on its own</i>) | | | | <p>Semi-annual performance report (for the period 1 January – 30 June) was posted on the website of the Parliament on 26 July. In addition, 150 copies of the report were printed in Montenegrin language.</p> <p>The brief on the legislative and oversight activity of the Parliament of Montenegro until the spring session in 2011 was posted on the website of the Parliament on 1 August.</p> <p>(completed)</p> | P L E T E D |
| | <p>25. Signing of Memorandum of Understanding between the Parliament of Montenegro and NGOs:</p> <p>- Defined principles of cooperation between the Parliament of Montenegro and the NGOs interested in cooperation with the Parliament of Montenegro</p> | President of the Parliament of Montenegro | Q 1 2011 | <p>Established Working Group to draft a Memorandum of Understanding</p> <p>Memorandum drafted</p> <p>Memorandum signed</p> | <p>Working Group was formed and drafting of the Memorandum completed. The text of the Memorandum was agreed upon.</p> <p>On 30 March the Memorandum³ was signed and promoted and the Form⁴ posted for submission of opinions of the representatives of the civil sector on the Parliament website.</p> <p>Since the beginning of the year there have been around 90 communications addressed to the working bodies of the Parliament by the civil sector representatives (proposals, applications, proposal amendments, requests for free access to information, comments to draft acts, appeals, petitions and the like), as well as around 90 participations in the meetings of working bodies by around 50 organisations, including participations in consultative hearings.</p> <p>(completed)</p> | C O M P L E T E D |

³ Link: http://www.skupstina.me/cms/site_data/SKUPSTINA%20CRNE%20GORE/Memorandum-o-saradnji-izmedju-Skupstine-Crne-Gore-i-Mreze-organizacija-civilnog-drustva-za-demokratiju-i-ljudska-prava.pdf

⁴ Link: http://www.skupstina.me/cms/site_data/SKUPSTINA/Obrazac-za-davanje-misljenja-predstavnika-civilnog-drustva.pdf

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| | <p>26. Roundtable discussion of Members of Parliament and representatives of the media:</p> <ul style="list-style-type: none"> - Promotion of better understanding and cooperation between the Parliament and the media on the basis of exchanging opinions and adopted conclusions | Parliament Administration | Q 2 2011 | <p>Organized round table discussion</p> <p>Conclusions adopted</p> <p>Number of participants</p> <p>Implementation of conclusions</p> | <p>Preparation is in progress, in cooperation with WFD, and indicative date has been agreed with its experts to be in July.</p> <p>Roundtable "Parliament, Media and Citizens" was held on 12 July. The participants were the representatives of MP Groups in the Montenegrin Parliament, editors-in-chief of the media accredited to monitor Parliamentary activities, representatives of the European Union Delegation in Montenegro and Great Britain Embassy in Podgorica. The roundtable was organised by the Parliament of Montenegro within the programme of cooperation with the Westminster Foundation for Democracy (WFD), in the partnership with Thomson Reuters Foundation from London and Institute for Media of Montenegro.</p> <p>(completed)</p> | C O M P L E T E D |
| | <p>27. Roundtable discussion on the issues of conflict of interest of Members of the Parliament:</p> <ul style="list-style-type: none"> - Better understanding of this issue and possible improvement of the legislative framework on the basis of exchanging opinions and adopted conclusions | Parliament Administration | Q 2 2011 | <p>Round table discussion organized and conclusions adopted</p> <p>Number of participants</p> <p>Implementation of conclusions</p> | <p>The conflict of interest roundtable focused on the issues of conflict of interest of Members of the Parliament was held on 10 June with the participation of the Government and NGO sector and foreign experts. The gathering concluded that support should be provided to the amendments to the law that would not allow MPs to be members in administrative and supervisory boards of enterprises under majority ownership of the State, as well as the amendments that would not allow the engagement of MPs in the state and local executive authorities.</p> <p>The Law on Prevention of Conflict of Interest was adopted on 29 July at the 11th sitting of the first ordinary (spring) session in 2011.</p> <p>(completed)</p> | C O M P L E T E D |

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| | <p>28. Improving internal communication within the Parliament Administration</p> <p>- Improved exchange of information and created conditions for an efficient external communication by defining the rules of internal communication and unification of procedures for communicating with stakeholders, design of documents, etc.</p> | <p>Parliament Administration / Human Resources Management Bureau</p> | <p>Q 3 2011</p> | <p>Rules on internal communication adopted and commenced to be implemented</p> <p>Appointment of a person for internal communication</p> | <p>In the reporting period, a comparative review of procedures and practices in a number of parliaments with regard to this issue was prepared, and thereafter a meeting of the representatives of the Parliamentary Administration and WFD experts was held, where various models of internal communication were discussed. It was concluded that strategic approach to this issue should be taken, through development of relevant documents that would respond to the needs of the Parliament in the best way.</p> <p>A group of employees commenced their work on development of the document that is to define the basic issues related to internal communication, and according to the proposed work schedule, the working drafts of these documents can be expected in the first half of the next year.</p> <p>In the meanwhile, the Parliamentary Administration made some steps in the direction of internal communication strengthening. Thus, a working draft of the manual for employees that will cover all relevant information meaningful to the employees at one place has been prepared.</p> <p>The Parliamentary Administration created all required prerequisites for introducing the Broadcast service of the Parliament of Montenegro, i.e. the notification system through short SMS messages delivered to mobile phones. Namely, it is planned that from 1 December MPs should be notified about holding of the sittings by SMS messages. The system should substitute the previous notifications by written letters/telegrams. The system has been introduced for the reason of rationalization of the notification procedure, both in respect of the speed of the transfer of information and reduction of costs in relation to the previous system.</p> | <p>P A R T L Y</p> <p>C O M P L E T E D</p> |

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| | | | | | <p>For the purpose of improving the internal communication among the employees, the IT Section has developed an intranet portal, whose test version will be available within the computer network of the Parliament by the end of December. The work on developing the portal will be an ongoing process in 2012.</p> <p>Also, an initial document for automation of the legislative procedure has been produced, which will also affect the area of internal communications.</p> <p>(partly completed)</p> | |
| | <p>29. Further improving the transparency of the Parliament and its communication with the public:</p> <ul style="list-style-type: none"> - Improved procedures for enabling a proactive approach to the activities of the Parliament by establishing a special form available on its website - Provided conditions for direct transmission of all press conferences from the press position in the Parliament via the Internet - Provided timely notification of the public through the publication of all relevant information on the website of the Parliament | Parliament Administration / PR Section | Continuous | <p>Form for the citizens and the public posted on the website</p> <p>Provided direct transmission from the press position via the Internet</p> <p>All relevant information available on the website of the Parliament</p> <p>Number of applications for free access to information and number of provided responses</p> | <p>Enabled direct broadcasting from the press position via the Internet.</p> <p>All relevant information is regularly posted on the website.</p> <p>Since the beginning of the year, the Parliament received the total of 156 requests for FAI (with the total of 504 sub-requests). All requests were responded to, of which 72 responds allowed the access, for 39 requests the Parliament was not in possession of the requested information, and 43 responses were in the form of notification that the requested information was already published or another authority was responsible for the same. In relation to two requests, two conclusions were made (they are made in case when a request is rejected, since the administrative matter has already been resolved).</p> <p>General Secretary of the Parliament has issued an order that in November the voting results of MPs should commence to be posted on the website of the Parliament.</p> <p>It is expected that starting from the spring session of the Parliament in 2012, all 6.200 voting listings since the 24th Parliamentary term was</p> | COMPLETED |

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| | <ul style="list-style-type: none"> - Provided free access to information through the provision of timely responses to the requests in accordance with the Law on Free Access to Information | | | | <p>constituted should be available on the website of the Parliament.</p> <p>(Completed)</p> | |
| | <p>30. Program "Open Parliament"</p> <ul style="list-style-type: none"> - Further promotion of the transparency of work by launching the monthly newsletter "Open Parliament", in cooperation with the Centre for Democratic Transition - Improving the openness of work towards the younger population and, in this part, an assessment of options for launching the project of "Democratic Workshop" for children in primary schools, in cooperation with ERSTE Foundation and the Austrian Parliament - Weekly news from the EU institutions | Parliament Administration / PR Section | Continuous | <ul style="list-style-type: none"> Regular publication of monthly newsletter "Open Parliament" Regular publication of weekly news Completed preparation of the project "Democratic Workshop" and the decisions adopted | <p>So far, nine editions of the monthly newsletter "Open Parliament" have been published.</p> <p>Publishing of weekly news from EU institutions every Friday, starting from February</p> <p>The preparation of the project "Democratic Workshop" is in progress. The Project is intended for primary school children, and it will be implemented in cooperation with ERSTE Foundation and Austrian Parliament.</p> <p>Having carried out the public competition, the non-governmental organisations that met the set conditions were sent a request to submit information required for the following phase of the application process. Thereafter, in November, representatives of these organisations were interviewed and NGO Forum MNE entered the final phase of the process for selection of the local partner.</p> <p>(Completed)</p> | C O M P L E T E D |

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| | <p>31. Reporting on the Action Plan implementation</p> <p>- provided carrying out of activities in accordance with the plan through continuous monitoring of the implementation and results achieved</p> | <p>Collegium of the President of the Parliament of Montenegro / Parliament Administration</p> | <p>Quarterly</p> | <p>Report on implementation of the Action Plan submitted to the Collegium and conclusions adopted</p> | <p>I quarterly report, for December, January and February was submitted on 3 March, with proposal suggestions of the European Commission. The Collegium adopted the 1st quarterly report on 9 March.</p> <p>2nd quarterly Report, for March, April and May was adopted by the Collegium of the President of the Parliament on 13 June.</p> <p>3rd quarterly Report, for June, July and August was adopted by the Collegium of the President of the Parliament in September of the current year.</p> <p>Monthly reports on implementation are submitted to the Government on regular basis.</p> <p>(Completed- quarterly)</p> | <p>C O M P L E T E D</p> |