



**CITIZENS' GUIDE
TO THE INSTITUTIONS OF
GOVERNMENT OF
BOSNIA AND HERZEGOVINA**

June 2002

The purpose of the *Citizens' Guide to the Government of Bosnia and Herzegovina* is to contribute to a better understanding of the organization and responsibilities of the institutions of Bosnia and Herzegovina.

The Guide will inform citizens of the units of government of Bosnia and Herzegovina responsible for the performance of particular functions, who is in charge and where to contact them.

We have also included information on the Office of the High Representative (OHR), who was authorized by the Dayton Peace Agreement to oversee the civil implementation of the Agreement. In this capacity the OHR may undertake certain actions or request the same from government representatives but citizens should know that their elected officials are accountable for public activities.

We would like to thank all Bosnia and Herzegovina officials who have assisted in collecting the material for this brochure. We hope that it will serve as a useful source of information for those who wish to know more about the Bosnia and Herzegovina government.

The Guide includes data and applicable regulations as of June 2002.

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BOSNIA AND HERZEGOVINA

Bosnia and Herzegovina consists of two entities, the Federation of Bosnia and Herzegovina and the Republika Srpska, with Bosniaks, Croats, and Serbs, as constituent peoples. Bosnia and Herzegovina shall be a democratic state, which shall operate under the rule of law and with free and democratic elections. The capital of Bosnia and Herzegovina shall be Sarajevo. Official languages in Bosnia and Herzegovina shall be Bosnian, Croatian and Serbian and official alphabet shall be Latin and Cyrillic.

The structure of Bosnia and Herzegovina settled by the General Framework Agreement for Peace (GFAP), initialed in Dayton on 21 November, 1995 and signed in Paris on 14 December, 1995 specified the principles of state and legal structure of Bosnia and Herzegovina. The Republic of Bosnia and Herzegovina, the official name of which shall henceforth be "Bosnia and Herzegovina," shall continue its legal existence under international law as a state, with its internal structure modified as provided herein and with its present internationally recognized borders. Based on Decision of the Arbitration Tribunal, Robert W. Farrand, Supervisor of Brčko on March 08, 2000, declared Brčko to be the Discript of Bosnia and Herzegovina

The following matters are the responsibility of the institutions of Bosnia and Herzegovina:

- Foreign policy,
- Foreign trade policy,
- Customs policy,
- Monetary policy,
- Finances of the institutions and the international obligations of Bosnia and Herzegovina,
- Immigration, refugee, and asylum policy and regulation,
- International and inter-Entity criminal law enforcement, including relations with Interpol,
- Establishment and operation of common and international communications facilities,
- Regulation of inter-Entity transportation,
- Air traffic control.

The structure of the government of Bosnia and Herzegovina is as follows:

- legislative branch (Parliamentary Assembly of BiH);
- executive branch (Presidency of BiH and Council of Ministers of BiH);
- judicial branch (Constitutional Court of BiH and Court of BiH).

Financing the Institutions of Bosnia and Herzegovina

The Parliamentary Assembly shall each year, on the proposal of the Presidency, adopt a budget covering the expenditures required to carry out the responsibilities of institutions of Bosnia and Herzegovina and the international obligations of Bosnia and Herzegovina. If no such budget is adopted in due time, the budget for the previous year shall be used on a provisional basis.

The Federation shall provide two-thirds, and the Republika Srpska one-third, of the revenues required by the budget, except insofar as revenues are raised as specified by the Parliamentary Assembly.

LEGISLATIVE BRANCH OF BOSNIA AND HERZEGOVINA

The legislative authority in the Bosnia and Herzegovina is exercised by the Parliamentary Assembly of Bosnia and Herzegovina.

PARLIAMENTARY ASSEMBLY OF BOSNIA AND HERZEGOVINA

The Parliamentary Assembly shall have responsibility for:

- enacting legislation as necessary to implement decisions of the Presidency of BiH or to carry out the responsibilities of the Assembly under the Constitution of BiH,
- deciding upon the sources and amounts of revenues for the functions of the institutions of Bosnia and Herzegovina and international obligations of Bosnia and Herzegovina,
- approving a budget for the institutions of Bosnia and Herzegovina
- deciding whether to consent to the ratification of treaties,
- such other matters as are necessary to carry out its duties or as are assigned to it by mutual agreement of the entities.

The Parliamentary Assembly shall have two chambers: the House of Representatives and the House of Peoples. All legislation shall require the approval of both chambers.

All decisions in both chambers shall be by majority of those present and voting. The delegates and members shall make their best efforts to see that the majority includes at least one-third of the votes of delegates or members from the territory of each entity. If a majority vote does not include one-third of the votes of delegates and members from the territory of each entity, the Speaker and deputy Speaker shall meet as a commission and attempt to obtain approval within three days of the vote. If those efforts fail, a decision shall be taken by a majority of those present and voting, provided that the dissenting votes do not include two-thirds or more of the Delegates or Representatives elected from either entity.

A proposed decision of the Parliamentary Assembly may be declared to be destructive of a vital interest of the Bosniak, Croat or Serb people by a

majority of, as appropriate, the Bosniak, Croat or Serb Delegates. Such a proposed decision shall require for approval in the House of Peoples a majority of the Bosniak, of the Croat and of the Serb Delegates present and voting.

When a majority of the Bosniak, the Croat and the Serb Delegates objects to the invocation of the protection of the national interest, the Chair of the House of Peoples shall immediately convene a Joint Commission comprising three Delegates, one each selected by the Bosniak, by the Croat and by the Serb Delegate, to resolve the issue. If the Commission fails to do so within five days, the matter will be referred to the Constitutional Court, which shall in an expedited process review it for procedural regularity of the issue.

Both chambers shall form among delegates and representatives, Permanent and Temporary Joint Commissions for tracking, dealing and reviewing of specific issues, as well as for preparation and submission of proposals for adoption of laws and other acts under the authority of both chambers. An equal number of Members from both chambers shall be elected to the Joint Commission.

The House of Peoples and the House of Representatives shall establish a Secretariat of the Parliamentary Assembly of BiH.

Delegates and representatives shall not be held criminally or civilly liable for any acts carried out within the scope of their duties in the Parliamentary Assembly.

The Parliamentary Assembly of BiH Trg BiH 1 Sarajevo	Secretariat of the Parliamentary Assembly of BiH Secretary Vedran Hadžović	Tel: 033/233-477
	Public Relations Office Zlatko Vukmirović	Tel: 033/219-924 ext. 8331 & 8667 Fax: 033/233-480

HOUSE OF REPRESENTATIVES OF PARLIAMENTARY ASSEMBLY OF BOSNIA AND HERZEGOVINA

The House of Representatives shall have 42 members, where two-thirds shall be from the territory of Federation BiH and one-third shall be from the territory of Republika Srpska. Members of the House of Representatives shall be elected directly from their own Entity, in accordance with the BiH Election Law.

A caucus shall be formed as a principal working unit for the Representatives in the House of Representatives, especially in preparation and creation of agendas for sessions. At least 3 representatives shall form a caucus. Representatives, who are not members of any particular caucus, may be members of a mixed caucus. The rights and responsibilities of the mixed caucus shall be the same as the rights and responsibilities of all other caucuses. Each caucus shall have its president and deputy president. Each caucus shall independently establish its own structure and working methodology.

Among its members, the House of Peoples shall elect one Bosniak, one Croat and one Serb member to assume the duties of Speaker, first deputy Speaker and second deputy Speaker. The Speaker of the House of Peoples shall not be of the same constitutive people as the Chairman of the Presidency of BiH and Chairman of the Council of Ministers of BiH.

The Speaker, first deputy Speaker and second deputy Speaker shall form the Collegium.

At the beginning of each session or any given moment upon request of a caucus, the Speaker shall state if there is a quorum and then inform the House of Representatives. Twenty two representatives shall meet as a quorum, providing that at least one-third of representatives from each entity must be present, unless foreseen differently in some cases by the BiH Constitution and House of Representatives Rule of Procedures.

Decisions in the House of Representatives shall be enacted by majority of vote of Representatives present and voting. Abstained votes shall be considered as a part of quorum and shall not be added to the votes "in favor" or "against". Representatives shall make their best efforts to see that a majority includes at least one-third of Representatives from both Entities, unless foreseen differently by the BiH Constitution and the House of Representatives Rule of Procedure.

Members of the Presidency of BiH may attend sessions of the House of Representatives, whereas it is considered a responsibility of members of the Council of Ministers of BiH.

The Speaker shall automatically be rotated every eight months, starting with the Election Day of the Speaker. The Speaker shall consult the first and second deputy Speaker in carrying out the responsibilities.

The Speaker of the House of Representatives shall:

- represent the House of Representatives,
- participate in the preparation, convening and chairing of the session of the House of Representatives,
- participate in the preparation, convening and chairing of the session of the Collegium of the House of Representatives,
- initiate and facilitate the discussion on issues under the authority of the House of Representatives; hold participants accountable for following the rules of procedure,
- limit the timing of discussion, if necessary, in order to secure that the items on agenda are covered,
- undertake the necessary measures in order to secure quiet and orderly discussion, including the possibility to postpone the session for short periods of time,
- insure that the House of Representatives Rules of Procedure are applied,
- insure that the transparency principle of the House of Representatives and its Commissions is applied,
- insure that the rights and obligations of the House of Representatives Members related to performing their responsibilities within the jurisdiction of the House of Representatives are exercised,
- give directives to the Secretary of the House of Representatives related to his/her tasks and responsibilities,
- sign laws and other acts enacted by the House of Representatives,
- perform such other duties as assigned by the House of Representatives Rule of Procedures and in accordance with decisions of the House of Representatives.

The House of Representatives shall have the following permanent commissions:

- Constitutional & Legal Commission,
- Foreign Affairs Commission,
- Foreign Trade and Customs Commission,

- Finances and Budget Commission,
- Human Rights, Immigration, Refugees and Asylum Commission,
- Transport and Communications Commission,
- Administrative Commission,
- Gender Commission.

A commission shall not have more than nine members. Commissions shall be formed proportionally with the size of caucuses in the House of Representatives where two-thirds of appointed commission members shall be from the territory of the Federation of BiH and one-third from the of the Republika Srpska. Commissions shall elect Speaker, first and second deputy Speaker among the members that is elected among the three constitutive peoples.

While carrying out its responsibilities, commissions shall co-operate with respective bodies of the Presidency of BiH, the Council of Ministers of BiH and entity parliaments, with other bodies and institutions of all levels of government, as well as with citizens' groups.

The House of Representatives shall have its Secretary appointed by the Collegium in accordance with the regulations on organization of the Secretariat. The Secretary of the House of Representatives shall:

- assist the Collegium and the Speaker of the House of Representatives in carrying out their responsibilities,
- take and maintain minutes from sessions of the House of Representatives, the Collegium and commissions,
- insure official publishing of discussions,
- publish, affix the seal and distribute laws and acts enacted by the House of Representatives,
- perform other duties as assigned.

House of Representatives of BiH Trg BiH 1 Sarajevo	Speaker of the House Mariofil Ljubić	Tel: 033/221-433
	First Deputy Speaker Sead Avdić	Tel: 033/203-254
	Second Deputy Speaker Željko Mirjanić	Tel: 033/233-479
	Secretary Branka Todorović	Tel: 033/233-479

**Members of the House of Representative
of the Parliamentary Assembly of Bosnia and Herzegovina**

SDP BiH	
1. Avdić Sead	6. Mašić Davor
2. Bogičević Bogić	7. Bjelobrč Boro
3. Filipović Omer	8. Šarganović Senad
4. Ferzanović Branislava	9. Stanimirović Dragi
5. Kamberović Violeta	

SDA BiH	
1. Borić Adem	5. Mašović Amor
2. Brka Osman	6. Neimarlija Hilmo
3. Buturović Sead	7. Vilić Ramiz
4. Kulenović Salih	8. Malkić Abdurahman

SBiH	
1. Begović Muhamed	4. Purić Mirsad
2. Cuplov Mustafa	5. Začiragić Emina
3. Majdandžić Franjo	

SDS	
1. Jovanović Miloš	4. Spasojević Zoran
2. Kovačević Ljubomir	5. Tošić Momir
3. Mijatović Mirko	

PDP	
1. Bilbija Željko	2. Stokić Dušan

HDZ BiH	
1. Baković Mirko	2. Ljubić Mariofil

NHI BiH	
1. Lozančić Ivo	

DSP BiH	
1. Osmanović Bahrija	

DNZ BiH	
1. Đedović Ibrahim	

BPS
1. Mehtić Halil

SNS
1. Lolić Branislav

SPRS
1. Gligorić Tihomir

SNSD - DSP
1. Mirjanić Željko

Autonomous Members
Banjac Mirko
Amidžić Marko
Grabovac Miro
Vukić Zdenko

HOUSE OF PEOPLES OF PARLIAMENTARY ASSEMBLY OF BOSNIA AND HERZEGOVINA

The House of Peoples shall have 15 delegates, where two-thirds shall be from Federation BiH (including 5 Croats and 5 Bosniaks) and 1/3 shall be from Republika Srpska (5 Serbs). Nominated Croat Delegates shall be elected by the Croat Delegates in Federation House of Peoples and the nominated Bosniak Delegates shall be elected by the Bosniak Delegates in the Federation House of Peoples. Serb Delegates from Republika Srpska shall be elected by the RS National Assembly.

The House of Peoples shall establish three Caucuses of constitutive people as follows:

- Bosniak Caucus, president Munib Jusufović,
- Serb Caucus, president Momčilo Novaković,
- Croat Caucus, president Ivo Divković.

The Caucuses shall be formed as the principal working units in the House of Peoples, especially in preparation and creation of the agendas for the sessions. Each Caucus shall independently establish its own structure and working methodology, as well as it shall elect its president and deputy president.

Among its members, the House of Peoples shall elect one Bosniak, one Croat and one Serb member to assume the duties of Speaker, first deputy Speaker and second deputy Speaker. The Speaker of the House of Peoples shall not be of the same constitutive people as the Speaker of the House of Representatives.

The Speaker shall automatically be rotated every eight months, starting with the Election Day of the Speaker. The Speaker shall consult the first and second deputy Speaker in carrying out the responsibilities.

The Speaker, first deputy Speaker and second deputy Speaker shall form the Collegium.

The Speaker shall, at the beginning of each session and before taking a vote, verify whether there is a quorum and inform the Delegates. For the quorum at least nine members of the House of the Peoples shall be present, out of which at least three Bosniak, three Croat and three Serb Delegates shall be present.

The decisions in the House of the Peoples shall be by majority of those present and voting. In all cases total votes shall, at least, be equal to quorum, unless foreseen differently by the BiH Constitution and the House of the Peoples Rules of Procedure. If a majority of votes does not include one third of the votes from the territory of each entity or if the quorum is not met, the Speaker may give a 60 minutes break in order to obtain a possible solution. If a majority of votes is not met after the break, the disputable issue shall remain unresolved, the Speaker shall convene the Collegium within the next three days in order to reach a solution. If the Collegium fails to reach a solution, the discussion shall be taken by a majority of total number of Delegates of those present and voting, provided that the dissenting votes do not include two-thirds or more of the Delegates elected from either Entity. After the Collegium has met, the House of Peoples shall convene for voting in the shortest possible period, but not later than three days.

The Speaker of the House of Peoples shall:

- represent the House of Peoples,
- participate in the preparation, convening and chairing of the session of the House of Peoples,
- participate in the preparation, convening and chairing of the session of the Collegium of the House of Peoples,
- initiate and facilitate discussion on issues under the authority of the House of Peoples; hold participants' accountable for following the rules of procedure,
- limit the timing of a discussion, if necessary, in order to secure that the items on the agenda are covered,
- undertake necessary measures in order to secure quiet and orderly discussion, including the possibility to postpone the session for short periods of time,
- insure that the House of Peoples Rules of Procedure are applied,
- insure that the transparency principle of the House of Peoples and its Commissions is applied,

- insure that the rights and obligations of the House of Peoples Members related to performing their responsibilities within the jurisdiction of the House of Peoples are exercised,
- sign laws and other acts enacted by the House of Peoples,
- perform such other duties as assigned by the House of Peoples Rules of Procedure and in accordance with decisions of the House of Peoples.

The House of Peoples shall have the following commissions:

- Constitutional & Legal Commission,
- Foreign and Trade Affairs Commission,
- Financial and Administrative Issues Commission.

A commission shall have six Delegates' members, whereas the House of Peoples may also appoint three additional expert members to the commission. These experts shall not have the right to vote nor shall they have decision making authority. The House of Peoples may establish additional commissions through conclusion or through written proposal made by a Delegate, that shall inform the House of Peoples on proposals on laws and other acts, as well as to conduct investigations on specific issues.

While carrying out its responsibilities, commissions shall co-operate with respective bodies of the Presidency of BiH, the Council of Ministers of BiH and entity parliaments, with other bodies and institutions of all levels of government, as well as with citizens' groups.

The House of Peoples shall have its secretary, that shall be appointed by the Collegium in accordance with the regulations on organization of the Secretariat. Among other rights and responsibilities, the secretary of the House of Peoples shall also:

- assist the Collegium and the Speaker of the House of Peoples in carrying out their responsibilities,
- take and maintain minutes from sessions of the House of Peoples, of the Collegium and commissions, insure official publications of discussions,
- keeping and affixing of official stamps, publishing and distributing laws and acts enacted by the House of Peoples if needed.

The work of the House of Peoples shall be transparent. The House of Peoples shall inform the public on its work. Except to that information that

is regulated by the law or other regulations based on the law as state, military, official or business secrets, the access to available information shall be provided to all media, under equal conditions.

Citizens and media representatives shall be given free access to attend sessions of the House of Peoples in reserved place determined by the Collegium and in accordance to the space available.

The House of Peoples of BiH Trg BiH 1 Sarajevo	Speaker Nikola Špirić	Tel: 033/233-478
	First Deputy Speaker Ilija Šimić	
	Second Deputy Speaker Sejfudin Tokić	
	Secretary Jadranko Tomić	

**Delegates in the House of Peoples
of the Parliamentary Assembly of Bosnia and Herzegovina**

BOSNIAKS		
	Name	Political Party
1.	Džaferović Šefik	SDA BiH
2.	Genjac Halid	SDA BiH
3.	Jusufović Munib	SBiH
4.	Spahić Ibrahim	GDS
5.	Tokić Sejfudin	SDP BIH

CROATS		
	Name	Political Party
1.	Divković Ivo	SDP BiH
2.	Ivanković Jerko	Radom za boljitak
3.	Sušac Niko	SDP BiH
4.	Šimić Ilija	HSS
5.	Živković Ivo	NHI

SERBS		
	Name	Political Party
1.	Ilić Dragutin	SPRS
2.	Novaković Momčilo	SDS
3.	Rodić Dragutin	DNS
4.	Špirić Nikola	PDP
5.	Turjačanin Goran	SNSD

EXECUTIVE BRANCH OF BOSNIA AND HERZEGOVINA

The executive branch of Bosnia and Herzegovina consists of the Presidency of BiH and the Council of Ministers of BiH.

PRESIDENCY OF BOSNIA AND HERZEGOVINA

The Presidency of Bosnia and Herzegovina shall consist of three Members: one Bosniak and one Croat, each directly elected from the territory of the Federation, and one Serb directly elected from the territory of the Republika Srpska.

The mandates for members of the Presidency shall be four years. The Chair of the Presidency of Bosnia and Herzegovina shall be changed every eight (8) months by the principles of rotation among the members of the Presidency.

The Presidency shall have responsibility for:

- Conducting the foreign policy of Bosnia and Herzegovina.
- Appointing ambassadors and other international representatives of Bosnia and Herzegovina, no more than two-thirds of whom may be selected from the territory of the Federation.
- Representing Bosnia and Herzegovina in international and European organizations and institutions and seeking membership in such organizations and institutions of which Bosnia and Herzegovina is not a member.
- Negotiating, rejecting, and, with the consent of the Parliamentary Assembly, ratifying treaties of Bosnia and Herzegovina.
- Executing decisions of the Parliamentary Assembly.
- Proposing, upon the recommendation of the Council of Ministers, an annual budget to the Parliamentary Assembly.
- Reporting as requested, but not less than annually, to the Parliamentary Assembly on expenditures by the Presidency.
- Coordinating as necessary with international and nongovernmental organizations in Bosnia and Herzegovina.
- Performing such other functions as may be necessary to carry out its duties, as may be assigned to it by the Parliamentary Assembly, or as may be agreed by the Entities.

The Presidency shall endeavor to adopt all Presidency Decisions by consensus. Such decisions may nevertheless be adopted by two Members when all efforts to reach consensus have failed. A dissenting Member of the Presidency may declare a Presidency Decision to be destructive of a vital interest of the Entity from the territory from which he was elected, provided that he does so within three days of its adoption. Such a Decision shall be referred immediately to the National Assembly of the Republika Srpska, if the declaration was made by the Member from that territory; to the Bosniak Delegates of the House of Peoples of the Federation, if the declaration was made by the Bosniak Member; or to the Croat Delegates of that body, if the declaration was made by the Croat Member. If the declaration is confirmed by a two-thirds vote of those persons within ten days of the referral, the challenged Presidency Decision shall not take effect.

Within the jurisdiction of the Presidency of BiH it may appoint: members to the Commission for Protection of National Monuments, officials of the State Border Service of BiH and members of the Standing Committee on Military Matters.

Presidency of BiH Musala 9 Sarajevo	Chairman Beriz Belkić	Tel: 033/664-941 Fax: 033/472-491
	Member of the Presidency Jozo Križanović	Tel: 033/471-213 Fax: 033/206-563
	Member of the Presidency Živko Radišić	Tel: 033/212-761 Fax: 033/212-720
	Public Relations Secretary Boris Kujundžić	Tel: 033/656-719 Fax: 033/664-499
	General Secretary of the Presidency Srđan Arnaut	Tel: 033/473-036 Fax: 033/444-420

Standing Committee on Military Matters

The Standing Committee on Military Matters to coordinates the activities of armed forces in Bosnia and Herzegovina. The Members of the Presidency are members of the Standing Committee and select other members of the Committee. Beside the three Members of the Presidency, the following are members of the Standing Committee on Military Matters:

- Mijo Anić, Federation Defense Minister,
- Ferid Buljubašić, Federation Defense Minister Deputy,
- Slobodan Bilić, Republika Srpska Defense Minister,
- General Atif Dudaković, Chief of the Federal Army Joint Command,
- General Novica Simić, Chief of the Republika Srpska Army Headquarters,
- General Ivica Zeko, Deputy Chief of the Federal Army Joint Command.

Each member of the Presidency shall, by virtue of the office, have civilian command authority over armed forces. Neither Entity shall threaten or use force against the other Entity, and under no circumstances shall any armed forces of either Entity enter into or stay within the territory of the other Entity without the consent of the government of the latter and of the Presidency of Bosnia and Herzegovina. All armed forces in Bosnia and Herzegovina shall operate consistently with the sovereignty and territorial integrity of Bosnia and Herzegovina.

Secretariat of the Standing Committee on Military Matters Trg BiH 1, Sarajevo	-	Tel: 033/263-181 Fax: 033/263-180
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THE COUNCIL OF MINISTERS OF BOSNIA AND HERZEGOVINA

The Council of Ministers shall be responsible for the politics and implementation of decisions in the areas specified by the Constitution of Bosnia and Herzegovina. The Council of Ministers shall be composed of the Chairman of the Council of Ministers, who shall also be a minister in one of the Ministries, and five ministers.

The seat of the Council of Ministers shall be in Sarajevo.

In order for the Council of Ministers to be able to make decisions, at least four members of the Council of Ministers, provided that at least one comes from each of the three constituent people, shall be present at the session. The Council of Ministers shall make decisions by a consensus of the present members. If a consensus is not reached, the Chairman of the Council of Ministers shall meet with the dissenting members of the Council of Ministers in order to reach the solution. If the consensus is not reached within seven days, the position of the BiH Presidency on the disputable issue shall be required. The Council of Ministers shall pass the final decision within 14 days from the day of obtaining the position of the BiH Presidency.

The Chairman shall be appointed by the Presidency of Bosnia and Herzegovina and he/she shall assume the duty upon the approval of the House of Representatives of the Parliamentary Assembly of Bosnia and Herzegovina. The Chairman of the Council of Ministers shall not be of the same constituent people as the Chair of the BiH Presidency. The term of office of the Chairman of the Council of Ministers shall be eight months. After expiration of the term, the Presidency shall appoint the Chairman of the Council of Ministers from among the other constituent people. The Chairman shall be held accountable for his/her work to the BiH Presidency and BiH Parliamentary Assembly. If the Chairman of the Council of Ministers is temporarily incapacitated, he/she shall be replaced by a Minister from among the same constituent people.

The Chairman represents the Council of Ministers and shall be responsible for:

- coordination of work of the Council of Ministers;
- coordination of constitutional relations of the Council of Ministers with the work of the BiH Presidency, Parliamentary Assembly as well as with the entities;
- convening and chairing the sessions of the Council of Ministers;
- distribution of the materials for sessions, including minutes of the previous session;
- proposing the agenda for sessions of the Council of Ministers;
- taking the minutes of the sessions and recording the decisions issued by the Council of Ministers;
- ensuring cooperation between the Council of Ministers and the governments of the entities.

The Council of Ministers may form permanent and temporary commissions and working bodies aimed at considering and drafting proposals on the issues from within the authority of the Council of Ministers, carrying out the tasks related to enforcement of the decisions issued by the Council of Ministers, as well as carrying out other tasks as assigned by the Council of Ministers.

The members of the Council of Ministers and Deputy Ministers shall attend and take part in all sessions of the Council of Ministers.

The Council of Ministers shall resign if at any time a vote of no confidence is passed by both Houses of the Parliamentary Assembly. Upon a vote of no confidence the incumbent Council of Ministers shall continue to perform its regular duties and tasks pending the taking of office by the new Council of Ministers.

The Council of Ministers shall regularly inform the Presidency of Bosnia and Herzegovina on decisions and other activities of the Council of Ministers. The Council of Ministers may propose items for the agenda of the Presidency and the Presidency may propose items for the agenda of the Council of Ministers. The Presidency may propose a session of the Council of Ministers in order to discuss an issue of special importance for the Presidency.

The Council of Ministers shall, within the framework of its rights and duties, be responsible to the Parliamentary Assembly. The Council of Ministers shall submit an annual report to the Parliamentary Assembly, including the report on the Budget, and the Parliamentary Assembly may also request an extraordinary report. The Council of Ministers shall prepare proposals of law, other acts and necessary materials upon the request of the Parliamentary Assembly. The Council of Ministers may propose convening a session of either House or working commission of the Parliamentary Assembly, which shall, upon such a proposal, act in accordance with the Rules of Procedure of the respective House. The Council of Ministers shall have the right and duty to participate in the sessions of the Houses and working commissions of the BiH Parliamentary Assembly.

<p>Council of Ministers Trg BiH 1 Sarajevo</p>	<p>Chairman Dragan Mikerević</p>	<p>Tel: 033/269-570 Fax: 033/211-464</p>
<p>Press Office</p>	<p>Press Secretary Mirjana Micevska</p>	<p>Tel: 033/211-581</p>

MINISTRIES OF BOSNIA AND HERZEGOVINA

The Ministries of Bosnia and Herzegovina shall be:

- Ministry of Human Rights and Refugees;
- Treasury Ministry of the BiH Institutions;
- Ministry for European Integration;
- Ministry of Foreign Affairs;
- Ministry of Civil Affairs and Communications;
- Ministry of Foreign Trade and Economic Relations.

The Chairman of the Council of Ministers shall appoint Ministers and two Deputy Ministers per each Ministry, who shall assume the duties after approval of the House of Representatives. A Minister and Deputy Ministers shall be appointed from among three constituent peoples. No more than two-thirds of all Ministers may be appointed from the territory of the Federation of BiH. The Ministers and Deputy Ministers shall be responsible for their work to the Chairman of the Council of Ministers.

The decisions under the authority of the Ministries shall be reached by a consensus of the Minister and both Deputy Ministers. If no agreement is reached between the Minister and his/her Deputies on a disputed issue, the Minister shall inform the Council of Ministers with an explanation of the differences and positions of the Deputy Ministers. The Council of Ministers shall have to take its position accordingly.

In case of a dispute between Ministries, the Council of Ministers shall make the final decision.

MINISTRY OF HUMAN RIGHTS AND REFUGEES

The Ministry for Human Rights and Refugees shall undertake the measures for the protection of human rights and the rights of refugees, emigration, immigration and asylum in accordance with the Constitution of Bosnia and Herzegovina, GFAP, international conventions and laws and other acts issued by the responsible institutions of Bosnia and Herzegovina, coordinate the activities related to the refugees' rights and establish the cooperation with the Entities.

Ministry for Human Rights and Refugees Trg BiH 1 Sarajevo	Minister Krešimir Zubak	Tel: 033/471-630
	Deputy Minister Vladislav Vladičić	Tel: 033/206-274
	Deputy Minister Kadrija Haračić-Šabić	Tel: 033/445-122

TREASURY MINISTRY OF THE BiH INSTITUTIONS

The Treasury Ministry of the BiH Institutions shall prepare the Budget and Annual Financial Statement of the BiH institutions, fulfill international financial obligations of BiH and coordinate the overall activities for provision of the BiH budget funds and other activities from within the competencies of the BiH institutions in the field of financing the BiH institutions in accordance with the Constitution and legislation.

Treasury Ministry of the BiH Institutions Trg BiH 1 Sarajevo	Minister Ante Domazet	Tel: 033/205-234
	Deputy Minister Muharem Imamović	Tel: 033/219-862
	Deputy Minister Gordana Ković	Tel: 033/219-862

MINISTRY FOR EUROPEAN INTEGRATION

The Ministry for European Integration shall implement the measures enacted by responsible institutions of Bosnia and Herzegovina in these areas, coordinate in pursuing the politics and taking the measures required for joining of Bosnia and Herzegovina in the European integration processes, and coordinate the activities within the scope of the Stability Pact.

Ministry for European Integration Trg BiH 1 Sarajevo	Minister Dragan Mikerević	Tel: 033/264-330
	Deputy Minister Rasim Kadić	Tel: 033/206-196
	Deputy Minister Zora Jovanović	Tel: 033/217-883

MINISTRY OF FOREIGN AFFAIRS

The Ministry of Foreign Affairs shall be responsible for enforcement of foreign affairs under the general direction of the Presidency. It shall negotiate treaties and contracts.

Ministry of Foreign Affairs Musala 2 Sarajevo	Minister Zlatko Lagumdžija	Tel: 033/281-100
	Deputy Minister Ivica Mišić	
	Deputy Minister Milovan Blagojević	

MINISTRY OF CIVIL AFFAIRS AND COMMUNICATIONS

The Ministry of Civil Affairs and Communications shall be responsible for the areas of: citizenship, policy and regulation of issues of international and inter-entity criminal law implementation, including relations with the Interpol, establishment and operation of common and international communications facilities and inter-entity transport.

Ministry of Civil Affairs and Communications Trg BiH 1 Sarajevo	Minister Svetozar Mihajlović	Tel: 033/221-073
	Deputy Minister Milan Lovrić	Tel: 033/668-493
	Deputy Minister Jusuf Halilagić	Tel: 033/444-537

MINISTRY OF FOREIGN TRADE AND ECONOMIC RELATIONS

The Ministry of Foreign Trade and Economic Relations shall be responsible for: foreign trade policy, international trade agreements, customs policy, tariffs, regulations and laws, international liabilities of BiH, relations with international financial and world trade institutions, control of air traffic and control of frequencies.

Ministry of Foreign Trade and Economic Relations Musala 9 Sarajevo	Minister Azra Hadžiahmetović	Tel: 033/473-123 Fax: 033/445-911
	Deputy Minister Nikola Kragulj	Tel: 033/ 220-093 Fax: 033/652-895
	Deputy Minister Jadranko Prlić	Tel: 033/ 208-100 Fax: 033/208-102

Agencies, services, commissions and other bodies of the Council of Ministers of Bosnia and Herzegovina

The following are the agencies, services, commissions and other bodies of the Council of Ministers of Bosnia and Herzegovina:

- **Foreign Investment Guarantee Agency (IGA)**

This Agency shall be responsible for: issuing guarantees aiming to support export activities of exporting enterprises, supporting export by giving credits through commercial banks, financial mediation/intervention.

Director Lamija Kozarić, Tel: 033/262-720 Tel/Fax: 033/262-730

- **Foreign Investments Promotion Agency in BiH (FIPA)**

The Agency shall be responsible for: general investment promotion, providing macro-economic data, providing links with local authorities and industry, assistance prior and after the investment, assistance in selection of most adequate investment, assistance towards the creation of joint - ventures with state-owned and private companies, providing information on profiles of companies offered for privatization, providing information on investment projects on infrastructure, taxation regulations and duties.

Director Mirza Hajrić, Tel: 033/278-080 Fax:033/278-081

- **Statistic Agency of Bosnia and Herzegovina**

This Agency is responsible for obtaining information from the Statistic Institutes of both Entities, processing of information and publishing statistisc reports.

Steering Board Chairman Hasan Zolić, Tel: 033/220-622

- **Communications Regulatory Agency (CRA)**

This Agency is the only body that shall be responsible for regulating the area of telecommunications and electronic media in Bosnia and Herzegovina. The Agency was been established by the Decision of the High Representative for Bosnia and Herzegovina by merging the Independent Media Commission (IMC) and Telecommunication Regulatory Commission (TRA), that were performing, each separately. The Agency is responsible for three main segments of modern communication: telecommunication, frequency spectrum management and electronic media.

Director David Betts, Tel: 033/651-085

- **State Border Service of Bosnia and Herzegovina (DGS BiH)**

The State Border Service of Bosnia and Herzegovina shall be responsible for the protection of borders of Bosnia and Herzegovina. The protection of the borders shall include responsibilities as follows: control of borders, control of traffic at border crossings in area of 10 km from international border BiH, unless in situations where distance from the entity border line is less than 10 km where then responsibilities of State Border Service shall be half of the distance from international border to entity border line.

Director Slaviša Vuković, Tel: 057/340-002

- **Veterinary Office of Bosnia and Herzegovina**

This Office is responsible for making proposals and suggesting an appropriate measures in the veterinary branch, through the Ministry of Foreign Trade and Economic Relations.

Director Marko Tadić, Tel: 033/219-394

- **Institute for Standards, Metrology and Intellectual Property of Bosnia and Herzegovina**

The Institute shall perform administrative tasks in the area of standardization, metrology protection of merchandise seals, patents, copyrights and similar rights and certificates.

Acting Director Savić Žarko, Tel: 033/652-765

- **Accreditation Institute of Bosnia and Herzegovina**

The Accreditation Institute of Bosnia and Herzegovina shall develop, realize and maintain the Accreditation System of BiH in European and international accreditation organizations; shall organize and realize specialization for personnel in the area of accreditation; shall develop and establish an informational system on granted accreditation and documents in regards to accreditation.

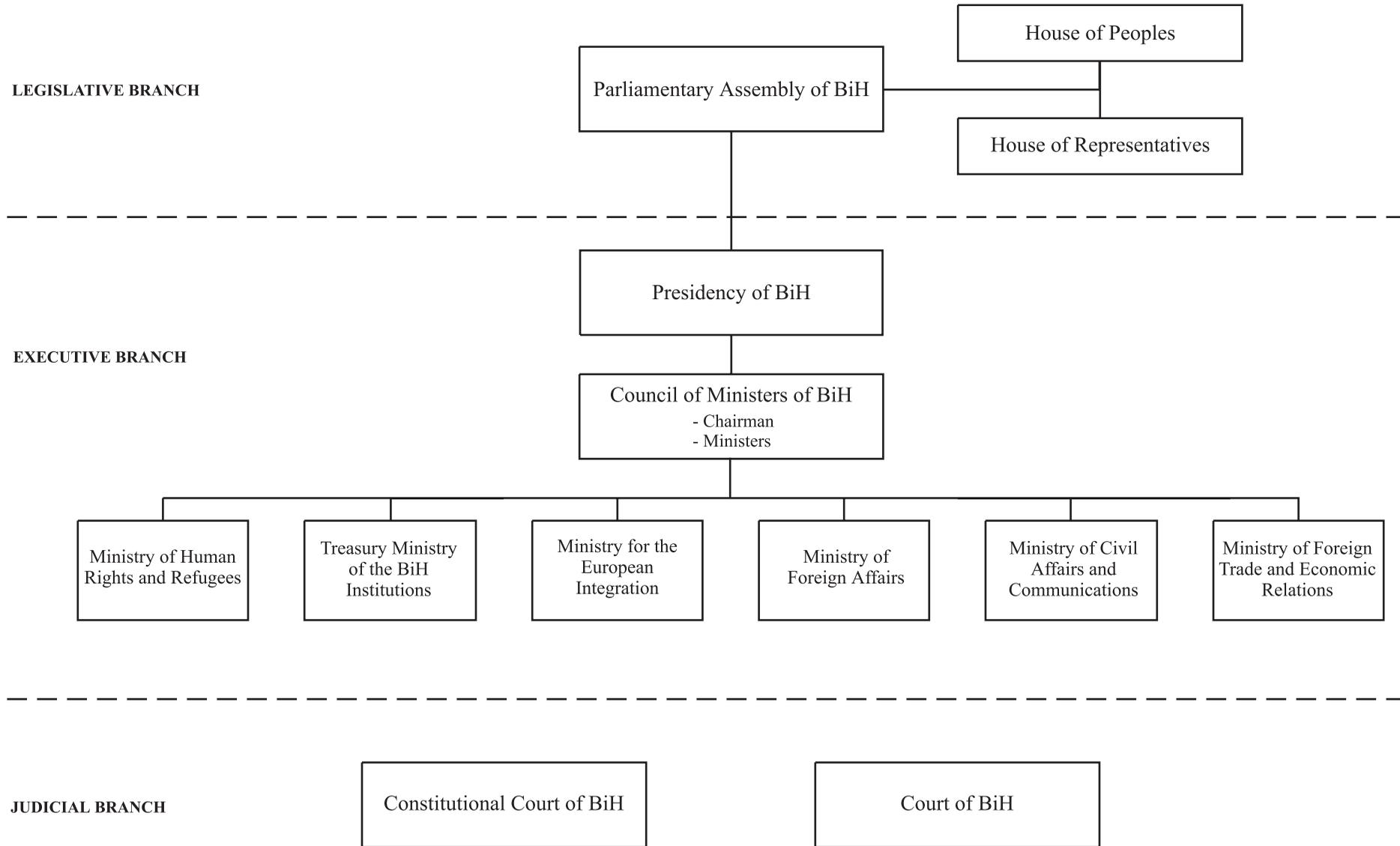
Acting Director Ahmed Mešanović, Tel: 033/230-453

- **CIPS Project Realization Office**

Implementation of the Citizens Identification Protection System (CIPS); creation of a central information system and a database on citizens and vehicles, central database on citizens' IDs.

Director Mirko Škrbić, Tel: 033/713-270

THE GOVERNMENT STRUCTURE OF BOSNIA AND HERZEGOVINA



- **State Administration Employment Agency**
 The Agency shall be responsible for: realization of state employees employment process upon request of institutions, assistance to institutions in realization of their personnel politics, organizational development, as well as establishment of central personnel register, training and development of state service.
 Director Jakob Finci
- **BH Department for Civil Aviation (BH DCA)**
 Acting Director Drago Radić, Tel: 033/251-356
- **Joint Service of the Bosnia and Herzegovina Institutions**
 Director Tel: 033/217-966
- **Service for Informing the Council of Ministers of BiH**
 Press Secretary Mirjana Micevska, Tel: 033/211-581
- **State Commission for BiH Border**
 Responsible for identifying and adjustment of the state border.
 Chairman Željko Bradović, Tel: 033/221-027
- **De-mining Commission in Bosnia and Herzegovina**
 Coordinates the de-mining tasks in BiH.
 Chairman Dragiša Stanković Tel: 033/261 271
- **Customs Politics Implementation Commission**
 This commission gives opinions on proposed custom regulations, through the Ministry of Foreign Trade and Economic Relations.
 Chairman Milenko Tošić, Tel: 033/664-103
- **State Return Fund**
This Fund is not operational yet, as of June 2002.
 Tel: 033/667-061
- **Co-ordination Team for Transport Corridor Vc through BiH**
 The Co-ordination Team is operating through the Ministry of Civil Affairs and Communications
 Tel: 033/665-579

JUDICIAL BRANCH OF BOSNIA AND HERZEGOVINA

The judicial authority in Bosnia and Herzegovina shall be carried out through the Constitutional Court of Bosnia and Herzegovina and the Court of Bosnia and Herzegovina.

CONSTITUTIONAL COURT OF BOSNIA AND HERZEGOVINA

The Constitutional Court of Bosnia and Herzegovina shall have nine members. Four members shall be selected by the House of Representatives of the Federation BaH, and two members by the Assembly of the Republika Srpska. The remaining three members shall be selected by the President of the European Court of Human Rights with prior consultation with the Presidency. Judges shall be distinguished jurists of high moral standing. Any person that meets this requirement and is eligible to vote may serve as a judge of the Constitutional Court. The judges selected by the President of the European Court of Human Rights shall not be citizens of Bosnia and Herzegovina or of any neighboring state.

The Court shall be independent of all state authorities.

The Constitutional Court shall uphold the Constitution of Bosnia and Herzegovina. The Court shall hold public proceedings and shall issue reasons for its decisions, which shall be published. Decisions of the Constitutional Court shall be final and binding. Equal use of the languages and scripts of the people of Bosnia and Herzegovina shall be applied in the work of the Court.

The seat of the Court shall be in Sarajevo.

The term of judges initially appointed shall be five years, unless they resign or are removed for cause by consensus of the other judges. Judges initially appointed shall not be eligible for reappointment. Judges subsequently appointed shall serve until age 70, unless they resign or are removed for cause by consensus of the other judges.

A majority of all members of the Court shall constitute a quorum. The Court shall adopt its own Rules of Court by a majority of all members. The Court in session decides by a majority of votes of all members of the Court.

The Constitutional Court shall have exclusive jurisdiction to decide any dispute that arises under this Constitution between the Entities or between Bosnia and Herzegovina and an Entity or Entities, or between institutions of Bosnia and Herzegovina, including but not limited to:

- Whether an Entity's decision to establish a special parallel relationship with a neighboring state is in accordance with this Constitution, including provisions concerning the sovereignty and territorial integrity of Bosnia and Herzegovina.
- Whether any provision of an Entity's constitution or law is in accordance with this Constitution.

The Court, apart from performing the tasks in accordance with the provisions of the Constitution of BiH, shall decide on:

- the election of the President and Vice-Presidents,
- the status and immunity rights of the President and judges,
- the internal organization of the Court and the Service,
- the foundation of working bodies of the Court,
- status issues with regard to the Secretary of the Court and the advisors of the Court,
- the working schedule of the Court and its execution,
- the financial needs of the Court,
- other issues within the competence of the Court.

Disputes may be referred only by a member of the Presidency, by the Chair of the Council of Ministers, by the Chair or a Deputy Chair of either chamber of the Parliamentary Assembly, by one-fourth of the members of either chamber of the Parliamentary Assembly, or by one-fourth of either chamber of a legislature of an Entity.

The Constitutional Court shall also have appellate jurisdiction over issues under this Constitution arising out of a judgment of any other court in Bosnia and Herzegovina. The Constitutional Court shall have jurisdiction over issues referred by any court in Bosnia and Herzegovina concerning whether a law, on whose validity its decision depends, is

compatible with this Constitution, with the European Convention for Human Rights and Fundamental Freedoms and its Protocols, or with the laws of Bosnia and Herzegovina; or concerning the existence of or the scope of a general rule of public international law pertinent to the court's decision.

The Court shall elect the President and Vice-Presidents of the Court among judges, appointed by the legislative bodies of the Entities. According with the Rule of Procedure of the Court, the mandate of the President of the Court shall last for 20 months and shall commence upon election. The Court, at the same session at which the President of the Court is elected, shall elect three Vice-Presidents of the Court from among all judges. President and Vice-Presidents of the Court may not, at the same time, belong to the same people. The mandate of Vice-Presidents shall take place in the same manner as for President of the Court.

The Court's organisation shall be on the principle of financial independence. In the exercise of its financial independence, the Court shall:

- draw up a draft budget required for the performance of the Court's juridical tasks and submit it to the Presidency of BiH for the purpose of having it included in the draft budget
- adopt a financial plan for the Court which sets out the expected revenues and expenditures for the current year,
- decide on the use of donations and other sources of revenues.

Constitutional Court of BiH R.Dž.Čauševića 6/III Sarajevo	President -	Tel: 033/663-784
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COURT OF BOSNIA AND HERZEGOVINA

In order to ensure the effective exercise of the competencies of the State of Bosnia and Herzegovina and the respect of human rights and the rule of law in the territory of this State, a Court of Bosnia and Herzegovina is established. The seat of the Court shall be in Sarajevo.

The Court shall be composed of 15 judges. The judges of the Court shall be citizens of Bosnia and Herzegovina who are graduates of law and have passed the qualifying examination for judges and have at least ten years work experience in judicial bodies or attorneys' chambers. Exceptionally, assistant professors or professors of the Faculties of Law in Bosnia and Herzegovina in the field of criminal law or criminal procedural law, civil law or civil procedural law, administrative law, commercial law or family law may be appointed as a judge of the Court. Judges shall perform their duties until the age of 70 years except in cases of voluntary resignation. However, a mandate may be ended due to the reason of resignation, or if retirement requirements have been met or upon being removed from office by reasons stated in the Law on the Court of BiH.

The official languages of Bosnia and Herzegovina are as follows: Bosnian, Croat and Serb, and the official scripts of Latin and Cyrillic, shall be used in the proceedings before the Court and in its communication with the parties. Persons participating in proceedings have the right to use any of these languages at any stage of the proceedings. If the proceedings are conducted in a language unknown to the accused, provision shall be made for interpretation by a qualified interpreter.

The Plenum of the Court elects the Court's President and two Vice-Presidents for a renewable term of six years.

Criminal Jurisdiction

The Court shall have jurisdiction over crimes defined in the Laws of the State of Bosnia and Herzegovina, when provision is made in the said Laws that the Court has such jurisdiction. The Court shall further be competent to:

- take a final and legally binding position on the implementation of State Laws and international treaties on request by any court of the Entities or any court of the Brčko District entrusted to implement State Law,
- decide any issue relating to International and inter-Entity criminal law

enforcement, including relations with Interpol and other international police institutions, such as decisions on the transfer of convicted persons, and on the extradition and surrender of persons, requested from any authority in the territory of Bosnia and Herzegovina, by foreign States or International Courts or Tribunals,

- decide any conflict of jurisdiction between the courts of the Entities, and between the Courts of the Entities and the Courts of the Brčko District,
- decide on the reopening of criminal proceedings for crimes defined in the Laws of the State of Bosnia and Herzegovina.

Administrative Jurisdiction

The Court is competent to decide actions taken against final administrative acts or silence of administration of the institutions of Bosnia and Herzegovina and its bodies, Public Agencies, Public Corporations, institutions of the Brčko District and any other organization as provided by State Law, acting in the exercise of a public function, decides on reopening of proceedings in listed cases. The Court shall have, in particular, jurisdiction over the following:

- The assessment of the legality of individual and general enforceable administrative acts adopted under State law, performed in the exercise of public functions by the authorities, for which judicial review is not otherwise provided by law, decides on reopening of the case,
- Property disputes between the State and the Entities, between the State and the Brčko District, between the Entities, between the Entities and the Brčko District and between the institutions of Bosnia and Herzegovina, which are interrelated with the exercise of public functions,
- Conflict of jurisdiction between the courts from the Federation of Bosnia and Herzegovina and Republika Srpska, and between the courts of the Entities and the courts of the Brčko District.

Appellate Jurisdiction

The Court shall decide the following:

- appeals against a judgment or decision delivered by the Criminal Division of this Court;
- appeals against a judgment or decision delivered by the Administrative Division of this Court;

- appeals against judgments of the Courts of last resort in the Brčko District;
- extraordinary legal remedies against final judgments reached by the divisions of the Court and against final judgments reached by the courts of last resort in the Brčko District, not including those that constitute the requests for reopening of proceedings.

The Court shall also have jurisdiction over:

- complaints concerning violations of the electoral code and the additional regulations and directives issued by the Permanent Election Commission;
- any other case for which competence is provided by the laws of Bosnia and Herzegovina.

The Court shall have a Plenum and three Divisions. The Divisions are:

- the Criminal Division;
- the Administrative Division;
- the Appellate Division (including the Electoral appeals competence).

On May 9, 2002, the High Representative for Bosnia and Herzegovina, Mr. Wolfgang Petrisch, issued Decision on appointment of judges and establishment of the Court of Bosnia and Herzegovina. Appointed judges of the Court of BiH are as follows:

- Babić Miloš,
- Halilagić Suada,
- Ilić Venceslav,
- Morait Branko,
- Nikšić Muhidin,
- Popovac Nedžad,
- Raguž Martin.

The judges appointed will form the Plenum and the Appellate Division of the Court and elect the President of the Court and the President of the Appellate Division.

CENTRAL BANK OF BOSNIA AND HERZEGOVINA

The Central Bank of Bosnia and Herzegovina was established in 1997. It is defined by the Law and in accordance with GFAP. The Central Bank of Bosnia and Herzegovina is responsible for achieving and maintaining the monetary stability of domestic currency (convertible mark or KM) in accordance with "currency board" arrangement (1KM : 0,51129 EURO), managing official foreign currency reserves made by domestic currency emission, co-ordinating activities of BiH Entity Banking Agencies that are in-charge for bank licensing and supervision, assisting and maintaining appropriate payment and settlement systems, as well as such other tasks in accordance with the Law on Central Bank of Bosnia and Herzegovina. Central Bank of Bosnia and Herzegovina is the only authorized institution for money printing and monetary policy covering entire state of Bosnia and Herzegovina.

The Governing Board is the senior body of the Central Bank of Bosnia and Herzegovina and is responsible for establishing and supervising monetary policy, organization and strategies of the Central Bank of Bosnia and Herzegovina. The Governing Board consists of the Governor, who is at the same time the Chairman, and three members, out of whom two members (Bosniak and Croat) are from Federation BiH and one member (Serb) is from Republika Srpska. The Governor was appointed by the International Monetary Fund (IMF) with prior consultations with the Presidency of Bosnia and Herzegovina. The members were appointed by the Presidency of Bosnia and Herzegovina. According to the Law, the Governor cannot be a citizen of Bosnia and Herzegovina or citizen of neighboring country for the first six years. The Governing Board is responsible for the direction and supervision of the policies, administration and operation of the Central Bank.

The Executive Management of the Central Bank consists of the Governor and three Vice Governors and is responsible for operational management of Central Bank of Bosnia and Herzegovina. The Governor, with prior approval of the Governing Board, appoints the Vice-Governors.

Head Office of the Central Bank is in Sarajevo. The Central Bank has three main units as follows: Main Unit Sarajevo, Main Unit Mostar and Main Unit Republika Srpska Banja Luka. Besides these, the Central Bank has two branches as follows: Branch Office Brčko District and Branch Office RS Main Bank

Central Bank of BiH Maršala Tita 25 Sarajevo	Governor Peter Nicholl	Tel: 033/664-548 Fax: 033/201-517
	Vice-Governors Kemal Kozarić Ljubiša Vladušić Dragan Kovačević	

ELECTION LAW OF BOSNIA AND HERZEGOVINA

The Parliamentary Assembly of Bosnia and Herzegovina in the session of the House of Representatives held on August 21, 2001 and in the session of the House of People held on 23 August, 2001 adopted the Election Law of Bosnia and Herzegovina for the purposes of promoting free, fair and democratic elections and to ensure the achievement of democratic goals.

This law, amended by Decision of the High Representative of April 19, 2002, regulates the election of the members and the delegates of the Parliamentary Assembly of Bosnia and Herzegovina and of the members of the Presidency of Bosnia and Herzegovina and shall stipulate the principles governing the elections at all levels of authority in Bosnia and Herzegovina.

The members of the Presidency of Bosnia and Herzegovina directly elected from the territory of the Federation of Bosnia and Herzegovina - one Bosniak and one Croat shall be elected by voters registered to vote for the Federation of Bosnia and Herzegovina. A voter registered to vote in the Federation may vote for either the Bosniak or Croat Member of the Presidency, but not for both. The Bosniak and Croat member that gets the highest number of votes among candidates from the same constituent people shall be elected. The member of the Presidency of Bosnia and Herzegovina that shall be directly elected from the territory of RS - one Serb shall be elected by voters registered to vote in the Republika Srpska. The candidate who gets the highest number of votes shall be elected. The mandate for the members of the Presidency of Bosnia and Herzegovina shall be four (4) years.

If a Member of the Presidency vacates his or her office for any reason, or is unable to permanently or temporarily carry out his or her functions due to incapacitation, then the Member's replacement for the Presidency shall succeed to the office of Presidency held by the Member in accordance with the Law on Filling a Vacant Position of the Presidency of Bosnia and Herzegovina during the mandate (Official Gazette BiH No:21/00).

A Member of the Presidency who misses one-third (1/3) of the regularly scheduled meetings of the Presidency, over a period of twelve (12) months, shall be deemed to have resigned.

Mandate of a new member of the Presidency shall be completed when the mandate of the replaced member would be completed. The new Member of the Presidency shall assume the rights, duties, and responsibilities of the Member of the Presidency he or she succeeds to, including Chairmanship of sessions of the Presidency.

It shall require a decision of the Constitutional Court of Bosnia and Herzegovina to determine that a Member of the Presidency is unable to permanently carry out his or her functions due to incapacitation.

The Constitutional Court of Bosnia and Herzegovina may decide that a Member of the Presidency is unable to carry out his or her functions due to temporary incapacitation. In the event that a Member of the Presidency is unable to carry out his or her functions due to temporary incapacitation, as determined under paragraph 1 of this article, then the Member's replacement shall assume the rights, duties, and responsibilities of the incapacitated Member of the Presidency until a decision is made by the Constitutional Court of Bosnia and Herzegovina that this Member is no longer temporarily incapacitated.

The House of Representatives of the Parliamentary Assembly of Bosnia and Herzegovina shall consist of forty-two (42) members, twenty-eight (28) of whom shall be directly elected by voters registered to vote for the territory of the Federation of Bosnia and Herzegovina, and fourteen (14) of whom shall be directly elected by voters registered to vote for the territory of the Republika Srpska. The mandate of members of the House of Representatives of the Parliamentary Assembly of Bosnia and Herzegovina shall be four (4) years.

Of the twenty-eight (28) members who shall be directly elected by voters registered to vote for the territory of the Federation of Bosnia and Herzegovina, twenty-one (21) shall be elected from multi-member constituencies under the proportional representation formula set forth in Article 9.6 of this law, and seven (7) shall be compensatory mandates elected from the territory of the Federation as a whole according to Article 9.7 of this law.

Of the fourteen (14) members who shall be directly elected by voters

registered to vote for the territory of the Republika Srpska, nine (9) shall be elected from multi-member constituencies under the proportional representation formula set forth in Article 9.6 of this law, and five (5) shall be compensatory mandates elected from the territory of the Republika Srpska as a whole according to Article 9.7 of this law. A voter shall have one ballot for the proportional representation mandates in the multi-member constituency for which the voter is registered.

The twenty-one (21) mandates from five (5) multi-member constituencies for the House of Representatives for the Parliamentary Assembly of Bosnia and Herzegovina, from the territory of the Federation of Bosnia and Herzegovina, are as follows:

- Constituency 1 consists of Cantons 1 and 10, and shall elect three (3) members,
- Constituency 2 consists of Cantons 7 and 8, and shall elect three (3) members,
- Constituency 3 consists of Cantons 5 and 9, and shall elect four (4) members,
- Constituency 4 consists of Cantons 4 and 6, and shall elect six (6) members,
- Constituency 5 consists of Cantons 2 and 3, and Brčko District, and shall elect five (5) members.

The nine (9) mandates from three (3) multi-member constituencies for the House of Representatives for the Parliamentary Assembly of Bosnia and Herzegovina, from the territory of the Republika Srpska, are as follows:

- Constituency 1 consists of the municipalities of Bosanska Krupa / Krupa na Uni, Bosanski Novi / Novi Grad, Bosanska Dubica / Kozarska Dubica, Prijedor, Bosanska Gradiška / Gradiška, Laktaši, Srbac, Prnjavor, Bosanski Petrovac / Petrovac, Sanski Most / Srpski Sanski Most, Banja Luka, Čelinac, Drvar / Srpski Drvar, Ključ / Ribnik, Mrkonjić Grad, Jajce / Jezero, Skender Vakuf / Kneževo, Kotor Varoš, Šipovo, Kupres / Srpski Kupres and Kostajnica, and shall elect three (3) members.
- Constituency 2 consists of the municipalities of Derventa, Bosanski Brod / Srpski Brod, Odžak / Vukosavlje, Bosanski Šamac / Šamac, Orašje / Srpsko Orašje, Modriča, Gradačac / Pelagićevo, Bijeljina, Doboj, Gračanica / Petrovo, Lopare, Ugljevik and Teslić, and Brčko District and shall elect three (3) members.

- Constituency 3 consists of the municipalities of Kalesija / Osmaci, Zvornik, Šekovići, Vlasenica, Bratunac, Srebrenica, Sokolac, Han Pijesak, Ilidža / Srpska Ilidža, Stari Grad Sarajevo / Srpski Stari Grad, Novo Sarajevo / Srpsko Novo Sarajevo, Trnovo (RS), Pale (RS), Rogatica, Višegrad, Mostar / Srpski Mostar, Nevesinje, Kalinovik, Gacko, Foča / Srbinje, Goražde / Srpsko Goražde, Čajniče, Rudo, Stolac / Berkovići, Ljubinje, Bileća, Trebinje and Milići, and shall elect three (3) members.

The constituencies and the number of mandates allocated to each constituency established in the Election Law shall be reviewed every four (4) years by the Parliamentary Assembly of Bosnia and Herzegovina to ensure that they are drawn, bearing in mind geographical constraints, in a manner that complies with democratic principles, notably proportionality between the number of mandates and the number of registered voters.

Election Commission of BiH Mula Mustafe Bašeskije 6 Sarajevo	Chairman Lidija Korać	Tel: 033/251-321 Tel: 033/251-322 Fax: 033/251-329
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THE HUMAN RIGHTS OMBUDSMAN OF BOSNIA AND HERZEGOVINA

Annex 6 of the Dayton Peace Agreement establishes the Commission for Human Rights, which consists of the Human Rights Ombudsman of Bosnia and Herzegovina and Human Rights Chamber.

The Human Rights Ombudsman of Bosnia and Herzegovina is, according to the Law, an independent institution, set up in order to promote good governance and the rule of law and to protect the rights and freedoms of natural and legal persons, as guaranteed in the Constitution of Bosnia and Herzegovina and the international treaties appended thereto, monitoring to this end the activity of the institutions of Bosnia and Herzegovina, its entities, and the District of Brčko, in accordance to the regulations of the Law on the Human Rights Ombudsman for Bosnia and Herzegovina.

The Ombudsman considers matters of inadequate functioning or violations of human rights and freedoms made by any government body, including military authorities. Also, the Ombudsman is authorized to make investigations on all complaints, concerning the inadequate functioning of the court system or irregular processing of individual matters, and to recommend corresponding individual or general measures, and will not interfere in decision making of courts, but will initiate court proceedings or make interventions during the proceedings in course, whenever he finds such an activity necessary for performance of his duties. The Ombudsman may also give recommendations to the government body which is a party in the proceedings or to be advised by a party in the proceedings. However, the Ombudsman shall not consider matters referring to decisions, facts or happenings that occurred before December 15, 1995.

Between the institutions of the Ombudsman of the Republika Srpska and The Ombudsman of Human Rights for Bosnia and Herzegovina, there is a relationship of cooperation and coordination, and citizens may, in most cases, choose which one to appeal to. However, the Ombudsman of Human Rights for Bosnia and Herzegovina has an exclusive competence for the cases referring to:

- a) bodies of Bosnia and Herzegovina,
- b) a body of the Government of an entity and a body of Bosnia and Herzegovina, at the same time,
- c) bodies of Government of both entities, at the same time.

This institution may also work on cases referring to a body of an entity Government, whenever it regards the outcome of the case of special importance for efficient achievement of individual rights and freedoms in Bosnia and Herzegovina, as a whole.

The Ombudsman receives complaints, statements submitted by anyone (entity Government, individuals, groups of people or NGOs), claiming to be victims of human rights violations. The complaints must be signed. Anonymous, fictitious and complaints with no basis shall not be considered. The work of the institution is free of charge for the persons who address themselves to it, and requires no help of a legal advisor or a lawyer.

When the Ombudsman concludes that the complaint or problem he considers, upon his own initiative, provide, sufficient evidence for an investigation, he shall inform the correspondent body, of the substance of his complaint, which may give a written statement in the period specified by the Ombudsman. During the investigation, the Ombudsman has the right to access any information or document, including confidential ones. None of the bodies may refuse cooperation with the Ombudsman by withholding information or documents. If prevention of access to information and/of documentation or any other form of non/cooperation should occur, the Ombudsman shall immediately inform the direct superior to the person who refused cooperation, and, may, in especially difficult cases, initiate a criminal proceedings against such a person.

The Ombudsman may give recommendations to authorities with the aim of adoption of new measures. The authorities bodies that receive such recommendations are obliged to make a written reply and inform the Ombudsman on their effects during the period specified by the Ombudsman.

If, once the recommendations have been given, the authorities' body in proceedings does not take corresponding measures in the period specified by the Ombudsman, or if it does not explain about the reasons for failure to comply, the Ombudsman may inform the competent minister about the body or the highest government bodies, about the course of the matter, in which according to his personal opinion it was possible to find a positive solution, the problem shall be included in the annual or special report,

naming the government bodies or officials who had such an attitude. The Ombudsman shall send his Annual Report to the Bosnia and Herzegovina Presidency, Bosnia and Herzegovina House of Representatives and House of Peoples.

Ombudsman for Human Rights of BiH Office in Sarajevo Maršala Tita 7	Ombudsman Frank Orton	Tel: 033/666-005 Fax:033/666-004
Office in Banjaluka Jovana Dučića 41		Tel/Fax: 051/303-992

HUMAN RIGHTS CHAMBER FOR BOSNIA AND HERZEGOVINA

The Human Rights Chamber's term of office has been regulated by article 2 of Annex 6 of the General Framework Agreement. The Chamber has a mandate to consider alleged and obvious violations of human rights, as defined by the European Convention on Human Rights and basic freedoms protection and its protocols, and alleged and obvious discrimination in exercising the rights and freedoms defined in the Convention and 15 other international agreements stated in Appendix of the Annex 6. The Chamber may only accept the complaints concerning the matters that are within the competence of one of the Parties, a signatory of Annex 6 - Agreement on Human Rights (Bosnia and Herzegovina, Federation of Bosnia and Herzegovina and Republika Srpska), and that have happened or continued after the General Framework Agreement has come into effect (December 14, 1995). A special advantage is to be given to the statements on especially serious or systematic violations, as well as those based upon an alleged discrimination based upon forbidden practices.

The Chamber may accept complaints concerning such human rights violations directly from each of the Parties, signatories of the Annex 6 of the general Framework Agreement or from an individual, NGOs, or groups of individuals declaring as being victims of human rights violations, done by one of the Parties, or who operate on behalf of alleged victims (deceased or missing ones). The Chamber may also accept complaints sent by the Ombudsman for Bosnia and Herzegovina on behalf of complainant.

According to the Annex 6 conditions, when a complaint is accepted, the Chamber must decide whether to accept or reject it, taking into consideration several criteria defined in article 8 of Annex 6, which include: 1) if legal remedies exist and if the complainant has showed that a) all of them have been used, and b) that the complaint has been submitted to the Commission in the period of six months following the date of the final decision; 2) if the complaint is basically the same matter as the one the Chamber had already examined; 3) if the complaint is in conflict with the Agreement on human rights, totally unfounded, or it is an example of misuse/abuse of the right to complain; and 4) if the complaint concerns the matter which has currently been before some other international body for human rights or other Commission established by the general Framework Agreement.

The Chamber's procedure has been designed according to the European Court of Human Rights. Unless the Chamber, at the very beginning, decides that the complaint is unacceptable or should be deleted, written reports are requested from the complainant and the defendant, after which the Chamber makes its decisions. Besides the written procedure, the Chamber may decide to organize a public hearing, so the parties could present their arguments, and the witnesses and judges present their evidences. The Chamber may also request written or oral statements as "amicus curriae" (friends of the court).

If the Chamber finds a violation, it gives an order outlining steps that the defending Party has to take in order to correct the violation, including orders to halt certain operations or to refrain from them or financial compensation. No matter which phase the proceeding is in, the Chamber may order temporary measures or try to make a friendly resolution based upon respect of human rights. The Chamber's decisions are final and universally binding and the defending Parties have to implement them completely. The Chamber's decisions are sent to the Office of the High Representative, for its implementation monitoring.

<p>Human Rights Chamber Musala 9 Sarajevo</p>	<p>President Michèle Picard</p>	<p>Tel: 033/212-064 Fax: 033/212-059</p>
<p>Office in Banjaluka Simeuna Đaka 5, Banjaluka</p>		<p>Tel/Fax: 051/212-603</p>

FREEDOM OF ACCESS TO INFORMATION ACT FOR BOSNIA AND HERZEGOVINA

The purposes of this Act are:

- to acknowledge that information in the control of public authorities is a valuable public resource and that public access to such information promotes greater transparency and accountability of those authorities, and is essential to the democratic process;
- to establish that every person has a right to access this information to the greatest extent possible consistent with the public interest, and that public authorities have a corresponding obligation to disclose information; and
- to enable every natural person to request the amendment of, and to comment on, his or her personal information in the control of a public authority.

For the purpose of this Act "public authority" means any of the following: an executive authority; a legislative authority; a judicial authority; a body appointed or established by law to carry out a public function; any other administrative authority; a body that is either owned or controlled by a public authority.

By this act, every natural and legal person has the right to access information in the control of a public authority, and each public authority has a corresponding obligation to disclose such information. This right of access may only be subject to such formalities and restrictions as are prescribed by this Act.

Requests for access to information may be submitted to the public authority the requester believes is the competent authority. Requests for access to information shall:

- be in writing in one of the official languages in Bosnia and Herzegovina;
- provide sufficient detail as to the nature and/or contents of the information sought so as to enable the public authority exercising a reasonable effort to identify the requested information; and
- include the requester's name and address.

Requests for access to the requester's own personal information shall, in addition to the requirements listed above, only be made by the natural

person to whom it relates, or by the requester's legal representative or someone authorized in writing by the requester to access the information. If the request is made by the person to whom it relates, he or she shall sign the request and produce legal photo-identification. If the request is made by the requester's legal representative or by someone authorized to access the information, that person shall sign the request, produce his or her legal photo-identification, proof of legal representation or authorization, and a copy of the requester's legal identification.

A public authority shall neither require nor ask for any reason or justification for the request.

Should a public authority be unable to comply with a request owing to the absence of formal requirements it shall, as soon as possible and no later than 8 days from receipt of the request, notify the requester in writing, where such notification is possible, that the request cannot be processed for that reason. This notice shall inform the requester of the availability of appeal, the specific body to whom the appeal should be addressed including the necessary contact information, and the deadline for and cost of filing an appeal. The notice shall also inform the requester of his or her right to apply to the Ombudsman, and shall include the necessary contact information.

Should the respondent authority not be the competent authority, it shall, as soon as possible and no later than 8 days from receipt of the request, transfer the request to the competent authority and notify the requester in writing thereof.

Upon receiving a request for access to information, the competent authority shall take all reasonable measures to collect the requested information and shall consider all facts and circumstances pertinent to the processing of the request. If access to the information is granted, either in whole or in part, the competent authority shall notify the requester in writing.

Access to information shall be provided in one of the official languages in Bosnia and Herzegovina and, where possible and reasonable to do so, in the original language if different than one of the official languages. A competent authority shall not be obliged to translate the requested information from one of the official languages in Bosnia and Herzegovina into another.

A public authority shall not levy fees or taxes for requests submitted or notices provided for under this Act. Fees may only be levied for duplication costs and only insofar as is provided for in a Decision of the Council of Ministers issued pursuant to this Act. For standard size photocopies, the first ten pages shall be free of charge.

Requested information shall be determined to be exempt from disclosure on a case-by-case basis, as a whole or in part, and only if a competent authority determines that publishing the information is not justified in the public interest or that it is expected to cause substantial harm to the legitimate aim of the following in Bosnia and Herzegovina:

- the foreign policy, defense and security interests, and the protection of public safety;
- the monetary policy interests;
- crime prevention and crime detection;
- the protection of the deliberative process of a public authority insofar as it involves the expressing of opinion, advice or recommendation by a public authority, employee thereof, or any person acting for or on behalf of a public authority, and does not involve factual, statistical, scientific, or technical information.

Where a competent authority reasonably determines that a request for access to information involves the confidential commercial interests of a third party, the competent authority shall forthwith notify the third party in writing of the specifics of the request. The notice shall inform the third party that the disclosure of the information is imminent unless the third party, within 15 days of receipt of the notice, responds in writing that it considers the information to be confidential and gives reasons as to why harm would result from disclosure. Upon receipt of such a response the competent authority shall claim an exemption.

A competent authority shall claim an exemption where it reasonably determines that the requested information involves the personal privacy interests of a third person.

A competent authority shall disclose the requested information, notwithstanding that it has claimed an exemption, where to do so is justified in the public interest having regard to both any benefit and harm that may accrue from doing so.

THE OFFICE OF THE HIGH REPRESENTATIVE (OHR)

The Office of the High Representative (OHR) is the chief civil peace implementation agency for the Dayton Peace Agreement in Bosnia and Herzegovina. The mandate of the High Representative is set out in Annex 10. It declares him the final authority in interpreting the civil aspects of the Peace Agreement. He is also tasked with coordinating the activities of the civil organizations and agencies operating in the country. The Steering Board of the Peace Implementation Council (PIC) nominates the High Representative. The United Nations Security Council, which approved the Dayton Peace Agreement, then endorses him.

The High Representative:

- Monitors the implementation of the peace settlement;
- Maintains close contact with the parties to the Agreement, to promote their full compliance with all civil aspects of the Agreement;
- Coordinates the activities of the civil organizations and agencies in Bosnia and Herzegovina to ensure the efficient implementation of the civil aspects of the peace settlement. The High Representative shall respect their autonomy within their spheres of operation while as necessary giving general guidance to them about the impact of their activities on the implementation of the peace settlement;
- Facilitates, as the High Representative judges necessary, the resolution of any difficulties arising in connection with civil implementation;
- Participates in meetings of donor organizations;
- Reports periodically on progress to the United Nations, European Union, United States, Russian Federation and other interested governments, parties and organizations;
- Provides guidance to the United Nations International Police Task Force (IPTF).

The OHR is now focusing its efforts on three priority areas - the effective functioning of the institutions of a modern state, in particular institutions of Bosnia and Herzegovina, economic reform, and refugee return. Other important issues are judicial and legal reform as well as the establishment of the Rule of Law; the protection of human rights; a reform of the education system; media reform, in particular the establishment of independent public service broadcasting; and Bosnia and Herzegovina's integration into Europe.

The OHR's headquarters are in Sarajevo, and there are three regional offices in Banjaluka, Mostar and Brčko, seven field offices and Special Envoy offices in seven municipalities. An office in Brussels liaises with international organizations outside Bosnia and Herzegovina.

The OHR consists of the following departments:

- Political Department,
- Economic Department,
- Legal Department,
- Anti-Fraud Unit,
- Return and Reconstruction Task Force (RRTF),
- Human Rights and Rule of Law Department,
- Media Development Department,
- Military Cell,
- Press Office,
- Personnel,
- Administration and Finance Department.

The Office of the High Representative Emerika Bluma 1, Sarajevo	High Representative Paddy Ashdown	Tel: 033/283-500 Fax: 033/283-501
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	Secretary Branka Todorović	Tel: 033/233-479
House of Peoples of BiH	Speaker Nikola Špirić	Tel: 033/233-478
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	Secretary Jadranko Tomić	
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Ministry for European Integration	Minister Dragan Mikerević	Tel: 033/264-330
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	Deputy Minister Zora Jovanović	Tel: 033/217-883
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	Deputy Minister Milovan Blagojević	
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	Deputy Minister Nikola Kragulj	Tel: 033/ 220-093
	Deputy Minister Jadranko Prlić	Tel: 033/ 208-100
Constitutional Court of BiH	President -	Tel: 033/663-784

Central Bank of BiH	Governor Peter Nicholl	Tel: 033/664-548
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