

Bosna i Hercegovina
MINISTARSTVO PRAVDE



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МИНИСТАРСТВО ПРАВДЕ

**COMMUNICATION PLAN
FOR THE IMPLEMENTATION OF THE ACTION PLAN
OF BIH JUSTICE SECTOR REFORM STRATEGY**

Sarajevo, September 2009

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INTRODUCTION

Justice Sector Reform Strategy in Bosnia and Herzegovina (JSRS BiH) is the key document in BiH Justice Sector which will determine, in the following years, the flow of activities in this area. As a priority of the European Partnership, this document becomes an important link among BiH justice sector institutions, international community and donors. Effective implementation and visible influence of the activities from the strategic programmes is possible only through well-established communication within BiH justice sector institutions and other institutions relevant for JSRS BiH implementation.

Although JSRS BiH established monitoring mechanisms, and the members of the Ministerial Conference committed themselves to fully implement obligations under JSRS BiH and give full support to the Functional working groups (FWG), Technical Secretariat, as well as to the efforts for coordination of donor aid, during the first six months of implementation the following key issues appeared:

- Most of BiH justice sector institutions did not include planned activities from the JSRS BiH Action Plan (JSRS BiH AP) in their institutional strategic plans, i.e. work programmes;
- In the activities of the Technical Secretariat were not engaged sectors or persons from the Entity Ministries of Justice, High Judicial and Prosecutorial Council of BiH (HJPC BiH) and Judicial Commission of Brcko District BiH (JC BD BiH), that carry out the tasks of strategic planning and coordination within their institutions;
- Poor attendance of the appointed members at the FWG meetings, insufficient cooperation and coordination with the appointed members;
- Delivered reports were of varying quality or they were not submitted on time, and in some cases they were not submitted at all, with the exception of individual institutions, i.e. individual areas;
- Some of the key reasons for this situation are: low level of commitment of BiH justice sector institutions to the JSRS BiH AP implementation, poor commitment and participation of FWG members and persistent lack of capacity in most institutions.

At the Second Ministerial Conference of Ministers of Justice in BiH and Presidents of HJPC BiH and JC BD BiH, managers of the institutions have committed to, as much as possible, within the existing limitations, advance the institutional and inter-institutional cooperation, planning, coordination, including donor coordination and that they will ensure timely and good quality reporting by representatives of their institutions in this process.

Development of this Communication Plan and establishment of special relations and ways will ensure clear coordination and communication in the JSRS BiH implementation.

Communication Plan for the JSRS BiH AP implementation is trying to meet the challenge of previous poor coordination and information flow by establishing relations and cooperation among BiH justice sector institutions and other relevant institutions. Purpose of the plan is to give a new dimension to the cooperation in JSRS BiH implementation and contribute to more efficient and responsible governance.

This Communication Plan will ensure efficiency, effectiveness and transparency of work among the institutions in BiH justice sector and individuals employed in them.

BiH justice sector institutions will prepare, on the basis of this Communication Plan, their own adjusted communication plans for JSRS BiH AP implementation, and till their adoption, this Communication Plan will be applied in an appropriate way.

ISSUES AND RISKS IDENTIFIED IN THE JSRS BIH IMPLEMENTATION

Implementation of activities related to the establishment of mechanisms for monitoring implementation of the JSRS BiH at the institutional and sector level, harmonisation of the uniform reporting templates, strengthening of the institutional capacities for more efficient coordination and cooperation within the BiH justice sector and establishment of institutional capacities for donor aid coordination, was followed by a number of risks and issues, identified in the Report on Implementation of the JSRS BiH for the period January -June 2009.

Reports of the competent BiH justice sector institutions on JSRS BiH implementation are of varying quality and not submitted within specified deadlines. There is poor coordination and communication within some BiH justice sector institutions regarding issues relevant for JSRS BiH implementation. There is also low level of commitment to the process and coordinated monitoring of the reform activities in some BiH justice sector institutions.

Coordinating meetings of FWG become pointless if representatives of the institutions, that have committed to closely cooperate and coordinate between themselves, do not attend the coordination meetings.

Special monitoring systems have been introduced aimed at facilitating overall evaluation of progress in the BiH justice sector reform processes. Although the process and reporting formats were explained in detail to the FWG members and although the reporting deadlines were announced, the reports were submitted late or in some cases they were not submitted at all. In general, the reports were of very poor quality and did not contain the information agreed with the FWG members at the beginning of the process, with exception of some institutions.

The same problems are present with regards to implementation of the donor aid coordination. In this area, donor aid coordinators have been appointed by all BiH justice sector institutions. Although one of their responsibilities is to produce reports on monitoring implementation of the Action plan for the Report on monitoring and evaluation of donor aid effectiveness in the BiH justice sector, most of the reports from this area have not been submitted.

Considering the mentioned problems, it becomes almost impossible to create a unified picture of the progress in JSRS BiH implementation for the justice sector, due to lack or insufficient data, and due to inconsistent participation of the institutions representatives in the FWG meetings.

Implementation of the activities from JSRS BiH remains uncoordinated and inconsistent, which disrupts the basic purpose of developing and adopting the JSRS BiH.

This creates a very bad image of the overall situation in the BiH justice sector among the members of the wider public and international community, which is faced with uncoordinated and untimely implementation of the reform processes and significantly decreased possibilities for continued donor aid to the BiH justice sector.

Responsibility for progress and delays in the justice sector reform is shared by all the institutions within identified competencies.

It is essential to invest additional efforts to enable efficient coordination and cooperation among BiH justice sector institutions, to implement the joint mission statement for the justice sector in BiH, i.e. establish efficient, effective and coordinated justice system in BiH that is accountable to all citizens and fully aligned with EU standards and best practices, guaranteeing the rule of law.

MEASURES TO OVERCOME IDENTIFIED ISSUES AND RISKS

In order to overcome above mentioned issues and the risk, Sector for Strategic Planning, Aid Coordination and European Integrations of BiH Ministry of Justice (SSPACEI) developed a Communication plan for the implementation of the JSRS BiH AP.

- Most of BiH justice sector institutions did not include planned activities from the JSRS BiH AP in their institutional strategic plans, i.e. work programs. It was agreed to start, in June 2009, with the technical assistance of the Spanish Agency for International Development Cooperation (AECID), development of institutional strategic plans of the institutions that have not done it till now. Including the activities from the JSRS BiH AP in the institutional strategic plans of BiH justice sector institutions will facilitate further implementation and monitoring of the planned activities.
- In the activities of the Technical Secretariat were not engaged sectors or persons from the Entity Ministries of Justice, HJPC BiH and JC BD BiH that carry out the tasks of strategic planning and coordination within their institutions. After the appointment of persons to the JSRS BiH Technical Secretariat, the first meeting was held and roles and responsibilities of the members were defined. Overcoming of the existing issues is expected to be achieved by holding regular meetings, coordination and regular communication with the JSRS BiH Technical Secretariat members.
- Out of a total of 10 FWG meetings planned to be held in 2 rounds over the past five months of this year, nine took place. We would like to emphasize that all FWG meetings were not attended by all members. FWG meetings were held with majority of the members present, in spite of the fact that schedule of FWG meetings was announced to all institutions and FWG members as early as January 2009. Coordinating meetings of this type lose their efficiency and effectiveness if the appointed members do not cooperate and coordinate between themselves, and do not attend the meetings. In order to fully implement JSRS BiH AP it is necessary to ensure the presence of the members to make FWG meetings as productive as possible.
- Although the process and reporting formats were explained to all FWG members in a wide consultation process, delivered reports were of varying quality; and although the reporting deadlines were announced, the reports were submitted late or in some cases they were not submitted at all. The reports were of poor quality and content, with exception of some institutions and areas. In order to overcome this issue, additional trainings will be organized, but also higher level of professionalism and responsibility of the appointed members and institutions in the process of monitoring and implementation of JSRS BiH AP activities will be required.
- Some of the main reasons for such situation are low level of commitment of BiH justice sector institutions to the implementation of JSRS BiH AP, poor commitment and participation of FWG members and persistent lack of capacity in most institutions. Overcoming of this issue is possible through re-allocation of the existing capacities with more efficient planning and coordination within the institutions, clear and defined role of individual participants in the process of JSRS BiH AP implementation, establishment and functioning of the JSRS BiH Technical Secretariat and through the mechanisms of this plan.

Table 1 Communication Plan for the JSRS BiH AP implementation

| COMMUNICATION PLAN FOR THE JSRS BiH AP IMPLEMENTATION | | | | | | | |
|--|--|--|--|---|-------------------------------|---|---|
| Key actors in the process | Why communicate? | Desired results | Mechanisms | Frequency | Activity implementer | Objectively measurable indicators of activity implementation | Indicators of activity implementation |
| 1. Organizational units of MoJ BiH responsible for JSRS BiH AP implementation | To encourage implementation of activities and collecting of data related to the progress in implementation of JSRS BiH AP activities | Greater involvement and professional commitment to the implementation of activities and regular submission of relevant data related to the progress in the implementation of JSRS BiH AP TS activities | Thematic meetings/expert meetings | Monthly/as needed | SSPACEI and MoJ BiH Secretary | Thematic meetings/expert meetings of MoJ BiH are regularly held, where is discussed about actual issues in JSRS BiH AP implementation | Minutes of the meetings |
| | | | Trainings | As needed | SSPACEI | MoJ BiH staff trained and understands better their roles and responsibilities in JSRS BiH AP implementation | Assessment form and training material |
| | | | Monthly Work Reports | Monthly | Assistants to the Minister | MoJ BiH monthly reports are developed and delivered to SSPACEI for updating reports on JSRS BiH AP implementation | Monthly report |
| 2. Secretariat of the High Judicial and Prosecutorial Council BiH | To collect data related to the progress in implementation of JSRS BiH AP activities | Better coordination and regular submission of relevant data related to the progress in implementation of JSRS BiH AP TS activities | Engagement of person appointed to TS by HJPC BiH Secretariat | Minimum four times a year through TS meetings | TS/ SSPACEI | TS meetings are regularly held, where relevant information is exchanged | Minutes of TS meetings |
| | | | FWG meetings | Minimum two times a year | TS/ SSPACEI | FWG meetings are regularly held, where relevant information is exchanged | Minutes and conclusions of FWG meetings |
| | | | Regular reports on JSRS BiH AP implementation | Every three months | TS/ SSPACEI | Reports on JSRS BiH AP implementation are regularly submitted and they contain quality and complete information | Reports on the implementation |
| | | | Regular communication by e-mail and telephone | Every day, as needed | TS/ SSPACEI | Improved communication and exchange of information with the aim of regular updating the reports on JSRS BiH AP implementation | E-mail communication established |

| COMMUNICATION PLAN FOR THE JSRS BiH AP IMPLEMENTATION | | | | | | | |
|---|---|---|--|---|----------------------|---|---|
| Key actors in the process | Why communicate? | Desired results | Mechanisms | Frequency | Activity implementer | Objectively measurable indicators of activity implementation | Indicators of activity implementation |
| 3. Judicial Commission of BD BiH | To collect data related to the progress in implementation of JSRS BiH AP activities | Better coordination, higher engagement and regular submission of relevant data related to the progress in the implementation of JSRS BiH AP TS activities | Engagement of person appointed to TS by JC BD BiH | Minimum four times a year through TS meetings | TS/ SSPACEI | TS meetings are regularly held, where relevant information is exchanged | Minutes of TS meetings |
| | | | FWG meetings | Minimum two times a year | TS/ SSPACEI | FWG meetings are regularly held, where relevant information is exchanged | Minutes and conclusions of FWG meetings |
| | | | Regular reports on JSRS BiH AP implementation | Every three months | TS/ SSPACEI | Reports on JSRS BiH AP implementation are regularly submitted and they contain quality and complete information | Reports on the implementation |
| | | | Regular communication by e-mail and telephone | Every day, as needed | TS/ SSPACEI | Improved communication and exchange of information with the aim of regular updating the reports on JSRS BiH AP implementation | E-mail communication established |
| 4. Entity Ministries of Justice | To collect data related to the progress in implementation of JSRS BiH AP activities | Better coordination and regular submission of relevant data related to the progress in the implementation of JSRS BiH AP TS activities | Engagement of persons appointed to TS by Entity MoJs | Minimum four times a year through TS meetings | TS/ SSPACEI | TS meetings are regularly held, where relevant information is exchanged | Minutes of TS meetings |
| | | | FWG meetings | Minimum two times a year | TS/ SSPACEI | FWG meetings are regularly held, where relevant information is exchanged | Minutes and conclusions of FWG meetings |
| | | | Regular reports on JSRS BiH AP implementation | Every three months | Entity MoJs | Reports on JSRS BiH AP implementation are regularly submitted and they contain quality and complete information | Reports on the implementation |
| | | | Regular communication by e-mail and telephone | Every day, as needed | TS/ SSPACEI | Improved communication and exchange of information with the aim of regular updating the reports on JSRS BiH AP implementation | E-mail communication established |

| COMMUNICATION PLAN FOR THE JSRS BiH AP IMPLEMENTATION | | | | | | | |
|---|--|--|--|---|--|---|---|
| Key actors in the process | Why communicate? | Desired results | Mechanisms | Frequency | Activity implementer | Objectively measurable indicators of activity implementation | Indicators of activity implementation |
| 5. Cantonal Ministries of Justice | To collect data related to the progress in implementation of JSRS BiH AP activities | Better coordination and regular submission of relevant data related to the progress in the implementation of JSRS BiH AP TS activities | Trainings | As needed | SSPACEI | FWG members and persons appointed for tasks of strategic planning and donor aid trained and they understand better their roles and responsibilities in JSRS BiH AP implementation | Assessment form and training material |
| | | | FWG meetings | Minimum two times a year | TS/ SSPACEI | FWG meetings are regularly held, where relevant information is exchanged | Minutes and conclusions of FWG meetings |
| | | | Regular reports on JSRS BiH AP implementation | Every three months | Representatives of FMoJ in the FWG collect reports of CMoJ and deliver them to the TS member from FMoJ | FMoJ and CMoJ Reports on JSRS BiH AP implementation are regularly submitted to SSPACEI/TS via TS member from FMoJ and they contain quality and complete information | Reports on the implementation |
| | | | Regular communication by e-mail and telephone | Every day, as needed | TS/ SSPACEI | Improved communication and exchange of information with the aim of regular updating the reports on JSRS BiH AP implementation | E-mail communication established |
| 6. BiH justice sector professional community | To collect data from responsible actors related to the progress in implementation of certain activities from JSRS BiH AP | Increased level of professionalism and responsibility, providing of expert opinions, capacity building for better implementation of JSRS BiH AP activities | Providing of expert opinions and analysis making | As needed in accordance with the deadlines from JSRS BiH AP | Professional associations and FWG | Expert opinions are submitted for FWG meetings and necessary analysis is made | Analysis and expert opinions |
| | | | Process of public consultations | As needed | Professional associations and a person from MoJ BiH responsible for public consultations | Increased level of transparency when passing laws and other acts and active engagement in the policy making relevant for BiH justice sector | Public consultations |

Communication Plan for the JSRS BiH AP implementation

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|--|--|--|-----------|-----------|-----------------------------------|---|---------------------------------------|
| | | | Trainings | As needed | Professional associations/SSPACEI | Trainings are held according to the needs, and SSPACEI/TS is informed on the results of those trainings | Assessment form and training material |
|--|--|--|-----------|-----------|-----------------------------------|---|---------------------------------------|

| COMMUNICATION PLAN FOR THE JSRS BiH AP IMPLEMENTATION | | | | | | | |
|--|--|--|--|----------------------------|----------------------|--|---|
| Key actors in the process | Why communicate? | Desired results | Mechanisms | Frequency | Activity implementer | Objectively measurable indicators of activity implementation | Indicators of activity implementation |
| 7. Active donor community in BiH justice sector | To provide donor support for implementation of certain activities from JSRS BiH AP | Implementation of planned activities from JSRS BiH AP under circumstances of insufficient funding from domestic budgets | Regular donor meetings | Minimum three times a year | SSPACEI | Donor meetings are held regularly and donors receive updated information on the status of JSRS BiH AP implementation | Minutes and conclusions of donor meetings |
| | | | Ministerial conference | Two times a year | TS/SSPACEI | MC is held two times a year and donors receive updated information on the status of JSRS BiH AP implementation | Minutes and conclusions of MC |
| 8. International organizations interested in reforms in BiH justice sector | To inform on JSRS BiH AP implementation, as the condition for BiH accession to EU and NATO | International organizations informed on the progress of reforms in BiH justice sector, as the condition for BiH accession to EU and NATO | Regular donor meetings | Minimum three times a year | SSPACEI | Meetings are held regularly and representatives of the international community receive updated information on the status of JSRS BiH AP implementation | Minutes and conclusions of donor meetings |
| | | | Ministerial conference | Two times a year | TS/SSPACEI | MC is held two times a year and representatives of the international community receive updated information on the status of JSRS BiH AP implementation | Minutes and conclusions of MC |
| 9. Media interested in reforms in BiH justice sector | To increase informing of BiH citizens on JSRS BiH AP implementation | Promoting reforms in BiH justice sector by presenting to the citizens implemented reform activities | Responding to media inquires | Every day | PR MoJ BiH | Response to media inquires regarding the information on JSRS BiH AP implementation | Inquires responded |
| | | | Preparation of press releases to the media | Periodically, as needed | PR MoJ BiH | Qualitatively and quantitatively enhanced system of sending press releases to the media about JSRS BiH AP implementation | Press releases |
| | | | Holding of press conferences | Periodically, as needed | PR MoJ BiH | Media informed on implemented reforms from JSRS BiH AP | Press conferences |

Communication Plan for the JSRS BiH AP implementation

| | | | | | | | |
|--|--|--|----------------------------------|-----------|------------|---|---------------------------|
| | | | Press releases and TV interviews | As needed | PR MoJ BiH | Media receive and publish statements and interviews with the responsible persons from MoJ BiH on the implemented reforms from JSRS BiH AP | Statements and interviews |
|--|--|--|----------------------------------|-----------|------------|---|---------------------------|

Table 2 Technical Secretariat for JSRS BiH AP implementation

| TECHNICAL SECRETARIAT FOR JSRS BIH AP IMPLEMENTATION | | | | | | |
|--|--|---|---|---|---|--|
| Members | Team Leader | Roles and responsibilities | Mechanism of work | Frequency | Responsible to whom? | Results of work |
| MoJ BiH - SSPACEI, HJPC BiH, FMoJ, MoJ RS, JC BD BiH | Head of Department for Strategic Planning and Aid Coordination | Preparation and organization of MC | Meetings, communication by e-mail-a and telephone (as needed) | Intensive work on the preparations two months before MC | MC and Assistant Minister of Justice in SSPACEI | Successful organizing and holding of two MC per year |
| | | Development of the calendar of activities for MC, FWG and TS | Meetings and communication by e-mail-a | If necessary, more intensive communication in first and sixth month | MC and Assistant Minister of Justice in SSPACEI | Calendars developed and adopted at MC |
| | | Preparation and organization of FWG meetings | Meetings, communication by e-mail-a and telephone (as needed) | If necessary, more intensive communication before FWG meetings | MC and Assistant Minister of Justice in SSPACEI | Meeting are held in accordance with the adopted calendar of activities, and minutes of those meetings are distributed to all FWG members |
| | | Making minutes and conclusions of FWG and MC | Communication by e-mail-a and telephone, meetings (as needed) | Communication immediately after FWG meetings and MC | MC and Assistant Minister of Justice in SSPACEI | Minutes and conclusions of FWG meetings and MC developed and timely delivered to all FWG and MC members |
| | | Data collection and production of quarterly, six-month, nine-month and annual reports on JSRS BiH AP implementation | Communication by e-mail-a and telephone, meetings (as needed) | Communication by e-mail and telephone every day, if necessary | MC and Assistant Minister of Justice in SSPACEI | Quarterly, six-month, nine-month and annual reports produced within a deadline and considered at FWG meetings, i.e. MC |
| | | Preparation of updated Action plans and proposals for JSRS BiH revision | Meetings and communication by e-mail-a and telephone | As needed | MC and Assistant Minister of Justice in SSPACEI | Action plans updated as needed and prepared proposals for JSRS BiH revision submitted to MC |
| | | Consultations with the key actors about JSRS BiH implementation | Meetings, communication by e-mail-a and telephone (as needed) | As needed | MC and Assistant Minister of Justice in SSPACEI | Key actors included in JSRS BiH implementation |
| | | Coordination with other working groups from other strategies in the justice sector | Official communication by e-mail and telephone, sending reports to TS | As needed, according to conclusion of FWG meetings and MC | MC and Assistant Minister of Justice in SSPACEI | Continuous monitoring of progress in implementation of other strategies of BiH justice sector |

Table 3.1 Work Plan for strategic planning

| WORK PLAN FOR STRATEGIC PLANNING FOR THE PERIOD JULY 2009 - JUNE 2010 | | | | | | | | |
|---|---|--|--|--|--|--|---|---|
| IMPORTANT EVENTS | 2009 | | | | | | 2010 | |
| | July | August | September | October | November | December | January - March | April - June |
| 1. Ministerial conference | | | | | Preparation for holding 3rd MC | Holding of Third MC | Distribution of minutes of 3rd MC | Preparation and holding of 4th MC |
| | | | | | | | Consideration and management of 3rd MC results | |
| 2. Functional working groups | | | | Sending invitations to the relevant BiH justice sector institutions in order to hold 3rd round of FWG meetings | Preparation, organization and holding of 3rd round of FWG meetings | Preparation, organization and holding of 3rd round of FWG meetings | | 4th round of FWG meetings |
| 3. Technical Secretariat | | Preparation and organization of 1st TS meeting for discussing description of TS jobs and tasks, including reporting lines and decision-making mechanisms | Capacity building of TS | Capacity building of TS – trainings, if necessary | Maintaining constant TS communication for preparation of MC | Holding TS meeting for preparation of MC | Regular TS meeting after MC | |
| | | | | Holding TS meeting after produced 9-month report and planning of 3rd round of FWG meetings | | | | |
| 4. Reports | Consolidating 6-month report on JSRS BiH AP implementation and distributing to the key actors | | Collecting the reports, consolidating and producing 9-month report on JSRS BiH AP implementation | | | Producing of annual report on JSRS BiH AP implementation | Distributing annual report on JSRS BiH AP implementation | |
| | | | | | | | Report preparation, collecting of reports and consolidation | Report preparation, collecting of reports and consolidation |

| WORK PLAN FOR STRATEGIC PLANNING FOR THE PERIOD JULY 2009 - JUNE 2010 | | | | | | | | |
|---|-------------------|--|---|---|---|---|---|--------------|
| IMPORTANT EVENTS | 2009 | | | | | | 2010 | |
| | July | August | September | October | November | December | January - March | April - June |
| 5.Cooperation with CSO | | | | TS meeting with civil society organizations (CSO) to agree about monitoring mechanisms | | | | |
| 6. Improvement of communication and coordination within MoJ | | | Interviews and conversations with MoJ BiH management, related to monitoring of JSRS BiH and MTSP MoJ BiH implementation, as well as JSRS Fund establishment | Interviews and conversations with MoJ BiH management, related to monitoring of JSRS BiH and MTSP MoJ BiH implementation, as well as JSRS Fund establishment | | | | |
| | | | | Prepare and hold workshop with MoJ BiH managerial civil servants, related to monitoring of JSRS BiH and MTSP MoJ BiH implementation, as well as JSRS Fund establishment | | | | |
| | | | | Prepare report with recommendations and submit it to the Minister and Deputy Minister of Justice of BiH | | | | |
| 7. Monitoring the MTSP MoJ BiH implementation and development of Work Program of MoJ BiH for 2010 | | Send official letters and, by e-mail, forms to fill in the noticed progresses for MTSP MoJ BiH Report January- June 2009 | Delivery and consolidation of delivered forms in MTSP MoJ BiH Report for January – June 2009 | Distributing report to the sectors in MoJ BiH | Send official letters and, by e-mail, forms to fill in the noticed progresses | Delivery and consolidation of delivered forms in MTSP MoJ BiH Annual Report | Distributing report to the sectors in MoJ BiH | |
| | | | Initiate activities on the development of Draft Work Program of MoJ BiH for 2010 | Introduce in MoJ BiH practice development of monthly reports on work and consider them at the expert collegiums | Develop MoJ BiH Work Program for 2010 | Adopt Work Program for 2010 | MTSP MoJ BiH revision | |
| | | | Contact SPGFMA to develop instructions for producing Work Program of MoJ BiH for 2010 | Establish a team for development of MoJ BiH Work Program for 2010 | | | | |
| 8. Other activities | Development of CP | Finalization of CP | Distribution of CP | | | | SRSP BiH FP revision | |

Table 3.2 Work Plan for donor aid

| WORK PLAN FOR DONOR COORDINATION FOR THE PERIOD JULY 2009 - JUNE 2010 | | | | | | | | |
|---|--|---|---|---|---|---|---|----------------------------|
| IMPORTANT EVENTS | 2009 | | | | | | 2010 | |
| | July | August | September | October | November | December | January - March | April - June |
| 1. Donor coordination | Include in the activities contact persons for donor coordination, and prepare and hold team building workshop for donor coordination | Continue the activities of capacity building for informal network of donor coordination | Continue the activities of capacity building for informal network of donor coordination | Hold regular donor meeting | Hold FWG meetings | Activities on the revision of Report on donor aid efficiency and AP | | Hold regular donor meeting |
| | | | Contact persons for donor coordination should agree about the methodology for the revision of Report on donor aid efficiency and AP | Continue the activities of capacity building for informal network of donor coordination | Adopt methodology and make preparations for the revision of Report on donor aid efficiency and AP | Complete the revision of Report on donor aid efficiency and AP | | |
| 2. Connection with JSRS Fund Project | | | Draft Memorandum on understanding for JSRS Fund administration | Draft Rules of Procedure of the JSRS Fund Governing Board | Complete draft Rules of Procedure of the JSRS Fund Secretariat | Adopt documents from JSRS Fund Project | Hold meeting of JSRS Fund Governing Board | |
| | | | Sign the Memorandum on understanding for JSRS Fund administration | On the basis of the signed Memorandum, send letters to the Governing Board members asking for the information related to the project priorities | | | | |

Table 3.3 Work Plan for EU integrations

| WORK PLAN FOR EU INTEGRATIONS FOR THE PREIOD JULY 2009 - JUNE 2010 | | | | | | | | |
|--|------|--------|---|---|----------|--|---|--|
| IMPORTANT EVENTS | 2009 | | | | | | 2010 | |
| | July | August | September | October | November | December | January - March | April - June |
| 1. Activities on the establishment of organizational capacities in the Entity Ministries of Justice and JC BD for the harmonization of legislation, under their competence, with the Acquis Communautaire (AC) | | | Initiate the establishment of organizational capacities | Complete the activities related to the establishment of organizational capacities | | | Form team for harmonization with AC, comprised of appointed civil servants from MoJ BiH, entities and JC BD | |
| | | | | | | Initiate training and professional development of responsible civil servants | Training | Consideration of the training results |
| | | | | | | | Active participation in technical assistance programs in the area of harmonization of legislation | Active participation in technical assistance programs in the area of harmonization of legislation |
| 2. Establish database of regulations that need to be harmonized with AC | | | | | | | Initiate establishment of team comprised of MoJ BiH, entities and JC BD representatives | Start the activities on the database establishment |
| 3. Draft and adopt Action Plan for harmonization of legislation, for the justice sector | | | | | | | | Initiate activities on finding the solution for the development of Action Plan for harmonization of legislation for BiH justice sector |

| WORK PLAN FOR EU INTEGRATIONS FOR THE PREIOD JULY 2009 - JUNE 2010 | | | | | | | | |
|--|---|---|--|--|--|--|--|--|
| IMPORTANT EVENTS | 2009 | | | | | | 2010 | |
| | July | August | September | October | November | December | January - March | April - June |
| 4. Coordinate implementation of EI strategies and policies under the MoJ BiH competence | Initiate activities on the improvement of internal communication and coordination in MoJ BiH regarding the cooperation with DEI and NATO team | Meeting regarding the agreement about job description, including the reporting lines and mechanisms | Continuous implementation of activities related to development of Report on the progress of BiH in the process of EI and accession to NATO | | | | | |
| | | | | Capacity building of the Department for EI in MoJ BiH – training, if necessary | Improvement of constant communication with DEI | Continuous implementation of activities related to development of Report on the progress of BiH in the process of EI and accession to NATO | Continuous implementation of activities related to development of Report on the progress of BiH in the process of EI and accession to NATO | Continuous implementation of activities related to development of Report on the progress of BiH in the process of EI and accession to NATO |
| 5. Coordinate implementation of Uniform rules of drafting legal regulations in BiH institutions in MoJ BiH and coordinate implementation of Rules of public consultations in MoJ | Initiate activities on the improvement of internal communication and coordination in MoJ BiH regarding the cooperation with DEI and NATO team | Meeting regarding the agreement about job description, including the reporting lines and mechanisms | Continuous implementation of activities | Continuous implementation of activities | Continuous implementation of activities | Continuous implementation of activities | Continuous implementation of activities | |

ANNEX 1

Table 1 Chairmen of the Functional Working Groups

| Institution | Pillar 1 | Pillar 2 | Pillar 3 | Pillar 4 | Pillar 5 |
|----------------------------|----------------|---------------|----------------|--------------|-----------------|
| Ministry of Justice of BiH | Milana Popadic | Mustafa Bisic | Nikola Sladoje | Fatima Basic | Jusuf Halilagic |

Table 2 Members of the Functional Working Groups

| Institution | Pillar 1 | Pillar 2 | Pillar 3 | Pillar 4 | Pillar 5 |
|--|-------------------|-------------------|--------------------|----------------|----------------|
| High Judicial and Prosecutorial Council of BiH | Amra Jasarevic | Sadeta Krilasevic | Haris Grizovic | Admir Suljagic | Katarina Peros |
| Federal Ministry of Justice | Hidajet Halilovic | Miralem Duranovic | Dalibor Matic | Aida Jasika | Entoni Separic |
| Ministry of Justice of RS | | | | | Nikola Panic |
| Judicial Commission of BD BiH | Nada Majinovic | Nada Majinovic | Nada Majinovic | Nada Majinovic | Nada Majinovic |
| Ministry of Justice of USC | | | | | Vahid Coralic |
| Ministry of Justice and Administration of PC | | | TC represents them | | |
| Ministry of Justice and Administration of TC | | | Julija Cilimkovic | | |
| Ministry of Justice and Administration of ZDC | | Vesna Ajanovic | | | |
| Ministry of Justice, Administration and Labour Relations of BPC | | | | Emir Okovic | |
| Ministry of Justice and Administration of CBC | | | | | Renata Vrhovac |
| Ministry of Justice, Administration and Local Self-government of HNC | Jasminka Bratic | | | | |
| Ministry of Justice and Administration of WHC | | | | Denic Primorac | |
| Ministry of Justice and Administration of CS | Edo Hadzovic | | | | |
| Ministry of Justice and Administration of Canton 10 | | Bozo Zovko | | | |

Table 3 Technical Secretariat

| Institution | Members of the Technical Secretariat | e-mail address |
|--|---|------------------------|
| Ministry of Justice of BiH | Sector for Strategic Planning, Aid Coordination and European Integrations | n.grubestic@mpr.gov.ba |
| High Judicial and Prosecutorial Council of BiH | Katarina Peros | katarina.peros@hjpc.ba |
| Federal Ministry of Justice | Hidajet Halilovic | hidajeth@pris.gov.ba |
| Ministry of Justice of RS | Sonja Zec | s.zec@mpr.vladars.ba |
| Judicial Commission of BD BiH | Radmilo Ivanovic | r.ivanovic@pkbd.ba |