



**The Parliament of Montenegro**

**First Report on the Implementation of the  
Action Plan for the Strengthening of Legislative and Oversight Role of the  
Parliament of Montenegro  
During the period from December 2010 to 1 March 2011**

March 3, 2011

PRIORITY	ACTIVITY	RESPONSIBLE AUTHORITY	DEADLINE	INDICATORS	IMPLEMENTATION	
1. Upgrade the Legislative and Oversight Role	<p>1. Passing of The Law on Election of Members of Parliament and Councilors:</p> <ul style="list-style-type: none"> <li>- Improved legislative framework in line with the recommendations of OSCE and Venice Commission</li> </ul>	Parliament of Montenegro	Q IV 2010	<p>Working group formed</p> <p>The Law adopted</p> <p>Compliance with the recommendations of the OSCE - ODIHR and Venice Commission</p>	<p>Multi-party working group formed</p> <p>7 meetings of the Working Group held and 11 meetings of sub-groups</p> <p>Deadline postponed for 31 May</p>	Deadline changed
	<p>2. Defining the roles and responsibilities of the Parliament in the following stages of the process of integration into the European Union:</p> <ul style="list-style-type: none"> <li>- 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 are now EU members, and Croatia, regarding the role of parliaments in the accession negotiations with EU)</i></li> </ul>	The Collegium of the President of the Parliament of Montenegro	Spring Session	<p>Research work completed</p> <p>The role of the Parliament defined by the relevant act</p>	<p>Research work completed in 2010 and submitted to the Collegium members</p>	In progress
	<p>3. Drafting and adoption of the Law on Parliamentary Oversight in the Field of Security and Defense:</p> <ul style="list-style-type: none"> <li>- Strengthened oversight role of the Parliament in this particular area</li> <li>- Improved protection of rights and freedom of citizens against potential abuse</li> <li>- Precisely defined responsibilities of all stakeholders</li> </ul>	Security and Defense 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 Defense was adopted unanimously on 22 December 2010</p>	Complete

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	<p><b>4.</b> 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"> <li>- Improved background information and expert support to the members regarding the proposed enactments</li> <li>- Improved verification of compliance with the EU acquis and conformity tables submitted by the Government</li> <li>- 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</li> <li>- Provided examination of information on the fiscal impact submitted by the Government</li> <li>- Strengthened expert support through the training in the area of research and employment of at least two staff members in the Section for Research</li> </ul>	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 informative reviews</p> <p>Number of staff</p> <p>Obtained feedback from members on this issue</p>	<p>Adopted guidelines on the content of briefing - informative review</p> <p>Organized training for the secretaries on the preparation of informative reviews (in cooperation with the Westminster Foundation for Democracy (WFD) and the UK House of Commons)</p> <p>Prepared Terms of Reference for expert assistance</p>	Complete
	<p><b>5.</b> Preparation of a time table and schedule for the activities of the Parliament and working bodies:</p> <ul style="list-style-type: none"> <li>- 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 and the work of MPs in clubs and with citizens</li> <li>- Provided coordination, organization and planning of both legislative and oversight activities of the working bodies and individual members of working bodies by defining a time table of committee sessions generally specifying the date, time and venue of each meeting</li> <li>- Increased intensity of supervision through the adoption of plans of supervisory activities of the working bodies in order to monitor the implementation of laws and policies</li> </ul>	The Collegium of the President of the Parliament of Montenegro / Parliament Administration	Q I 2011	<p>Adoption of the activity schedule 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 activity schedule of the Parliament was accepted in 2011</p> <p>Annual plans of supervisory activities adopted by three working bodies</p> <p>Committee for the political system, judiciary and administration accepted the initiative to hold consultative hearings on reforming the judicial system, in the context of the recommendations of the European Commission Opinion.</p>	In progress

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	<p><b>6.</b> 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"> <li>- Provided monitoring and control of implementation of the recommendations of the European Commission through the preparation of a Report on the findings and recommendations from the Opinion of the EC for specific chapters and areas with the proposal of the responsible Committee of the Parliament for each issue</li> <li>- Provided monitoring and control of implementation of the recommendations of the European Commission through holding a meeting with the chair persons of all Committees, to discuss their obligations in terms of oversight</li> <li>- 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</li> </ul>	<p>The Committee on International Relations and European Integration (CIREI)</p>	<p>Continuous</p>	<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 CIREI</p>	<p>The report was prepared by the Committee for International Relations and European Integration in December 2010</p> <p>CIREI held a meeting regarding this document with Presidents and Vice-Presidents of all Committees in January 2011</p> <p>During January and February, annual plans adopted by three working bodies ( for human rights, security and defense, and monitoring and control of the privatization process)</p> <p>Preparation of the plans of other Committees us in progress</p>	<p>C o n t i n u o u s</p>

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	<p>7. Adoption of the Decisions on amendments to the Rules of Procedure of the Parliament of Montenegro:</p> <ul style="list-style-type: none"> <li>- Strengthened direct expert support to the MPs through an increased number of staff working in Parliamentary Clubs</li> <li>- 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>)</li> </ul>	<p>Parliament of Montenegro</p> <p>The Collegium of the President of the Parliament of Montenegro</p>	<p>December 2010</p> <p>Q II 2011</p>	<p>Adopted Decision on amendments to the Rules of Procedure providing an increased number of staff working in the Clubs</p> <p>Number of employees in the Parliamentary Clubs</p> <p>Adopted conclusion of the Collegium in relation to the representation of initiatives of the opposition</p>	<p>Decisions on amendments to the Rules of Procedure of the Parliament of Montenegro adopted on 22. December 2010, which provided an increase in employment in Parliamentary Clubs, for a total of 5 until 1 March</p>	<p>C o m p l e t e</p> <p>I n p r o g r e s s</p>
	<p>8. Analysis of the requirement for separation of responsibilities of individual committees and establishment of subcommittees</p> <ul style="list-style-type: none"> <li>- Provided a balanced distribution of responsibilities and scope 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</li> </ul>	<p>The Collegium of the President of the Parliament of Montenegro</p>	<p>Q II 2011</p>	<p>Working group established, tasked to assess the need for separation of responsibilities of individual committees</p> <p>Assessment completed Conclusions adopted by the Collegium</p>	<p>The proposal to establish a working group submitted to the Collegium</p>	<p>I n p r o g r e s s</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"> <li>- Enabled more efficient distribution of the alignment of legislation through the adoption of Annual Plan for the harmonization of legislation, based on an 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</li> </ul>	<p>The Collegium of the President of the Parliament of Montenegro</p> <p>/ Parliament Administration</p>	<p>Q I 2011</p>	<p>Adopted Annual Plan one week after the NPI adoption by the Government, planned under the Annual Work Program of the Government for the second quarter of 2011</p>	<p>NPI has not been adopted by the Government yet</p> <p>The Plan for the monitoring of Annual Programme of the Government prepared and submitted to the Parliamentary Clubs</p>	<p>In progress</p>
	<p>10. Preparing and reviewing annual reports on the performance of working bodies:</p> <ul style="list-style-type: none"> <li>- Enabled analysis of the legislative and oversight work of each committee annually</li> <li>- Provided better planning of work for the following year</li> <li>- Improved public understanding of the work of the committees</li> </ul>	<p>Working Bodies</p>	<p>Q I 2011</p>	<p>Number of adopted and published reports</p>	<p>Annual reports being prepared by working bodies</p>	<p>In progress</p>
	<p>11. Adoption of rules on document management procedures in the Parliament Administration</p> <ul style="list-style-type: none"> <li>- Facilitated office operations due to the new system of document management</li> </ul>	<p>Secretary General</p>	<p>December 2010</p>	<p>Rules adopted and applied</p>	<p>Internal Rules on document management procedures adopted by the Parliament and applied since early 2011</p>	<p>Complete</p>

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	<b>12. Adoption of the Classification Plan:</b> <ul style="list-style-type: none"> <li>- Provided more efficient tracking of legislation on the basis of classification according to negotiating chapters</li> <li>- Provided better tracking of amendments to laws and their harmonization with the European Union aquis on the basis of classification, which follows the negotiating chapters</li> </ul>	Secretary General	December 2010	Classification Plan adopted and applied	Classification Plan adopted and started to be applied in early 2011	Completed
	<b>13. Introduction of abbreviations for parliamentary documents:</b> <ul style="list-style-type: none"> <li>- Creating the conditions for easier tracking of Parliamentary acts</li> </ul>	The Collegium of the President of the Parliament of Montenegro  / Secretary General	Q I 2011	Decision on abbreviations drafted  Working group established  Completed identification of abbreviations for the laws passed since October 2007.  Decision on abbreviations adopted and is applied	Prepared Draft Decision on the abbreviations for parliamentary documents  Working group formed to determine the abbreviations for the legislation published in the Official Gazette of Montenegro, since its first edition after the adoption of the new Constitution in 2007 and its work is in progress	In progress
	<b>14. Introduction of the Record of Parliamentary Acts (RPA)</b> <ul style="list-style-type: none"> <li>- Creating the conditions for easier tracking of parliamentary acts for each session of the Parliament</li> </ul>	The Collegium of the President of the Parliament of Montenegro  / Secretary General	Q I 2011	Established RPA records  Adopted decision on the introduction of RPA as a part of the name of acts	Established RPA records	Completed

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	<p><b>15.</b> Introduction of Eurovoc Descriptors:</p> <ul style="list-style-type: none"> <li>- Creating the conditions for the use of descriptors to index documents in accordance with the License</li> </ul>	The Collegium of the President of the Parliament of Montenegro	Q I 2011	<p>An expert group was formed for the translation of descriptors</p> <p>Translated Eurovoc descriptors</p>	In 2010, an expert group was formed which is currently working on the translation into Montenegrin language	I n P r o g r e s s
	<p><b>16.</b> 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"> <li>- Strengthened work of the organizational unit in charge of parliamentary research through the establishment of appropriate operational procedures</li> </ul>	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>Adopted Rules of Procedure of the Section for analysis, documentation, research and library, with supporting documents and their application started</p> <p>Adopted Rules of Procedure for the submission of application and preparation of parliamentary research work, including application form</p> <p>Two research papers completed, on parliamentary autonomy and the role of Parliament in the negotiations</p>	C o m p l e t e



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	<p>17. Preparation of preliminary design for an information system that would enable IT tracking of the entire legislative process</p> <p>- creating the conditions for finding an optimal IT solution 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>)</p>	Parliament Administration	Q III 2011	Preliminary design drafted	Preparation in progress, in cooperation with the Ministry for Information Society and Telecommunications	I n P r o g r e s s

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3. Administrative and Financial Capacities	<p><b>18.</b> Adoption of the Human Resources 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"> <li>- 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</li> </ul>	Parliament Administration	January 2011	Adopted Human Resources Strategy Adopted Strategic Plan Number of implemented activities	Adopted Human Resources Strategy Adopted Strategic Plan Training Plan prepared, implementation in progress	Complete
	<p><b>19.</b> Providing intensive training for the staff of parliamentary committees and clubs:</p> <ul style="list-style-type: none"> <li>- Improved quality of verification of the conformance of draft legislation with the EU acquis</li> <li>- Raising the level of knowledge and expertise of employees in the field of EU acquis through training in specific areas, within the framework of TAIEX and other available projects</li> <li>- 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</li> <li>- 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</li> <li>- Raising the level of knowledge and expertise of employees through a number of training courses in cooperation with NGOs, Human Resources Administration, as well as through bilateral cooperation with other parliaments</li> </ul>	Parliament Administration	Continuous	Number of trainings organized Number of participants Number of amended tables of compliance during preparations for the meeting of the Committee	Organized training for research staff, during which two employees visited the Slovak parliament for two weeks Implementation of the project "Parliament for Europe" in progress, with the NGO EM in MNE Implementation of the Training Plan in progress Prepared Terms of Reference for expert assistance Of the total of 21 proposed laws, the Administration requested the correction of tables for 11 proposals, while only some technical changes were necessary for 9 of them.	Continuous

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	<p><b>20.</b> Filling vacancies in the Parliament Administration, in accordance with the Rulebook on Internal Organization and Job Description of the Parliament Administration</p> <ul style="list-style-type: none"> <li>- Creating the conditions for achieving full functionality of all organizational units</li> </ul>	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>90 staff (and 11 trainees) compared to 154 staff, as planned under the Rulebook</p> <p>90 staff (and 11 trainees) as of 28 February 2011, compared to 73 staff (and 12 trainees) on 31 December 2010.</p>	Continuous
	<p><b>21.</b> 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"> <li>- Productivity raising through improved spatial conditions for the work of MPs and employees in the Parliament</li> <li>- Productivity raising through the creation of conditions for the admission of new employees</li> </ul>	The Collegium of the President of the Parliament of Montenegro	Q I 2011	Decisions adopted and tender procedure initiated for office space renting	<p>Adopted decision to rent extra office space</p> <p>Preparation of tender procedure in progress</p>	In progress
	<p><b>22.</b> Improving spatial and personnel requirements for the work of MPs, based on earlier needs assessments (<i>as a part of this measure a comparative analysis of standards in other parliaments in relation to space and staffing requirements will be prepared</i>)</p>	The Collegium of the President of the Parliament of Montenegro	Q II 2011	<p>Completed analysis</p> <p>Conclusions adopted by the Collegium</p>	Preparation of comparative analysis in progress	In progress
	<p><b>23.</b> Providing access to the Parliament building for persons with disabilities</p> <ul style="list-style-type: none"> <li>- Creating the conditions for access to the building through consultation with NGOs and the corresponding tender procedure</li> </ul>	Parliament Administration	Q II 2011	<p>Initiated tender procedure</p> <p>Design prepared</p> <p>Project implemented</p>	Tender procedure under preparation, including NGO participation	In progress

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4. Openness and Transparency	<p><b>24.</b> Preparation and publication of Annual Report of the Parliament of Montenegro</p> <ul style="list-style-type: none"> <li>- 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 independently</i>)</li> </ul>	Parliament Administration	February 2011	Prepared Annual Report	2010 Annual Report prepared and available on the web site	Complete
	<p><b>25.</b> Signing of Memorandum of Understanding between the Parliament of Montenegro and NGOs:</p> <ul style="list-style-type: none"> <li>- Defined principles of cooperation between the Parliament of Montenegro and the NGOs interested in cooperation with the Parliament of Montenegro</li> </ul>	President of the Parliament of Montenegro	Q I 2011	<ul style="list-style-type: none"> <li>Established Working Group to draft a Memorandum of Understanding</li> <li>Memorandum drafted</li> <li>Memorandum signed</li> </ul>	<ul style="list-style-type: none"> <li>Working Group established, Memorandum drafted</li> <li>Text of the Memorandum agreed</li> </ul>	In progress
	<p><b>26.</b> Roundtable discussion of Members of Parliament and representatives of the media:</p> <ul style="list-style-type: none"> <li>- Promotion of better understanding and cooperation between the Parliament and the media on the basis of exchanging opinions and adopted conclusions</li> </ul>	Parliament Administration	Q II 2011	<ul style="list-style-type: none"> <li>Organized round table discussion</li> <li>Conclusions adopted</li> <li>Number of participants</li> <li>Implementation of conclusions</li> </ul>	Preparation in progress, in cooperation with WFD	In progress
	<p><b>27.</b> Roundtable discussion on the issues of conflict of interest of Members of the Parliament:</p> <ul style="list-style-type: none"> <li>- Better understanding of this issue and possible improvement of the legislative framework on the basis of exchanging opinions and adopted conclusions</li> </ul>	Parliament Administration	Q II 2011	<ul style="list-style-type: none"> <li>Round table discussion organized and conclusions adopted</li> <li>Number of participants</li> <li>Implementation of conclusions</li> </ul>	Preparation in progress, in cooperation with SIGMA and UAKI	In progress

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	<p><b>28.</b> Improving internal communication within the Parliament Administration</p> <ul style="list-style-type: none"> <li>- 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.</li> </ul>	Parliament Administration / Human Resources Management Bureau	Q III 2011	<p>Adopted rules on internal communication and the beginning of their implementation</p> <p>Appointment of a person for internal communication</p>	<p>Preparatory activities in progress, in cooperation with WFD and the UK House of Commons and appointed person for internal communication</p>	I n p r o g r e s s
	<p><b>29.</b> Further improving the transparency of the Parliament and its communication with the public:</p> <ul style="list-style-type: none"> <li>- Improved procedures for enabling a proactive approach to the activities of the Parliament by establishing a special form available on its web site</li> <li>- Provided conditions for direct transmission of all press conferences from the press position in the Parliament over the Internet</li> <li>- Provided timely notification of the public through the publication of all relevant information on the web site of the Parliament</li> <li>- Provided free access to information through the provision of timely responses to the requests in accordance with the Law on Free Access to Information</li> </ul>	Parliament Administration / Department for Public Relations	Continuous	<p>Form for the citizens and the public published on the website</p> <p>Provided direct transmission from the press position over the Internet</p> <p>All relevant information available on the web site of the Parliament</p> <p>Number of applications for free access to information and number of provided responses</p>	<p>Provided direct transmission from the press position over the Internet</p> <p>All relevant information regularly published on the web site of the Parliament</p> <p>From 1 December to 1 March there were 32 applications for FAI, and all were responded to, of which access was granted for 23, and no information was available to the Parliament for 9 applications</p>	C o n t i n u o u s

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	<p><b>30. Program "Open Parliament"</b></p> <ul style="list-style-type: none"> <li>- Further promotion of the transparency of work by launching the monthly newsletter "Open Parliament", in cooperation with the Center for Democratic Transition</li> <li>- 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</li> <li>- Weekly news from the EU institutions</li> </ul>	Parliament Administration / Department for public relations	Continuous	<ul style="list-style-type: none"> <li>Regular publication of monthly newsletter "Open Parliament"</li> <li>Regular publication of monthly news</li> <li>Completed preparation of the project "Democratic Workshop" and the decisions adopted</li> </ul>	<p>The first edition of the monthly newsletter "Open Parliament" was issued on 4 February</p> <p>Publication of weekly news from the EU institutions each Friday, starting from February</p> <p>Preparation of the project "Democratic Workshop" is in progress</p>	C o n t i n u o u s
	<p><b>31. Reporting on the Action Plan implementation</b></p> <ul style="list-style-type: none"> <li>- provided carrying out of activities in accordance with the plan through continuous monitoring of the implementation and results achieved</li> </ul>	The Collegium of the President of the Parliament of Montenegro  / Parliament Administration	Quarterly	Report on implementation of the Action Plan submitted to the Collegium and conclusions adopted	<p>The first quarterly report for December, January and February submitted on 3 March, including the proposed suggestions of the European Commission</p>	C o m p l e t e  (quarterly)