



REPUBLIKA E KOSOVËS
REPUBLIKA KOSOVA – REPUBLIC OF KOSOVO
KËSHILLI GJYQËSOR I KOSOVËS
SUDSKI SAVET KOSOVA - KOSOVO JUDICIAL COUNCIL

The Kosovo Judicial Council, pursuant to Article 32 of the Regulation of the Kosovo Judicial Council No. 01/2021 on the Evaluation of Judges' Performance, hereby adopts this:

GUIDELINES FOR THE EVALUATION OF JUDGES' PERFORMANCE

I. General Rules

1. Purpose:

The purpose of these Guidelines is to further define the manner of evaluating judges' performance based on the criteria and indicators set forth in Article 27 of Law No. 06/L-055 on the Kosovo Judicial Council, as well as Regulation No. 01/2021 on the Evaluation of Judges' Performance.

2. Definitions

A. The terms used in these Guidelines shall have the following meaning:

Law – Law No. 06/L-055 on Kosovo Judicial Council;

Regulation – Regulation No. 01/2021 of KJC on the Evaluation of Judges' Performance;

Commission - the Commission for the Evaluation of Judges' Performance;

Backlog cases - Backlog cases shall mean only those cases older than two (2) years, as provided for in the National Strategy for the Reduction of backlog cases.

KJC – abbreviation for the Kosovo Judicial Council.

Statutory deadline for issuing judicial decisions – the deadline prescribed in the procedural laws for cases of all types.

B. Terms used in the singular shall have the same meaning when used in the plural. Words used in one gender shall include the other gender.

3. Applicability of the Guidelines

These Guidelines shall apply to the evaluation of judges with a permanent mandate and, where applicable, shall also apply to judges with an initial mandate.

4. Method of evaluation:

A. The evaluation scales are defined in Article 14 of Regulation:

From 0 to 34 points – rated	“poor”
From 35 to 50 points – rated	“sufficient”
From 51 to 66 points – rated	“good”
From 67 to 82 points – rated	“very good”
From 83 to 89 points – rated	“excellent”

B. The criteria and sub-criteria defined in these Guidelines are based on the Regulation and shall apply to all judges, except in cases where certain criteria or sub-criteria are not applicable to judges of the Court of Appeals and the Supreme Court.

C. The evaluation period of a judge shall be the number of calendar years determined by the Regulation. If a judge has performed judicial duties for a shorter period than the prescribed evaluation period, only that period of service as a judge shall be evaluated.

5. Sources of data

A. The sources of information used for the evaluation of judges shall include:

- a. Judicial decisions selected in accordance with the decision determining the number for the random selection of judicial decisions for the evaluation of judges' performance, as provided for in the Regulation;
- b. The judge's personal file;
- c. The report of the president of the court, confirmed by the head of the relevant department/division;
- d. Statistical data;
- e. The report of the reporting member of the Commission from the monitoring of hearings and the report on training activities;
- f. Disciplinary decisions; and
- g. Any other official document containing objective and relevant information related to professional activities and personal conduct that affects the judge's professional activities.

B. The sources of information provided for in this Article shall apply mutatis mutandis to the evaluation of judges with an initial mandate, and their use shall be limited solely to measurable indicators applicable to judges of the Supreme Court.

C. Data used for the evaluation of a judge's performance may not be older than three (3) years from the year in which the performance evaluation is conducted.

II. Rules for the evaluation of statistical information

6. Efficiency in case resolution

A. The efficiency and timeliness of case resolution shall be evaluated by analyzing:

- a. the judge's success in achieving and exceeding the prescribed norm for resolved (processed) cases;
- b. a comparison of the number of cases resolved by the judge with the average number of cases resolved by the respective court, taking into account the nature of the cases;
- c. a comparison of the number of the judge's accumulated (pending) cases with the average number of accumulated cases of the respective court; and
- d. the complexity of cases.

B. Other factors to be taken into account in cases where the judge does not achieve the required measurable efficiency under paragraph A shall include:

- a. an insufficient number of cases;
- b. absence from work due to annual leave, medical leave, public holidays, and trainings exceeding five (5) days per month;
- c. engagement in working groups or commissions established by the KJC or by other authorities as prescribed by law.

7. Number of cases decided in appellate proceedings

A. For the purpose of performance evaluation, cases decided upon legal remedies shall be considered as upheld and modified cases, whereas annulled cases shall be evaluated solely with regard to essential procedural violations.

B. This Article shall not apply to judges of the Supreme Court.

8. Case Weighting

A. Unless otherwise regulated by a normative act of the Council regarding case weighting, the evaluating judge, with the support of the Secretary, shall apply the following definitions of complex cases:

- a. In the General Department – Criminal Division, complex cases shall include:
 - i. Serious bodily injury;

- ii. Aggravated theft.
- b. In the Serious Crimes Department, complex cases shall include:
 - i. Abuse of official position or authority;
 - ii. Smuggling of migrants;
 - iii. Serious bodily injury;
 - iv. Rape;
 - v. Sexual abuse of persons under the age of sixteen (16);
 - vi. Murder;
 - vii. Aggravated murder;
 - viii. Trafficking in human beings;
 - ix. Organized crime;
 - x. Terrorism.
- c. In the General Department – Civil Division, complex cases shall include:
 - i. Property disputes;
 - ii. Real rights disputes;
 - iii. Trademarks.
- d. In the Administrative Department, complex cases shall include:
 - i. Cadastral disputes;
 - ii. Tax disputes;
 - iii. Customs disputes;
 - iv. Public procurement disputes.
- e. In the Economic Department, complex cases shall include:
 - i. Bankruptcy;
 - ii. Trademarks.

B. Taking into account the weight and significance of cases not listed above, the members of the Commission shall also categorize other cases as complex, in addition to those specified above.

9. Drafting of judicial decisions

The Commission shall take into account compliance with statutory deadlines for the drafting of judicial decisions.

III. Rules of evaluation

10. General rules of evaluation

A. The evaluation of judges shall be conducted in two phases. The first phase shall include the evaluation of all criteria and indicators, except for criteria 3.1, 3.2, 3.3, and 4.1.4, which shall be evaluated in the second phase.

B. The evaluation shall be conducted in accordance with the guidelines and rules of these Guidelines, and the scoring for each judge shall be carried out through Forms A and B of these Guidelines.

C. The evaluating judge shall be obliged to provide justification for each evaluated measurement indicator. In cases where indicators are evaluated based on statistical data or judicial decisions, the evaluating judge shall, in the reasoning, refer to and list such statistical data and decisions.

D. The first phase of the evaluation shall be anonymous, and the identity of the evaluated judge shall not be disclosed to the evaluating judge. The second phase shall be an open phase, in which the identity of the evaluated judge shall be disclosed to the evaluating judge. Upon completion of the first-phase evaluation, the evaluating judge shall sign Form A and submit it to the Chairperson or the Secretary of the Commission.

E. Only after the submission of the signed Form A shall the evaluating judge be entitled to commence the second phase of the evaluation. Upon completion of the evaluation, the evaluating judge shall sign Form B and submit it to the Chairperson or the Secretary of the Commission.

IV. Rules for scoring criteria and measurement indicators

11. Evaluation criteria

The criteria for the evaluation of judges' performance, pursuant to the Law and the Regulation, shall be determined as follows:

1. Professional Competence, based on work results during the evaluation period, including participation in organized training formats where performance has been assessed

Within this category, a judge may be awarded from zero (0) to thirty-six (36) points..

1.1. Efficient case management (0-5 points)

Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected.

1.1.1.	If, during the evaluation period, the judge has resolved more than 25% more cases than the average number of cases resolved by the relevant department of the respective court (relevant caseload)	(5 points)
1.1.2.	If, during the evaluation period, the judge has resolved between 10% and 25% more cases than the average number of cases resolved by the relevant department of the respective court (relevant caseload)	(4 points)
1.1.3.	If, during the evaluation period, the judge has resolved	(3 points)

	between 0% and 10% more cases than the average number of cases resolved by the relevant department of the respective court (relevant caseload)	
1.1.4.	If, during the evaluation period, the judge has resolved between 10% and 30% fewer cases than the average number of cases resolved by the relevant department of the respective court (relevant caseload)	(2 points)
1.1.5.	If, during the evaluation period, the judge has resolved between 30% and 50% fewer cases than the average number of cases resolved by the relevant department of the respective court (relevant caseload)	(1 point)
1.1.6.	If the judge has resolved more than 50% fewer cases than the average number of cases resolved by the relevant department of the respective court (relevant caseload)	(0 points)

1.2. Efficiency in the resolution of backlog cases under review (0-5 points)

Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected.

1.2.1.	If the number of backlog cases under review by the judge is more than 25% lower than the number of backlog cases in the relevant department of the respective court	(5 points)
1.2.2.	If the number of backlog cases under review by the judge is between 10% and 25% lower than the number of backlog cases in the relevant department of the respective court	(4 points)
1.2.3.	If the number of backlog cases under review by the judge is proportionate to the number of backlog cases in the relevant department of the respective court	(3 points)
1.2.4.	If the number of backlog cases under review by the judge is between 10% and 30% higher than the number of backlog cases in the relevant department of the respective court	(2 points)
1.2.5.	If the number of backlog cases under review by the judge is between 30% and 50% higher than the number of backlog cases in the relevant department of the respective court	(1 point)
1.2.6.	If the number of backlog cases under review by the judge is more than 50% higher than the number of backlog cases in the relevant department of the respective court	(0 points)

1.3. Ratio of resolved cases in relation to incoming cases, (0-5 points)

Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected.

1.3.1.	If, during the evaluation period, the judge has achieved more than 116% in the ratio of resolved cases to incoming cases	(5 points)
1.3.2.	If, during the evaluation period, the judge has achieved	(4 points)

	between 106% and 115% in the ratio of resolved cases to incoming cases	
1.3.3.	If, during the evaluation period, the judge has achieved between 95% and 114% in the ratio of resolved cases to incoming cases	(3 points)
1.3.4.	If, during the evaluation period, the judge has achieved between 85% and 94% in the ratio of resolved cases to incoming cases	(2 points)
1.3.5.	If, during the evaluation period, the judge has achieved between 75% and 84% in the ratio of resolved cases to incoming cases	(1 point)
1.3.6.	If, during the evaluation period, the judge has achieved less than 75% in the ratio of resolved cases to incoming cases	(0 points)

1.4. Receipt, drafting, and delivery of decisions within prescribed time limits (0-5 points)

Guidance: With regard to these data, the Statistics Office of the KJC shall randomly select thirty (30) decisions of the respective judge, for which it shall extract the necessary data relating to time limits and submit them to the relevant member of the Commission. Only one of the options provided shall be selected.

1.4.1.	If, during the evaluation period, the judge has complied with the legally prescribed deadlines for issuing written decisions in a percentage exceeding 91–100%	(5 points)
1.4.2.	If, during the evaluation period, the judge has complied with the legally prescribed deadlines for issuing written decisions in a percentage exceeding 71–90%	(4 points)
1.4.3.	If, during the evaluation period, the judge has complied with the legally prescribed deadlines for issuing written decisions in a percentage exceeding 51–70%	(3 points)
1.4.4.	If, during the evaluation period, the judge has complied with the legally prescribed deadlines for issuing written decisions in a percentage exceeding 31–50%	(2 points)
1.4.5.	If, during the evaluation period, the judge has complied with the legally prescribed deadlines for issuing written decisions in a percentage exceeding 11–30%	(1 point)
1.4.6.	If, during the evaluation period, the judge has complied with the legally prescribed deadlines for issuing written decisions in a percentage of less than 10%, or in no cases	(0 point)

1.5. Compliance with the Judicial Norm (0–5 points)

Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected.

1.6.	1.5.1.	If, during the evaluation period, the judge has achieved more than 125% of the number determined as the judicial norm by the KJC Regulation	(5 points)
	1.5.2.	If, during the evaluation period, the judge has achieved between 101% and 124% of the number determined as the judicial norm by the KJC Regulation	(4 points)
	1.5.3.	If, during the evaluation period, the judge has achieved between 90% and 100% of the number determined as the judicial norm by the KJC Regulation	(3 points)
	1.5.4.	If, during the evaluation period, the judge has achieved between 80% and 89% of the number determined as the judicial norm by the KJC Regulation	(2 points)
	1.5.5.	If, during the evaluation period, the judge has achieved between 70% and 79% of the number determined as the judicial norm by the KJC Regulation	(1 point)
	1.5.6.	If, during the evaluation period, the judge has achieved less than 70% of the number determined as the judicial norm by the KJC Regulation	(0 point)

Participation in Judicial Training (0–3 points)

Guidance: Data relating to the judge shall be obtained in cooperation with the Training Commission (the Permanent Commission of the KJC). Regular attendance shall be defined in accordance with the Training Regulation. Only one of the options provided shall be selected.

1.6.1	Depending on the category to which the judge undergoing performance evaluation belongs:	
	(a) If, during the evaluation period, judges fulfill their obligation of attendance at trainings for judges with a permanent mandate at a rate of 100%	(3 points)
	(b) If, during the evaluation period, judges fulfill their obligation of attendance at trainings for judges with a permanent mandate at a rate of 75–99%	(2 points)
	(c) If, during the evaluation period, judges fulfill their obligation of attendance at trainings for judges with a permanent mandate at a rate of 50–74%	(1 point)
	(d) If, during the evaluation period, judges fulfill their obligation of attendance at trainings for judges with a permanent mandate at a rate below 50%	(0 points)

1.7. Willingness to Resolve Complex Cases (0–3 points)

Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected.

1.7.1	If, out of the total number of resolved cases, during the evaluation period the judge has resolved more than 15%	(3 points)
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	complex cases	
1.7.2	If, out of the total number of resolved cases, during the evaluation period the judge has resolved between 6% and 15% complex cases	(2 points)
1.7.3	If, out of the total number of resolved cases, during the evaluation period the judge has resolved between 1% and 5% complex cases	(1 point)
1.7.4	If, out of the total number of resolved cases, during the evaluation period the judge has resolved less than 1% complex cases	(0 point)

1.8. Ratio between merits-based decisions and procedural decisions (out of the total number of Decisions) (0–3 points)

Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected.

1.8	Ratio between merits-based decisions and procedural decisions (out of the total number of decisions)	
	If more than 60% of the decisions are merits-based decisions	(3 points)
	If between 50% and 59% of the decisions are merits-based decisions	(2 points)
	If between 40% and 49% of the decisions are merits-based decisions	(1 point)
	If fewer than 40% of the decisions are merits-based decisions	(0 points)

1.9. Use of SMIL (if applicable) (0-2 points)

Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected.

1.9.1	If the judge fully uses the SMIL system	(2 points)
1.9.2	If the judge partially uses the SMIL system	(1 point)
1.9.3	If the judge does not use the SMIL system at all	(0 point)

1.10. Evaluation of the timely adjudication of cases (0-5 points)*

Guidance: This indicator shall be applied only after the KJC issues a sub-legal act regulating this matter. Only one of the options provided shall be selected.

1.10.1.	If, during the evaluation period, the judge has complied with the legally prescribed deadlines for the adjudication of cases at a rate of 90%–100%	(5 points)
1.10.2.	If, during the evaluation period, the judge has complied with	(4 points)

	the legally prescribed deadlines for the adjudication of cases at a rate of 70%–90%	
1.10.3.	If, during the evaluation period, the judge has complied with the legally prescribed deadlines for the adjudication of cases at a rate of 50%–70%	(3 points)
1.10.4.	If, during the evaluation period, the judge has complied with the legally prescribed deadlines for the adjudication of cases at a rate of 30%–50%	(2 points)
1.10.5.	If, during the evaluation period, the judge has complied with the legally prescribed deadlines for the adjudication of cases at a rate of 10%–30%	(1 point)
1.10.6.	If, during the evaluation period, the judge has complied with the legally prescribed deadlines for the adjudication of cases at a rate of less than 10%, or in no cases	(0 points)

2. Number of cases remanded for retrial or reconsideration, decisions quashed by a higher instance court

Within this category, a judge may be awarded from zero (0) to six (6) points.

2.1. Number of decisions remanded in appellate proceedings due to procedural violations (0-3 points)

Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected.

2.1	Number of decisions remanded in appellate proceedings due to procedural violations:	
	(a) up to 10% of decisions quashed	(3 points)
	(b) from 11 to 20% of decisions quashed	(2 points)
	(c) from 21 to 40% of decisions quashed	(1 point)
	(d) more than 40% of decisions quashed	(0 points)

2.2. Number of decisions quashed in appellate proceedings due to incorrect of incomplete determination of the facts (0-3 points)

Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected.

2.2	Number of decisions remanded in appellate proceedings due to procedural violations	
	(a) up to 10% of decisions quashed	(3 points)
	(b) from 11 to 20% of decisions quashed	(2 points)
	(c) from 21 to 40% of decisions quashed	(1 point)
	(d) more than 40% of decisions quashed	(0 points)

3. Ability to perform duties impartially, honestly, with due care and responsibility, conduct outside the office, and personal integrity

Within this category, a judge may be awarded from zero (0) to thirteen (13) points.

3.1. Submission or making available of all decisions to the persons responsible for the publication of decisions (0-2 points)

Guidance: The evaluation of this measurement indicator shall be carried out on the basis of the assessment provided by the President of the Court, confirmed by the head of the relevant department/division. Only one of the options provided shall be selected.

3.1.1.	If the judge has submitted 100% of decisions for publication	(2 points)
3.1.2.	If the judge has submitted more than 50% of decisions for publication	(1 point)
3.1.3.	If the judge has not submitted any decision for publication	(0 point)

3.2. Cooperation of the judge with responsible judicial administration officials regarding the maintenance of the court file (0-2 points)

Guidance: The evaluation of this measurement indicator shall be carried out on the basis of the assessment provided by the President of the Court, confirmed by the head of the relevant department/division. The evaluation shall be conducted for both sub-measurement indicators.

3.2.1.	If the judge's court file is fully complete	(0-1 point)
3.2.2.	If the judge regularly submits all accompanying case documentation to the responsible officials	(0-1 points)

3.3. Professional conduct of the judge, non-disclosure of important and confidential information, dignified use of social media while preserving professional and judicial integrity, avoidance of ex parte communication with parties to the proceedings, and apolitical stance (0-3 points)

Guidance: During the evaluation of this measurement indicator, one of the main sources shall be the assessment provided by the President of the Court, confirmed by the head of the relevant department/division. The evaluation shall cover all sub-measurement indicators.

3.3.1	If the judge demonstrates professional conduct and maintains an apolitical stance	(0-1 points)
3.3.2	If the judge uses social media in a dignified manner while preserving professional and judicial integrity	(0-1 points)
3.3.3	If the judge does not disclose important and confidential information	(0-1 points)

3.4. Disciplinary record of the judge

Guidance: The source of data for this indicator shall be disciplinary decisions imposed during the evaluation period. Only one of the options provided shall be selected.

3.4.	If no disciplinary decision has been imposed on the judge during the evaluation period	(6 points)
	If a non-public written reprimand has been imposed on the judge	(2 points)
	If a public written reprimand has been imposed on the judge	(1 point)
	If a measure of temporary salary reduction has been imposed on the judge	(0 points)
	If a measure of temporary or permanent transfer to another court of a lower level has been imposed on the judge	(0 points)

4. Professional knowledge, work experience, and performance, including knowledge, respect for human rights, and communication skills

Within this category, a judge may be awarded from zero (0) to eleven (11) points.

4.1. Knowledge of applicable laws (0-3 points)

Guidance: The source of information for the evaluation of this measurement indicator shall be six (6) merits-based decisions of the judge. Only one of the options provided shall be selected.

4.1.	Ability to properly reference applicable laws (substantive and procedural), as well as knowledge of the applicable legislation:	
	(a) All decisions contain references to applicable laws	(3 points)
	(b) More than half of the decisions contain references to applicable laws	(2 points)
	(c) Less than half of the decisions contain references to applicable laws	(1 point)
	(d) None of the decisions contain references to applicable laws	(0 points)

4.2. Judicial work experience (1-3 points)

Guidance: In evaluating this measurement indicator, data provided by the relevant departments of the KJC shall be taken into account. Only one of the options provided shall be selected.

4.3.	4.2.1.	More than fifteen (15) years of work experience	(3 points)
	4.2.2.	More than eight (8) up to fifteen (15) years of work experience	(2 points)
	4.2.3.	From three (3) to eight (8) years of work experience	(1 point)

Application of International Legal Standards (0–1 point)

Guidance: In evaluating this measurement indicator, six (6) merits-based decisions of the judge shall be taken into account. This measurement indicator assesses the application of international standards relating to human rights during judicial proceedings as well as within judicial decisions. Only one of the options provided shall be selected.

4.3.1.	During the evaluation period, the judge has applied international legal standards	(0-1 point)
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4.4. Clear and logical communication (0-4 points)

Guidance: For the evaluation of this measurement indicator, the evaluating judge shall observe at least three (3) court hearings of the judge under evaluation. The evaluation shall be conducted for both sub-measurement indicators.

4.4.1.	If the judge demonstrates the ability to articulate clearly and logically	
	In all hearings	(2 points)
	In half of the hearings	(1 point)
	In no hearing	(0 points)
4.4.2.	Equal, respectful, and dignified treatment of all parties to the proceedings	
	In all hearings	(2 points)
	In half of the hearings	(1 point)
	In no hearing	(0 points)

5. Capacity for legal reasoning and ability to analyze legal issues

Within this category, a judge may be awarded from zero (0) to twenty-three (23) points.

5.1. Quality and reasoning of judicial decisions

Guidance: In evaluating this measurement indicator, six (6) merits-based decisions of the judge shall be taken into account. See the notes under each measurement indicator regarding the method of evaluation.

5.1.1	Structure of the Decision: whether the decision contains all elements prescribed by law: the introductory part, the operative part, the reasoning, and legal remedies (<i>select only one of the options below</i>)	
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	(a) In all decisions	(3 points)
	(b) In half or more than half of the decisions	(2 points)
	(c) In less than half of the decisions	(1 point)
	(d) In no decision	(0 points)
5.1.2.	Whether the reasoning of the decision clearly explains the following elements (<i>evaluate each sub-measurement indicator</i>)	
	A. Clarity of the legal basis:	Select one
	(a) In all decisions	(4 point)
	(b) In 51-84% of the decisions	(3 points)
	(c) In 35-50% of the decisions	(2 points)
	(d) In 16-34% of the decisions	(1 point)
	(e) In no decision	(0 points)
	B. Clarity of the assessment of evidence:	Select one
	(a) In all decisions	(4 points)
	(b) In 51-84% of the decisions	(3 points)
	(c) In 35-50% of the decisions	(2 points)
	(d) In 16-34% of the decisions	(1 point)
	(e) In no decision	(0 points)
	C. Clarity of the elaboration of contested facts:	Select one
	(a) In all decisions	(4 points)
	(b) In 51-84% of the decisions	(3 points)
	(c) In 35-50% of the decisions	(2 points)
	(d) In 16-34% of the decisions	(1 point)
	(e) In no decision	(0 points)

5.2. Analytical ability of the judge

Guidance: In evaluating this measurement indicator, six (6) merits-based decisions of the judge shall be taken into account using the “random” method. Only one of the options provided shall be selected.

5.2.1.	Whether all claims/requests of the party/parties have been addressed in a systematic, coherent, and comprehensive manner:	
	(a) In all decisions	(4 point)
	(b) In 51-84% of the decisions	(3 points)
	(c) In 35-50% of the decisions	(2 points)
	(d) In 16-34% of the decisions	(1 point)
	(e) In no decision	(0 points)
5.2.2.	Whether the drafted decision clearly explains the logical connection between the facts, the law, and the conclusion/findings:	
	(a) In all decisions	(4 point)
	(b) In 51-84% of the decisions	(3 points)
	(c) In 35-50% of the decisions	(2 points)
	(d) In 16-34% of the decisions	(1 point)

Annex 2

First phase of judges' performance evaluation

Judge's unique number:	
Evaluating judge:	
Evaluation period:	
Date of conclusion of evaluation:	

Guidance:

Before filling out the form please refer to the Guidance for Performance Evaluation. In the end, the form shall be signed and submitted to the Chair or the Secretary of the Commission

	Measurement indicator	Ref. no.	Sub-measurement indicator	Points	Evaluation	Reasoning
Criteria 1	Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected					
	Efficient case management	1.1.1.	If, during the evaluation period, the judge has resolved more than 25% more cases than the average number of cases resolved by the relevant department of the respective court (relevant caseload)	5		
		1.1.2.	If, during the evaluation period, the judge has resolved between 10% and 25% more cases than the average number of cases resolved by the relevant department of the respective court (relevant caseload)	4		
		1.1.3.	If, during the evaluation period, the judge has resolved between 0% and 10% more cases than the average number of cases resolved by the relevant department of the respective court (relevant caseload)	3		
		1.1.4.	If, during the evaluation period, the judge has resolved between 10% and 30% fewer cases than the average number of cases resolved by the relevant department of the respective court (relevant caseload)	2		
		1.1.5.	If, during the evaluation period, the judge has resolved between 30% and 50% fewer cases than the average number of cases resolved by the relevant department of the respective court (relevant caseload)	1		
		1.1.6.	If the judge has resolved more than 50% fewer cases than the average number of cases resolved by the relevant department of the respective court (relevant caseload)	0		
	Total:			5	0	

Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected					Reasoning
Efficiency in the resolution of backlog cases under review	1.2.1.	If the number of backlog cases under review by the judge is more than 25% lower than the number of backlog cases in the relevant department of the respective court	5		
	1.2.2.	If the number of backlog cases under review by the judge is between 10% and 25% lower than the number of backlog cases in the relevant department of the respective court	4		
	1.2.3.	If the number of backlog cases under review by the judge is proportionate to the number of backlog cases in the relevant department of the respective court	3		
	1.2.4.	If the number of backlog cases under review by the judge is between 10% and 30% higher than the number of backlog cases in the relevant department of the respective court	2		
	1.2.5.	If the number of backlog cases under review by the judge is between 30% and 50% higher than the number of backlog cases in the relevant department of the respective court	1		
	1.2.6.	If the number of backlog cases under review by the judge is more than 50% higher than the number of backlog cases in the relevant department of the respective court	0		
	Total:		5	0	

Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected					Reasoning
Ratio of resolved cases in relation to incoming cases	1.3.1.	If, during the evaluation period, the judge has achieved more than 116% in the ratio of resolved cases to incoming cases	5		
	1.3.2.	If, during the evaluation period, the judge has achieved between 106% and 115% in the ratio of resolved cases to incoming cases	4		
	1.3.3.	If, during the evaluation period, the judge has achieved between 95% and 114% in the ratio of resolved cases to incoming cases	3		
	1.3.4.	If, during the evaluation period, the judge has achieved between 85% and 94% in the ratio of resolved cases to incoming cases	2		
	1.3.5.	If, during the evaluation period, the judge has achieved between 75% and 84% in the ratio of resolved cases to incoming cases	1		
	1.3.6.	If, during the evaluation period, the judge has achieved less than 75% in the ratio of resolved cases to incoming cases	0		
Total:			5	0	

Guidance: With regard to these data, the Statistics Office of the KJC shall randomly select thirty (30) decisions of the respective judge, for which it shall extract the necessary data relating to time limits and submit them to the relevant member of the Commission. Only one of the options provided shall be selected.					Reasoning
Receipt, drafting, and delivery of decisions within prescribed time limits	1.4.1.	If, during the evaluation period, the judge has complied with the legally prescribed deadlines for issuing written decisions in a percentage exceeding 91–100%	5		
	1.4.2.	If, during the evaluation period, the judge has complied with the legally prescribed deadlines for issuing written decisions in a percentage exceeding 80–90%	4		
	1.4.3.	If, during the evaluation period, the judge has complied with the legally prescribed deadlines for issuing written decisions in a percentage exceeding 56–79%	3		
	1.4.4.	If, during the evaluation period, the judge has complied with the legally prescribed deadlines for issuing written decisions in a percentage below 55 %	0		
Total:			5	0	
Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected					Reasoning
Compliance with the Judicial Norm	1.5.1.	If, during the evaluation period, the judge has achieved more than 125% of the number determined as the judicial norm by the KJC Regulation	7		
	1.5.2.	If, during the evaluation period, the judge has achieved between 115 and 124% of the number determined as the judicial norm by the KJC Regulation	6		
	1.5.3.	If, during the evaluation period, the judge has achieved between 105 and 114% of the number determined as the judicial norm by the KJC Regulation	5		
	1.5.4.	If, during the evaluation period, the judge has achieved between 95 and 104% of the number determined as the judicial norm by the KJC Regulation	4		
	1.5.5.	If, during the evaluation period, the judge has achieved between 80 and 94% of the number determined as the judicial norm by the KJC Regulation	3		
	1.5.6.	If, during the evaluation period, the judge has achieved between 70 and 79% of the number determined as the judicial norm by the KJC Regulation	2		
	1.5.7.	If, during the evaluation period, the judge has achieved between 60 and 69% of the number determined as the judicial norm by the KJC Regulation	1		
	1.5.8.	If, during the evaluation period, the judge has achieved less than 60% of the number determined as the judicial norm by the KJC Regulation	0		
Total:			7	0	

Criteria 1		1.6	Guidance: Data relating to the judge shall be obtained in cooperation with the Training Commission (the Permanent Commission of the KJC). Regular attendance shall be defined in accordance with the Training Regulation. Only one of the options provided shall be selected			Reasoning
	Participation in the judicial training	a.	If, during the evaluation period, judges fulfill their obligation of attendance at trainings for judges with a permanent mandate at a rate of 100%	1.5		
		b.	If, during the evaluation period, judges fulfill their obligation of attendance at trainings for judges with a permanent mandate at a rate of 75–99%	1		
		c.	If, during the evaluation period, judges fulfill their obligation of attendance at trainings for judges with a permanent mandate at a rate of 50–74%	0.5		
		d.	If, during the evaluation period, judges fulfill their obligation of attendance at trainings for judges with a permanent mandate at a rate below 50%	0		
	Total:			1.5	0	
	Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected					Reasoning
	Willingness to Resolve Complex Cases	1.7.1.	If, out of the total number of resolved cases, during the evaluation period the judge has resolved more than 15% complex cases	4		
		1.7.2.	If, out of the total number of resolved cases, during the evaluation period the judge has resolved between 10% and 15% complex cases	3		
		1.7.3.	If, out of the total number of resolved cases, during the evaluation period the judge has resolved between 6% and 9% complex cases	2		
		1.7.4.	If, out of the total number of resolved cases, during the evaluation period the judge has resolved between 2% and 5% complex cases	1		
		1.7.5.	If, out of the total number of resolved cases, during the evaluation period the judge has resolved less than 2% complex cases	0		
	Total:			4	0	

Criteria 1	Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected					Reasoning	
	Ratio between merits-based decisions and procedural decisions	1.8.1.	If more than 70% of the decisions are merits-based decisions	7			
			If between 65% and 69% of the decisions are merits-based decisions	6			
			If between 59% and 64% of the decisions are merits-based decisions	5			
			If between 53% and 58% of the decisions are merits-based decisions	4			
			If between 47% and 52% of the decisions are merits-based decisions	3			
			If between 41% and 46% of the decisions are merits-based decisions	2			
			If between 36% and 40% of the decisions are merits-based decisions	1			
			If fewer than 70% of the decisions are merits-based decisions	0			
		1.8.2.	By way of exception to the above evaluation, cases shall be excluded where, during the evaluation period, the judge has predominantly worked in proceedings for securing claims, enforcement proceedings, and preliminary proceedings. For the purposes of the above exception, the evaluation shall be conducted in accordance with the indicative norm.				
	Total:			7	0		
	Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected					Reasoning	
	Use of SMIL (if applicable)	1.9.1.	If the judge fully uses the SMIL system	1			
		1.9.2.	If the judge partially uses the SMIL system	0.5			
		1.9.3.	If the judge does not use the SMIL system at all	0			
Total:			1	0			
Overall total:			40.5	0			

Criteria 2

Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected					Reasoning	
Ratio of decisions remanded	2.1.1.	Number of decisions remanded in appellate proceedings due to procedural violations				
	a.	up to 10% of decisions quashed	7			
	b.	from 11 to 14% of decisions quashed	6			
	c.	from 15 to 19% of decisions quashed	5			
	d.	from 20 to 23% of decisions quashed	4			
	e.	from 24 to 27% of decisions quashed	3			
	f.	from 28 to 31% of decisions quashed	2			
	g.	from 32 to 35% of decisions quashed	1			
	h.	more than 35% of decisions quashed	0			
Total:			7	0		
Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected					Reasoning	
Ratio of decisions remanded	2.2.1.	Number of decisions quashed in appellate proceedings due to incorrect of incomplete determination of the facts				
	a.	up to 10% of decisions quashed	7			
	b.	from 11 to 14% of decisions quashed	6			
	c.	from 15 to 19% of decisions quashed	5			
	d.	from 20 to 23% of decisions quashed	4			
	e.	from 24 to 27% of decisions quashed	3			
	f.	from 28 to 31% of decisions quashed	2			
	g.	from 32 to 35% of decisions quashed	1			
	h.	more than 35% of decisions quashed	0			
Total:			7	0		
Overall total:			14	0		

Guidance: The evaluation of this indicator shall be conducted through statistical data obtained from the Statistics Office of the KJC. Only one of the options provided shall be selected					Reasoning	
Judge's disciplinary record		If no disciplinary decision has been imposed on the judge during the evaluation period	3			
		If a non-public written reprimand has been imposed on the judge	2			
		If a public written reprimand has been imposed on the judge	1			
		If a measure of temporary salary reduction up to fifty (50) percent for a period up to one (1) year, or a measure of temporary or permanent transfer to another court of a lower level has been imposed on the judge	0			
	Total:		3	0		
Overall total:			3	0		

Criteria 4

Guidance: The source of information for the evaluation of this measurement indicator shall be six (6) merits-based decisions of the judge. Only one of the options provided shall be selected.					Reasoning
Knowledge of law and procedures	4.1	Ability to properly reference applicable laws (substantive and procedural), as well as knowledge of the applicable legislation:			
	a.	All decisions contain references to applicable laws	1.5		
	b.	More than half of the decisions contain references to applicable laws	1		
	c.	Less than half of the decisions contain references to applicable laws	0.5		
	d.	None of the decisions contain references to applicable laws	0		
	Total:		1.5	0	
Guidance: In evaluating this measurement indicator, data provided by the relevant departments of the KJC shall be taken into account. Only one of the options provided shall be selected					Reasoning
Judicial work experience	4.2.1.	More than fifteen (15) years of work experience	1.5		
	4.2.2.	More than eight (8) up to fifteen (15) years of work experience	1		
	4.2.3.	From three (3) to eight (8) years of work experience	0.5		
	Total:		1.5	0	
Guidance: In evaluating this measurement indicator, six (6) merits-based decisions of the judge shall be taken into account. This measurement indicator assesses the application of international standards relating to human rights during judicial proceedings as well as within judicial decisions. Only one of the options provided shall be selected.					Reasoning
Application of International Legal Standards	4.3.1.	During the evaluation period, the judge has applied international legal standards	1		
		During the evaluation period, the judge failed to apply international legal standards	0		
	Total:		1	0	
	Overall total:		4	0	

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Criteria 5	Guidance: In evaluating this measurement indicator, six (6) merits-based decisions of the judge shall be taken into account. See the notes under each measurement indicator regarding the method of evaluation.				Reasoning	
	Quality and reasoning of judicial decisions	5.1.1.	Structure of the Decision: whether the decision contains all elements prescribed by law: the introductory part, the operative part, the reasoning, and legal remedies (select only one of the options below)			
		a.	In all decisions	3		
		b.	In half or more than half of the decisions	2		
		c.	In less than half of the decisions	1		
		d.	In no decision	0		
		Total:		3	0	
		5.1.2.	Whether the reasoning of the decision clearly explains the following elements (evaluate each sub-measurement indicator)			
			A. Clarity of the legal basis	<i>Select one</i>		
		a.	In all decisions	2		
		b.	In 51-84% of the decisions	1.5		
		c.	In 35-50% of the decisions	1		
		d.	In 16-34% of the decisions	0.5		
		e.	In no decision	0		
			B. Clarity of the assessment of evidence	<i>Select one</i>		
		a.	In all decisions	3		
		b.	In 51-84% of the decisions	2		
		c.	In 35-50% of the decisions	1		
		d.	In 16-34% of the decisions	0.5		
		e.	In no decision	0		
			C. Clarity of the elaboration of contested facts	<i>Select one</i>		
		a.	In all decisions	3		
		b.	In 51-84% of the decisions	2		
		c.	In 35-50% of the decisions	1		
		d.	In 16-34% of the decisions	0.5		
		e.	In no decision	0		
			D. The conclusion reached is in harmony with the unified judicial practice promoted through principled positions, legal opinions, guidelines, and judicial decisions.	<i>Select one</i>		
		a.	In all decisions	3		
		b.	In 51-84% of the decisions	2		
		c.	In 35-50% of the decisions	1		
		d.	In 16-34% of the decisions	0.5		
		e.	In no decision	0		
		Total:		11	0	

Criteria 5	Guidance: In evaluating this measurement indicator, six (6) merits-based decisions of the judge shall be taken into account using the “random” method. Only one of the options provided shall be selected.					Reasoning
	Analytical ability of the judge	5.2.1.	Whether all claims/requests of the party/parties have been addressed in a systematic, coherent, and comprehensive manner:	Select one		
		a.	In all decisions	3		
		b.	In 51-84% of the decisions	2		
		c.	In 35-50% of the decisions	1		
		d.	In 16-34% of the decisions	0.5		
		e.	In no decision	0		
		5.2.2	Whether the drafted decision clearly explains the logical connection between the facts, the law, and the conclusion/findings:	Select one		
		a.	In all decisions	2		
		b.	In 51-84% of the decisions	1.5		
		c.	In 35-50% of the decisions	1		
		d.	In 16-34% of the decisions	0.5		
		e.	In no decision	0		
		Total:		5	0	
	Overall total:		19	0		
	Final total:		80.5	0		
Additional comments:						

Judge: _____

Ending date: _____

Signature: _____

Annex 3

Second phase of judges' performance evaluation

Judge's name and unique number:	
Evaluating judge:	
Evaluation period:	
Date of conclusion of evaluation:	

Guidance:

Before filling out the form please refer to the Guidance for Performance Evaluation. In the end, the form shall be signed and submitted to the Chair and the Secretary of the Commission

Criteria 3	Measurement indicator	Ref. no.	Sub-measurement indicator	Points	Evaluation	Reasoning
	Guidance: The evaluation of this measurement indicator shall be carried out on the basis of the assessment provided by the President of the Court, confirmed by the head of the relevant department/division. Only one of the options provided shall be selected.					
	Submission or making available of all decisions to the persons responsible for the publication of decisions	3.1.1.	If the judge has submitted 100% of decisions for publication	1		
		3.1.2.	If the judge has submitted more than 70% of decisions for publication	0.5		
		3.1.3.	If the judge has submitted less than 70% of decisions for publication	0		
	Total:			1	0	
	Guidance: The evaluation of this measurement indicator shall be carried out on the basis of the assessment provided by the President of the Court, confirmed by the head of the relevant department/division. The evaluation shall be conducted for both sub-measurement indicators					Reasoning
	Cooperation of the judge with responsible judicial administration officials regarding the maintenance of the court file	3.2.1.	If the judge's court file is fully complete	(0-1)		
		3.2.2.	If the judge regularly submits all accompanying case documentation to the responsible officials	(0-1)		
	Total:			2	0	
	Guidance: During the evaluation of this measurement indicator, one of the main sources shall be the assessment provided by the President of the Court, confirmed by the head of the relevant department/division. The evaluation shall cover all sub-measurement indicators.					Reasoning
	Professional conduct of the judge, non-disclosure of important and confidential information, dignified use of social media while preserving professional and judicial integrity, avoidance of ex parte communication with parties to the proceedings, and apolitical stance	3.3.1.	If the judge demonstrates professional conduct and maintains an apolitical stance	(0-0.5)		
		3.3.2.	If the judge uses social media in a dignified manner while preserving professional and judicial integrity	(0-0.5)		
		3.3.3	If the judge does not disclose important and confidential information	(0-0.5)		
	Total:			1.5	0	

Criteria 4	Measurement indicator	Ref. no.	Sub-measurement indicator	Points	Evaluation	Reasoning
	Guidance: For the evaluation of this measurement indicator, the evaluating judge shall observe at least three (3) court hearings of the judge under evaluation. The evaluation shall be conducted for both sub-measurement indicators.					
	Clear and logical communication	4.4.1.	If the judge demonstrates the ability to articulate clearly and logically			
			If the judge demonstrates strong abilities of clear and logical articulation during the hearing	2		
			If the judge demonstrates moderately strong abilities of clear and logical articulation during the hearing	1		
			If the judge does not demonstrate strong abilities of clear and logical articulation during the hearing	0		
		4.4.2.	Equal, respectful, and dignified treatment of all parties to the proceedings			
			If the judge fully demonstrates equal treatment and treats all parties to the proceedings with respect and dignity during the hearing	2		
			If the judge demonstrates a moderate level of equal treatment and treats all parties to the proceedings with respect and dignity during the hearing	1		
If the judge does not fully demonstrate equal treatment and does not treat all parties to the proceedings with respect and dignity during the hearing			0			
Total:			4	0		
Overall total:			4	0		
Final total:			8.5	0		

Additional comments:

Judge: _____

Ending date: _____

Signature: _____

**REPUBLIC OF KOSOVO
KOSOVO JUDICIAL COUNCIL**

**REPORT OF THE COURT PRESIDENT
(Annex 4)**

PART I

GENERAL INFORMATION – INFORMATION ABOUT THE EVALUATED JUDGE

Name and surname:	
Court:	
Department - division:	
Position:	

PART II: Report of the President

Criteria 3

Ability to perform duties impartially, honestly, with due care and responsibility, conduct outside the office, and personal integrity

Guidance:

Fill out the following rubrics by providing relevant information and data related to the below measurement indicators. Information should be focused on the performance of the evaluated judge and not general information. This report is prepared by the court president in consultation with the head of the relevant department or division.

	Measurement indicator	Ref. no.	Sub-measurement indicator	Points	Evaluation	Reasoning
Criteria 3	Guidance: The evaluation of this measurement indicator shall be carried out on the basis of the assessment provided by the President of the Court, confirmed by the head of the relevant department/division. Only one of the options provided shall be selected.					
	Submission or making available of all decisions to the persons responsible for the publication of decisions	3.1.1.	If the judge has submitted 100% of decisions for publication	1		
		3.1.2.	If the judge has submitted more than 70% of decisions for publication	0.5		
		3.1.3.	If the judge has submitted less than 70% of decisions for publication	0		
	Total:			1	0	
	Guidance: The evaluation of this measurement indicator shall be carried out on the basis of the assessment provided by the President of the Court, confirmed by the head of the relevant department/division. The evaluation shall be conducted for both sub-measurement indicators					Reasoning
	Cooperation of the judge with responsible judicial administration officials regarding the maintenance of the court file	3.2.1.	If the judge's court file is fully complete	0-1		
		3.2.2.	If the judge regularly submits all accompanying case documentation to the responsible officials	0-1		
	Total:			2	0	
	Guidance: During the evaluation of this measurement indicator, one of the main sources shall be the assessment provided by the President of the Court, confirmed by the head of the relevant department/division. The evaluation shall cover all sub-measurement indicators.					Reasoning
	Professional conduct of the judge, non-disclosure of important and confidential information, dignified use of social media while preserving professional and judicial integrity, avoidance of ex parte communication with parties to the proceedings, and apolitical stance	3.3.1.	If the judge demonstrates professional conduct and maintains an apolitical stance	0.5		
		3.3.2.	If the judge uses social media in a dignified manner while preserving professional and judicial integrity	0.5		
		3.3.3.	If the judge does not disclose important and confidential information	0.5		
	Total:			1.5	0	
	Overall total:			4.5	0	

The overall report of the President of the Court and any observations regarding the judge:

(The President of the Court shall submit this report to the Commission within a period of fifteen (15) days from the date of receipt of the notification)

Judge:

Ending date:

Signature:

Annex 2

First stage of the judge's performance evaluation

Judge's unique number:	
Evaluating judge:	
Evaluation period:	2022–2024
Date of completion of the evaluation: 17.07.2025	17.07.2025

Instruction:

Before completing the form, please refer to the Performance Evaluation Guidelines. Upon completion, the form must be signed and submitted to the Chairperson and the Secretary of the Commission.

Measurement indicator	No. Referred	Measurement sub-indicator	Points	Assessment	Justification
Instruction: The evaluation of this measurement indicator is conducted based on statistical data extracted from the Statistics Office of the KJC. Only one of the provided options shall be selected.					According to the official data of the KJC Statistics Office, it results that the judge under evaluation, during the evaluation period, resolved the same percentage of cases as the respective department of the respective court (44%).
Efficient Case Management	1.1.1.	If the judge, during the evaluation period, has resolved more than 25% of cases above the average number of cases resolved by the respective department of the respective court (relevant report).	5	5	
	1.1.2.	If the judge, during the evaluation period, has resolved between 10–25% more cases than the average number of cases resolved by the respective department of the respective court (relevant report).	4		
	1.1.3.	If the judge, during the evaluation period, has resolved between 0–10% more cases than the average number of cases resolved by the respective department of the respective court (relevant report).	3		
	1.1.4.	If the judge, during the evaluation period, has resolved 10–30% fewer cases than the average number of cases resolved by the respective department of the respective court (relevant report).	2		
	1.1.5.	If the judge, during the evaluation period, has resolved 30–50% fewer cases than the average number of cases resolved by the respective department of the respective court (relevant report).	1		
	1.1.6.	If the judge, during the evaluation period, has resolved more than 50% fewer cases than the average number of cases resolved by the respective department of the respective court (relevant report).	0		
Totali:			5	5	

Instruction: The evaluation of this measurement indicator is conducted based on statistical data extracted from the Statistics Office of the KJC. Only one of the provided options shall be selected.					Arsyetimi
Effectiveness in Handling Pending Old Cases	1.2.1.	If the number of old cases under review for the judge is more than 25% lower than the number of old cases of the corresponding department in the relevant court (if the distribution of cases among judges was done proportionally according to the year of admission).	5	5	According to the provided statistics, the number of old cases under review for the judge being evaluated is more than 25% lower than the number of old cases in the corresponding department of the relevant court
	1.2.2.	If the number of old cases under review for the judge is between 10–25% lower than the number of old cases of the corresponding department in the relevant court (if the distribution of cases among judges was done proportionally according to the year of admission).	4		
	1.2.3.	If the number of old cases under review for the judge is proportionally equal to the number of cases of the corresponding department in the relevant court (if the distribution of cases among judges was done proportionally according to the year of admission).	3		
	1.2.4.	If the number of old cases under review for the judge is between 10–30% higher than the number of old cases of the corresponding department in the relevant court (if the distribution of cases among judges was done proportionally according to the year of admission).	2		
	1.2.5.	If the number of old cases under review for the judge is between 30–50% higher than the number of old cases of the corresponding department in the relevant court (if the distribution of cases among judges was done proportionally according to the year of admission).	1		
	1.2.6.	If the number of old cases under review for the judge is more than 50% higher than the number of old cases of the corresponding department in the relevant court (if the distribution of cases among judges was done proportionally according to the year of admission).	0		
Total:			5	5	
Instruction: The evaluation of this measurement indicator is conducted based on statistical data extracted from the Statistics Office of the KJC. Only one of the provided options shall be selected.					Justification
	1.3.1.	If the judge, during the evaluation period, has achieved over 116% of the case completion rate in relation to the cases received, provided that the number of cases received does not exceed this percentage — the percentage is calculated based on the number determined as the norm	5		
	1.3.2.	If the judge, during the evaluation period, has achieved 106–115% of the case completion rate in relation to the cases received, provided that the number of cases received does not exceed this percentage — the percentage is	4		

		calculated based on the number determined as the norm			
Case completion rate in relation to cases received	1.3.3.	If the judge, during the evaluation period, has achieved 95–105% of the case completion rate in relation to the cases received, provided that the number of cases received does not exceed this percentage — the percentage is calculated based on the number determined as the norm	3	5	The judge under evaluation has achieved over 192% of the case completion rate in relation to cases received during the evaluation period.
	1.3.4.	If the judge, during the evaluation period, has achieved 85–94% of the case completion rate in relation to the cases received, provided that the number of cases received does not exceed this percentage — the percentage is calculated based on the number determined as the norm	2		
	1.3.5.	If the judge, during the evaluation period, has achieved 75–84% of the case completion rate in relation to the cases received, provided that the number of cases received does not exceed this percentage — the percentage is calculated based on the number determined as the norm	1		
	1.3.6.	If the judge, during the evaluation period, has achieved less than 75% of the case completion rate in relation to the cases received, provided that the number of cases received does not exceed this percentage — the percentage is calculated based on the number determined as the norm	0		
	Totali:		5	5	
"Instruction: Only one of the provided options should be selected. Based on this data, the Statistics Office at the Kosovo Judicial Council (KJC) will randomly select 30 decisions of the respective judge, extract the necessary data regarding deadlines, and provide it to the relevant member of the Commission.					Arsyetimi
Receipt, Drafting, and Submission of Decisions Within Deadlines	1.4.1.	If the judge, during the evaluation period, has complied with the legally prescribed deadlines for written decisions in a percentage of 91–100%	5	5	According to statistical data, the judge has complied with the legally prescribed deadlines for written decisions in 91–100% of cases (1 day).
	1.4.2.	If the judge, during the evaluation period, has complied with the legally prescribed deadlines for written decisions in a percentage of 80–90%	4		
	1.4.3.	If the judge, during the evaluation period, has complied with the legally prescribed deadlines for written decisions in a percentage of 56–79%	3		
	1.4.4.	If the judge, during the evaluation period, has complied with the legally prescribed deadlines for written decisions in a percentage below 55%	0		
Totali:		5	5		
Instruction: The evaluation of this performance indicator is based on statistical data extracted by the Statistics Office at the Kosovo Judicial Council (KJC). Only one of the provided options should be selected					Justification
		If the judge, during the evaluation period, has achieved over 125% of the number set as the judicial norm under the KJC			

Compliance with the Judicial Norm	1.5.1.	Regulation	7	7	According to official statistics, the judge, during the evaluation period, has achieved 192% of the number set as the indicative judicial norm, as well as under the KJC Regulation
	1.5.2.	If the judge, during the evaluation period, has achieved between 115–124% of the number set as the judicial norm under the KJC Regulation	6		
	1.5.3.	If the judge, during the evaluation period, has achieved between 105–114% of the number set as the judicial norm under the KJC Regulation	5		
	1.5.4.	If the judge, during the evaluation period, has achieved between 95–104% of the number set as the judicial norm under the KJC Regulation	4		
	1.5.5.	If the judge, during the evaluation period, has achieved between 80–94% of the number set as the judicial norm under the KJC Regulation	3		
	1.5.6.	If the judge, during the evaluation period, has achieved between 70–79% of the number set as the judicial norm under the KJC Regulation	2		
	1.5.7.	If the judge, during the evaluation period, has achieved between 60–69% of the number set as the judicial norm under the KJC Regulation	1		
	1.5.8.	If the judge, during the evaluation period, has achieved less than 60% of the number set as the judicial norm under the KJC Regulation	0		
Total:			7	7	
Participation in Judicial Trainings	1.6	Instruction: Only one of the provided options should be selected. Data regarding the judge should be obtained in cooperation with the Training Commission (the permanent KJC Commission). Regular attendance is defined according to the Training Regulation."			Justification
	a.	If, during the evaluation period, judges fulfill their obligation for attendance in training sessions for judges with permanent mandates at 100%	1.5	1.5	"The judge under evaluation, from 01.01.2022 to 31.12.2024, has completed 8 trainings according to official data provided by the Academy of Justice. During the evaluation period, the judge has fulfilled the obligation for attendance in training sessions for judges at 100%, as he attended the Master's Program abroad, outside the territory of Kosovo, for the period August 2022–August 2023..
	b.	If, during the evaluation period, judges fulfill their obligation for attendance in training sessions for judges with permanent mandates at 75–99%	1		
	c.	If, during the evaluation period, judges fulfill their obligation for attendance in training sessions for judges with permanent mandates at 50–74%	0.5		
	d.	If, during the evaluation period, judges fulfill their obligation for attendance in training sessions for judges with permanent mandates at less than 50%	0		

Totali:				1.5	1.5	
4						Justification
Willingness to Resolve Complex Cases"	1.7.1.	If, out of the total cases resolved, during the evaluation period the judge has resolved over 15% complex cases	4	2		According to statistics, out of the total cases resolved during the evaluation period, the judge under evaluation has resolved 7% of complex cases."
	1.7.2.	If, out of the total cases resolved, during the evaluation period the judge has resolved 10–15% complex cases	3			
	1.7.3.	If, out of the total cases resolved, during the evaluation period the judge has resolved 6–9% complex cases	2			
	1.7.4.	If, out of the total cases resolved, during the evaluation period the judge has resolved 2–5% complex cases	1			
	1.7.5.	If, out of the total cases resolved, during the evaluation period the judge has resolved less than 2% complex cases	0			
Totali:			4	2		
Udhëzimi: Vlerësimi i këtij treguesi matës bëhet përmes të dhënave statistikore të nxjerra nga Zyra për Statistika në KGJK. Të zgjedhet vetëm një nga opsionet e ofruara Instruction: The evaluation of this performance indicator is based on statistical data extracted by the Statistics Office at the Kosovo Judicial Council (KJC). Only one of the provided options should be selected.						Justification
Ratio Between Merit-Based Decisions and Procedural Decisions	1.8.1.	If over 70% of the decisions are merit-based decisions	7	3		According to official data from the Statistics Office of the KJC, during the evaluation period, 50% of the decisions made by the judge under evaluation are merit-based decisions.
		If 65–69% of the decisions are merit-based decisions	6			
		If 59–64% of the decisions are merit-based decisions	5			
		If 53–58% of the decisions are merit-based decisions	4			
		If 47–52% of the decisions are merit-based decisions	3			
		If 41–46% of the decisions are merit-based decisions	2			
		If 36–40% of the decisions are merit-based decisions	1			
		If less than 36% of the decisions are merit-based decisions	0			
	1.8.2.	Exceptions to the above evaluation include cases where the judge, during the evaluation period, has primarily worked in the procedure for securing the claim, enforcement procedure, and preliminary procedure. For the above exception, the evaluation is conducted according to the indicative norm.				
Totali:			7	3		
Instruction: The evaluation of this performance indicator is based on statistical data extracted by the Statistics Office at the Kosovo Judicial Council (KJC). Only one of the provided options should be selected						Justification

	Use of SMIL (if applicable)	1.9.1.	If the judge uses the SMIL program fully	1	1	During the evaluation period, the judge has used the SMIL program fully		
		1.9.2.	If the judge uses the SMIL program partially	0.5				
		1.9.3.	If the judge does not use the SMIL program at all	0				
		Totali:		1			1	
		Overall total:		40.5	34.5			
Instruction: The evaluation of this performance indicator is based on statistical data extracted by the Statistics Office at the Kosovo Judicial Council (KJC). Only one of the provided options should be selected							Justification	
Kriteri 2	Shkalla e kthimit të vendimeve	2.1.1.	Number of decisions returned in the procedure under remedies due to procedural violations:			7	According to official data from the Statistics Office of the KJC, the number of decisions returned under the remedies procedure due to procedural violations by the judge under evaluation during the evaluation period is 8%.	
		a.	Up to 10% of decisions overturned	7				
		b.	11–14% of decisions overturned	6				
		c.	15–19% of decisions overturned	5				
		d.	20–23% of decisions overturned	4				
		e.	24–27% of decisions overturned	3				
		f.	28–31% of decisions overturned	2				
		g.	32–35% of decisions overturned	1				
		h.	Over 35% of decisions overturned	0				
		Totali:		7	7			
		Udhëzimi: Vlerësimi i këtij treguesi matës bëhet përmes të dhënave statistikore të nxjerra nga Zyra për Statistika në KGJK. Të zgjedhet vetëm një nga opsionet e ofruara.						Justification
		2.2.1.				7		According to official data from the Statistics Office of the KJC, the number of decisions returned under the remedies procedure due to incorrect determination of facts by the judge under evaluation during the evaluation period is 6%
		a.	deri në 10% të vendimeve të prishura	7				
		b.	prej 11-14% të vendimeve të prishura	6				
	c.	prej 15-19% të vendimeve të prishura	5					
	d.	prej 20-23% të vendimeve të prishura	4					
	e.	prej 24-27% të vendimeve të prishura	3					
	f.	prej 28-31% të vendimeve të prishura	2					
	g.	prej 32-35% të vendimeve të prishura	1					
	h.	mbi 35% të vendimeve të prishura	0					
	Totali:		7	7				
Totali i përgjithshëm:					14	14		
Instruction: The evaluation of this performance indicator is based on statistical data extracted by the Statistics Office at the Kosovo Judicial Council (KJC). Only one of the provided options should be selected							Justification	

Kriteri 3	Disciplinary History of the Judge	3.4	Instruction: The source of data for this indicator is the disciplinary decisions issued during the evaluation period. Only one of the provided options should be selected			According to data provided by the KJC, no disciplinary proceedings have been initiated against the judge under evaluation	
			If no disciplinary decision has been issued against the judge during the evaluation period	3	3		
			If the judge has been issued a written non-public warning	2			
			If the judge has been issued a written public warning	1			
			If the judge has been subjected to a temporary salary reduction of up to fifty percent (50%) for a period of up to one (1) year, or a temporary or permanent transfer to another court of a lower level	0			
Totali:			3	3			
Overall total:			3	3			
Instruction: The source of information for evaluating this performance indicator is the six (6) merit-based decisions of the judge. Only one of the provided options should be selected						Justification	
Kriteri 4	Knowledge of Law and Procedures	4.1.				The judge has properly referred to procedural and substantive provisions – applicable laws – in all decisions.	
		a.	All decisions include references to applicable laws	1.5	1.5		
		b.	More than half of the decisions include references to applicable laws	1			
		c.	Less than half of the decisions include references to applicable laws	0.5			
		d.	None of the decisions include references to applicable laws	0			
	Totali:			1.5	1.5	Justification	
							According to KJC data, the judge under evaluation was appointed on 21.01.2019 and continues to serve as a judge at the Basic Court; therefore, by the evaluation date, he has over 6 years of work experience, for which he has been awarded 0.5 points.
	Judicial Work Experience	4.2.1.	More than fifteen (15) years of work experience	1.5	0.5		
		4.2.1	Over eight (8) up to fifteen (15) years of work experience	1			
		4.2.3	From three (3) up to eight (8) years of work experience	0.5			
Totali:			1.5	0.5			
Instruction: During the evaluation of this performance indicator, six (6) merit-based decisions of the judge are taken into account. This indicator assesses the implementation of international standards related to human rights during judicial proceedings as well as within judicial decisions. Only one of the provided options should be selected.						Justification	
Implementati on of		The judge has implemented international legal standards during the evaluation period	1				

	International Legal Standards	4.3.1.	The judge has not implemented international legal standards during the evaluation period	0	1	During the evaluation period, the judge has applied the applicable laws in Kosovo, which are in accordance with international legal standards.	
	Totali:			1	1		
	Overall total:			4	3		
Instruction: During the evaluation of this performance indicator, six (6) merit-based decisions of the judge are taken into account. See the notes for each performance indicator for the form of assessment."**						Justification	
riteri 5	Quality and Reasoning of Decisions	5.1.1.	Structure of the decision: whether the decision contains all elements prescribed by law: introduction, operative part, reasoning, and legal advice (select only one of the options below)"**		3	The evaluated decisions of the judge under evaluation contain all elements prescribed by law – namely, the introduction, operative part, reasoning, and legal advice."	
		a.	In all decisions	3			
		b.	In half or more of the decisions	2			
		c.	In less than half of the decisions	1			
		d.	In no decision	0			
		Totali:			3	3	
		5.1.2.	If the reasoning of the decision clarifies the following points: (evaluate each sub-indicator)		2	Justification	
				Select one			In the six evaluated decisions, the legal basis is clear
		a.	A. The legal basis is clear:	2			
		b.	In all decisions	1.5			
		c.	In 51–84% of decisions	1			
		d.	In 35–50% of decisions	0.5			
		e.	In 16–34% of decisions	0			
			In no decision	Select one	3	Justification	
		a.		3			In all evaluated judicial decisions, it is evident that the judge under evaluation has clearly assessed the evidence.
		b.	B. The assessment of evidence is clear:	2			
		c.	In all decisions	1			
		d.	In 51–84% of decisions	0.5			
		e.	In 35–50% of decisions	0			
			In 16–34% of decisions	Select one	3	Justification	
		a.	In no decision	3			In all selected and evaluated decisions, the judge under evaluation has clearly elaborated the contested facts, assessing and reasoning each proven fact
		b.		2			
		c.	C. The elaboration of contested facts is clear:	1			
		d.	d. In 16–34% of decisions –	0.5			
	e. In no decision –	0					
K			D. The conclusion reached is in harmony with the uniform practice promoted through guiding principles, legal opinions, manuals, and judicial decisions	Zgjedh njërën	3	Justification	

		a.		3		The conclusion reached in the evaluated decisions largely complies with legal provisions and is also in harmony with the unified judicial practice
		b.	In all decisions	2		
		c.	In 51–84% of decisions	1		
		d.	In 35–50% of decisions	0.5		
		e.	In 16–34% of decisions	0		
		Totali:		11		
	Instruction: During the evaluation of this performance indicator, six (6) merit-based decisions of the judge are considered using the 'random' method. Only one of the provided options should be selected					Justification
	The judge's analytical ability	5.2.1.	If all claims/requests of the party/parties have been addressed in a systematic, coherent, and complete manner:		3	In all evaluated decisions, the requests and claims of the parties were addressed, providing sufficient and clear reasons for each claim, to the extent that they could be assessed from the judgments, taking into account the evaluation period.
		a.	In all decisions	3		
		b.	In 51–84% of decisions	2		
		c.	In 35–50% of decisions	1		
		d.	In 16–34% of decisions	0.5		
		e.	In no decision	0		
		5.2.2.			2	Justification
		a.	If the drafted decision provides clarity in explaining the logical connection between the facts, the law, and the conclusion/findings:	2		
		b.	In all decisions	1.5		The decisions are clear and the logical connection between the facts, legal provisions and the conclusion is sufficiently explained and justified.
		c.	In 51–84% of decisions	1		
d.		In 35–50% of decisions	0.5			
e.		In 16–34% of decisions	0			
Totali:		5	5			
Overall total:		19	19			
final Total:		80.5	73.5			

Additional comments

The work of the judge under evaluation, referring to the evaluated judgments, turns out to be professional. It is advisable that the judge under evaluation pay more attention to the technical and spelling aspects when drafting judgments. While referring to the official data of the KJC, it turns out that the judge under evaluation was evaluated for the period 2022-2024, but the statistical data does not include the period August 2022-August 2023, in which the judge under evaluation, based on the decision of the KJC, was allowed to pursue the Master's Program outside the State of Kosovo.

Gjyqtari:

[Redacted]

Data e përfundimit:

17.07.2025

Nënshkrimi:

Annex 2

First stage of the judge's performance evaluation

Judge's unique number:	
Evaluating judge:	
Evaluation period:	2022, 2023 dhe 2024
Date of completion of the evaluation:	30.10.2025
17.07.2025	

Instruction:

Before completing the form, please refer to the Performance Evaluation Guidelines. Upon completion, the form must be signed and submitted to the Chairperson and the Secretary of the Commission.

Measurement indicator	No. Referred	Measurement sub-indicator	Points	Assessment	Justification
Instruction: The evaluation of this measurement indicator is conducted based on statistical data extracted from the Statistics Office of the KJC. Only one of the provided options shall be selected.					The assessment was made based on statistical data provided by the KJC (-13%).
Efficient Case Management	1.1.1.	If the judge, during the evaluation period, has resolved more than 25% of cases above the average number of cases resolved by the respective department of the respective court (relevant report).	5	2	
	1.1.2.	If the judge, during the evaluation period, has resolved between 10–25% more cases than the average number of cases resolved by the respective department of the respective court (relevant report).	4		
	1.1.3.	If the judge, during the evaluation period, has resolved between 0–10% more cases than the average number of cases resolved by the respective department of the respective court (relevant report).	3		
	1.1.4.	If the judge, during the evaluation period, has resolved 10–30% fewer cases than the average number of cases resolved by the respective department of the respective court (relevant report).	2		
	1.1.5.	If the judge, during the evaluation period, has resolved 30–50% fewer cases than the average number of cases resolved by the respective department of the respective court (relevant report).	1		
	1.1.6.	If the judge, during the evaluation period, has resolved more than 50% fewer cases than the average number of cases resolved by the respective department of the respective court (relevant report).	0		
Total:			5	5	

Instruction: The evaluation of this measurement indicator is conducted based on statistical data extracted from the Statistics Office of the KJC. Only one of the provided options shall be selected.					Arsyetimi
Effectiveness in Handling Pending Old Cases	1.2.1.	If the number of old cases under review for the judge is more than 25% lower than the number of old cases of the corresponding department in the relevant court (if the distribution of cases among judges was done proportionally according to the year of admission).	5	5	The assessment was made based on statistical data provided by the KJC.
	1.2.2.	If the number of old cases under review for the judge is between 10–25% lower than the number of old cases of the corresponding department in the relevant court (if the distribution of cases among judges was done proportionally according to the year of admission).	4		
	1.2.3.	If the number of old cases under review for the judge is proportionally equal to the number of cases of the corresponding department in the relevant court (if the distribution of cases among judges was done proportionally according to the year of admission).	3		
	1.2.4.	If the number of old cases under review for the judge is between 10–30% higher than the number of old cases of the corresponding department in the relevant court (if the distribution of cases among judges was done proportionally according to the year of admission).	2		
	1.2.5.	If the number of old cases under review for the judge is between 30–50% higher than the number of old cases of the corresponding department in the relevant court (if the distribution of cases among judges was done proportionally according to the year of admission).	1		
	1.2.6.	If the number of old cases under review for the judge is more than 50% higher than the number of old cases of the corresponding department in the relevant court (if the distribution of cases among judges was done proportionally according to the year of admission).	0		
Total:			5	5	
Instruction: The evaluation of this measurement indicator is conducted based on statistical data extracted from the Statistics Office of the KJC. Only one of the provided options shall be selected.					Justification
	1.3.1.	If the judge, during the evaluation period, has achieved over 116% of the case completion rate in relation to the cases received, provided that the number of cases received does not exceed this percentage — the percentage is calculated based on the number determined as the norm	5		
	1.3.2.	If the judge, during the evaluation period, has achieved 106–115% of the case completion rate in relation to the cases received, provided that the number of cases received does not exceed this percentage — the percentage is	4		

		calculated based on the number determined as the norm			
Case completion rate in relation to cases received	1.3.3.	If the judge, during the evaluation period, has achieved 95–105% of the case completion rate in relation to the cases received, provided that the number of cases received does not exceed this percentage — the percentage is calculated based on the number determined as the norm	3	4	The assessment was made based on statistical data provided by the KJC. (108%)
	1.3.4.	If the judge, during the evaluation period, has achieved 85–94% of the case completion rate in relation to the cases received, provided that the number of cases received does not exceed this percentage — the percentage is calculated based on the number determined as the norm	2		
	1.3.5.	If the judge, during the evaluation period, has achieved 75–84% of the case completion rate in relation to the cases received, provided that the number of cases received does not exceed this percentage — the percentage is calculated based on the number determined as the norm	1		
	1.3.6.	If the judge, during the evaluation period, has achieved less than 75% of the case completion rate in relation to the cases received, provided that the number of cases received does not exceed this percentage — the percentage is calculated based on the number determined as the norm	0		
			Totali:	5	5
"Instruction: Only one of the provided options should be selected. Based on this data, the Statistics Office at the Kosovo Judicial Council (KJC) will randomly select 30 decisions of the respective judge, extract the necessary data regarding deadlines, and provide it to the relevant member of the Commission.					Arsyetimi
Receipt, Drafting, and Submission of Decisions Within Deadlines	1.4.1.	If the judge, during the evaluation period, has complied with the legally prescribed deadlines for written decisions in a percentage of 91–100%	5	5	The assessment was made based on statistical data provided by the KJC. (2 days)
	1.4.2.	If the judge, during the evaluation period, has complied with the legally prescribed deadlines for written decisions in a percentage of 80–90%	4		
	1.4.3.	If the judge, during the evaluation period, has complied with the legally prescribed deadlines for written decisions in a percentage of 56–79%	3		
	1.4.4.	If the judge, during the evaluation period, has complied with the legally prescribed deadlines for written decisions in a percentage below 55%	0		
		Totali:	5	5	
Instruction: The evaluation of this performance indicator is based on statistical data extracted by the Statistics Office at the Kosovo Judicial Council (KJC). Only one of the provided options should be selected					Justification
		If the judge, during the evaluation period, has achieved over 125% of the number set as the judicial norm under the KJC			

Compliance with the Judicial Norm	1.5.1.	Regulation	7	5	The assessment was made based on statistical data provided by the KJC. (108 %)
	1.5.2.	If the judge, during the evaluation period, has achieved between 115–124% of the number set as the judicial norm under the KJC Regulation	6		
	1.5.3.	If the judge, during the evaluation period, has achieved between 105–114% of the number set as the judicial norm under the KJC Regulation	5		
	1.5.4.	If the judge, during the evaluation period, has achieved between 95–104% of the number set as the judicial norm under the KJC Regulation	4		
	1.5.5.	If the judge, during the evaluation period, has achieved between 80–94% of the number set as the judicial norm under the KJC Regulation	3		
	1.5.6.	If the judge, during the evaluation period, has achieved between 70–79% of the number set as the judicial norm under the KJC Regulation	2		
	1.5.7.	If the judge, during the evaluation period, has achieved between 60–69% of the number set as the judicial norm under the KJC Regulation	1		
	1.5.8.	If the judge, during the evaluation period, has achieved less than 60% of the number set as the judicial norm under the KJC Regulation	0		
Total:			7	7	
Participation in Judicial Trainings	1.6	Instruction: Only one of the provided options should be selected. Data regarding the judge should be obtained in cooperation with the Training Commission (the permanent KJC Commission). Regular attendance is defined according to the Training Regulation."			Justification
	a.	If, during the evaluation period, judges fulfill their obligation for attendance in training sessions for judges with permanent mandates at 100%	1.5	11	The assessment was made based on statistical data provided by the Academy of Justice for the period - 2022, 2023 and 2024. Based on this document, the judge for 2022 has completed 2 days of training, for 2023 has completed 6 days of training, and for 2024 has completed 1 day of training. Based on the Regulation (No. 06/2019 of the KJC) on amending and supplementing the Regulation (06/2017) on the Training of Judges, Article 2, point
	b.	If, during the evaluation period, judges fulfill their obligation for attendance in training sessions for judges with permanent mandates at 75–99%	1		
	c.	If, during the evaluation period, judges fulfill their obligation for attendance in training sessions for judges with permanent mandates at 50–74%	0.5		
		If, during the evaluation period, judges fulfill their obligation			1.3. Judges with work experience as a judge over 5 - 10 years - must complete 6 (six) days of training, within the calendar year.

	d.	for attendance in training sessions for judges with permanent mandates at less than 50%	0		
Totali:			1.5	1	
4					Justification
Willingness to Resolve Complex Cases"	1.7.1.	If, out of the total cases resolved, during the evaluation period the judge has resolved over 15% complex cases	4	0	The assessment was made based on statistical data provided by the KJC. (0%)
	1.7.2.	If, out of the total cases resolved, during the evaluation period the judge has resolved 10–15% complex cases	3		
	1.7.3.	If, out of the total cases resolved, during the evaluation period the judge has resolved 6–9% complex cases	2		
	1.7.4.	If, out of the total cases resolved, during the evaluation period the judge has resolved 2–5% complex cases	1		
	1.7.5.	If, out of the total cases resolved, during the evaluation period the judge has resolved less than 2% complex cases	0		
Totali:			4	0	
Udhëzimi: Vlerësimi i këtij treguesi matës bëhet përmes të dhënave statistikore të nxjerra nga Zyra për Statistika në KGJK. Të zgjedhet vetëm një nga opsionet e ofruara Instruction: The evaluation of this performance indicator is based on statistical data extracted by the Statistics Office at the Kosovo Judicial Council (KJC). Only one of the provided options should be selected.					Justification
Ratio Between Merit-Based Decisions and Procedural Decisions	1.8.1.	If over 70% of the decisions are merit-based decisions	7	6	The assessment was made based on statistical data provided by the KJC. (66%)
		If 65–69% of the decisions are merit-based decisions	6		
		If 59–64% of the decisions are merit-based decisions	5		
		If 53–58% of the decisions are merit-based decisions	4		
		If 47–52% of the decisions are merit-based decisions	3		
		If 41–46% of the decisions are merit-based decisions	2		
		If 36–40% of the decisions are merit-based decisions	1		
		If less than 36% of the decisions are merit-based decisions	0		
	1.8.2.	Exceptions to the above evaluation include cases where the judge, during the evaluation period, has primarily worked in the procedure for securing the claim, enforcement procedure, and preliminary procedure. For the above exception, the evaluation is conducted according to the indicative norm.			
Totali:			7	6	
Instruction: The evaluation of this performance indicator is based on statistical data extracted by the Statistics Office					Justification

		at the Kosovo Judicial Council (KJC). Only one of the provided options should be selected					
Use of SMIL (if applicable)	1.9.1.	If the judge uses the SMIL program fully	1	1	The assessment was made based on statistical data provided by the KJC.		
	1.9.2.	If the judge uses the SMIL program partially	0.5				
	1.9.3.	If the judge does not use the SMIL program at all	0				
		Totali:	1	1			
		Overall total:	40.5	29			
		Instruction: The evaluation of this performance indicator is based on statistical data extracted by the Statistics Office at the Kosovo Judicial Council (KJC). Only one of the provided options should be selected				Justification	
Kriteri 2	Shkalla e kthimit të vendimeve	2.1.1.	Number of decisions returned in the procedure under remedies due to procedural violations:			The assessment was made based on statistical data provided by the KJC.	
		a.	Up to 10% of decisions overturned	7	7		
		b.	11–14% of decisions overturned	6			
		c.	15–19% of decisions overturned	5			
		d.	20–23% of decisions overturned	4			
		e.	24–27% of decisions overturned	3			
		f.	28–31% of decisions overturned	2			
		g.	32–35% of decisions overturned	1			
		h.	Over 35% of decisions overturned	0			
				Totali:	7		
	Udhëzimi: Vlerësimi i këtij treguesi matës bëhet përmes të dhënave statistikore të nxjerra nga Zyra për Statistika në KGJK. Të zgjedhet vetëm një nga opsionet e ofruara.					Justification	
	2.2.1.				The assessment was made based on statistical data provided by the KJC.		
		a.	deri në 10% të vendimeve të prishura	7			7
		b.	prej 11-14% të vendimeve të prishura	6			
		c.	prej 15-19% të vendimeve të prishura	5			
		d.	prej 20-23% të vendimeve të prishura	4			
e.		prej 24-27% të vendimeve të prishura	3				
f.		prej 28-31% të vendimeve të prishura	2				
g.		prej 32-35% të vendimeve të prishura	1				
h.	mbi 35% të vendimeve të prishura	0					
		Totali:	7	7			
		Overall total:	14	14			
		Instruction: The evaluation of this performance indicator is based on statistical data extracted by the Statistics Office at the Kosovo Judicial Council (KJC). Only one of the provided options should be selected				Justification	

Kriteri 3	Disciplinary History of the Judge	3.4	Instruction: The source of data for this indicator is the disciplinary decisions issued during the evaluation period. Only one of the provided options should be selected			The assessment was made based on statistical data provided by the KJC.
			If no disciplinary decision has been issued against the judge during the evaluation period	3	3	
			If the judge has been issued a written non-public warning	2		
			If the judge has been issued a written public warning	1		
			If the judge has been subjected to a temporary salary reduction of up to fifty percent (50%) for a period of up to one (1) year, or a temporary or permanent transfer to another court of a lower level	0		
Totali:			3	3		
Overall total:			3	3		
Instruction: The source of information for evaluating this performance indicator is the six (6) merit-based decisions of the judge. Only one of the provided options should be selected						Justification
Kriteri 4	Knowledge of Law and Procedures	4.1.				The judge has properly referred to procedural and substantive provisions – applicable laws – in all decisions.
		a.	All decisions include references to applicable laws	1.5	1.5	
		b.	More than half of the decisions include references to applicable laws	1		
		c.	Less than half of the decisions include references to applicable laws	0.5		
		d.	None of the decisions include references to applicable laws	0		
	Totali:			1.5	1.5	Justification
	Judicial Work Experience	4.2.1.	More than fifteen (15) years of work experience	1.5	0.5	The assessment was made based on statistical data provided by the KJC.
		4.2.1	Over eight (8) up to fifteen (15) years of work experience	1		
		4.2.3	From three (3) up to eight (8) years of work experience	0.5		
		Totali:			1.5	
Instruction: During the evaluation of this performance indicator, six (6) merit-based decisions of the judge are taken into account. This indicator assesses the implementation of international standards related to human rights during judicial proceedings as well as within judicial decisions. Only one of the provided options should be selected.						Justification
Implementati on of		The judge has implemented international legal standards during the evaluation period	1			

	International Legal Standards	4.3.1.	The judge has not implemented international legal standards during the evaluation period	0	1	In the decisions that are the subject of the evaluation, there are no references to the decisions of the European Court of Human Rights, and direct application of the provisions of the European Convention on Human Rights, or of any other international convention or instrument. However, the decisions that are the subject of the evaluation were not of such a nature that the judge could refer to these conventions, as they had the possibility of referring to domestic legislation.
	Totali:			1	1	
	Overall total:			4	3	
	Instruction: During the evaluation of this performance indicator, six (6) merit-based decisions of the judge are taken into account. See the notes for each performance indicator for the form of assessment."**					Justification
riteri 5	Quality and Reasoning of Decisions	5.1.1.	Structure of the decision: whether the decision contains all elements prescribed by law: introduction, operative part, reasoning, and legal advice (select only one of the options below)"**		3	The evaluated decisions of the judge under evaluation contain all elements prescribed by law – namely, the introduction, operative part, reasoning, and legal advice."
		a.	In all decisions	3		
		b.	In half or more of the decisions	2		
		c.	In less than half of the decisions	1		
		d.	In no decision	0		
		Totali:		3	3	
		5.1.2.	If the reasoning of the decision clarifies the following points: (evaluate each sub-indicator)		2	Justification
				Select one		In all evaluated judicial decisions, it is evident that the judge under evaluation has clearly assessed the evidence evaluated decisions, the legal basis is clear
		a.	A. The legal basis is clear:	2		
		b.	In all decisions	1.5		
		c.	In 51–84% of decisions	1		
		d.	In 35–50% of decisions	0.5		
		e.	In 16–34% of decisions	0		
			In no decision	Select one	3	Justification
		a.		3		. In all decisions under review, sufficient reasons were given for the assessment of the evidence and sufficient answers were provided.
		b.	B. The assessment of evidence is clear:	2		
		c.	In all decisions	1		
		d.	In 51–84% of decisions	0.5		
		e.	In 35–50% of decisions	0		
			In 16–34% of decisions	Select one	3	Justification
		a.	In no decision	3		In all decisions under review, the elaboration of the disputed facts is clear and sufficient reasons are provided..
		b.		2		
		c.	C. The elaboration of contested facts is clear:	1		
		d.	d. In 16–34% of decisions –	0.5		
		e.	e. In no decision –	0		

The judge's analytical ability		D. The conclusion reached is in harmony with the uniform practice promoted through guiding principles, legal opinions, manuals, and judicial decisions	<i>Zgjedh njërën</i>	3	Justification	
	a.		3		In all decisions under review, the elaboration of the disputed facts is clear and sufficient reasons are provided.	
	b.	In all decisions	2			
	c.	In 51–84% of decisions	1			
	d.	In 35–50% of decisions	0.5			
	e.	In 16–34% of decisions	0			
	Totali:			11	11	
	Instruction: During the evaluation of this performance indicator, six (6) merit-based decisions of the judge are considered using the 'random' method. Only one of the provided options should be selected					Justification
	The judge's analytical ability	5.2.1.	If all claims/requests of the party/parties have been addressed in a systematic, coherent, and complete manner:		3	In all decisions under review, we have concluded that all claims of the parties have been addressed in a systematic, coherent and complete manner..
		a.	In all decisions	3		
		b.	In 51–84% of decisions	2		
		c.	In 35–50% of decisions	1		
		d.	In 16–34% of decisions	0.5		
		e.	In no decision	0		
5.2.2.				2	Justification	
a.		If the drafted decision provides clarity in explaining the logical connection between the facts, the law, and the conclusion/findings:	2		In all decisions under review, there is clarity in explaining the logical connection between the facts, the law and the conclusion/findings.	
b.		In all decisions	1.5			
c.		In 51–84% of decisions	1			
d.		In 35–50% of decisions	0.5			
e.		In 16–34% of decisions	0			
Totali:			5			5
Overall total:			19	19		
final Total:			80.5	68		

Additional comments

The work of the judge under evaluation, referring to the evaluated judgments, turns out to be professional. It is advisable that the judge under evaluation pay more attention to the technical and spelling aspects when drafting judgments. While referring to the official data of the KJC, it turns out that the judge under evaluation was evaluated for the period 2022-2024, but the statistical data does not include the period August 2022-August 2023, in which the judge under evaluation, based on the decision of the KJC, was allowed to pursue the Master's Program outside the State of Kosovo.

Gjyqtari:

[Redacted]

Data e përfundimit:

17.07.2025

Nënshkrimi:

Annex 3

Second phase of judges' performance evaluation

Judge's name and unique number:	
Evaluating judge:	
Evaluation period:	2022-2024
Date of conclusion of evaluation:	10.11.2025

Guidance:

Before filling out the form please refer to the Guidance for Performance Evaluation. In the end, the form shall be signed and submitted to the Chair and the Secretary of the Commission

Criteria 3	Measurement indicator	Ref. no.	Sub-measurement indicator	Points	Evaluation	Reasoning
	Guidance: The evaluation of this measurement indicator shall be carried out on the basis of the assessment provided by the President of the Court, confirmed by the head of the relevant department/division. Only one of the options provided shall be selected.					
	Submission or making available of all decisions to the persons responsible for the publication of decisions	3.1.1.	If the judge has submitted 100% of decisions for publication	1		
		3.1.2.	If the judge has submitted more than 70% of decisions for publication	0.5		
		3.1.3.	If the judge has submitted less than 70% of decisions for publication	0	1	The evaluation was conducted based on the report of the President of the Basic Court in Prishtina, dated 15 October 2025.
	Total:			1	1	
	Guidance: The evaluation of this measurement indicator shall be carried out on the basis of the assessment provided by the President of the Court, confirmed by the head of the relevant department/division. The evaluation shall be conducted for both sub-measurement indicators					Reasoning
	Cooperation of the judge with responsible judicial administration officials regarding the maintenance of the court file	3.2.1.	If the judge's court file is fully complete	(0-1)	1	
		3.2.2.	If the judge regularly submits all accompanying case documentation to the responsible officials	(0-1)	1	The evaluation was conducted based on the report of the President of the Basic Court in Prishtina, dated 15 October 2025.
	Total:			2	2	
	Guidance: During the evaluation of this measurement indicator, one of the main sources shall be the assessment provided by the President of the Court, confirmed by the head of the relevant department/division. The evaluation shall cover all sub-measurement indicators.					Reasoning
	Professional conduct of the judge, non-disclosure of important and confidential information, dignified use of social media while preserving professional and judicial integrity, avoidance of ex parte communication with parties to the proceedings, and	3.3.1.	If the judge demonstrates professional conduct and maintains an apolitical stance	(0-0.5)	0.5	
		3.3.2.	If the judge uses social media in a dignified manner while preserving professional and judicial integrity	(0-0.5)	0.5	
		3.3.3.	If the judge does not disclose important and confidential information	(0-0.5)	0.5	Based on the monitoring of the court hearing held on 10 November 2025, in case C.nr.519/22, the judge demonstrated strong skills and exhibited clear and logical articulation.

	apolitical stance					
	Total:			1.5	1.5	

Criteria 4	Measurement indicator	Ref. no.	Sub-measurement indicator	Points	Evaluation	Reasoning
	Guidance: For the evaluation of this measurement indicator, the evaluating judge shall observe at least three (3) court hearings of the judge under evaluation. The evaluation shall be conducted for both sub-measurement indicators.					
	Clear and logical communication	4.4.1.	If the judge demonstrates the ability to articulate clearly and logically		2	
			If the judge demonstrates strong abilities of clear and logical articulation during the hearing	2		
			If the judge demonstrates moderately strong abilities of clear and logical articulation during the hearing	1		
			If the judge does not demonstrate strong abilities of clear and logical articulation during the hearing	0		
		4.4.2.	Equal, respectful, and dignified treatment of all parties to the proceedings		2	
			If the judge fully demonstrates equal treatment and treats all parties to the proceedings with respect and dignity during the hearing	2		
			If the judge demonstrates a moderate level of equal treatment and treats all parties to the proceedings with respect and dignity during the hearing	1		Based on the monitoring of the court hearing held on 10 November 2025, in case C.nr.519/2022, the judge treated all parties in the proceedings equally, with full respect and dignity, ensuring that the parties’ claims were duly acknowledged during the hearing.
			If the judge does not fully demonstrate equal treatment and does not treat all parties to the proceedings with respect and dignity during the hearing	0		
		Total:			4	4
	Overall total:			4	4	
	Final total:			8.5	8.5	

Additional comments:

Judge: _____

Ending date: _____

Signature: _____

Annex 3

Second phase of judges' performance evaluation

Judge's name and unique number:	
Evaluating judge:	
Evaluation period:	2022-2024
Date of conclusion of evaluation:	24.07.2025

Guidance:

Before filling out the form please refer to the Guidance for Performance Evaluation. In the end, the form shall be signed and submitted to the Chair and the Secretary of the Commission

Criteria 3	Measurement indicator	Ref. no.	Sub-measurement indicator	Points	Evaluation	Reasoning
	Guidance: The evaluation of this measurement indicator shall be carried out on the basis of the assessment provided by the President of the Court, confirmed by the head of the relevant department/division. Only one of the options provided shall be selected.					
	Submission or making available of all decisions to the persons responsible for the publication of decisions	3.1.1.	If the judge has submitted 100% of decisions for publication	1		
		3.1.2.	If the judge has submitted more than 70% of decisions for publication	0.5		
		3.1.3.	If the judge has submitted less than 70% of decisions for publication	0	0	The data were obtained from the report of the Acting President of the Basic Court in Peja, dated 23 July 2025, which establishes that the judge under evaluation, during the evaluation period (excluding the time spent on studies abroad), submitted less than 70% of judicial decisions for publication.
	Total:			1	0	
	Guidance: The evaluation of this measurement indicator shall be carried out on the basis of the assessment provided by the President of the Court, confirmed by the head of the relevant department/division. The evaluation shall be conducted for both sub-measurement indicators					Reasoning
	Cooperation of the judge with responsible judicial administration officials regarding the maintenance of the court file	3.2.1.	If the judge's court file is fully complete	(0-1)	1	
		3.2.2.	If the judge regularly submits all accompanying case documentation to the responsible officials	(0-1)	1	The data were obtained from the report of the Acting President of the Basic Court in Peja, dated 23 July 2025.
	Total:			2	2	
	Guidance: During the evaluation of this measurement indicator, one of the main sources shall be the assessment provided by the President of the Court, confirmed by the head of the relevant department/division. The evaluation shall cover all sub-measurement indicators.					Reasoning
	Professional conduct of the judge, non-disclosure of important and confidential information, dignified use of social media while preserving professional and judicial integrity,	3.3.1.	If the judge demonstrates professional conduct and maintains an apolitical stance	(0-0.5)	0.5	
		3.3.2.	If the judge uses social media in a dignified manner while preserving professional and judicial integrity	(0-0.5)	0.5	
		3.3.3	If the judge does not disclose important and confidential information	(0-0.5)	0.5	The data were obtained from the report of the Acting President of the Basic Court in Peja, dated 23 July 2025.

	avoidance of ex parte communication with parties to the proceedings, and apolitical stance					
			Total:	1.5	1.5	

Criteria 4	Measurement indicator	Ref. no.	Sub-measurement indicator	Points	Evaluation	Reasoning
	Guidance: For the evaluation of this measurement indicator, the evaluating judge shall observe at least three (3) court hearings of the judge under evaluation. The evaluation shall be conducted for both sub-measurement indicators.					
	Clear and logical communication	4.4.1.	If the judge demonstrates the ability to articulate clearly and logically		2	
			If the judge demonstrates strong abilities of clear and logical articulation during the hearing	2		
			If the judge demonstrates moderately strong abilities of clear and logical articulation during the hearing	1		
			If the judge does not demonstrate strong abilities of clear and logical articulation during the hearing	0		
		4.4.2.	Equal, respectful, and dignified treatment of all parties to the proceedings		2	
			If the judge fully demonstrates equal treatment and treats all parties to the proceedings with respect and dignity during the hearing	2		
			If the judge demonstrates a moderate level of equal treatment and treats all parties to the proceedings with respect and dignity during the hearing	1		The data were obtained from the monitoring of the court hearing in case C.nr.790/22.
			If the judge does not fully demonstrate equal treatment and does not treat all parties to the proceedings with respect and dignity during the hearing	0		
		Total:			4	4
	Overall total:			4	4	
Final total:			8.5	7.5		

Additional comments:

During the monitoring of the court hearing in case C.nr.790/22, conducted on 18 July 2025, concerning a claim for the establishment of ownership rights, it was found that the judge under evaluation applied the provisions of the Law on Contested Procedure (LCP) relating to the conduct of the hearing. It was also observed that the judge under evaluation treated the parties' contentious claims equally and demonstrated clear and logical articulation during the hearing.

Judge:

Ending date:

Signature:



REPUBLIKA E KOSOVËS

REPUBLIKA KOSOVA/ REPUBLIK OF KOSOVA

KËSHILLI PROKURORIAL I KOSOVËS/ TUŽILAČKI SAVET KOSOVA/KOSOVO PROSECUTORIAL COUNCIL

From: Department for Information Technology

Date:

Subject: Sources of information on the level of use of CMIS by prosecutors

To: Committee for Prosecutors' Performance Evaluation

#	Name and Last Name	Basic prosecution office	Level of use of CMIS			
			Insufficient (0-50 %)	Sufficient (51-70 %)	Good (71-90 %)	Distinguished (91-100%)
1		Serious Crimes Department			77	
2		Serious Crimes Department	30			
3		Serious Crimes Department				100



Republika e Kosovës
Republika Kosova – Republic of Kosovo
Këshilli Prokurorial i Kosovës -Tužilački Savet Kosova – Kosovo Prosecutorial Council

COMMISSION FOR EVALUATING THE PERFORMANCE OF PROSECUTORS

FORM FOR EVALUATION OF PROSECUTORS WITH PERMANENT MANDATE

I. General information:

PROTOCOL NUMBER:	KVPP/664/2025		
Name, surname of the state prosecutor	Anonymized		
Department	Anonymized		
Prosecution office	Anonymized		
Job position of the appraiser (except for the position as a prosecutor, e.g. Chief Prosecutor, head of department)			
The two latest performance assessments by the Commission:	The last one	Level: "Sufficient"	57 points ¹
	<i>'Irregular'</i>	<i>"Sufficient" level</i>	<i>54 points (25.06.2024)</i>
	The penultimate	Level: "Very good"	Average grade: 3.50 ²
Evaluation period	From: 01.01.2022 to 31.12.2024		
Composition of the Evaluation Committee (name, surname and signature)	<i>Name, surname</i>	<i>position</i>	<i>Signature</i>
	Veton Shabani	<i>head</i>	
	Aleksander Lumezi	<i>member</i>	
	Nazan Shero	<i>member</i>	
Administrative support:	Besim Kusari	<i>Secretary</i>	

¹Evaluation according to Regulation No. 05/2020 on the evaluation of the performance of prosecutors.

²Evaluation according to the previous regulation, No. 12/2015 on the evaluation of the performance of prosecutors.

Date of evaluation by the Commission:		21.05.2025					
Prosecutors' evaluation categories							
A prosecutor without a management or supervisory role is evaluated for categories: 1 to 9.							☒
The Head of Department and the prosecutor with a supervisory role are evaluated for categories: 1 to 10							☐
Head of Department & Prosecutor with supervisory role released from cases, for categories: 1, 5, 7, 8, 9, 10, 11							☐
The Chief Prosecutor is evaluated for categories: 1, 3, 5, 6, 7, 8, 9, 10							☐

No.1	Category (weight of rating categories)	Ethics and integrity					Commission's assessment
		Prosecutor in BP and SPRK	Prosecuto r in APPEAL	Prosec utor at OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Points: 5
		1-10	1-10	1-10	1-10	1-10	Department head or prosecutor relieved of cases 1-10
Indicators							
1.1. Disciplinary measures; Comment: The Council, by decision KPK/No.984/2023 dated 30.11.2023, imposed a disciplinary sanction of "Non-public written warning" pursuant to Article 7, paragraph 1, subparagraph 1.1 of Law No.06/L-057 on the disciplinary liability of judges and prosecutors (Source: Investigative Panel Unit, dated 11.03.2015).							
1.2. Compliance with the Code of Ethics; Comment: No observations were identified regarding compliance with the Code of Ethics, except for the case described in indicator 1.1.							
1.3. Confirmed behavior that damages the image of the prosecutorial system; Comment: No confirmed violations have been identified that harm the image of the prosecutorial system, except for the case described in indicator 1.1.							
1.4. Acting in accordance with all office procedures and protocols; Comment: No observations were identified, except for the case described in indicator 1.1.							
1.5. Participation in outside activities that distract from the work of the prosecution. Comment: No participation in external activities that contributed to distraction was identified.							
1.6. Treats cases and parties fairly and non-discriminatory. Comment: No remarks were noted regarding the handling of cases and parties.							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category, except for indicator 1.1.							
No.2	Category (weight of rating categories)	Productivity					Commission's assessment
		Prosecutor in Basic Prosecution and SPRK	Prosecuto r in APPEAL	Prosec utor at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Point:10
		1-20	1-5	1-5	1-5	/	Department head or prosecutor relieved of cases /
Indicators							
2.1. Achieving or exceeding the annual norm: Comment: For the evaluation period, it has reached an average annual rate of 38.62%, due to the fact that in 2022 it has a rate of 31.82%, in 2023 it has a rate of 23.48% and in 2024 it has a rate of 60.55% (Source: PPRU).							
2.2. Number of complex cases resolved. Comment: There is no decision of the Superior to recognize the complex case, according to UA01/2028 for the guiding norm.							
2.3. Statistical data, including but not limited to: 2.3.1. Exceeding the number of cases resolved in relation to the number of cases received at work;							

Comment: It has received 109 and resolved 76 cases (Source: PPRU). 2.3.2. Number of indictments dismissed, rejected, acquittals and convictions; Comment: 1 indictment dismissed, 4 rejected, 2 acquittals, 12 convictions (Source: PPRU). 2.3.3. Number of appeals against approved and rejected decisions and judgments; Comment: 1 appeal approved, 5 rejected against the ruling. 8 appeals approved and 4 rejected against the judgment (Source: PPRU). 2.3.4. Ratio between approved and rejected extraordinary legal remedies; Comment: Has not initiated extraordinary legal remedies (Source: Superior).							
2.4. Number of resolved cases affecting public trust; Comment: In case PP.I.246/24, a vehicle was seized (Source: National Coordinator's Office).							
2.5. Number of cases resolved in accordance with the policies and priorities of the Council and the OPCW; Comment: There are no such cases (Source: PPRU).							
2.6. Number of activities in accordance with the policies of the Council and the OCSP; The Prosecutor, within the framework of the activities of the Forum of Judges and Prosecutors of Kosovo, on 13.12.2023, lectured to students at the Faculty of Law of the University of Pristina, on the topic "Gender-Based Violence" (Source: Self-Assessment).							
The Commission's general comment on the implementation of the category: The prosecutor has not achieved the expected standard for this category, due to indicator 2.1.							
No. 3	Category (weight of rating categories)	Legal knowledge and reasoning					Commission's assessment
							Points: 4
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor at OPCSH	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-10	1-20	1-20	1-10	1-10	/
Indicators							
3.1. Proper qualification of the offense in the indictment and other prosecutorial acts. Comment: In the indictment of the case PP.I.133/24: in provision II there is no description of the injuries, in provision III there is no description of the injuries - in one provision two injured parties for the criminal offense of murder under Article 172 in connection with Article 28 there is no complete description and proper qualification. In the last provision for the criminal offense of participation in the beating, the paragraph is not specified (Source: Case at the disposal of the commission).							
3.2. Respect for the European Convention on Human Rights, international conventions and the jurisprudence of the European Court of Human Rights; Comment: Two different superiors, in the 2023/2024 six-month discussion reports, have highlighted these concerns: <i>-Lack of reference in the case law of the ECHR.</i> <i>-In the indictments and complaints, there is no reference to local judicial practice.</i> <i>-Not including the defendant's criminal past in the indictments.</i> <i>-Failure to justify findings from witness and injured party statements in final decisions.</i>							
3.3. Seizure and confiscation of property whenever there is a legal basis; Comment: In case PP.I.245/24, the prosecutor has filed a request for the issuance of a final restraining order, based on in relevant provisions, with presentation of specified property (drugs, phones and money). The prosecutor in this case has proposed the issuance of a final restraining order to preserve the availability of the property, without prejudice to the final epilogue (Source: Case available to the commission).							
3.4. Articulation and support of charges, complaints, legal remedies and other relevant documents before the court and others; Comment: <i>-In case PP.I.115/24, the indictment lacks a recommendation for the evidence that should be presented at the trial, pursuant to Article 235, paragraph 1 of the Criminal Procedure Code ((Source: Case at the disposal of the commission).</i> <i>-In the indictment of the case PP.I.635/22, the enacting clause has an unclear description. From the</i>							

description it follows that the defendant (against whom the procedure has been suspended) took the action of the perpetrator - he shot at the deceased, while previously he punched the deceased (further it is noted - "he slapped him"). The defendant - against whom an indictment has been filed for the criminal offense under Article 173, paragraph 1, point 1.5 in connection with Article 31 of the Criminal Code. The enacting clause states - "as a result of this slap, the deceased was killed" (Source: Case at the disposal of the commission).							
3.5. Grounded and appropriate requests for the determination of measures to ensure the presence of the defendant in criminal proceedings; Comment: In case PP.I.133/24 the request for the imposition of detention on remand is drafted in accordance with the legal provisions. for ordering detention on remand, with the justification of the existence of suspicion based on the fact that criminal offenses have been committed and the existence of conditions for imposing detention and the insufficiency of other alternative measures (Source: <i>Case available to the commission</i>).							
3.6. Submission of legal remedies by referring to the appropriate legal basis; Comment: In case PP.I.42/20, the appeal was drafted in accordance with the relevant provisions, against the decision of the judge, for all grounds of appeal, providing sufficient reasoning for each ground separately, with proposal for approval and the case to be remanded for retrial or the verdict to be changed (Source: <i>Case available to the committee</i>).							
3.7. Interrogation minutes; Comment: In case PP.I.133/24, the minutes of the interrogation, during the investigation, described; the presentation of rights and the defendant's description of the critical event, while no further questions were asked (Source: <i>Case available to the committee</i>).							
The Commission's general comment on the implementation of the category: The prosecutor has not achieved the expected standard for this category, due to indicators 3.1, 3.2 and 3.4.							
No. 4	Category (weight of rating categories)	Case management					Commission's assessment
							Points: 7
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-10	1-10	1-5	1-5	/	/
Indicators							
4.1. Conducting investigations, filing charges, firings or dismissals within deadlines. Comment: No objections were noted regarding deadlines (Source: Case available to the committee).							
4.2. Prioritizing investigations and handling cases appropriately; Comment: The Appellate Prosecution has approved 1 appeal by the party against the prosecutor's decision to completely or partially dismiss the criminal report (Source: PPRU: PP.I.31/23K). In reflection of indicator 2.1 (rate 38.62%), it results that this indicator has not been achieved.							
4.3. Adequate treatment of the needs of victims and witnesses; Comment: In case PP.I.165/24 for the criminal offense of rape, the prosecutor's actions regarding the safety of the victim have been at a satisfactory level. The prosecutor has provided the victims' counsel with documents, he has not notified the victims' advocate of the hearings during the investigation and there is no protective order. The prosecutor there was very good cooperation and provided services to the parties at a satisfactory level (Source: OPAV).							
In case PP.I.167/24 for the criminal offense of rape, the prosecutor's actions regarding the safety of the							

victim have been at a satisfactory level. The prosecutor has provided the victims' advocate with documents, has informed him the victim advocate for hearings during investigations and there is no protection order (Source: OPAV).							
4.4. Adequate handling of investigators' requests and other requests; Comment: The prosecutor has responded to the requests of investigators and other parties and we have not received any complaints from investigators or other parties regarding the handling of cases based on their requests (Source: Superior).							
4.5. Filing documents in court on time; Comment: Has submitted the documents to the court on time (Source: Superior).							
4.6. Action in compliance with the statute of limitations. Comment: There are no cases that have been statute-barred due to failure to take action (Source: Superior).							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category, except for indicator 4.2.							
No.5	Category (weight of rating categories)	Writing					Commission's assessment
							Points: 7
		Prosecutor in BP and SPRK	Prosecuto r in APPEAL	Prosec utor at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-15	1-20	1-20	1-10	1-10	1-10
Indicators							
5.1. Clarity in writing and drafting of acts. Comment: In case PP.II.169/24, the indictment lacks the data of the persons against whom the indictment was filed (Source: Case at the disposal of the commission).							
5.2. All conclusions and arguments are properly reasoned and supported; Comment: The conclusions and arguments are made clearly and in most cases well-reasoned, but not always supported (Source: Superior). Two different superiors, in the 2023 and 2024 six-month discussion report, identified these findings: -Lack of reference in the case law of the ECHR. -In the indictments and complaints, there is no reference to local judicial practice. -Not including the defendant's criminal past in the indictments. -Failure to justify findings from witness and injured party statements in final decisions.							
5.3. Preparing substantive materials (e.g. reports, letters, briefs) in a complete, accurate and appropriate manner for the issue at hand, as well as clearly articulating the issue for which action is required; Comment: Although it is clear in the preparation of content materials, it does not always adhere to what is required for action (Source: Superior).							
5.4. Error-free writing; Comment: Minor technical errors have been identified (Source: Superior).							
5.5. Number of legal acts returned for completion by the court; Comment: There are no cases returned for completion (Source: Superior).							
The Commission's general comment on the implementation of the category: The prosecutor has not achieved the expected standard for this category, due to indicators 5.1, 5.2, 5.3, 5.4.							
NO.6	Category (weight of rating categories)	Communication and advocacy					Commission's assessment
							Points: 10
		Prosecutor in BP and SPRK	Prosecuto r in APPEAL	Prosec utor at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-15	1-10	1-10	1-10	1-10	/
Indicators							
6.1. Proper presentation of cases in court; Comment: The superior has not provided observation reports in court hearings for the years 2022, 2023 and 2024, in accordance with the obligation under Article 26 paragraph 3 of Regulation 05/2020 on the evaluation							

of the performance of prosecutors, making it impossible for the commission to provide a factual and objective source of information for measuring the indicator.			
6.2. Proper questioning of witnesses in court; Comment: In case PP.I.42/20, the minutes of the interrogation at the main trial describe the questioning of the witness at the main trial stage, aimed at establishing the factual situation (Source: Case at the disposal of the commission).			
6.3. Presenting appropriate arguments or responses to defense requests or objections; The superior has not provided observation reports in court hearings for the years 2022, 2023 and 2024, in accordance with the obligation under Article26 paragraph 3 of Regulation 05/2020 on the evaluation of the performance of prosecutors, making it impossible for the commission to provide a factual and objective source of information for measuring the indicator.			
6.4. Providing clear and accurate answers to questions posed by the court; Comment: The superior has not provided observation reports in court hearings for the years 2022, 2023 and 2024, in accordance with the obligation under Article26 paragraph 3 of Regulation 05/2020 on the evaluation of the performance of prosecutors, making it impossible for the commission to provide a factual and objective source of information for measuring the indicator.			
6.5. Self-restraint and display of professional behavior during court hearings and other public professional events; Comment: The superior has not provided observation reports in court hearings for the years 2022, 2023 and 2024, in accordance with the obligation under Article26 paragraph 3 of Regulation 05/2020 on the evaluation of the performance of prosecutors, making it impossible for the commission to provide a factual and objective source of information for measuring the indicator.			
6.6. Summarizing the case or closing argument in a convincing and professional manner; Comment: In case PP.II.42/20, the closing statement contains: elaboration of all evidence, collected in the investigation phase as well as that in the police, evidence administered in the judicial examination that proves the commission of the criminal offense by the defendant, analysis of material and personal evidence, defense of the defendant and their interconnection. Furthermore, the closing statement proposes the confiscation of several vehicles, telephones, as well as specifying the aggravating circumstances when determining the sentence (Source: Case available to the commission).			
6.7. Preparation and convincing argumentation for determining the appropriate sentence before the court; Comment: In case PP.II.42/20, the prosecutor in his closing statement specified the aggravating circumstances when determining the sentence. (Source: Case available to the committee).			
6.8. Accuracy and professionalism in communicating with the public; Comment: The superior has not provided observation reports in court hearings for the years 2022, 2023 and 2024, in accordance with the obligation under Article26 paragraph 3 of Regulation 05/2020 on the evaluation of the performance of prosecutors, making it impossible for the commission to provide a factual and objective source of information for measuring the indicator.			
6.9. Use of appropriate techniques and methods during the questioning of parties, witnesses and experts in the proceedings; Comment: No observations were identified for this indicator (Source: cases available to the committee).			
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category. Superiors have not completed and submitted to the committee observation reports in court sessions (2022-2024), in accordance with the provision of Article 26, paragraph 3 of Regulation 05/2020 on the evaluation of the performance of prosecutors (Source: Annual summary reports 2022-2024 of the evaluation by superiors approved by the KPC).			
No. 7	Category (weight of rating)	Ability to judge and decide	Commission's assessment
			Points: 5

	categories)	Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-10	1-10	1-15	1-10	1-15	1-15
Indicators							
7.1. File indictments in the appropriate cases. Comment: No observations were identified in relation to the indicator (Source: Cases available to the committee).							
7.2. Solve cases in the right way; Comment: The Appellate Prosecution has approved 1 appeal by the party against the prosecutor's decision to completely or partially dismiss the criminal report (Source: PPRU: PP.I.31/23K).							
7.3. Identifies dilemmas using adequate resources and information; Comment: The prosecutor identifies dilemmas but does not adequately utilize resources and information related to with steps that should be taken in specific cases (Source: Superior).							
7.4. Handles confidential or sensitive information appropriately. Comment: The prosecutor was warned for failing to inform her superiors regarding a sensitive case (PPN.I.349K/21), which the superiors were informed about by the media. Also, in this criminal case, the prosecutor has disregarded the decision issued by the Chief Prosecutor of BP Prishtina (12.10.2022), by which decision it was instructed to take a decision to initiate investigations, to file a request for a temporary measure to secure property and to decide regarding the criminal offense of Abuse of Official Duty under Article 414 of the Criminal Code of Kosovo. In this regard, the prosecutor, in opposition to this decision, without taking any of the actions mentioned in the decision, has reclassified the criminal offense and sent the case from the DSC to the GD of this prosecutor's office (Source: Superior).							
7.5. Reports information appropriately to superiors and subordinates. Comment: The prosecutor has not shown willingness to properly report information to superiors or subordinates (Source: Superior 2023). There are some cases that he did not report to his superiors (Source: Superior 2022).							
7.6. Participation in external activities that contribute to the reputation of the prosecution. Comment: No factual and objective sources of information on external activities were provided.							
The Commission's general comment on the implementation of the category: The prosecutor has not achieved the expected standard for this category, due to indicators 7.2, 7.3, 7.4, 7.5.							
No.8	Category (weight of rating categories)	Leadership and teamwork					Commission's assessment
							Points: 2
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-5	1-10	1-10	1-10	1-15	1-20
Indicators							
8.1. Willingness to share experiences and knowledge and to help others. Comment: Good (Source: Superior).							
8.2. Ability to work in a team; Comment: There have been no such cases (Source: Superior).							
8.3. Report to investigators; Comment: Has good relations with investigators (Source: Superior).							
8.4. Relationship with subordinates, including professional associates and legal officers. Comment: Has good rapport with subordinates, including professional associates and legal officers (Source: Superior).							
8.5. Effective coordination between team members by assigning tasks based on skills or interest and providing appropriate support to achieve quality work. Comment:							

Did not participate in teamwork (Source: Superior).							
8.6. Responding positively to constructive criticism from superiors, colleagues, and stakeholders, incorporating their comments and advice into the work, where appropriate. Comment: Does not accept criticism or remarks or suggestions in a positive way, thus influencing the repetition of the same mistakes regarding the issues for which he is criticized (Source: Superior). In the 2023 semi-annual discussion report, the Superior gave the prosecutor specific advice and proposed measures for improvement, but the same concerns were repeated in the 2024 semi-annual report of another superior, including: Lack of reference to the case law of the ECHR; In the indictments and appeals, there is no reference to domestic case law either; Failure to include the defendant's criminal past in the indictments; and Failure to justify findings from witness and injured party statements in the final decisions (Source: Superiors in the 2023 and 2024 semi-annual reports).							
8.7. Creating and maintaining collaborative partnerships. Comment: Does not maintain cooperation in the best way (Source: Superior).							
8.8. Accepting assigned tasks from superiors and providing voluntary assistance to associates in fulfilling their duties as needed or in urgent cases, as well as providing assistance in achieving critical office priorities. Comment: There is no initiative to provide assistance in achieving critical office priorities. (Source: Superior).							
8.9. Initiative at work regarding the avoidance of professional or procedural problems arising from the daily work of prosecutors, cooperation with colleagues and teamwork. Comment: No factual and objective sources of information on initiative at work have been provided.							
8.10. Collaboration with colleagues and teamwork. Comment: Sufficient (Source: Superior).							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category, except for indicators: 8.6, 8.7 and 8.8.							
NO.9	Category (weight of rating categories)	Professional development and other skills, including the use of technology					Commission's assessment
							Points: 2
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-5	1-5	1-5	1-10	1-5	1-10
Indicators							
9.1. Knowledge and skills in other fields (e.g. financial matters, knowledge of foreign languages). Comment: No factual and objective sources of information on the knowledge of any of the foreign languages were provided.							
9.2. Participation in training and similar activities and providing support for the use of new skills; Comment: No factual and objective sources for providing support have been provided.							
9.3. Use of the CMIS system and technology. Comment: The prosecutor uses the CMIS at the "Insufficient" level with 30% (Source: DIT).							
9.4. Being open to using new work methods and techniques. Comment: The previous indicator (9.3) reflects the "Insufficient" use of new methods and techniques.							
9.5. Appropriate use of social networks. Comment: No remarks have been recorded.							
9.6. Scientific and academic activity and participation in training. Comment: The prosecutor during the evaluation period attended the following trainings (Source: PPRU): -"Criminal proceedings involving perpetrators with mental disorders" (04.12.2024), -"The Practice of the European Court of Human Rights under Article 5 and Article 6 of the ECHR" (12-13.11.2024), -"Cybercrime and Cryptocurrencies" (04-05.06.2024),							

-“Official corruption and criminal offenses against official duty ses.I“ (14-15.05.2024), -“PST Money Laundering and Financial Investigation – Ses. III“ (10-11.10.2023), -“Workshop on improving judicial practice between prosecutors and judges” (10.07.2023), -“PST-Criminal Offenses Committed through Public Procurement – Session I“ (04-05.07.2023), -“Seizure and confiscation - Pristina-Mitrovicë Region” (12.05.2023), -“Sentencing hearing” (16-17.12.2022), -“Innovations of the Criminal Procedure Code” (16-17.12.2022), -“PST Money Laundering and Financial Investigation – Ses. III“ (01-02.12.2022), -“PST Money Laundering and Financial Investigation - Ses.I“ (23-24.02.2022), -“Financial Investigation” (26-27.09.2022 and 24-26.10.2022), -“Evidence in criminal proceedings, Covert investigation and surveillance measures, etc.” (05.04.2022), -“Recovery of Stolen Assets” (16-20.05.2022), -“PST - Fraud and Corruption in Public Procurement – Ses.I“ (10-11.05.2022), -“Taking the statement of child victims from the expert - Session II“ (05.04.2022), -“Training for trainers in financial investigations (22-23.05.2024), -“Training on finance and tracing illegal assets (23-26.05.2022).		
9.7. Participation in training in the field of ethics and integrity. Comment: During the evaluation period, no training in the field of ethics and integrity was provided (Source: SEMDP).		
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category, except for indicators 9.3 and 9.4. Regulation No. 01/2020 on training and professional development in the prosecutorial system, in Article 14, paragraph 1, stipulates that prosecutors must participate in at least three (3) training sessions during a calendar year. The topics of training conducted by prosecutors are measured against the cases available to the commission during the performance evaluation process.		
Total number of points accumulated	52	point
The Commission's final assessment	Distinguished	☐
	Good	☐
	Sufficient	☒
	Insufficient	☐
General comments: The Commission recommends that the State Prosecutor, in cooperation with his superior, raise the level of performance in achieving the expected standard for the following indicators: 1.1. Disciplinary measures, 2.1. Achieving or exceeding the annual rate, 3.1. Proper qualification of the offense in the indictment and other prosecutorial acts, 3.2. Respect for the European Convention on Human Rights, international conventions and the jurisprudence of the European Court of Human Rights; 3.4. Articulation and support of accusations, complaints, legal remedies and other documents before the court and others, 4.2. Prioritizing investigations and handling cases appropriately; 5.1. Clarity in writing and drafting of acts, 5.2. All conclusions and arguments are properly justified and supported;		

- 5.3. Preparation of substantive materials (e.g. reports, letters, memos) in a complete, accurate and appropriate manner for the issue at hand, as well as clear articulation of the issue for which action is required
- 5.4. Error-free writing
- 7.2. Resolve cases appropriately,
- 7.3. Identifies dilemmas by using adequate resources and information,
- 7.4. Handles confidential or sensitive information appropriately,
- 7.5. Reports information appropriately to superiors and subordinates,
- 8.6. Responding positively to constructive criticism from superiors, colleagues and stakeholders, incorporating their comments and advice into the work, where appropriate.
- 8.7. Creating and maintaining collaborative partnerships
- 8.8. Accepting assigned tasks from superiors and providing voluntary assistance to associates in fulfilling their duties as needed or in urgent cases, as well as providing assistance in achieving critical office priorities.
- 9.3. Use of the SMIL system and technology,
- 9.4. Being open to using new work methods and techniques.

Information: Based on Article 34, paragraph 5 of Regulation 05/2020 on the evaluation of the performance of prosecutors, we inform you that within 10 days you have the right to file an objection to this evaluation with the Kosovo Prosecutorial Council.



Republika e Kosovës
Republika Kosova – Republic of Kosovo
Këshilli Prokurorial i Kosovës -Tužilački Savet Kosova – Kosovo Prosecutorial Council

COMMISSION FOR EVALUATING THE PERFORMANCE OF PROSECUTORS

FORM FOR EVALUATION OF PROSECUTORS WITH PERMANENT MANDATE

I. General information:

PROTOCOL NUMBER:	KVPP/680/2025		
Name, surname of the state prosecutor	Anonymized		
Department	Anonymized		
Prosecution	Anonymized		
Job position of the appraiser (except for the position as a prosecutor, e.g. Chief Prosecutor, head of department)			
The two latest performance assessments by the Commission:	The last one	Level: "Good"	75 points ¹
	The penultimate	Level: "Good"	Average grade: 3.43 ²
Evaluation period	From: 01.01.2022 to 31.12.2024.		
Composition of the Evaluation Committee (name, surname and signature)	<i>Name, surname</i>	<i>position</i>	<i>Signature</i>
	Veton Shabani	<i>head</i>	
	Aleksander Lumezi	<i>member</i>	
	Nazan Shero	<i>member</i>	
Administrative support:	Besim Kusari	<i>Secretary</i>	

¹Evaluation according to Regulation No. 05/2020 on the evaluation of the performance of prosecutors.

²Evaluation according to the previous regulation, No. 12/2015 on the evaluation of the performance of prosecutors.

Date of evaluation by the Commission:		July 25, 2025					
Prosecutors' evaluation categories							
A prosecutor without a management or supervisory role is evaluated for categories: 1 to 9.							☒
The Head of Department and the prosecutor with a supervisory role are evaluated for categories: 1 to 10							☐
Head of Department & Prosecutor with supervisory role released from cases, for categories: 1, 5, 7, 8, 9, 10, 11							☐
The Chief Prosecutor is evaluated for categories: 1, 3, 5, 6, 7, 8, 9, 10							☐

No.1	Category (weight of rating categories)	Ethics and integrity					Commission's assessment
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Points: 9
		1-10	1-10	1-10	1-10	1-10	Department head or prosecutor relieved of cases 1-10
Indicators							
1.1. Disciplinary measures; Comment: There are no disciplinary measures or open cases (Source: Disciplinary Panels Unit, on, 07.04.2025).							
1.2. Compliance with the Code of Ethics; Comment: No observations were identified regarding compliance with the Code of Ethics.							
1.3. Confirmed behavior that damages the image of the prosecutorial system; Comment: No confirmed violations have been identified that harm the image of the prosecutorial system.							
1.4. Acting in accordance with all office procedures and protocols; Comment: No remarks have been noted.							
1.5. Participation in outside activities that distract from the work of the prosecution. Comment: There are no outside activities that would distract him from the work of the prosecution.							
1.6. Treats cases and parties fairly and non-discriminatory. Comment: No remarks were noted regarding the handling of cases and parties.							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category.							
No.2	Category (weight of rating categories)	Productivity					Commission's assessment
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Point:16
		1-20	1-5	1-5	1-5	/	Department head or prosecutor relieved of cases /
Indicators							
2.1. Achieving or exceeding the annual norm: Comment: For the evaluation period, the prosecutor's office results in an average annual rate of 55.67%. This is due to the fact that in 2022 it reached a rate of 75.11%, in 2023 it reached a rate of 47.92% and in 2024 it reached a rate of 91.93 (Source: PPRU).							
2.2. Number of complex cases resolved. Comment: There is no superior decision to recognize the complex case, in accordance with UAnr.01/2018 for the norm.							
2.3. Statistical data, including but not limited to: 2.3.1. Exceeding the number of cases resolved in relation to the number of cases received at work; Comment: It has received 124 cases and has resolved 120 cases (Source: PPRU).							

2.3.2. Number of indictments dismissed, rejected, acquittals and convictions; Comment: 4 indictments rejected, 3 acquittals and 102 convictions (Source: PPRU). 2.3.3. Number of appeals against approved and rejected decisions and judgments; Comment: 2 appeals rejected against the ruling, 5 appeals approved and 5 rejected against the judgment (Source: PUP). 2.3.4. Ratio between approved and rejected extraordinary legal remedies; Comment: Has not initiated extraordinary legal remedies (Source: Superior).							
2.4. Number of resolved cases affecting public trust; Comment: 6 seizures and 3 confiscations (Source: PPRU).							
2.5. Number of cases resolved in accordance with the policies and priorities of the Council and the OCSP; Comment: Drugs: 4 indictments. Corruption: 11 dismissals, 5 suspensions, 3 indictments. Human trafficking: 1 suspension and 1 indictment. Economic crimes: 1 dismissal, 3 indictments (Source: PPRU).							
2.6. Number of activities in accordance with the policies of the Council and the OCSP; There are no such activities (Source: Superior).							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category, except for indicator 2.1.							
No. 3	Category (weight of rating categories)	Legal knowledge and reasoning					Commission's assessment
							Points: 9
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor or at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-10	1-20	1-20	1-10	1-10	/
Indicators							
3.1. Proper qualification of the offense in the indictment and other prosecutorial acts. Comment: In the cases available to the commission (PP.I.27/24; PP.I.40/23; PP.I.198/22; PP.I.50/23; PP.I.17/24; PP.I.106/24) the prosecutor has properly qualified the criminal offenses in the indictments and other acts (Source: Commission).							
3.2. Respect for the European Convention on Human Rights, international conventions and the jurisprudence of the European Court of Human Rights; Comment: No observations were identified.							
3.3. Seizure and confiscation of property whenever there is a legal basis; Comment: In case PP.I.27/23, the request for a restraining order was based on the relevant legal provisions, with presentation of the existence of suspicion of the commission of a criminal offense; with specification of the property (car, pistol, money, telephone, etc.), for each defendant separately; with the suspicion that the same were used-enabled the commission of a criminal offense or have benefited from the commission of a criminal offense. Therefore, the restraining final order at that stage of the procedure was necessary, in order to preserve the availability of specified property for future confiscation, including preventing the distribution or depreciation of specified property (Source: case available to the commission).							
3.4. Articulation and support of charges, complaints, legal remedies and other relevant documents before the court and others; Comment: No objections were identified in the cases available to the committee (Source: Committee).							
3.5. Grounded and appropriate requests for the determination of measures to ensure the presence of the defendant in criminal proceedings; Comment: In case PP.I.106/24 the request was drafted in accordance with the legal provisions for the determination of detention, with description of the factual situation and elements of the criminal offense, with justification for the existence of based suspicion on the commission of a criminal offense and the							

existence of legal grounds for imposing a detention measure. The bases for fulfilling the legal requirements are presented separately and the inadequacy of the other alternative measures (Source: case available to the commission).							
3.6.Submission of legal remedies by referring to the appropriate legal basis; Comment: In case PP.I.198/22 the appeal is drafted in accordance with the relevant provisions, against the judgment of court due to essential violation of the provisions of criminal procedure, violation of criminal law, verification erroneous or incomplete statement of the factual situation. The specific violations for each basis are presented, with elaboration of the evidence, including the proposal that the appeal be approved, while the judgment be annulled in part acquittal and the case be returned for reconsideration and reinstatement or the same be amended; declaring the guilty accused and impose a sanction that would achieve the purpose of the punishment under Article 38 of the KPR (Source: Case available to the committee).							
3.7.Interrogation minutes; Comment: In case PP.50/23, he presented the defendant's rights. After consulting with his defense attorney, the defendant has exercised his right to remain silent. The prosecutor, in order to prepare the defense in the further procedure allows viewing of the video recording of the event on the critical date.(Source: case available to the commission).							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category.							
No. 4	Category (weight of rating categories)	Case management					Commission's assessment
							Points: 9
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-10	1-10	1-5	1-5	/	/
Indicators							
4.1.Conducting investigations, filing charges, firings or dismissals within deadlines. Comment: In the available cases, the commission has found that the prosecutor has conducted investigations, filed indictments, dismissed the criminal report and terminated the investigations within the deadlines (Source: Cases available to the commission).							
4.2.Prioritizing investigations and handling cases appropriately; Comment: The Appellate Prosecution has approved 1 appeal of the party against the prosecutor's decision to completely or repeatedly dismiss the criminal report. (Source: PPRU:PP.I.37/24).							
4.3.Adequate treatment of the needs of victims and witnesses; Comment: The prosecutor's actions during the custody were satisfactory, he provided the victims' advocate with documents and informed him about the hearings during the investigations (Source: ZMNV-PP.I61; PP.I.76/22; PP.I.198/23; PP.I.60/24).							
4.4.Adequate handling of investigators' requests and other requests; Comment: All requests, without exception, are handled correctly and appropriately (Source: Superior).							
4.5.Filing documents in court on time; Comment: It is punctual and submits documents to the court on time every time (Source: Superior).							
4.6.Action in compliance with the statute of limitations. Comment: Carefully reviews cases regarding the statute of limitations.							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category, except for indicator 4.2.							
No.5	Category (weight of rating categories)	Writing					Commission's assessment
							Points: 14
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor at the OCSP	Department head or prosecutor with supervisory	Chief Prosecutor	Department head or prosecutor relieved of cases

		1-15	1-20	1-20	responsibilities 1-10	1-10	1-10
Indicators							
5.1. Clarity in writing and drafting of acts. Comment: The drafting of acts is done well, from the content aspect (Source: Superior).							
5.2. All conclusions and arguments are properly reasoned and supported; Comment: Has demonstrated good reasoning skills based on evidence (Source: Superior).							
5.3. Preparing substantive materials (e.g. reports, letters, briefs) in a complete, accurate and appropriate manner for the issue at hand, as well as clearly articulating the issue for which action is required; Comment: No observations were recorded (Source: Commission).							
5.4. Error-free writing; Comment: No observations were recorded (Source: Commission).							
5.5. Number of legal acts returned for completion by the court; Comment: There were no cases returned for completion (Source: Superior).							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category.							
NO.6	Category (weight of rating categories)	Communication and advocacy					Commission's assessment
							Points: 14
		Prosecutor in BP and SPRK	Prosecuto r in APPEAL	Prosecut or at the OCSF	Department head or prosecutor with supervisory responsibilities	Prosecutor	Department head or prosecutor relieved of cases
		1-15	1-10	1-10	1-10	1-10	/
Indicators							
6.1. Proper presentation of cases in court; Comment: In case PPI.259/07, in the court session for the criminal offense of attempted murder, the prosecutor made a proper presentation (Source: Superior - Observation report at the court session).							
6.2. Proper questioning of witnesses in court; Comment: The prosecutor properly questioned the witnesses in case PP.I.53/23 for the criminal offense of attempted murder.(Source: Court hearing observation report).							
6.3. Presenting appropriate arguments or responses to defense requests or objections; Professionally handles defense requests or objections (Source: Court hearing observation report).							
6.4. Providing clear and accurate answers to questions posed by the court; Comment: I give answers clearly, accurately and professionally.(Source: Court hearing observation report).							
6.5. Self-restraint and display of professional behavior during court hearings and other public professional events; Comment: He was restrained and well-behaved during the hearing (Source: Court hearing observation report).							
6.6. Summarizing the case or closing argument in a convincing and professional manner; Comment: In case PP.I.102/22 the prosecutor has made a good presentation of the evidence in order to establish the factual situation, including the defendant's intention and motive to deprive the victim of life. The prosecutor has proposed that the defendant be found guilty, emphasizing the aggravating circumstances, but not finding any mitigating circumstances (Source: case available to the commission).							
6.7. Preparation and convincing argumentation for determining the appropriate sentence before the court; Comment: In the case PP.I.27/24, in the justification of the indictment, the aggravating circumstances were presented for each accused separately, with the specification of the final convictions - as an extraordinary aggravating circumstance and the failure to find mitigating circumstances that would support the mitigation of the sentence. (Source: case available to the commission).							
6.8. Accuracy and professionalism in communicating with the public; Comment: Has shown accuracy and professionalism in communicating with the public (Source: Court hearing							

<i>observation report</i>).							
6.9. Use of appropriate techniques and methods during the questioning of parties, witnesses and experts in the proceedings; Comment: In case PP.I.71/16, the prosecutor asked the defendant indirect questions in order to establish the facts and evidence that prove the commission of the criminal offense. Furthermore, he asked questions regarding his statements at the trial as well as confronting him with parts of the statement given to the prosecutor's office, all of which aimed at establishing the facts that prove the commission of the criminal offense and establishing the factual situation (Source: case available to the commission).							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category.							
No. 7	Category (weight of rating categories)	Ability to judge and decide					Commission's assessment
							Points: 9
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-10	1-10	1-15	1-10	1-15	1-15
Indicators							
7.1. File indictments in the appropriate cases. Comment: In the available cases, the commission has found that the prosecutor has filed indictments in the appropriate cases. (Source: case available to the commission).							
7.2. Solve cases in the right way; Comment: The Appeals Prosecutor's Office has approved 1 appeal by the party against the prosecutor's decision to completely or repeatedly dismiss the criminal report (Source: PPRU:PP.I.37/24).							
7.3. Identifies dilemmas using adequate resources and information; Comment: Has shown good skills in identifying various dilemmas (Source: Superior).							
7.4. Handles confidential or sensitive information appropriately. Comment: Handles cases with increased care and confidentiality (Source: Superior).							
7.5. Reports information appropriately to superiors and subordinates. Comment: Reports any information received to superiors (Source: Superior)							
7.6. Participation in external activities that contribute to the reputation of the prosecution. Comment: No factual and objective sources of information were provided for the achievement of the indicator.							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category, except for indicator 7.2.							
No.8	Category (weight of rating categories)	Leadership and teamwork					Commission's assessment
							Points: 4
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-5	1-10	1-10	1-10	1-15	1-20
Indicators							
8.1. Willingness to share experiences and knowledge and to help others. Comment: Expresses willingness to share experiences and knowledge to help colleagues (Source: Superior).							
8.2. Ability to work in a team; Comment: He didn't work in a team.							
8.3. Report to investigators; Comment: Has a good rapport with investigators (Source: Superior).							
8.4. Relationship with subordinates, including professional associates and legal officers. Comment:							

Has shown good behavior with all colleagues (Source: Superior).							
8.5. Effective coordination between team members by assigning tasks based on skills or interest and providing appropriate support to achieve quality work. Comment: He didn't work in a team.							
8.6. Responding positively to constructive criticism from superiors, colleagues, and stakeholders, incorporating their comments and advice into the work, where appropriate. Comment: Accepts criticism and comments in a positive manner (Source: Superior).							
8.7. Creating and maintaining collaborative partnerships. Comment: No factual and objective sources of information were provided for the achievement of the indicator.							
8.8. Accepting assigned tasks from superiors and providing voluntary assistance to associates in fulfilling their duties as needed or in urgent cases, as well as providing assistance in achieving critical office priorities. Comment: No factual and objective sources of information were provided for the achievement of the indicator.							
8.9. Initiative at work regarding the avoidance of professional or procedural problems arising from the daily work of prosecutors, cooperation with colleagues and teamwork. Comment: No factual and objective sources of information were provided for the achievement of the indicator.							
8.10. Collaboration with colleagues and teamwork. Comment: Has good cooperation with colleagues (Source: Superior).							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category.							
NO.9	Category (weight of rating categories)	Professional development and other skills, including the use of technology					Commission's assessment
							Points: 4
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor or at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-5	1-5	1-5	1-10	1-5	1-10
Indicators							
9.1. Knowledge and skills in other fields (e.g. financial matters, knowledge of foreign languages). Comment: They have not provided factual and objective sources of information.							
9.2. Participation in training and similar activities and providing support for the use of new skills; Comment: No factual and objective sources of information were provided for the achievement of the indicator.							
9.3. Use of the SMIL system and technology. Comment: The prosecutor uses the SMIL at the "Good" level with 77% (Source: DTI).							
9.4. <i>Being open to using new work methods and techniques.</i> Comment: The previous indicator (9.3) reflects the "Good" use of new methods and techniques.							
9.5. Appropriate use of social networks. Comment: No remarks have been noted.							
9.6. Scientific and academic activity and participation in training. Comment: -There are no scientific or academic activities. -During the evaluation period, he participated in the following trainings (Source: PPRU):							
	Participation in at least three (3) training sessions during one year:						Dates
1	<i>Strengthening the capacities of prosecutors Unifying prosecution practices</i>						08.01.2022
2	<i>Taking the statement of the child-victim by the expert - Session I</i>						02- 03.02.2022
3	<i>Amendments to the Juvenile Justice Code</i>						03.03.2022
	<i>Public Procurement Fraud Investigation</i>						29.8- 2.9.2022

	<i>Novelties of the Criminal Procedure Code</i>	08.10.2022
	<i>Seizure and confiscation</i>	20- 21.10.2022
1	<i>Cooperating witnesses</i>	01- 02.02.2023
2	<i>Investigating child trafficking with a focus on children in street situations</i>	04- 06.10.2023
3	<i>Protocol for handling cases of sexual violence</i>	11- 12.05.2023
	<i>Seizure and confiscation</i>	26.05.2023
	<i>Novelties of the Criminal Procedure Code</i>	19- 20.06.2023
	<i>PST Official corruption and criminal offenses against official duty</i>	13.12.2023
1	<i>Specialized Judicial Training Course on International Cooperation on Cybercrime</i>	23- 25.04.2024
2	<i>Cybercrime and Cryptocurrencies</i>	04- 05.06.2024
3	<i>Protection of fundamental rights in Europe</i>	25- 26.06.2024
	<i>Official corruption and criminal offenses against official duty</i>	19- 20.09.2024
#	<i>(Specialized training program "Organized Crime-ses.II")</i>	19.06.2023
#	<i>(Specialized training program "Organized Crime-ses.I")</i>	21- 22.02.2023

9.7. Participation in training in the field of ethics and integrity. Comment:

During the evaluation period, he did not participate in training in the field of ethics and integrity.
(Source: KPK).

The Commission's general comment on the implementation of the category:

The prosecutor has achieved the expected standard for this category.

{Regulation No. 01/2020 on training and professional development in the prosecutorial system, in Article 14, paragraph 1, stipulates that prosecutors must participate in at least three (3) training sessions during a calendar year.

The topics of training conducted by prosecutors are measured in relation to the subjects available to the commission during the performance evaluation process. Regarding participation in training on topics under the exclusive competence of the special prosecution, we emphasize that even the best training is a waste of resources if their content is not applied in daily work.

Total number of points accumulated	88 point
The Commission's final assessment	Distinguished ☐ Good ☒ Sufficient ☐ Insufficient ☐
General comments:	

The Commission recommends that the State Prosecutor, in cooperation with his superior, raise the level of performance in achieving the expected standard for the following indicators:

- 2.1. Achieving or exceeding the annual rate,
- 4.2. Prioritizing investigations and handling cases adequately,
- 7.2. Resolve cases appropriately.

Information: Based on Article 34, paragraph 5 of Regulation 05/2020 on the evaluation of the performance of prosecutors, we inform you that within 10 days you have the right to file an objection to this evaluation with the Kosovo Prosecutorial Council.



Republika e Kosovës
Republika Kosova – Republic of Kosovo
Këshilli Prokurorial i Kosovës -Tužilački Savet Kosova – Kosovo Prosecutorial Council

COMMISSION FOR EVALUATING THE PERFORMANCE OF PROSECUTORS
FORM FOR EVALUATION OF PROSECUTORS WITH PERMANENT MANDATE

I. General information:

PROTOCOL NUMBER:	KVPP/683/2025		
Name, surname of the state prosecutor	Anonymized		
Department	Anonymized		
PROSECUTOR	Anonymized		
Job position of the appraiser (except for the position as a prosecutor, e.g. Chief Prosecutor, head of department)			
The two latest performance assessments by the Commission:	The last one	Level: "Good"	80.50 points ¹
	The penultimate	Level: "Very good"	Average grade: 3.85 ²
Evaluation period	From: 01.01.2022 to 31.12.2024.		
Composition of the Evaluation Committee (name, surname and signature)	<i>Name, surname</i>	<i>position</i>	<i>MEMORANDUM</i>
	Veton Shabani	<i>head</i>	
	Alexander Lumezi	<i>member</i>	
	Nazan Shero	<i>member</i>	
Administrative support:	Besim Kusari	<i>Secretary</i>	
Date of evaluation by the Commission:	July 25, 2025		
Prosecutors' evaluation categories			

¹Evaluation according to Regulation No. 05/2020 on the evaluation of the performance of prosecutors.

²Evaluation according to the previous regulation, No. 12/2015 on the evaluation of the performance of prosecutors.

A prosecutor without a management or supervisory role is evaluated for categories: 1 to 9.	☒
The Head of Dep. and the prosecutor with a supervisory role are evaluated for categories: 1 to 10	☐
Head of Dep. & Prosecutor with supervisory role released from cases, for categories: 1, 5, 7, 8, 9, 10, 11	☐
The Chief Prosecutor is evaluated for categories: 1, 3, 5, 6, 7, 8, 9, 10	☐

No.1	Category (weight of rating categories)	Ethics and integrity					Commission's assessment
							Points: 9
		Prosecutor in BP and SPRK	Prosecuto r in APPEAL	Prosec utor at the OPCSH	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-10	1-10	1-10	1-10	1-10	1-10

Indicators

1.1. Disciplinary measures; Comment:

There are no disciplinary measures or open cases (Source: Disciplinary Panels Unit, on, 07.04.2025).

1.2. Compliance with the Code of Ethics; Comment:

No observations were identified regarding compliance with the Code of Ethics.

1.3. Confirmed behavior that damages the image of the prosecutorial system; Comment:

No confirmed violations have been identified that harm the image of the prosecutorial system.

1.4. Acting in accordance with all office procedures and protocols; Comment:

No remarks have been recorded.

1.5. Participation in outside activities that distract from the work of the prosecution. Comment:

There are no outside activities that would distract him from the work of the prosecution.

1.6. Treats cases and parties fairly and non-discriminatory. Comment:

No remarks were noted regarding the handling of cases and parties.

The Commission's general comment on the implementation of the category:

The prosecutor has achieved the expected standard for this category.

No.2	Category (weight of rating categories)	Productivity					Commission's assessment
							Point:19
		Prosecutor in BP and SPRK	Prosecuto r in APPEAL	Prosec utor at the OCSH	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-20	1-5	1-5	1-5	/	/

Indicators

2.1. Achieving or exceeding the annual norm: Comment:

For the evaluation period, the prosecutor's office results in having an average annual rate of 250%, meaning it has exceeded the average annual rate. This is due to the fact that in 2022 it reached a rate of 326.36%, in 2023 it reached 291.82% and in 2024 it reached 130.91% (Source: PPRU).

2.2. Number of complex cases resolved. Comment:

There are no superior decisions on the recognition of complex cases, in accordance with UAnr.01/2018 on the norm.

2.3. Statistical data, including but not limited to:

2.3.1. Exceeding the number of cases resolved in relation to the number of cases received at work; Comment: It has received and resolved 2457 cases in Appeal and 18 cases in BP Mitrovica (Source:

PPRU).							
2.3.2. Number of indictments dismissed, rejected, acquittals and convictions; Comment: Not applicable.							
2.3.3. Number of appeals against approved and rejected decisions and judgments; Comment: Not applicable.							
2.3.4. Ratio between approved and rejected extraordinary legal remedies; Comment: Not applicable.							
2.4. Number of resolved cases affecting public trust; Comment: There are no such cases.							
2.5. Number of cases resolved in accordance with the policies and priorities of the Council and the OCSP; Comment: Corruption: 1 charge, 5 indictments. Economic crimes: 1 charge (Source PPRU).							
2.6. Number of activities in accordance with the policies of the Council and the OCSP; -Member of the working group on justice reforms, by decision of the Minister of Justice (Source: Decision 122/2023), -Member of the Ad-hoc Supervisory Committee of the KPC, for corruption and economic crimes (Source: KPC). -Member of the ICT/MISS prosecution user working group (Source: Decision KPK.949/2023). -Member of the review committee (Source: Decision KPK/48/2024). -By decision of the Superior, on 19.01.2023, a Deputy Chief Prosecutor of Appeal was appointed (Source: Email of the former Chief Prosecutor of Appeal to the prosecutors of Appeal).							
The Commission's general comment on the implementation of the category: The prosecutor has exceeded the expected standard for this category.							
No. 3	Category (weight of rating categories)	Legal knowledge and reasoning					Commission's assessment
							Points: 9
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor or at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-10	1-20	1-20	1-10	1-10	/
Indicators							
3.1. Proper qualification of the offense in the indictment and other prosecutorial acts. Comment: No observations were identified (Source: Commission).							
3.2. Respect for the European Convention on Human Rights, international conventions and the jurisprudence of the European Court of Human Rights; Comment: No observations have been identified.							
3.3. Seizure and confiscation of property whenever there is a legal basis; Comment: It does not apply to the Appellate Prosecutor's Office. There are no cases of seizure in the Prosecution Office of Mitrovica (Source: <i>Office of the national coordinator for seizure</i>).							
3.4. Articulation and support of allegations, complaints, legal remedies and other relevant documents before the court and others; Comment: No observations identified (Source: Commission).							
3.5. Grounded and appropriate requests for the determination of measures to ensure the presence of the defendant in criminal proceedings; Comment: Does not apply to the Appellate Prosecutor's Office.							
3.6. Submission of legal remedies by referring to the appropriate legal basis; Comment: No observations were recorded (Source: Commission).							
3.7. Interrogation record; Comment: Does not apply to the Appellate Prosecutor's Office.							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category.							
No. 4	Category (weight of	Case management					Commission's assessment

	rating categories)						Points: 8
Prosecutor in BP and SPRK		Prosecutor in APPEAL	Prosecutor at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases	
1-10		1-10	1-5	1-5	/	/	
Indicators							
4.1. Conducting investigations, filing charges, firings or dismissals within deadlines. Comment: It does not apply to the Appellate Prosecutor's Office.							
4.2. Prioritizing investigations and handling cases appropriately; Comment: The Appeals Prosecutor's Office has approved 1 appeal by the party against the prosecutor's decision to dismiss the case. full or repeated criminal report, during the period of engagement in BP Mitrovica (Source: PP.I.59/24).							
4.3. Adequate treatment of the needs of victims and witnesses; Comment: It does not apply to the Appellate Prosecutor's Office.							
4.4. Adequate handling of investigators' requests and other requests; Comment: Each time, the investigators' requests have been handled with care, professionalism and within the shortest possible deadlines (Source: Self-assessment).							
4.5. Filing documents in court on time; Comment: He has submitted the documents to the court on time every time (Source: Superior).							
4.6. Action in compliance with the statute of limitations. Comment: Always in accordance with the statute of limitations (Source: Superior).							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category, except for indicator 4.2.							
No.5	Category (weight of rating categories)	Writing					Commission's assessment
							Points: 14
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-15	1-20	1-20	1-10	1-10	1-10
Indicators							
5.1. Clarity in writing and drafting of acts. Comment: The writings are accurate and understandable (Source: Superior).							
5.2. All conclusions and arguments are properly reasoned and supported; Comment: The proposals given are well-argued and with accurate data (Source: Superior).							
5.3. Preparing substantive materials (e.g. reports, letters, briefs) in a complete, accurate and appropriate manner for the issue at hand, as well as clearly articulating the issue for which action is required; Comment: The prosecutor's letters are substantive, accurate and professionally drafted (Source: Superior).							
5.4. Writing without errors; Comment: Compiles proposals without errors (Source: Superior).							
5.5. Number of legal acts returned for completion by the court; Comment: There were no acts returned by the court for completion (Source: Superior).							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category.							
NO.6	Category (weight of rating categories)	Communication and advocacy					Commission's assessment
							Points: 14
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases

		1-15	1-10	1-10	1-10	1-10	/
Indicators							
6.1. Proper presentation of cases in court; Comment: He presented the proposals in court in a professional manner (Source: Superior).							
6.2. Proper questioning of witnesses in court; Comment: Does not apply to Appellate Prosecution.							
6.3. Presenting appropriate arguments or responses to defense requests or objections; He has always provided professional arguments against defense requests (Source: Superior).							
6.4. Providing clear and accurate answers to questions posed by the court; Comment: He has always provided accurate and professional answers to questions posed by the court (Source: Superior).							
6.5. Self-restraint and display of professional behavior during court hearings and other public professional events; Comment: He has always been self-possessed and has had a professional demeanor during court hearings (Source: Superior).							
6.6. Summarizing the case or closing argument in a convincing and professional manner; Comment: Does not apply to Appellate Prosecution.							
6.7. Preparation and convincing argumentation for determining the appropriate sentence before the court; Comment: Does not apply to Appellate prosecution.							
6.8. Accuracy and professionalism in communicating with the public; Comment: No observations were identified (Source: Commission).							
6.9. Use of appropriate techniques and methods during the questioning of parties, witnesses and experts in the proceedings; Comment: Not applicable in Appellate prosecution.							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category.							
No. 7	Category (weight of rating categories)	Ability to judge and decide					Commission's assessment
							Points: 9
		Prosecutor in BP and SPRK	Prosecutor in APPEAL	Prosecutor at the OCSF	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-10	1-10	1-15	1-10	1-15	1-15
Indicators							
7.1. File indictments in the appropriate cases. Comment: No objections were noted in the indictments filed during the engagement in the Mitrovica Police Station (Commission).							
7.2. Solve cases in the right way; Comment: The Appeals Prosecutor's Office has approved 1 appeal by the party against the prosecutor's decision to dismiss the case. full or repeated criminal report, during the period of engagement in BP Mitrovica (Source: PP.I.59/24).							
7.3. Identifies dilemmas using adequate resources and information; Comment: Identifies dilemmas using comments and consults with colleagues and superior (Source: Superior).							
7.4. Handles confidential or sensitive information appropriately. Comment: Every time and at all times (Source: Superior).							
7.5. Reports information appropriately to superiors and subordinates. Comment: Every time and at all times (Source: Superior).							
7.6. Participation in external activities that contribute to the reputation of the prosecution. Comment: He has participated in the activities of the working group on justice reforms, in the capacity of a member of the group by decision of the Ministry of Justice, to which he has given his contribution (Source:							

Decision of the Ministry of Justice, no. 122/2023 dated 05.05.2023).							
The Commission's general comment on the implementation of the category:							
The prosecutor has achieved the expected standard for this category, except for indicator 7.2.							
No.8	Category (weight of rating categories)	Leadership and teamwork					Commission's assessment
							Points: 4
		Prosecutor in BP and SPRK	Prosecuto r in APPEAL	Prosecut or at the OCSP	Department head or prosecutor with supervisory responsibilities	Chief Prosecutor	Department head or prosecutor relieved of cases
		1-5	1-10	1-10	1-10	1-15	1-20
Indicators							
8.1. Willingness to share experiences and knowledge and to help others. Comment: Always ready to share experiences with colleagues (Source: Superior). Every time, and this is also evidenced by the substitutions made every time colleagues need court hearings or questioning of parties due to workload in the hearings (Source: Self-assessment).							
8.2. Ability to work in a team; Comment: Has demonstrated the ability to work in a team: in investigative panels, the working group on justice reforms, and as a member of the Ad-hoc Supervisory Committee on Corruption and Economic Crimes (Source: Superior).							
8.3. Report to investigators; Comment: Correct and professional reports every time (Source: Self-assessment).							
8.4. Relationship with subordinates, including professional associates and legal officers. Comment: The relationship with subordinates and professional associates is correct and professional (Source: Superior).							
8.5. Effective coordination between team members by assigning tasks based on skills or interest and providing appropriate support to achieve quality work. Comment: As a member of the Ad-hoc Supervisory Committee, he has carried out effective coordination with other members of the committee in order to achieve quality work and reporting to the KPC (Source: KPC Reports).							
8.6. Responding positively to constructive criticism from superiors, colleagues, and stakeholders, incorporating their comments and advice into the work, where appropriate. Comment: Always ready to accept and use them to improve work (Source: Superior).							
8.7. Creating and maintaining collaborative partnerships. Comment: It has established a cooperative partnership with members of the working group on justice reform (Source: Superior).							
8.8. Accepting assigned tasks from superiors and providing voluntary assistance to associates in fulfilling their duties as needed or in urgent cases, as well as providing assistance in achieving critical office priorities. Comment: By decision of the Superior, on 19.01.2023, a Deputy Chief Prosecutor of Appellate prosecution was appointed (Source: Self-assessment).							
8.9. Initiative at work regarding the avoidance of professional or procedural problems arising from the daily work of prosecutors, cooperation with colleagues and teamwork. Comment: No factual and objective sources of information were provided for the initiative.							
8.10. Collaboration with colleagues and teamwork. Comment: Very good (Source: Superior).							
The Commission's general comment on the implementation of the category:							
The prosecutor has achieved the expected standard for this category.							
NO.9	Category (weight of rating categories)	Professional development and other skills, including the use of technology					Commission's assessment
							Points: 4
		Prosecutor	Prosecuto	Prosecut	Department head or	Chief	Department head or prosecutor

		in BP and SPRK	r in APPEAL	or at the OCSP	prosecutor with supervisory responsibilities	Prosecutor	relieved of cases
		1-5	1-5	1-5	1-10	1-5	1-10
Indicators							
9.1. Knowledge and skills in other fields (e.g. financial matters, knowledge of foreign languages). Comment: He has an average knowledge of Serbian, while his knowledge of English is at a basic level (Source: Superior).							
9.2. Participation in training and similar activities and providing support for the use of new skills, Comment: In his capacity as a member of the Ad-Hoc Supervisory Commission for Corruption and Economic Crimes, he has provided professional support to the prosecutors of the Profiled Unit in BP Pristina (Source: KPC).							
9.3. Use of the CMIS system and technology. Comment: The prosecutor uses CMIS at the “Distinguished” level with 100% (Source: DIT).							
9.4. Being open to using new work methods and techniques. Comment: The previous indicator (9.3) reflects the “Distinguished” use of new methods and techniques.							
9.5. Appropriate use of social networks. Comment: No remarks have been recorded.							
9.6. Scientific and academic activity and participation in training. Comment: -There are no scientific or academic activities. -During the evaluation period, the following trainings were attended (Source: KPC):							
	Participation in at least three (3) training sessions during one year:						Dates
1	Specialized training program Official corruption and criminal offenses against official duty						14.06.2022
2	Seizure and confiscation						20- 21.10.2022
3	Specialized training program Cybercrime and cryptocurrencies						13- 15.09.2022
	Roundtable Freedom of Expression and Media Freedom						19- 20.05.2022
	("Specialized Training Program Organized Crime, ses.II")						07.06.2022
	("Specialized Training Program Organized Crime III")						16- 17.05.2023
1	Specialized training program Official corruption and criminal offenses against official duty						04- 06.04.2023
2	Crypto assets and their use for money laundering						03- 04.10.2023
3	Improving the efficiency of courts based on CEPEJ performance instruments and indicators using CMIL statistical reports and tables						26- 27.10.2023
1	Management of prosecution offices						23.01.2024
2	Protected witnesses, plea agreements and cooperating witnesses						01.02.2024
3							2024
9.7. Participation in training in the field of ethics and integrity. Comment: During the evaluation period, he did not participate in training in the field of ethics/integrity (Source: PPRU).							
The Commission's general comment on the implementation of the category: The prosecutor has achieved the expected standard for this category. {Regulation No. 01/2020 on training and professional development in the prosecutorial system, in							

Article 14, paragraph 1, stipulates that prosecutors must participate in at least three (3) training sessions during a calendar year. The topics of training conducted by prosecutors are measured in relation to the subjects available to the commission during the performance evaluation process. Regarding participation in training on topics under the exclusive competence of the special prosecution office (#), we emphasize that even the best training is a waste of resources if their content is not applied in daily work.	
Total number of points accumulated	point 90
The Commission's final assessment	Distinguished ☐
	Good ☒
	Sufficient ☐
	Insufficient ☐
General comments: The Commission recommends that the State Prosecutor, in cooperation with his superior, raise the level of performance in achieving the expected standard for the following indicators: 4.2. Prioritizing investigations and handling cases adequately, 7.2. Resolve cases appropriately, 9.6. Scientific and academic activity and participation in training.	

Information: Based on Article 34, paragraph 5 of Regulation 05/2020 on the evaluation of the performance of prosecutors, we inform you that within 10 days you have the right to file an objection to this evaluation with the Kosovo Prosecutorial Council.

Annexes:

2. Fiche to be used for each step:

The step under review	Reinforcing the monitoring and reporting mechanism to ensure the full and effective use of the Case Management Information System (CMIS), based on accountability and linked to disciplinary measures
Baseline	The current monitoring mechanisms at the KJC – working group to monitor the use of the Electronic Case Management System (CMIS) and data quality (2023)
Deadline of the step	December 2024
Actual results	The Case Management Information System (CMIS) has been developed in all types of cases in the courts (minor offence, criminal, civil, administrative, commercial, etc.), and it has been implemented all judicial instances and prosecutors office. The CMIS project began in January 2014 and is being implemented in phases: • Preparatory Phase of the CMIS Project, January 1, 2014 – June 30, 2015; • Main Phase of the CMIS Project, July 1, 2015 – December 31, 2018, • Consolidation Phase of the CMIS Project, January 1, 2019 – May 31, 2022; and • Transition Phase of the CMIS Project, June 1, 2022 – May 31, 2025. The main objective of the Case Management Information System Project is for this system to create the foundation for a more efficient, transparent and accountable judiciary through the introduction of Information and Communication Technology (ICT) in the judicial and prosecutorial system of the Republic of Kosovo so that CMIS will enable: • Transformation of courts and prosecutors' offices into e-courts and e-prosecutions, • Proactive management of courts/prosecutors' offices based on real-time statistical data and accurate reports, • Providing online services to citizens via the web portal. Achievements to date in the CMIS development and implementation in courts and prosecutors' offices As a result of the CMIS's use in the courts, the evaluation of the work performance of the courts and the judges is done solely using the statistical data generated by the CMIS. One of the main functions developed in the CMIS for courts and prosecutors' offices is the automatic case distribution to judges and prosecutors, which is carried out based on criteria previously approved by the KJC and the KPC and has significantly increased efficiency and transparency. The main CMIS functions in courts and prosecutors' offices: • Case Intake and Registration. • Automated Case Assignment – Allocation, reassignment, and panel member selection for judges and prosecutors. • Case Review. • Judge's Calendar. • Hearing Management – Scheduling, postponing, and cancelling court hearings. • Minutes Recording. • Case Merging and Splitting. • Templates – Standardised templates for case files to ensure consistency. • Decisions and Judgments. • Summons Distribution.

	• Finality. • Execution. • Archiving. • Electronic Case Registers. • Statistical Reports – incorporating all CEPEJ indicators to evaluate the efficiency of courts and judges' performance. CMIS interoperability with other systems: • The CMIS in the court is interconnected with the CMIS in the Prosecutors' office. All case data and files are transferred electronically from the prosecutors' office to the court and vice versa. • The CMIS is interconnected with the Civil Registry System. All parties' details in the CMIS are obtained in real-time from the civil registry system. • The CMIS is interconnected with the Business Registry System. All the data of the businesses that are parties in proceedings are obtained from the business registry in real-time. • In the prosecutors' office, the CMIS is interconnected with the Kosovo Police system. The interconnection of the CMIS with the www.gjyqesori-rks.org portal The CMIS is connected with the KJC's www.gjyqesori-rks.org portal, in which the courts' work data are published, such as: • Publication of the court hearing schedule, which shows real-time data on the schedule of court hearings held in courts throughout the country. • This portal also contains the developed tool "Case Tracking Mechanism", in which parties can track their case in court, the actions taken, and the status of the case they have in court. • The Open data platform shows data and statistical reports on casework. The CMIS is being used in all Kosovo courts and prosecutors' offices. All cases admitted by the court and the prosecution are registered in the CMIS and are further processed via CMIS. For the use of the CMIS in the court, the KJC has approved Regulation No. 11/02023¹ and Decision KJC No. 52/2018², while the KPC has approved Regulation No. 03/2021³. With the approval of these regulations, the use of the CMIS is mandatory, and its non-use in the court constitutes grounds for initiating disciplinary measure⁴ In prosecution offices, based on Decision KPC/No. 205/2018, the non-use of CMIS constitutes grounds for initiation of disciplinary procedures⁵ The use of the CMIS has been included as a specific criterion for evaluating the judges' and prosecutors' performance, which means that during their regular evaluation (every three years), among other criteria, they are specifically evaluated and assessed whether and how they use the CMIS. The commissions for evaluating the performance of prosecutors and judges also have access to the CMIS data and all the cases they select for revision, which means that the prosecutors and judges are evaluated if they have entered all the data into the CMIS. If the results are not as expected, the overall performance evaluation is reduced, representing the link between the CMIS use and accountability⁶. Performance Evaluation of Judges Using Data from CMIS: To increase the level of system usage and ensure that CMIS is used for case-related actions, the KJC uses only statistical data generated by CMIS when evaluating judges' performance. Since 2021, the
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¹ KJC Regulation No. 11/2023 on the use of the case information management system

² Decision KJC No. 52/2018 on the use of CMIS

³ Regulation No. 03 - 2021 for Case Management through the Electronic System (CMIS) in the prosecutorial system

⁴ KJC Regulation No. 25/2024 on amending and supplementing Regulation No. 11/2023 on the use of the case management information system

⁵ Decision KPC/No. 205/2018

⁶ Regulation on Prosecutors' performance evaluation

KJC has relied exclusively on CMIS data for the performance evaluation of judges. The criteria and data used for performance evaluation are defined in the Guideline on the Evaluation of Judges' Performance, which was approved by the KJC on 05.05.2021, Ref: 01/269.

According to the instruction, the indicators used to evaluate the performance of judges with CMISCMIS data as well as the corresponding points out of the total of 100 evaluation points are defined in the instruction in the relevant points:

- 1.1. Efficient case management (0-5 points)
- 1.2. Efficiency of resolving old cases under review (0-5 points)
- 1.3. Rate of completed cases (efficiency) in relation to cases received (0-5 points)
- 1.4. Making, drafting and submitting decisions within deadlines (0-5 points)
- 1.5. Respect for the guiding norm (0-7 points)
- 1.7. Willingness to resolve complex cases (0-4 points)
- 1.8. Ratio between meritorious decisions and procedural decisions (out of total decisions) (0-7 points)
- 1.9. Use of CMISCMIS (0-1 point)
 - 1.9.1 If the judge uses the CMISCMIS program in full (1 point)
 - 1.9.2 If the judge uses the CMISCMIS program partially (0.5 point)
 - 1.9.3 If the judge does not use the CMISCMIS program at all (0 point)

Note: The assessment at this point is made based on the level of data available in the CMIS that is needed to evaluate the judge's performance (data presented in: 1.1, 1.2, 1.3, 1.4, 1.5, 1.7, 1.8, 1.9, 2.1, 2.2, 5.1 and 5.2). In this case, the commission gives the relevant points depending on the data available in the CMIS. The categorization is done in this way; if the data is complete, one (1) point is given. If the data is partial, 0.5 points are given and if a large number of data is missing, then zero points are given.

- 2.1. Number of decisions returned to the procedure according to the means of attack, due to procedural violations (0-7 points)
- 2.2. Number of decisions overturned in the procedure according to the means of attack, due to incorrect or incomplete verification of the factual situation (0-7 points)

In the performance evaluation, various indicators are also taken into account, such as; the quality of decisions, the reasoning of decisions, etc., and in this case, for the purposes of the evaluation, documents are required that are obtained from the CMIS. The points of instruction for which the various judgments or decisions are obtained from the CMIS, as well as the scoring scale out of the possible total of 100 points of the instruction, are as follows:

- 5.1. Quality and reasoning of the decision (0-14 points)
- 5.2. Analytical ability of the judge (0-5 points)

For the purposes of this report, we are sharing the KJC's guideline for the evaluation of judges' performance⁷, as well as four (4) anonymized reports of the KJC evaluation commission on the evaluation of judges' performance (Judge 1⁸, Judge 2⁹, Judge 3¹⁰, and Judge 4¹¹).

⁷ KJC's guideline for the evaluation of judges' performance

⁸ Report Judge 1, KJC evaluation commission on the evaluation of judges' performance

⁹ Report Judge 2, KJC evaluation commission on the evaluation of judges' performance

¹⁰ Report Judge 3, KJC evaluation commission on the evaluation of judges' performance

¹¹ Report Judge 4, KJC evaluation commission on the evaluation of judges' performance

In terms of strengthening the use of the system, the KJC has taken the initiative to issue a new regulation on the performance evaluation of judges. In this process, the recommendations of the EU Progress Report for Kosovo 2025, as well as the EULEX Monitoring Report of October 2025, are being taken into consideration. By addressing the recommendations of these monitoring reports, the KJC aims to increase the level of use of the CMIS by all court users and improve the quality and reliability of the data in the system.

Performance Evaluation of Prosecutors Using Data From CMIS

The performance of prosecutors is assessed across nine criteria, each of which carries a specific weight in the overall evaluation, as outlined below:

- 1.1. Ethics and integrity – 10 points
- 1.2. Productivity – 20 points
- 1.3. Legal knowledge and reasoning – 10 points
- 1.4. Case management – 10 points
- 1.5. Writing – 15 points
- 1.6. Communication and advocacy – 15 points
- 1.7. Ability to judge and decide – 10 points
- 1.8. Leadership and teamwork – 5 points
- 1.9. Professional development and other skills, including the use of technology – 5 points

In category 1.9 is the subcategory 1.9.3 “Use of CMIS and technology”

The evaluation for this component for prosecutors is carried out by the Committee for Performance Evaluation of Prosecutors based on an evaluation form of the Information Technology Department, which applies the standard format of the evaluation template, analysing the level of use of the system, access, records and functional indicators of work on the platform.¹²

The results of CMIS usage are integrated into the general performance evaluation form and assessed alongside other components to determine the prosecutor’s final performance grade (Indicator 9.3).¹³ This ensures a standardized and objective evaluation, making effective CMIS use an integral part of annual performance results.

CMIS Development and Enhancement for Courts in 2024

The main activities related to the CMIS enhancement are:

- The primary enhancement achieved is the automated case distribution in the Commercial Court. For this purpose, the KJC, on January 15, 2024, approved the criteria for the automated case distribution via CMIS for the Commercial Court. After approval, development, testing and implementation in the court were carried out since April 1, 2024. With the implementation of the automatic case distribution via CMIS in the Commercial Court it has been completed the CMIS Automated Case Distribution in the entire Kosovo judiciary; in the three judicial instances for all case types, the automated assignment of individual judges and the establishment of panels is done via CMIS.
- Enhance interoperability with the prosecution to eliminate the prosecution's incorrect sending of data and documents. For this purpose, a function has been developed in the CMIS that allows the court clerk to return the case to the prosecutor's office via the CMIS if the case contains errors for the parties in the proceedings where important case documents are missing. This function has been developed and used and has had a positive impact.
- The enhancement of splitting the case function was implemented to simplify this function by

¹² Evaluation form of the Information Technology Department

¹³ Three forms of Prosecutors’ performance evaluation by the Committee

	making it easier for system users to use. After analysing the business process, the case-splitting task was redesigned and developed and is now in use. After being put into operation, we received an outstanding evaluation from end users for this function's enhancement. • <u>Updating training manuals for the CMIS use.</u> As part of the activities to increase the use of CMIS and the data quality in the CMIS, the ICT Dept. updated nine (9) system user manuals in 2024: ○ Manual No. 1: Case Admission and Registration ○ Manual No. 2: Decision-Making and Hearing Scheduling ○ Manual No. 3: Merging and Splitting of Cases, Jurisdictional Conflicts ○ Manual No. 5: Admission, Registration, and Transfer of Appeals via Interoperability ○ Manual No. 6: Returning Incorrectly Sent Tasks via Interoperability ○ Manual No. 7: Case Splitting in Criminal and Civil Proceedings ○ Manual No. 8: Post-Execution Procedures in the Court of Appeal ○ Manual No. 9: Sentence Execution Procedures Activities of the CMIS User Working Group (UWG) After establishing the CMIS Users Working Group¹⁴ (UWG) (decision attached) for the courts, two UWG meetings were organised. In the first UWG meeting held, since it was the new composition of the UWG, the meeting had only two items on the agenda: Informing the UWG members about the role and responsibilities of the User Working Group and the Presentation of the ICT/CMIS Project (Transition Phase) in order to familiarise the UWG members with the CMIS project. The second UWG meeting was held to assess the need to improve the system and identify and prioritise new functions for the CMIS enhancement in the coming period. As part of the references below, we have attached a link¹⁵ which is published on the year 2020 through which you can see the use of the CMIS system in the courts of Kosovo. CMISCMIS User Trainings in Courts – 2025 Within its training plan for 2025, the KJC has conducted trainings on how to use CMIS with the aim to further raise awareness on cybersecurity. A total of 580 CMIS users were trained (450 legal officers and 130 court clerks) during September and October 2025. All training participants were issued certificates as proof of their participation and their qualification to use the system. Cybersecurity Awareness Trainings for Court Staff – 2025 To increase cybersecurity awareness, the Information Technology Department organized and conducted trainings for 320 employees. The aim of these trainings was to enhance the security and reliability of data in the CMIS and other judicial systems by raising the awareness of court staff regarding the proper use of ICT equipment and systems, as well as the challenges in the field of cybersecurity. Supply of Computers for Courts in 2025 In order to create better working conditions and support the use of CMISCMIS, the KJC, during 2025, has purchased and supplied the courts with 550 new computers. Additionally, the Kosovo Judicial Council, Commission¹⁶, Judicial Inspection Unit within the Council, CMIS Users Working Group has undertaken a series of activities with the aim of improving the quality of data and use of CMIS¹⁷
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¹⁴ Decision KJC.no.159/2024 regarding the establishment of CMIS users working group

¹⁵ KJC <https://www.youtube.com/watch?v=HvAiVnImDxM>

¹⁶ SKJC Decision Ref: DS-177/2024, dated 29.03.2024, Commission for the Control and Monitoring of Data and accuracy of Judicial Cases in the Electronic System for the Management of Cases with Physical Cases in Courts

Enhancement and development of the CMIS for the prosecutors' office during 2024

The Kosovo Prosecutorial Council has continuously enhanced the CMIS, intending to digitise the work process in the prosecution fully, bringing greater work efficiency and transparency. Therefore, during this period, the system has been enhanced in several processes, starting from document registration, filters, administration of users, parties, roles, sending cases, transferring tasks, etc.

Two procedures have been prepared: standard operating procedure for electronic data exchange between the prosecution and customs¹⁸, standard operating procedures for deleting (improving) records in the case information management system¹⁹ and the CMIS user manual according to the enhancements made.

With the aim of advancing and improving the quality of data in CMIS, the Kosovo Prosecutorial Council, through the Commission for the Administration of Prosecution Offices, has established two working groups:

- The CMIS Users Working Group, consisting of Chief Prosecutors and Prosecutors²⁰
- The Working Group for Monitoring the Implementation of CMIS²¹.

The KPC has prepared and approved the roles and responsibilities of the working groups, and they report on their work to the aforementioned commission.

Within the framework of the CMIS Working Groups' activities, all Basic Prosecutors' Offices, the Special Prosecutor's Office, and the Appellate Prosecutor's Office were initially visited. The following activities were carried out:

- A workshop was organised with all the Administrators of the Prosecutors' Offices, on which a report was prepared regarding the Implementation of the CMIS, the identified challenges, the data quality and statistical reports in the CMIS with recommendations for each prosecutors' office on the actions that should be taken, including the deadlines²².
- A questionnaire was carried out in the Basic Prosecutors' Office of Pristina and Prizren. The staff respondents were initially selected and notified, and the CMIS working group was notified. One hundred five (105) staff members, including the Prosecutors, legal officers, and clerks, filled out the questionnaire. The purpose of the questionnaire was to enhance the CMIS according to the end users' requirements and to see how the CMIS implementation has helped to increase work efficiency²³
- A revision of CMIS templates is being carried out jointly with the CEPEJ Project.

In cooperation with CEPEJ experts, the following statistical reports have been prepared and developed in CMIS²⁴:

- Case Progress Report by Prosecutor and Department
- Report on Parties by Claimant for Criminal Offences
- Report Categorised by Criminal Offences
- Report on Characteristic Offences
- Report on Case Resolution Rate and Efficiency.

¹⁷ Report on activities of Judicial Council of Kosovo, Judicial Inspection Unit within the Council, CMIS Users Working Group related to Enhancing data quality within the CMIS to strengthen monitoring and reporting mechanisms, to ensure the full and effective use of the Case Management Information System (CMIS)

¹⁸ Standard operating procedure for electronic data exchange between the prosecution and customs

¹⁹ Standard operating procedures for deleting (improving) records in the case information management system

²⁰ Decision KPC/No. 949/2023

²¹ Decision for establishment of working group for monitoring the implementation of CMIS” and “Duties of the working group

²² Summary of reports of working groups

²³ Questionnaire in BPO Pristina

²⁴ New types of statistical reports

	Additionally, 12 new reports have been developed for the Prosecutors' Performance Evaluation Commission, which the CMIS can generate to evaluate the prosecutors' performance²⁵. In all Prosecution Offices of the Republic of Kosovo, practical ways of generating statistical reports in the Case Management Information System (CMIS) were presented, with a focus on monitoring and evaluating performance at the individual and institutional level. It was demonstrated that the statistical reports of the platform provide accurate, updated and accessible data in real time. The Presentation was attended by Chief Prosecutors and Prosecutors, ensuring direct involvement of the management and operational levels. In addition, participants were given access to the statistical reports dashboard, enabling them to generate reports and use them for internal analysis, workload monitoring and performance reporting.²⁶ As a part of cooperation with other countries, in 2024, two study visits were carried out by representatives of the General Prosecutor's Office of Albania and representatives of North Macedonia to see the business processes management via CMIS the work process through the CMISCMIS so that these two countries can develop and apply a similar system in their respective institutions. Advancement and maintenance of the Case Management Information System (CMIS) The contract for the advancement and maintenance of the Case Management Information System (CMIS) for courts and prosecutors was signed on November 27, 2025, while its implementation officially began on December 8, 2025 which is published in <i>e-prokurimi</i>. The contract includes two main components: 1. technical and functional maintenance of the system, and 2. advancement/development of new modules and improvement of existing functionalities. Within the framework of this contract, it is envisaged to implement advancements of the CMIS based on the analyses and recommendations previously prepared by the Working Group for the use of the CMIS. The analyses conducted have identified areas where the system requires optimization, addition of functionalities and modernization of work processes, in order to increase efficiency, unify case management practices and improve access to data. Activities undertaken to advance and monitor the implementation of the CMIS by the prosecutorial system during the reporting period, June 2026. The electronic system CMIS is being implemented in all prosecution offices of the Republic of Kosovo, including electronic data exchange with the Kosovo Police and the courts. As a result, all cases and dossiers received by the prosecution are registered and processed through the CMIS
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²⁵ New types of statistical reports

²⁶ Links of public releases of the presentations in prosecution offices of tools for statistical reports from CMIS:

(<https://pthprishtine.prokuroria-rks.org/artikulli/2449>
<https://pthprizren.prokuroria-rks.org/artikulli/2478>
<https://pthferizaj.prokuroria-rks.org/artikulli/2514>
<https://pthpeje.prokuroria-rks.org/artikulli/2532>
<https://pthmitrovice.prokuroria-rks.org/artikulli/2559>
<https://pthgjilan.prokuroria-rks.org/artikulli/2573>
<https://pthgjakove.prokuroria-rks.org/artikulli/2582>)

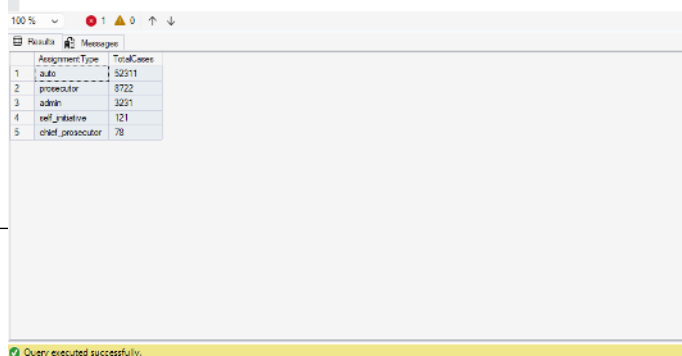
system.

According to the system data, for the period from January 1, 2025 to June 9, 2026, a total of 64,463 cases were registered in the system. This number includes all categories of records at the prosecutorial system level, including the Office of the Chief State Prosecutor, the Appellate Prosecutor's Office, the Special Prosecutor's Office and all Basic Prosecutor's Offices.

Also, the mechanism of automatic distribution of cases through the CMIS system is being implemented in all prosecution offices. Out of a total of 64,463 cases registered during the reporting period, their distribution was carried out as follows:

Assignment Type	Description	Total Cases
automatic	Automatically assigned	52311
prosecutor	Custody	8722
admin	Reallocation of cases from the SKPK, removal, transfer, promotion of the prosecutor, proportional division	3231
self_initiative	Cases Initiated by the Prosecutor Ex Officio	121
chief_prosecutor	Allocated by chief prosecutors	78
	Total 2025-01-01 - 2026-06-09 09:20	64463

Presented by the CMIS database



AssignmentType	TotalCases
1 auto	52311
2 prosecutor	8722
3 admin	3231
4 self_initiative	121
5 chief_prosecutor	78

Query executed successfully.

	The Kosovo Prosecutorial Council (KPC), in order to monitor the implementation of Regulation No. 03/2021 on Case Management through the SMIL Electronic System, has issued Decision No. 200/2026, dated April 14, 2026, on the establishment of a working group to monitor the implementation of this regulation.²⁷ Within the framework of its mandate, the working group initially drafted a questionnaire to assess the applicability of the regulation and then carried out visits to all Basic Prosecution Offices, the Special Prosecution Office of the Republic of Kosovo, the Appellate Prosecution Office and the Office of the Chief State Prosecutor (Footnote – Links to press releases).²⁸ After completing the visits and analysing the collected data, the working group prepared a report on the implementation of Regulation No. 03/2021, identifying challenges in implementation and recommending its amendment. The report was presented in the KPC meeting of June 15th 2026 and approved with the decision KPC/No.342/2026.²⁹³⁰ In continuation of this process, the Kosovo Prosecutorial Council, with Decision No. 288/2026 dated May 18, 2026, has established a working group for the drafting of the Draft Regulation on supplementing and amending Regulation No. 03/2021 on Case Management through the Electronic System CMIS³¹. The first draft has already been prepared and is published for public consultation in
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²⁷ Decision of KPC No. 200/2026 for establishing a working group for monitoring the implementation of Regulation on CMIS

²⁸ Links to press releases of the visits:

<https://kpk.prokuroria-rks.org/artikulli/13730> BPO Prizren
<https://kpk.prokuroria-rks.org/artikulli/13725> BPO Gjakova
<https://prokuroria-rks.org/artikulli/13706> BPO Ferizaj
<https://kpk.prokuroria-rks.org/artikulli/13703> BPO Gjilan
<https://prokuroria-rks.org/artikulli/13688> BPO Peja
<https://prokuroria-rks.org/artikulli/13692> BPO Mitrovica
<https://kpk.prokuroria-rks.org/artikulli/13676> BPO Prishtina
<https://kpk.prokuroria-rks.org/artikulli/13672> Special Prosecution Office
<https://kpk.prokuroria-rks.org/artikulli/13666> Appellate Prosecution Office
<https://kpk.prokuroria-rks.org/artikulli/13660> Office of Chief State Prosecutor

²⁹ Decision KPC/No.342/2026 for the approval of The report of the Working group for monitoring the implementation of Regulation on CMIS ([https://prokuroria-rks.org/uploads/2026/06/b9db5ffb-3746-4ffe-b292-a353b309477b_Decision-%20The%20Report%20of%20the%20Working%20Group%20for%20monitoring%20the%20implementation%20of%20Regulation%20No.03.2021%20on%20Case%20Management%20\(CMIS\)%20is%20approved%20-%20No.957.2026.pdf](https://prokuroria-rks.org/uploads/2026/06/b9db5ffb-3746-4ffe-b292-a353b309477b_Decision-%20The%20Report%20of%20the%20Working%20Group%20for%20monitoring%20the%20implementation%20of%20Regulation%20No.03.2021%20on%20Case%20Management%20(CMIS)%20is%20approved%20-%20No.957.2026.pdf))

³⁰ The report of the Working group for monitoring the implementation of Regulation on CMIS (https://prokuroria-rks.org/uploads/2026/07/4074c9c0-57b5-4c11-8f08-6bf83435599b_Summary%20report%20on%20monitoring%20the%20implementation%20of%20Regulation%20No.03.2021%20on%20Case%20Management%20through%20the%20CMIS%20Electronic%20System.pdf)

	the KPC website and among the main changes are the inclusion of a provision regarding disciplinary measures for non-implementation of the CMIS system, as well as the establishment of the Permanent Working Group for CMIS, which will continuously monitor the implementation and functioning of the system in all prosecution offices. Regarding disciplinary measures, until now are no disciplinary procedures initiated against prosecutors regarding the use of CMIS. Also, the working group for advancing the interconnection between the CMIS system and the Kosovo Police has prepared the relevant document with concrete proposals for expanding electronic data exchange and advancing inter-institutional integration processes.³² As part of the activities for the standardization and advancement of documentation generated by the CMIS system, the working group for the analysis and advancement of templates has put into use three new types of templates prepared in cooperation with the CEPEJ project³³, while it is currently working on the finalization of eleven (11) other templates (see link)³⁴, as follows: 1. Decision to dismiss criminal charges; 2. Decision to expand investigations; 3. Decision to suspend investigations; 4. Decision to resume investigations; 5. Decision to discontinue investigations; 6. Decision on the initiation of the preparatory procedure; 7. Decision to discontinue the preparatory procedure; 8. Decision on the suspension of the preparatory procedure; 9. Decision on the extension of the deadline for conducting investigations;
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³¹ KPC Decision No. 288/2026-The Working Group is established to supplement and amend Regulation No.03.2021 on CMIS

³² Link of the press release with Kosovo Police <https://kpk.prokuroria-rks.org/artikulli/13694>

³³ https://ppj-eu.coe.int/en/web/horizontal-facility/home/-/asset_publisher/RGaJpmQVF5yF/content/modernising-kosovo-s-prosecution-system-digital-tools-for-a-stronger-justice?_com_liferay_asset_publisher_web_portlet_AssetPublisherPortlet_INSTANCE_RGaJpmQVF5yF_assetEntryId=301204062&_com_liferay_asset_publisher_web_portlet_AssetPublisherPortlet_INSTANCE_RGaJpmQVF5yF_redirect=https%3A%2F%2Fppj-eu.coe.int%2Fen%2Fweb%2Fhorizontal-facility%2Fhome%3Fp_p_id%3Dcom_liferay_asset_publisher_web_portlet_AssetPublisherPortlet_INSTANCE_RGaJpmQVF5yF%26p_p_lifecycle%3D0%26p_p_state%3Dnormal%26p_p_mode%3Dview%26_com_liferay_asset_publisher_web_portlet_AssetPublisherPortlet_INSTANCE_RGaJpmQVF5yF_cur%3D0%26p_r_p_resetCur%3Dfalse%26_com_liferay_asset_publisher_web_portlet_AssetPublisherPortlet_INSTANCE_RGaJpmQVF5yF_assetEntryId%3D301204062%23p_com_liferay_asset_publisher_web_portlet_AssetPublisherPortlet_INSTANCE_RGaJpmQVF5yF&fbclid=IwY2xjawSTfphleHRuA2FlbQIxMABicmlkETFLbHZ5ODZnV1k5QVFZWZJtc3J0YwZhchBfaWQQMjlyMDM5MTc4ODIwMDg5MgABHkC9ca2D0q5tv_RrrJusjVFNU7qal8U8jaPd9nIQhrD0D8-fVtD2Fc4N9TpB_aem_br-1gAKzFUmOFFk4vifNBw#p_com_liferay_asset_publisher_web_portlet_AssetPublisherPortlet_INSTANCE_RGaJpmQVF5yF

³⁴Link of the press release of working group for establishing new CMIS templates <https://prokuroria-rks.org/artikulli/13801>

10. Decision to dismiss criminal charges due to mediation;
11. Another template in the finalization phase.

The KPC Internal Audit Unit, in accordance with the Annual Audit Plan, has conducted a regularity audit regarding the implementation and functioning of the CMIS system. The selected audit sample was three basic prosecutors' offices; (Prizren, Gjilan and Ferizaj), including the year 2025, up to the time of the audit. As a result, a final audit report was prepared with relevant recommendations and an action plan to address the identified findings.³⁵

Until December 31, 2025, the CMIS Project has financed the engagement of trainers in all Basic Prosecution Offices. However, after the end of the project, the prosecution offices have been left without this support, creating the need to continue providing training services and technical assistance. Given that the CMIS system is in a continuous process of development and advancement, there is a need for continuous support for all users of the system. Also, newly recruited staff, as well as staff promoted to new positions, should be continuously trained on the correct and efficient use of the system. For this reason, based on the approved budget planning, the Kosovo Prosecutorial Council has ensured the engagement of CMIS trainers in all Basic Prosecution Offices and the Appellate Prosecution Office.

Meanwhile, the Committee on Budget, Finance and Administration of Prosecution Offices, by decision dated April 27, 2026, has established a working group for the drafting of unified annual reporting forms for the work of the Chief State Prosecutor, the Chief Prosecutor of the Appellate Prosecution Office, the Chief Prosecutor of the Special Prosecution Office and the chief prosecutors of the Basic Prosecution Offices³⁶. The working group has prepared the first draft of the reporting forms and has organized a workshop with the participation of the chief prosecutors, during which the proposed forms were presented and discussed. Currently, the drafts are in the finalization phase and are expected to be processed for approval soon.³⁷

Activities undertaken to advance and monitor the implementation of the CMIS by the Judicial System, during the reporting period, June 2026.

Strengthening mechanisms to ensure the full use of the Case Management Information System (CMIS) in courts and fostering proactive court management through CMIS:

To increase the involvement of court presidents in enhancing the level of CMIS usage within courts and promoting the use of the system's statistical reports for court management purposes, the Kosovo Judicial Council (KJC) has developed a reporting template for court presidents³⁸. This reporting template will be used by court presidents during reporting sessions to the KJC and will include detailed information on actions undertaken by the courts.

According to the reporting template, courts are required to report on activities related to:

- Proactive court management based on CMIS statistical data, including monitoring judges'

³⁵ KPC Internal Audit Report

³⁶ Decision of Committee on Budget, Finance and Administration of Prosecution Offices for establishing the working group for Drafting the unified forms for the annual reporting of Chief prosecutors

³⁷ The link of the press release for the Workshop <https://prokuroria-rks.org/artikulli/13753>

³⁸ CMIS Court President's Report Form

	performance, planning judicial workload, addressing specific categories of cases (e.g., old cases, corruption cases, domestic violence cases, etc.), and planning and allocating administrative staff resources. • Increasing the level of system usage within the court, improving data quality, and ensuring that case-related actions are performed in compliance with the applicable regulations and procedures governing the use of the system. Monitoring and Reporting on the completed and effective utilization of the CMIS³⁹, KJC Internal Auditing Report. Report is performed first half of 2026 in Basic Court Prishtina and its branches. CMIS Development and Enhancement for Courts in 2026 -Q1 2026 •Enhancement and deploy of the CMIS for newly established Administrative Court. The newly established Administrative Court, began with its operation on May 5, 2026. All necessary work is prepared on time. The CMIS is updated to support the work processes for the Administrative Court, including automatic case assignment. The criteria for the automatic case assignment for the Administrative Court are approved in the KJC on March 5, 2026, ref: KGJK.No.156.2026⁴⁰. This KJC decision approves third version⁴¹ of the Automatic Case Assignment, the updated criteria of the automatic case assignment through the CMIS for Kosovo Courts through the Case Management Information System. Since the first working day of the court, the Administrative Court is using CMIS for receiving new cases and performing all actions with the case. Development of the Specific Statistical ReportsDuring the second quarter of 2026, the KJC identified the need to develop several specialized statistical reports within the CMIS to enhance reporting capabilities and support more comprehensive case data analysis. The report specifications were designed to address specific reporting requirements and ensure the accurate extraction and presentation of relevant case-related information. As a result, a series of specialized reports was developed, covering key case categories, including domestic violence, corruption, organized crime, human trafficking, mediation cases, cases involving juvenile victims, and cases in which the victim is female. Following successful testing, the KJC will organize training sessions for court presidents, court administrators, and other managerial staff to ensure the effective use and interpretation of the new reports. This initiative aims to strengthen the capacity of both the courts and the KJC to monitor caseloads and performance in these priority case categories, while enhancing reporting, analysis, and decision-making capabilities through timely and reliable statistical information. CMIS Enhancements needs Assessment - The CMIS project incorporates user involvement at every stage of its development, from defining functional requirements to training and implementation. This inclusive approach ensures that the
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³⁹ Monitoring and Reporting on the completed and effective utilization of the CMIS, KJC Auditing Report

⁴⁰ KJC decision Criteria for Automatic Case Assignment for Administrative Court through the CMIS

⁴¹ Version 3, Criteria for Automatic Case Assignment through the use of the CMIS for Courts of the Republic of Kosovo

	CMIS is built to meet the actual needs of its users. To support this process, the UWG has initiated the collection of user feedback through structured questionnaires. These surveys have been designed to gather suggestions and proposals from all CMIS users, regardless of their role within the court. From 7 to 14 March, the questionnaires were distributed to all courts. The number of users to whom the questionnaire was sent is 1250. The number of completed questionnaires is 491. The report of this process ‘CMIS Enhancement Needs Assessment Report’⁴² is approved in the UWG meet on April, 17, 2025. Until May 2026, from report are implemented 17 activities out 56 identified. In first half of 2026, 77 newly recruited staff in the courts in the period January – June 2026 is trained on use of the CMIS by internal court CMIS trainers. Improving Support for CMIS End Users -To enhance first-level support for CMIS end users in the courts, the ICT Department of the KJC Secretariat has defined a set of daily tasks for court ICT staff. This initiative aims to improve the methodology for supporting end users by introducing proactive activities and routine tasks that help prevent technical incidents, rather than relying solely on reactive support after incidents occur. The improvement of ICT support processes is based on IT Service Management (ITSM) best practices, including the ITIL framework and the ISO/IEC 20000 standard. By implementing these practices, the KJC seeks to strengthen service quality, increase system reliability, and improve user satisfaction. To support this initiative, the ICT Department of the KJC Secretariat prepared a dedicated document entitled “Checklist of Daily Tasks”⁴³, which outlines the responsibilities and routine activities to be performed by court ICT staff. During a workshop held on 4–5 June 2026, ICT staff from the courts received training on the implementation of the checklist and the proper execution of the defined tasks. Cybersecurity Awareness Trainings for Court Staff – 2025 -To increase cybersecurity awareness, the Information Technology Department organized and conducted trainings for 320 employees. The aim of these trainings was to enhance the security and reliability of data in the CMIS and other judicial systems by raising the awareness of court staff regarding the proper use of ICT equipment and systems, as well as the challenges in the field of cybersecurity.
Evidence provided	1. KJC Regulation No. 11/2023 on the use of the case information management system 2. Decision KJC No. 52/2018 on the use of CMIS 3. Regulation No. 03/2021 for Case Management through the Electronic System (CMIS) in the prosecutorial system 4. KJC Regulation No. 25/2024 on amending the Regulation No. 11/2023 on the use of the case management information system 5. Decision KPC/No. 205/2018 6. Regulation on Prosecutors’ performance evaluation 7. KJC https://www.youtube.com/watch?v=HvAiVn1mDxM; 8. SKJC Decision Ref: DS-177/2024, dated 29.03.2024, Commission for the Control and Monitoring

⁴² CMIS Enhancement Needs Assessment Report

⁴³ Check List Daily Tasks of ICT Staff in the court

	of Data and accuracy of Judicial Cases in the Electronic System for the Management of Cases with Physical Cases in Courts 9. Report on activities of Kosovo Judicial Council, Judicial Inspection Unit within the Council, CMIS Users Working Group related to Enhancing data quality within the CMIS to strengthen monitoring and reporting mechanisms, to ensure the full and effective use of the Case Management Information System (CMIS) 10. Standard operating procedure for electronic data exchange between the prosecution and customs 11. Standard operating procedures for deleting (improving) records in the case information management system 12. Decision KPC/No. 949/2023 13. Decision for establishment of working group for monitoring the implementation of CMIS and Duties of the working group 14. Summary of reports of working groups 15. Questionnaire in BPO Pristina and BPO Prizren 16. New types of statistical reports 17. New types of statistical reports 18. New types of statistical reports 19. KJC Annual Report 2024 20. KPC Annual Report 2024 Newly submitted evidence for the present reporting period: 1. KJC's guideline for the evaluation of judges' performance (please refer to Evidence 1, 1.1, 1.2, and 1.3) 2. Evidence 2. Report Judge 1, KJC evaluation commission on the evaluation of judges' performance 3. Evidence 3 Report Judge 2, KJC evaluation commission on the evaluation of judges' performance 4. Evidence 4 Report Judge 3, KJC evaluation commission on the evaluation of judges' performance 5. Evidence 5 Report Judge 4, KJC evaluation commission on the evaluation of judges' performance 6. Evidence 6 Evaluation form of the Information Technology Department 7. Three forms of Prosecutors' performance evaluation by the Committee Decision KJC/No. 159/2024 regarding the establishment of CMIS users working group (please refer to Evidence 7, 7.1 and 7.2) 8. Links of public releases of the presentations in prosecution offices of tools for statistical reports from CMIS (in the footnote) Newly submitted evidence for the present reporting period June 2026 1. ²⁷ Decision of KPC No. 200/2026 for establishing a working group for monitoring the implementation of Regulation on CMIS 2. ²⁸ Links to press releases of the visits: https://kpk.prokuroria-rks.org/artikulli/13730 BPO Prizren https://kpk.prokuroria-rks.org/artikulli/13725 BPO Gjakova https://prokuroria-rks.org/artikulli/13706 BPO Ferizaj https://kpk.prokuroria-rks.org/artikulli/13703 BPO Gjilan https://prokuroria-rks.org/artikulli/13688 BPO Peja https://prokuroria-rks.org/artikulli/13692 BPO Mitrovica https://kpk.prokuroria-rks.org/artikulli/13676 BPO Prishtina https://kpk.prokuroria-rks.org/artikulli/13672 Special Prosecution Office https://kpk.prokuroria-rks.org/artikulli/13666 Appellate Prosecution Office https://kpk.prokuroria-rks.org/artikulli/13660 Office of Chief State Prosecutor 3. ²⁹ Decision KPC/No.342/2026 for the approval of The report of the Working group for monitoring the implementation of Regulation on CMIS
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([https://prokuroria-rks.org/uploads/2026/06/b9db5ffb-3746-4ffe-b292-a353b309477b_Decision-%20The%20Report%20of%20the%20Working%20Group%20for%20monitoring%20the%20implementation%20of%20Regulation%20No.03.2021%20on%20Case%20Management%20\(CMIS\)%20is%20approved%20-%20No.957.2026.pdf](https://prokuroria-rks.org/uploads/2026/06/b9db5ffb-3746-4ffe-b292-a353b309477b_Decision-%20The%20Report%20of%20the%20Working%20Group%20for%20monitoring%20the%20implementation%20of%20Regulation%20No.03.2021%20on%20Case%20Management%20(CMIS)%20is%20approved%20-%20No.957.2026.pdf))

4. ³⁰ The report of the Working group for monitoring the implementation of Regulation on CMIS (https://prokuroria-rks.org/uploads/2026/07/4074c9c0-57b5-4c11-8f08-6bf83435599b_Summary%20report%20on%20monitoring%20the%20implementation%20of%20Regulation%20No.%2003.2021%20on%20Case%20Management%20through%20the%20CMIS%20Electronic%20System.pdf)
5. ³¹ KPC Decision No. 288/2026--The Working Group is established to supplement and amend Regulation No.03.2021 on CMIS
6. ³² Link of the press release with Kosovo Police
<https://kpk.prokuroria-rks.org/artikulli/13694>
7. ³³https://pjp-eu.coe.int/en/web/horizontal-facility/home/-/asset_publisher/RGaJpmQVF5yF/content/modernising-kosovo-s-prosecution-system-digital-tools-for-a-stronger-justice?_com_liferay_asset_publisher_web_portlet_AssetPublisherPortlet_INSTANCE_RGaJpmQVF5yF_assetEntryId=301204062&_com_liferay_asset_publisher_web_portlet_AssetPublisherPortlet_INSTANCE_RGaJpmQVF5yF_redirect=https%3A%2F%2Fpjp-eu.coe.int%2Fen%2Fweb%2Fhorizontal-facility%2Fhome%3Fp_p_id%3Dcom_liferay_asset_publisher_web_portlet_AssetPublisherPortlet_INSTANCE_RGaJpmQVF5yF%26p_p_lifecycle%3D0%26p_p_state%3Dnormal%26p_p_mode%3Dview%26_com_liferay_asset_publisher_web_portlet_AssetPublisherPortlet_INSTANCE_RGaJpmQVF5yF_cur%3D0%26p_r_p_resetCur%3Dfalse%26_com_liferay_asset_publisher_web_portlet_AssetPublisherPortlet_INSTANCE_RGaJpmQVF5yF_assetEntryId%3D301204062%23p_com_liferay_asset_publisher_web_portlet_AssetPublisherPortlet_INSTANCE_RGaJpmQVF5yF&fbclid=IwY2xjawSTfphleHRuA2FlbQIxMABicmlkETFLbHZ5ODZnV1k5QVFZWWEJtc3J0YwZhcHBfaWQQMjIyMDM5MTc4ODIwMDg5MgABHkC9ca2D0q5tv_RrrJusjVFNU7qal8U8jaPd9nIQhrD0D8-fVtD2Fc4N9TpB_aem_br-1gAKzFUmOFFk4vifNBw#p_com_liferay_asset_publisher_web_portlet_AssetPublisherPortlet_INSTANCE_RGaJpmQVF5yF
8. ³⁴ Link of the press release of working group for establishing new CMIS templates
<https://prokuroria-rks.org/artikulli/13801>
9. ³⁵ KPC Internal Audit Report
10. ³⁶ Decision of Committee on Budget, Finance and Administration of Prosecution Offices for establishing the working group for Drafting the unified forms for the annual reporting of Chief prosecutors
11. ³⁷ The link of the press release for the Workshop
<https://prokuroria-rks.org/artikulli/13753>
12. ³⁸ CMIS Court President's Report Form
13. ³⁹ Monitoring and Reporting on the completed and effective utilization of the CMIS, KJC Auditing Report
14. ⁴⁰ KJC decision Criteria for Automatic Case Assignment for Administrative Court through the CMIS
15. ⁴¹ Version 3, Criteria for Automatic Case Assignment through the use of the CMIS for Courts of the Republic of Kosovo
16. ⁴² CMIS Enhancement Needs Assessment Report

	17. ⁴³ Check List Daily Tasks of ICT Staff in the court 18. List of participants 19. Agenda on workshop on the implementation of CMIS The evidence provided are originally in Albanian and Decisions and reports are signed by the competent officials, the versions in English are officially translated for the purpose of this reporting but are not signed.
Checks performed in the verification of the step and related findings _____	During verification of the step, all evidence has been collected and reviewed (justifying the full achievement of the reform). The evidence has been listed down in the checklist on the conducted verification, and all documents supporting the verification have been properly stored (in order to ensure audit trail). The following checks were conducted: • All necessary documentation, as specified in Annex 1 of RA (which are also attached to this report); • Compliance with the descriptive part of the reform step from the Commission Implementing Decision; • The attached documentation can unequivocally confirm the fulfilment of the reform step; • The attached documentation can unequivocally confirm the period in which the reform step has been fulfilled. No related findings have been identified.
Clear conclusion on the achievement of the step	Based on the reporting and the supporting documents attached, the evidence provided in this fiche relates exclusively to the reviewers' reporting (grace) period. The reform step is considered achieved and fully implemented.



Republika e Kosovës
Republika Kosovo/ Republic of Kosovo
Këshilli Prokurorial i Kosovës/ Tužilački Savet Kosova/Kosovo Prosecutorial
Council
Sekretariati / Sekretarijat / Secretariat

Kosovo Prosecutorial Council

Internal Audit Unit

- FINAL AUDIT REPORT-

"Functioning of the Case Management Information System - CMIS"

Date: 1 / 6 / 2026

Based on the annual plan

Audit No. 2

AUDITED ORGANIZATION:

Department of
Information
Technology, Regional
Prosecutor's Offices.

REGION(S) COVERED:

Kosovo Prosecutorial
Council.

Basic Prosecutor's
Offices: Prizren, Gjilan
and Ferizaj.

PROGRAM/PROJECT/OPERATING SYSTEM:

Operation of the Case
Management
Information System -
CMIS.

AUDIT TYPE:

Of orderliness.

AUDIT DURATION:

Start date: 15/4/2026

Expiration date: 1/6/2026

Director of the Internal Audit Unit:

Beqir Dauti.

Audit Team Leader:

Audit Team Members:

External experts used:

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Table of abbreviations

Abbreviations used	Full name
KPC	Kosovo Prosecutorial Council
CAO	Chief Administrative Officer
IAU	Internal Audit Unit
CUHIA	Central Unit for Harmonization of Internal Audit
LICPF	Law on Internal Control of Public Finances.
DIT	Department of Information Technology
DAGS	Department of Administration and General Services
DBF	

LPFMA	Department of Budget and Finance
SST	Law on Public Financial Management and Accountability
AI	Security Services Tasks
IA	Administrative Instruction
SPRK	Internal Auditor
CMIS	Special Prosecution Office of the Republic of Kosovo. Case Information Management System

EXECUTIVE SUMMARY

The Internal Audit Unit conducts regularity audits as set out in the annual plan. The report summarizes the main issues arising from our audit which was conducted in the Department of Information Technology as well as three regional prosecutors' offices which deal with the functioning of the case management information system - CMIS, for the year 2025 until the time of the start of the audit.

The objectives set for this audit are in line with the assessment of risks associated with the procedures for the overall functioning of the electronic system - CMIS.

Our mission is to contribute to sound financial management in the Kosovo Prosecutorial Council Institution. We continue to conduct quality audits in accordance with recognized

public sector auditing standards and good practices, building credibility in the spending of public funds.

Reports issued by the IAU directly promote accountability, as they provide a basis for holding the organization to account. Our approach included the tests and procedures we considered necessary to reach an opinion on; the functionality and practical use of the CMIS system in the prosecution, the accuracy and completeness of the data recorded in the system, controls over access and security of the system, whether the use of the system is carried out in accordance with the procedures and acts in force, the risks that affect the effective functioning of the system, etc.. This includes the tests and procedures that we considered necessary to provide a reasonable conclusion. Within the framework of this report, I have provided the opinion and recommendations related to; the implementation of the law, regulations and administrative instructions, the development of procedures for the management and expenditure of cash, the use of the CMIS system in the three prosecutors selected in the sample, the management of users and privileges in the system, the registration and processing of cases, the control of electronic evidence, the functioning of the main modules of the system, reporting and monitoring procedures, etc.

DIT had drafted the general training plan for the staff who were in charge of using the electronic system, based on Regulation No. 03/2021 On Case Management Through the Electronic System - CMIS in the Prosecutorial System. The examination of the sample files confirms that in general the officials in charge of entering data through the electronic system - CMIS have implemented the Regulation and the instructions in force related to the procedures for the functioning of the system. Effective controls have enabled the procedures to function to a certain extent in a number of areas of the system.

The KPC management had designed the electronic system based on standard forms, which although generally functioning well, had shortcomings in; the process of entering data for the suspect in one case and changing the case number and admission, in another case. This system should be continuously monitored to ensure that it will be improved where deficiencies have been identified.

The audit that addressed the functioning of the electronic system - CMIS, shows that a good internal control and case management system has already been designed. Numerous requests are continuously submitted by staff for redesign and operation of the system. We have examined the extent to which we can rely on managerial controls when determining detailed testing, as a responsibility to provide the necessary level of evidence to support our conclusions. The following sections of the report provide a detailed summary of the findings and recommendations. The findings should not be considered as representing an overview of all the weaknesses that exist or even all the improvements that can be made to the systems and procedures that have functioned.

INTRODUCTION

The Internal Audit Unit operates based on the Law on Internal Control of Public Finances No. 06/L 021, according to which the internal auditor prepares audit reports for all activities carried out and at the same time reports to:

- Senior management of the Kosovo Prosecutorial Council.
- State Prosecutor's Audit Committee.
- Central Unit for Harmonization of Internal Audit.

This audit examined the documentation (cases), which practically reflect the efficiency and effectiveness related to the implementation of procedures and regulations related to the management and functioning of the electronic system - CMIS.

During this audit, regularity tests were performed as well as to verify the compliance of the development of procedures with:

- Law on Internal Control of Public Finances.
- Regulation No. 03/2021 on Case Management through the Electronic System - CMIS in the Prosecutorial System.
- Internal instructions, regulations and decisions.

The purpose of laws, administrative instructions, regulations and internal decisions is to ensure an efficient and effective, transparent and fair use in the field of services and supplies, the use of public funds and their sources in Kosovo. Always by determining the conditions and rules that must be implemented. In addition, the laws and regulations aim to ensure that in the field of management and functioning of the electronic system-CMIS, such as; functionality and practical use of the CMIS system in the prosecution, accuracy and completeness of data recorded in the system, controls over access and security of the system, use of the system in accordance with the procedures and acts in force, risks that affect the effective functioning of the system, as well as the services provided by officials of the Kosovo Prosecutorial Council, to be done without any personal interest and discrimination.

In planning this audit, we have taken into account the fact that there could be a risk of non-compliance with legal requirements regarding the management of the electronic system and the application of procedures. At the same time, this has prompted us to develop our objectives for this audit and to define a set of tests to verify that internal controls are actually in place by management in the area of the management and functioning of the electronic system - CMIS.

The following section presents the scope and objectives of this audit, the results of our tests, the conclusions drawn from these results, and our recommendations for improvements.

PURPOSE AND SCOPE OF THE AUDIT

This audit aims to review the implementation of applicable procedures and regulations regarding the requirements for the operation of the electronic system such as; the existence of official documentation for the use of the CMIS (manuals, instructions), roles and responsibilities for users are defined, CMIS is used by all relevant users (prosecutors, administrative staff), there is an updated list of active users, roles and authorizations are defined according to tasks, formal approval is made for the creation of new users, users are deactivated after leaving/changing positions, there are policies for passwords (complexity, expiration), there is evidence of user training, all cases are registered in CMIS, the data in the

system matches the physical documents (sample test), there are mandatory fields that prevent incomplete registrations, there are controls to avoid duplication, data corrections are made with authorization and evidence, all actions in the system are recorded (log), it can be identified who, when and what has changed, logs are stored for a defined period, logs are monitored for suspicious activities, there are controls for the correct allocation of cases, there are measures for protection from unauthorized access, if the data is encrypted, there is an updated firewall/antivirus, regular system backups are made, backups are stored in secure locations, recovery procedures are tested (restore), there is a disaster recovery plan, there is a contract or team responsible for maintenance, regular system updates are made, usage problems are reported and addressed etc.

Based on the annual plan, this audit covers the period from January 2025, until the start of the audit.

Audit objectives

The Internal Audit Unit focused on these objectives for this audit:

- Let's ensure that the CMIS system is operational and in use.
- Ensure that there is an assessment of data access control and security.
- Ensure that there is integrity and accuracy of data in the system.
- Ensure that there is control of processes and traceability of materials.
- Assess the continuity of system operation and maintenance.

RESULTS

Findings and recommendations.

However, our tests have identified several shortcomings, which may lead to non-compliance with the regulation and may make it difficult to effectively manage the electronic system. The most important findings are:

Finding No. 1

During the examination of selected audit samples, it was identified that:

- Based on the physical file PP/II.nr.2082-6/25 with case no. 2025:0053367, date: 04/11/2025 and document no. 04083723, which belonged to the General Department of BP -Prizren, during the sampling it was noticed that the name of the suspect was placed in the physical copy of the file, while the name of the suspect was missing in the electronic CMIS system.
- Whereas, in BP - Gjilan, according to the sample selected from the physical file PP.I.nr. 22/2025, there was a discrepancy between the physical file and the data recorded in the electronic system - CMIS. The discrepancy was observed in the case number, date and document number. In the physical file it was recorded; case no.: 2024:0051629, date: 25.09.2024, document no. 03335307. Whereas,
In the electronic system - CMIS, it was recorded; case no.: 2025:0011396, date: 20.02.2025, document no.: 03595995.

Recommendation No. 1

Based on Regulation No. 03/2021 on Case Management through the Electronic System - CMIS in the Prosecutorial System, respectively Article 20 in paragraphs 1 and 2, it is stated;

Acceptance of the case by the prosecutor

*1. **Case review:** the prosecutor assigned to the case is responsible for checking in detail the case registered in the CMIS (such as: date of receipt, type of case, parties, criminal offense, uploaded documents, etc.) by comparing it with the physical case and, if any errors are noted, to make any possible corrections or return it to the relevant registration officer.*

*2. **The connection of the party (defendant) to the criminal offense:** the prosecutor is responsible for connecting the party to the criminal offense that he is alleged to have committed. This action is necessary for the flow of the case in the system, because each decision that will be taken during*

the process must determine for which party-criminal offense relationship that decision is being taken.

We recommend that the Chief Prosecutors of the Prosecution Offices in Prizren and Gjilan increase controls for the best possible functioning of the electronic system - CMIS and that Regulation No. 03/2021 On Case Management Through the Electronic System be fully implemented.

Conclusions

We have tested the procedures related to case management, with particular emphasis on the functioning of Regulation No. 03/2021 On Case Management Through the Electronic System.

The sample included the Basic Prosecution Offices of Prizren, Gjilan and Ferizaj. The purpose of our visit to the prosecution offices was to test the compliance of internal control management with the relevant procedures and regulations, so that the entire system is functional.

This audit aimed to implement the procedures and regulations in force regarding the requirements for the functioning of the electronic system, that; Is there official documentation for the use of CMIS (manuals, instructions), are roles and responsibilities defined for users, is CMIS used by all relevant users (prosecutors, administrative staff), is there an updated list of active users, are roles and authorizations defined according to tasks, is formal approval given for the creation of new users?, etc.

The continuous requests for improvement and functioning from the regional prosecution offices as well as the coordination with the DIT was regulated and in full operation. The DIT had drafted a good training plan for the employees in order to operate the electronic system in the KPC. Also, the DIT had prepared the training schedule as well as forms for the acquisition of the training of the employees. However, the process of uploading cases from the physical files to the electronic system - CMIS was a request from the senior management of the KPC, so that the entire electronic system is functional.

Management in the prosecution offices should focus on increasing controls on their staff who are tasked with entering data through the electronic system - CMIS. During the audit process, only two cases of technical omissions were noted in the two aforementioned prosecution offices.

We conclude that satisfactory progress has been achieved in the management and functioning of the CMIS system, but there is still constant room for improvement. Internal controls in this area need ongoing further improvement. The identified deficiencies indicate the need to strengthen the management of the CMIS system and document the changes that have occurred.

The requirements for the advancement and use of the electronic system as well as the expenses that occur according to the cash flow plan are in any case the result of a planned process.

Before developing procedures for advancing or changing the system and spending money, detailed analyses should be conducted in order to determine that the expenditure in question corresponds to the drafted plan, whether the necessary funds for that expenditure have been previously committed. In reality, the estimated value of the expenditure allows us to spend the planned funds and not have a surplus for the fiscal year.

ACTION PLAN

The Action Plan has been supplemented with responses from the management of the two prosecution offices. The management has agreed with the recommendations given in this audit report. The IAU will monitor the process of implementing the recommendations in due course.

We thank the Head of the DIT Department, the Chief Prosecutors of BP - Prizren and Gjilan, the Prosecutors, the Administrators and their staff, for their assistance and completion of the documentation required for this audit.

With respect,

Beqir Dauti

Head of the Internal Audit Unit.

May, 2026.

- REPORTING FORM -

Report to the Kosovo Judicial Council

Topic: Use of the Case Management Information System (CMIS) in Court

Period: Quarter ____ 2026

Court: _____

Date: __/__/____

This document is a court president's report to the KJC on the activities carried out in the court, with the aim of increasing the use of the system. The report will be sent to the KJC as part of the regular reporting of court presidents to the KJC.

The report presents data on the activities carried out in the court during the three-month reporting period, relating to:

- Proactive court management based on statistical data from the CMIS, monitoring the work of judges, planning the engagement of judges, planning the addressing of specific categories of cases (example: old cases, corruption cases, domestic violence, etc.), planning and engaging administrative staff, etc.
- Increasing the system's use in the court, improving data quality, and carrying out actions on cases in accordance with the applicable regulations.

When drafting the report, the yellow text must be deleted!

Fill in the table below with information only about the activities carried out during the reporting period.

1.	Overall assessment of the CMIS use in court
	Provide a general summary of the level of CMIS use in the court.
2.	Special Activities Carried Out
	Please provide details of specific activities undertaken, if any, related to increasing the use of CMIS in the court, such as: At the panel of judges' meetings, the use of CMIS is placed on the agenda. The importance of its use, increasing its use, data quality, and the assessment of whether training is needed are discussed. Provide details of any challenges that may arise and actions taken to address them. If training is assessed to be needed, provide details of the number of staff who need to be trained and the functions in CMIS for which training is needed. If training has been provided, provide details of the positions, number, and topics of training. During panel meetings, the panel discusses the priority of resolving old cases or other case categories. In such a case, CMIS statistical reports are used in the meeting to address these topics. If it is discussed that a branch of the court, a department, a division, or an individual judge is overloaded with cases, the meeting should use statistical reports from the CMIS. The plan to address case overload should rely on CMIS data. If the court president holds meetings with external parties for any reason and the meetings discuss the court's efficiency, the CMIS statistical reports should be used.

	If the court holds meetings with the Press/media or publishes work performance on the website, Facebook, or other media, the data from the CMIS statistical reports should be used. Report activities if the court administrator or other leaders from the court's administrative staff carry out activities related to increasing the rate of use and improving the quality of various data. Note the main challenges and actions that are planned to be taken.
3.	Receiving, registering and distributing cases to judges
	Please indicate: - data on the intake/receipt of cases and their timely registration in the court and in the CMIS in accordance with the regulation on the organisation of work in the court and the regulation on the use of CMIS. Are all cases received and registered in real time? If not, what is the number or the percentage? • Regulation No. 17/2024 on the Organisation and Internal Activities of the Courts of the Republic of Kosovo. • Regulation No. 25/2024 on Amending Regulation No. 11/2023 on the Use of CMIS. How are cases assigned to judges? Are the criteria for distributing cases via the CMIS approved by the KJC?. "Criteria for the Distribution of Cases in the Courts of the Republic of Kosovo via the CMIS and the Method of Their Implementation" implemented? Reference: KJC No. 156/2026. <i>If there are exceptions, provide details on the number of cases and the reasons for not implementing the criteria for assigning cases via the CMIS.</i>
4.	Organisation and Management of Work in the Case Management Office
	Data on the organisation, work distribution and management of work from the reception/intake to the distribution of cases to judges. Does the Case Management Office staff have defined and allocated tasks to ensure the completion of case actions? In the event of absences from work or during vacations, is staff replacement provided to ensure the completion of case actions?
5.	Case actions in the judge's office
	Indicate details on case actions in the judge's office, whether hearing sessions are scheduled via CMIS, and whether judgments/decisions are uploaded to the system containing appropriate and accurate data. If there are actions that are not being carried out, provide details on the number of those actions and the actions that will be taken to improve the situation.
6.	Actions with the case after the case is completed
	Information on actions after the case completion



REPUBLIKA E KOSOVËS
REPUBLIKA KOSOVA - REPUBLIC OF KOSOVO
KËSHILLI GJYQËSOR I KOSOVËS
SUDSKI SAVET KOSOVA - KOSOVO JUDICIAL COUNCIL

KGJK. No.156/2026

Date: March 5, 2026

KOSOVO JUDICIAL COUNCIL (KJC) Pursuant to Article 108 of the Constitution of the Republic of Kosovo and Article 7, paragraph 1 point 1.1 and 1.17 of the Law (No: 06/L-055) on Kosovo Judicial Council, at the 363 KJC's meeting held on March 5 2026, issues this:

DECISION

I. Version 3 of the criteria for the distribution of cases in the courts of the Republic of Kosovo via the CMIS and the method of its implementation, supplemented by the criteria for the Administrative Court, is approved.

II. The ICT Department of the KJCS is authorized to develop the criteria for the distribution of cases in the courts of the Republic of Kosovo via the CMIS for the administrative court according to point I of this provision.

III. The criteria approved according to the version in point I of the provision, shall enter into force after the preparation of technical aspects of the CMIS.

IV. The decision shall enter into force on 5 March 2026

Albert Zogaj, Chair

Kosovo Judicial Council

Cc to:

- ICT Department SKJC;
- KJC Secretariat and
- Archive.



Workshop organized by the SMIL Project

The purpose of this workshop is to standardize the work of IT officers in courts through the implementation of the Daily Checklist, the use of Service-Desk Plus and familiarization with the SLA Agreement.

The workshop aims to clarify daily tasks, the way to handle and escalate tickets, as well as responsibilities according to support levels.

AGENDA

Location: Hotel Sharri, Prevalle

Date: June 03 – 05, 2026

June 03 – Arrival at the hotel and registration of participants

17:00 – 18:30, Arrival of participants and registration

Date June 4

Activity Time

09:00 – 09:30 **Opening of the workshop and presentation of the goal**

Fatmir Rexhepi

Source Nikqi

Enver Beha

09:30 – 10:00 **Presentation of the Daily Checklist for IT officers**

Source Nikqi

10:00 – 12:00 **Presentation of consoles for administration and management of ICT infrastructure. Analysis, identification of problems and assignment of actions to fix problems:**

- Active directory

Istref Elezaj

Each IT presents the situation in their court (5 min)

10:45 – 11:00 Break

11:00 – 12:00 **- VAMT,**
Enver Beha (20 min)

12:00 – 13:00

Lunch

13:00 – 14:00

- SOPHOS

Burhan Termkolli and Afrim Hodolli

Each IT presents the situation of their court (5 min).

14:00 – 14:30

- Service Desk +/- SLA &

Vlora Gjurka

Presentation of the SLA Agreement, service catalog, Roles and responsibilities: Level I – Service Desk , Level II – IT Specialists, Level III – Contractors

14:30 – 15:30

- Asset SDP+ Management

Istref Elezaj

15:30 – 15:45

Break

15:45 – 16:30 Open discussion

June 05, SMIL

09:00 – 09:15

Day 1 Summary

09:15 – 10:00

Reporting method for SMIL from Court IT

Vlora Gjurka / Kalrtina Bajraktari, Senior Systems Analyst

- Roles and responsibilities
- Identification and handling of problems presented by the relevant Court staff
- Service reporting procedure Desk
- Selecting the relevant category when reporting

10:00 – 10:45

Reporting problems in SMIL BUG

Kalrtina Bajraktari, Senior Systems Analyst

- Identification by file number
- Date of assignment
- Job description
- Step at which problem occurs
- Identifying the problem, whether it needs instructions on how to use the system or whether it is a bug

10:45 – 11:00

Break

11:00 – 12:00

Reporting to SMIL DB

Kaltrina Bajraktari, Senior Systems Analyst

- How to fill out the form:
 - Specifying the request with file number
 - Correct category selection
 - Detailed justification of the request
 - Requests regarding deactivation of files
 - Requests for removal of status

12:00 – 12:30

Discussion, clarifications and closing of the workshop

12:30 – 13:30

Lunch