

REGULATION
on the methodology of drafting mid-term plans

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I. INTRODUCTORY PROVISIONS

Subject matter of the
Regulation
Article 1

The regulation hereof further elaborates the methodology of mid-term planning, the content of the mid-term plan, the process of its drafting and adoption, and the method and deadline for its publication, its implementation, monitoring of its implementation, evaluation and reporting on the implementation of the given plan, and the content of the report on the implementation of the mid-term plan for the preceding fiscal year.

Acting in accordance with the regulation hereof ensures the following:

- Compliance of mid-term plans with public policy documents and development planning documents adopted at the national, provincial and local level;
- Planning of the implementation of measures and activities identified by public policy documents and development planning documents in accordance with the limitations of the mid-term expenditures framework;
- Methodological and terminological harmonization of mid-term plans;
- Unification of the process of mid-term planning and budgeting;
- Integrated reporting on the implementation of the mid-term plan and programme budget, and in case of local self-government units (hereinafter: LSU) including integrated reporting on the implementation of the LSU development plan.

The meaning of the terms used in this regulation (measures and activities, overall and specific objectives, performance indicators, baseline and target values, etc.) shall be determined in accordance with the law regulating the planning system.

II. CONTENT OF THE MID-TERM PLAN

Content of the mid-term plan
Article 2

The mid-term plan of a public administration body or autonomous province body with the obligation of mid-term planning shall have the following mandatory elements:

- 1) Information on the party with the obligation of mid-term planning;

2) Tabular overview of measures and activities being implemented in accordance with public policy documents it has proposed, and measures and activities it establishes itself through the given mid-term plan;

3) Tabular overview of measures and activities it is implementing in accordance with public policy documents proposed by another public administration body, or another autonomous province body in case the party with the obligation of mid-term planning is a body of the autonomous province.

The mid-term plan of other parties with the obligation of mid-term planning and the national and provincial level shall have the following mandatory elements:

1) Information on the party with the obligation of mid-term planning;

2) Tabular overview of all measures and activities being implemented in accordance with public policy documents, and measures and activities it establishes itself through the given mid-term plan.

The mid-term plan of LSU and other parties obliged to perform mid-term planning at the local level shall have the following mandatory elements:

1) Information on the party with the obligation of mid-term planning;

2) Tabular overview of all measures and activities that:

- Are being implemented in accordance with public policy documents and development planning documents adopted at the local level;
- Are being implemented in accordance with public policy documents adopted at the national level, and at the level of the autonomous province in case the LSU is in an autonomous province;
- Are identified by the mid-term plan, in accordance with its original and entrusted competences.

As an exception to paragraph 3 of the Article hereof the mid-term plan of an LSU may contain a tabular overview of measures and activities being implemented in accordance with public policy documents adopted by a body at the national, and/or provincial level, if such measures and activities cannot be subsumed under the goals and objectives identified by its development documents, and/or public policy documents.

The tabular overviews as per paragraph 1, item 2), paragraph 2, item 2), and paragraph 3, item 2) of the Article hereof shall be produced on the form comprising Appendix 1 to the regulation hereof, printed alongside it and representing its integral part, while the tabular overview as per paragraph 1, item 3), and paragraph 4 of the Article hereof shall be produced on the form comprising Appendix 2 to the regulation hereof, printed alongside it and representing its integral part.

The mid-term plan of all parties with the obligation of mid-term planning shall also contain the following appendices:

1) Appendix 1, with the title: Description of measures and activities operationalized for the first time through the mid-term plan;

2) Appendix 2, with the title: Plan of normative activities of the party with the obligation of

mid-term planning

3) Appendix 3, with the title: Mid-term expenditure framework of the party with the obligation of mid-term planning based on the programme classification and measures and activities from the mid-term plan;

4) Appendix 4, with the title: Analysis of the institutional capacities of the party with the obligation of mid-term planning, if the mid-term plan identifies measures and activities for improving the capacities of the institution;

5) Appendix 5, with the title: Risks and preconditions for achieving the measures, if it was established that for some of the measures in the mid-term plan there are risks and preconditions for their implementation and the achievement of the desired results.

Appendix 1 from paragraph 6 of the Article hereof shall in particular elaborate the new measures identified by the party with the obligation of mid-term planning in their mid-term plan, and activities representing a project in the programme budget.

The appendices from paragraph 6, items 1)–3) of the Article hereof shall be drafted on the forms comprising appendices 3–5 of the regulation hereof, printed alongside it and representing its integral part, and the appendices from paragraph 6, items 4) –5) shall be drafted in free textual form.

The mid-term plan of a ministry shall encompass the plans of the administration body comprising the given ministry.

Information on the party with the obligation of mid-term planning

Article 3

Information on the party with the obligation of mid-term planning shall in particular contain data on the following:

- Duties performed by the party with the obligation of mid-term planning under its competence, stating whether these are original or entrusted duties and the regulation entrusting them with the given duty, while in case of LSU, duties shall be taken from the unified inventory of duties under the competence of LSUs, provided by the ministry competent for local self-government in accordance with the law regulating local self-government;

- List of public policy documents and development planning documents that the activities from the mid-term plan are being undertaken in accordance with;

- List of international agreements, as well as protocols, memoranda, agreements, minutes and other international law documents concluded for the execution of international agreements and documents produced under the EU integration process (e.g. negotiation positions and Action Plans) that the activities from the mid-term plan are being undertaken in accordance with;

- Graphical overview of the organizational structure of the party with the obligation of mid-term planning;

- Overview of systematized, and/or filled job positions by organizational unit of the party with the obligation of mid-term planning, taking into consideration regulations on the field of protection of confidential data.

Content and method for drafting a tabular overview of measures and activities

Article 4

The tabular overview of measures and activities as per Article 2, paragraph 1, item 2), paragraph 2, item 2) and paragraph 3, item 2) of the regulation hereof shall contain the identification of the following:

- 1) Overall and specific objectives and performance indicators at the objective level;
- 2) Measures for achieving the objectives; and
- 3) Activities comprising the measures for achieving the objectives.

The tabular overview of measures and activities of public administration bodies and autonomous province bodies from Article 2, paragraph 1, item 3) of the regulation hereof, showing the measures and activities planned by the public policy documents proposed by another public administration body, and/or autonomous province body, shall contain the identification of the following:

- 1) Measures the party with the obligation of mid-term planning implements based on public policy documents proposed by another body;
- 2) Activities the party with the obligation of mid-term planning implements based on public policy documents proposed by another body.

When drafting the tabular overview from paragraphs 1 and 2 of the Article hereof, the party with the obligation of mid-term planning shall take over the objectives, measures and activities they are tasked with through public policy documents and development planning documents, in which case they shall ensue an automatic download of data otherwise already entered into the Information System for Planning the Monitoring of the Implementation, Coordination of Public Policy and Reporting (hereinafter: Unified Information System).

As an exception to paragraph 3 of the Article hereof, if the party with the obligation of mid-term planning is establishing measures and activities for the first time through the mid-term plan, i.e. if they are not taking them from development planning documents and public policy documents, in the tabular overview as per paragraph 1 of the Article hereof they shall formulate themselves the objectives, measures and activities and other data that is entered into the Unified Information System in accordance with the regulation hereof.

Overall and specific objectives

Article 5

A public administration body, and/or autonomous province body, shall define overall and specific objectives as follows:

- 1) For measures and activities taken over into the mid-term plan from public policy documents proposed by it, overall and specific objectives shall be taken into the mid-term plan from the given policy document, with reference to the given document;
- 2) For measures and activities taken over into the mid-term plan from public policy

documents proposed by another body, overall and specific objectives shall not be defined, unless it is taking over the objective from the given document as the body tasked with achieving the given objective.

3) For measures and activities identified for the first time through the mid-term plan in accordance with its competences, the overall objective in the mid-term plan shall be formulated in accordance with the competences used for planning it, and specific objectives shall be formulated in accordance with the desired results of planned measures and activities.

The LSU shall define the overall and specific objectives as follows:

1) For measures and activities taken over into the mid-term plan from the LSU development plan, and/or public policy documents adopted by it, goals and objectives shall be taken into the mid-term plan from the given document, with reference to the given document;

2) For measures and activities taken over into the mid-term plan from a public policy document adopted by a body at the national, and/or provincial level, the measures and activities shall be listed under the overall and specific objectives established by its development documents, and/or public policy documents, and if this is not possible the overall and specific objectives shall not be defined;

3) For measures and activities identified for the first time through the mid-term plan in accordance with its competences, the overall objective in the mid-term plan shall be stated to be the competences used as the basis for planning or the overall objective formulated in accordance with the same competences, and specific objectives shall be formulated in accordance with the desired results of measures and activities.

In the case as per paragraphs 1 and 2 of the Article hereof, if the overall and specific objectives are being taken over from public policy documents and development planning documents, the related performance indicators and their baseline and target values shall be taken over as well.

Other parties with the obligation of mid-term planning shall define overall objectives based on their competences, and specific objectives in accordance with the desired results of the measures and activities they are implementing. For overall objectives established in this manner it is not necessary to establish performance indicators.

A specific objective from the mid-term plan shall be taken over in the programme budget as the objective of the budget program wherein funds for its realization are being allocated.

Measures Article 6

A party with the obligation of mid-term planning shall take over measures into the mid-term plan from public policy documents in force, the Action Plan for the implementation of the Government programme, or the development plan of the autonomous province, and/or LSU, obliging them to implement specific measures and activities, with reference in the document to the objective it was planned to achieve.

Under exceptional circumstances, a party with the obligation of mid-term planning may itself establish new measures through the mid-term plan under the following cases:

- If due to the urgency of the need for implementing a given measure the party with the obligation of mid-term planning could not previously plan the given measure through a public policy document;

- If for the segment of the area of planning where the party with the obligation of mid-term planning is operating no public policy documents are being adopted, instead planning such measures through a mid-term plan as part of their regular duties;

- If, based on an analysis of institutional capacities, they have identified a need for raising capacities, and/or changes to the organization and utilization of existing resources.

The mid-term plan of a ministry, and/or autonomous province body or LSU, shall also cover individual measures from the development planning documents and public policy documents implemented by stakeholders who do not have the obligation of mid-term planning (e.g. public enterprises, the non-government sector, holders of conferred powers, etc.) if the implementation of such measures requires:

1) Allocation of funds for co-financing within the financial plan of the ministry, and/or autonomous province body or LSU, or

2) Provision of guarantees by the Government, and/or autonomous province or LSU for the loan it will be financed from.

Definition of Measures

Article 7

A party with the obligation of mid-term planning shall define measures in the mid-term plan in accordance with the public policy documents, and/or development planning documents that the measures have been taken over from, and for each of the measures shall take over the following data:

1) Name of measure;

2) Type of measure;

3) Period of implementation;

4) Estimate of funds, required for implementing each of the measures and identification of the sources the funds are to be secured from, the programme activity or project within the programme budget wherein funds are secured for its financing, or donor projects providing direct technical support in the implementation of the measure;

5) Performance indicators for the measures and their baseline and target values;

6) Information on the regulations to be adopted, and/or amended to implement the measure;

7) Other data to be included in the tabular overview, on the form comprising Appendix 1 to the regulation hereof.

If the new measures are being identified for the first time by the mid-term plan, the reason for such planning as per Article 6, paragraph 3 of the regulation hereof shall be elaborated. If the measure has been taken over from a public policy document or development planning document where an impact analysis during its drafting process has identified risks and preconditions for its

implementation, these shall be presented under Appendix 5 of the mid-term plan.

If the measure is being identified by the mid-term plan, the party with the obligation of mid-term planning shall consider whether there are certain risks or preconditions for implementing the measure, in accordance with the guidelines provided under Appendix 10 of the Government regulation further elaborating public policy management, and if there are they shall present them under Appendix 5.

A party with the obligation of mid-term planning shall define, in the mid-term plan, who is implementing a given measure from the mid-term plan, namely:

- 1) Which organizational unit within the party with the obligation of mid-term planning is competent for the implementation, or coordination of the implementation of the measure;
- 2) Who the partners on the implementation of the measure are, if any.

The expected result of the measure from the mid-term plan shall be taken over as a goal (expected result) of the programme activity, and/or project in the programme budget wherein the funds for the realization of the measure have been allocated. Performance indicators identified for the measure in the mid-term plan shall be taken over directly as performance indicators of the goal of the programme activity, and/or project wherein the funds for the realization of the measure were allocated.

Activities

Article 8

A party with the obligation of mid-term planning shall take over activities into the mid-term plan, as a rule, from public policy documents in force or the Action Plan for the implementation of the Government programme, whereby they have the obligation of implementing them, with reference to the measure under which it is being implemented.

An LSU shall also identify, through the mid-term plan, activities for the implementation of measures identified by the LSU development plan, if the public policy documents in force do not plan activities for the implementation of such measures.

A party with the obligation of mid-term planning may itself establish new activities through the mid-term plan under the following cases:

- If due to the urgency of the need for implementing a given activity the party with the obligation of mid-term planning could not previously plan the given activity through a public policy document;
- If based on an analysis of institutional capacities the party with the obligation of mid-term planning has identified a need for raising capacities, and/or changes to the organization and utilization of existing resources;
- If the activities for the realization of measures taken over from public policy documents in force have not been elaborated in those documents for any of the years the mid-term plan relates to;
- If such activities elaborate measures identified for the first time by the mid-term plan.

The mid-term plan of a ministry, autonomous province body or LSU, shall also cover

activities from the public policy documents implemented by stakeholders who do not have the obligation of mid-term planning (e.g. public enterprises, the non-government sector, holders of conferred powers, etc.) if the implementation of such activities requires:

- 1) Allocation of funds for co-financing within the financial plan of the ministry, autonomous province body or LSU; or
- 2) Provision of guarantees by the Government, and/or autonomous province or LSU for the loan they will be financed from.

Definition of Activities

Article 9

A party with the obligation of mid-term planning shall define activities in the mid-term plan in accordance with the public policy document that the given activity was taken over from, and for each of the activities shall take over the following data:

- 1) Name of activity
- 2) Deadline for implementation;
- 3) Other data to be included in the tabular overview, on the form comprising Appendix 1 to the regulation hereof.

The data as per paragraph 1 of the Article hereof shall be defined by the party with the obligation of mid-term planning for an activity identified for the first time in the mid-term plan.

A party with the obligation of mid-term planning shall define, in the mid-term plan, which organizational unit within the party with the obligation of mid-term planning shall implement the activity.

As an exception to Article 7, paragraph 1, item 4) of the regulation hereof, if the funds for the implementation of various activities within a measure are being secured under various programme activities and/or projects in the programme budget or donor projects providing direct technical assistance, for each of the activities within the measure it is necessary to define the estimated funds required for its implementation and sources the funds are to be secured from, the programme activity and/or project in the programme budget wherein the funds for its financing are being provided, or donor projects providing direct technical support for the party with the obligation of mid-term planning in the implementation of activities.

An activity may be financed:

1. Only from funds secured within a single programme activity and/or project in the programme budget;
2. From one or several donor projects providing direct support to the party with the obligation of mid-term planning (donor funds not registered in the budget execution system);
3. From funds secured under a single programme activity and/or project in the programme budget and donor projects providing direct technical support to the party with the obligation of mid-term planning.

For activities operationalized for the first time by the mid-term plan and representing a project in the programme budget, it is necessary to describe, and/or elaborate their implementation.

Normative Activities

Article 10

A normative activity is a special type of activity related to the adoption or amendment of a regulation or act.

A normative activity shall be taken over by a party with the obligation of mid-term planning from a public policy document, or identify by the mid-term plan under a public policy document, if the adoption or amendment of a given regulation or act is a precondition for the implementation of the measure.

A party with the obligation of mid-term planning shall also identify the normative activities to be implemented during the first year of the mid-term plan being in force based on their competence and when the regulation, and/or act needs to be adopted for enforcing a regulation with a higher hierarchical power.

The following data shall in particular be defined for all normative activities:

- 1) Type of regulation, and/or act to be adopted, and/or amended;
- 2) Legal basis for the adoption, and/or proposal;
- 3) Subject matter of regulation;
- 4) Links to the National Programme for the Adoption of the Acquis; and
- 5) The month and year the adoption of the regulation or act, and/or submission for consideration and adoption to the Government and/or competent LSU body is planned for.

Performance Indicators

Article 11

A party with the obligation of mid-term planning shall define performance indicators in the mid-term plan, namely:

- Indicators of effects at the level of the overall objective;
- Outcome indicators at the level of objectives; and
- Indicators of results at the level of measures.

For activities that represent a project in the programme budget, it is necessary to also define indicators of results at the level of the given activity.

Performance indicators shall be defined so as to enable the monitoring and measurement of the degree of achievement, and/or realization of the specific goal, and/or measure or activity.

For every performance indicator it is necessary to state the baseline value and year, target values during the period the mid-term plan is adopted for, source of verification and other data entered into a tabular overview, on the form comprising Appendix 1 to the regulation hereof.

If the performance indicator and its target values have been taken over from a public policy document or a development planning document, the mid-term plan may revise the target values of the performance indicator for the next period, based on considerable deviations in the schedule of implementation of the measure during the preceding period, or based on the fact that lower funds have been secured for the measure in the budget than planned, and there is a direct correlation

between the amount of allocated funds and the achievement of the results of the measure. In this case it is necessary to elaborate the amendment made.

III. APPENDICES TO THE MID-TERM PLAN

Appendix 1: Description of measures and activities operationalized for the first time through the mid-term plan Article 12

The description (elaboration) of a measure operationalized for the first time by the mid-term plan, as a rule, shall include information on the reasons for its implementation, the local context (if it is a measure implemented by a party at the local level), legal basis, risks and preconditions for achieving the measure, if any, and the scope of the measure.

For activities operationalized for the first time by the mid-term plan and representing a project in the programme budget, it is necessary to describe, and/or elaborate their implementation, and/or include information on the reasons and basis for implementing the activity, scope and expected results.

Appendix 2: Plan of Normative Activities Article 13

This appendix provides an overview of all regulations and acts that the party with the obligation of mid-term planning plans to adopt, and/or submit for consideration and adoption, and/or establishment of proposals to the Government and/or competent LSU body during the first year the mid-term plan relates to.

The plan of normative activities shall in particular contain the following data:

- 1) Type of regulation, and/or act planned for adoption;
- 2) Legal basis for the adoption, and/or proposal;
- 3) Subject matter of regulation;
- 4) Link to the measure that the normative activity is being implemented to achieve and the reference public policy document or development planning document defining the given measure;
- 5) Links to the National Programme for the Adoption of the Acquis; and
- 6) The month and year the adoption of the regulation or act, and/or submission for consideration and adoption, and/or establishment of proposals to the Government and/or competent LSU body is planned for.

LSUs, and or other parties with the obligation of mid-term planning at the local level shall prepare a plan of normative activities only for regulations, and/or other acts under the competence of the LSU assembly.

Appendix 3: Mid-term expenditure framework of the party with the
obligation of mid-term planning based on the programme classification
and measures and activities from the mid-term plan

Article 14

Under this section the party with the obligation of mid-term planning shall provide an overview of their budget programmes, programme activities and projects, measure and activities from the mid-term plan, and a projection of required funds for their implementation during the three-year period that the mid-term plan is adopted for, by source of funding.

Appendix 4: Analysis of institutional capacities

Article 15

The analysis of institutional capacities shall contain brief information on the capabilities of the party with the obligation of mid-term planning to implement activities under their competence, including activities under the implementation of measures and achievement of goals set by public policy documents and development planning documents. This analysis primarily involves an overview of the human and material capacities and needs for changes in the organization and utilization of existing resources. In this, the party with the obligation of mid-term planning shall take into consideration capacity analyses for the implementation of public policy measures produced during the process of adoption of public policy documents and development planning documents, from whence they are taken over into the mid-term plan.

The party with the obligation of mid-term planning shall in particular consider, and when relevant, elaborate the following aspects of the analysis of institutional capacities:

- Efficiency of the existing organizational structure, at the level of its organizational units;
- Availability of human resources, including the number and qualifications of staff, and options for improving the staff structure and raising their efficiency (trainings, decrease of the number of staff in ancillary services, hiring of educated staff with required knowledge and skills...), taking into consideration regulations in the field of protection of confidential data;
- Availability of material resources, including technological infrastructure, primarily information systems and software, used by the party with the obligation of mid-term planning in internal work processes or externally, for the provision of public services, and the needs and internal capacities for improving such resources;
- Efficiency of implementing the competences, and/or duties delegated to dependent legal persons and the private sector and the sustainability of such solutions, as well as options for further delegation of duties under its competence;
- Opportunities for optimization of administrative procedures, and in particular for their acceleration and the minimization of the operating costs and administrative expenses;
- Other aspects specific for the operation of the party with the obligation of mid-term planning.

If the party with the obligation of mid-term planning is an LSU, the analysis shall consider and, when relevant, elaborate the results of the analysis regarding the need, and/or opportunity for

the joint performance of duties with other local self-government units, and/or the opportunity for forming a joint body by two or more local self-government units, or conferring certain duties to another local self-government unit in accordance with the law regulating local self-government.

Within the analysis the party with the obligation of mid-term planning shall refer to the documents used for obtaining the results of analyses and data, designating links for downloading the given documents. In accordance with the results of the analysis of institutional capacities the party with the obligation of mid-term planning shall define specific measures and activities with the aim of improving capacities, in accordance with available funds.

Appendix 5: Risks and preconditions for the achievement of measures

Article 16

Under this section the party with the obligation of mid-term planning shall provide an overview of measures that were found to have risks for their achievement, and a brief description of the risks, and/or preconditions for the implementation and achievement of the desired results for each measure.

IV. ANNUAL CYCLE OF BUDGET PLANNING AND DEVELOPMENT

Calendar of the unified process

Article 17

The mid-term planning of measures and activities of the party with the obligation of mid-term planning and mid-term financial planning are a unified process occurring continuously throughout the year. The deadlines for the key steps in the unified process shall be established by the law regulating the budget system, the law regulating the planning system and the regulation hereof.

The calendar of the unified process shall provide for the draft financial plan of the beneficiary of budget funds to be produced based on the draft mid-term plan, and for the final versions of the mid-term plan and financial plan to be harmonized.

For direct beneficiaries of budget funds of the Republic of Serbia, the calendar of the unified process provides for the new measures and activities from the draft mid-term plan to be used as the basis for drafting the proposal of priority areas of financing (PAF).

For parties with the obligation of mid-term planning with the obligation of submitting appendices to the Government Work Plan, the calendar of the unified process provides for the plan of normative activities and the goals, measures and activities defined for the first year of the mid-term plan being in force to be used as a basis for developing the Government Work Plan.

Results analysis

Article 18

Mid-term planning begins with an assessment of the situation under the scope of the party with the obligation of mid-term planning, i.e. an analysis of the change in the situation compared to the previous year and the results achieved by the party with the obligation of mid-term planning

during the preceding fiscal year.

The party with the obligation of mid-term planning shall monitor and analyse progress in the achievement of goals from the mid-term plan and the results of implemented measures and activities, based on the achieved values of performance indicators and used funds. At the same time, the party with the obligation of mid-term planning shall consider the results of their current measures and activities not included in the mid-term plan, but planned under elements of the programme budget (activities where no changes in public policy are planned, nor improvements in the method of implementation).

Based on this analysis, parties with the obligation of mid-term planning shall draft, by 15 March of the current year, an annual report on the implementation of the mid-term plan and an annual report on the performance of the programme budget for the preceding fiscal year.

Planning Phase

Article 19

Based on an assessment of the situation under their purview, an analysis of the results achieved during the previous fiscal year and their implications for the next period, the party with the obligation of mid-term planning shall initiate the planning of measures and activities for the next three years.

If changes have occurred during the previous fiscal year to public policy documents, development planning documents or the priorities of the Government, provincial government of LSU, and their implementation is under the purview of the party with the obligation of mid-term planning, the party with the obligation of mid-term planning shall harmonize their mid-term plan with such changes.

The party with the obligation of mid-term planning shall assess institutional capacities for the implementation of activities under their competence, including the realization of measures and activities identified by public policy documents and development planning documents. In accordance with the results of the assessment, as needed, they shall define measures or activities with the aim of improving capacities.

If significant changes have occurred in the environment or deviations in the achievement of the mid-term plan during the preceding fiscal year, the party with the obligation of mid-term planning shall assess:

- Whether the expected results of implementing measures and activities established by the previous mid-term plan are achievable under the new circumstances, or need to be revised;
- Whether it is necessary to revise the schedule of implementation of activities, and/or amounts of funds required for their implementation; and
- Whether new activities need to be identified to improve the results of the implementation of measures in the forthcoming period.

The party with the obligation of mid-term planning shall identify activities for the implementation of measures from public policy documents in force, and/or development planning documents, if such documents do not identify activities for the realization of measures during a

year that the mid-term plan relates to.

Under exceptional circumstances, the party with the obligation of mid-term planning may identify new measures for achieving a specific objective, under the cases as per Article 6, paragraph 3 of the regulation hereof.

The specific details of drafting a mid-term plan for direct beneficiaries of the budget of
the Republic of Serbia

Article 20

Based on the results of the activity as per Article 19 of the regulation hereof, the party with the obligation of mid-term planning shall produce the first draft of the mid-term plan, i.e. enter into the Unified Information System the goals, measures and activities they plan to implement during the forthcoming three-year period, along with performance indicators for the same, and link them to elements of the programme budget (programme activities and projects) wherein funds are being allocated for the implementation of measures and activities.

Specific objectives, new measures, and if necessary activities, along with performance indicators identified for them, shall be taken over from the draft mid-term plan entered into the Unified Information System, into the Budget Preparation Information System (hereinafter: BIS) and used to prepare the proposal for priority areas for financing (hereinafter: PAF), in accordance with the Methodology for developing programme budget, the established architecture of the BIS system and the data model implemented therein.

The takeover of data as per paragraph 2 of the Article hereof shall be made possible when the technical preconditions for this are achieved in the BIS system.

In accordance with the instructions for proposing PAF of the ministry in charge of finance, beneficiaries of budget funds shall plan, in detail, the funds required for the realization of new measures and activities in the mid-term plan (based on economic classification) and funds for the realization of current programme activities and projects of parties with the obligation of mid-term planning (and measures and activities encompassed by these). While performing this activity they shall consider where funds may be saved, and/or redirected to provide for the funding of new measures and activities.

Within the PAF procedure, a proposal of new measures and activities, along with a projection of costs for the realization of current programme activities and projects in the forthcoming three-year period shall be submitted to the ministry in charge of finance, by 15 March of the current year.

Drafting of a mid-term plan harmonized with the
financial plan

Article 21

Parties with the obligation of mid-term planning that are direct beneficiaries of the budget of the Republic of Serbia, in accordance with the instructions for preparing the budget and projections of the mid-term expenditures framework, shall revise the draft mid-term plan used as

the basis for PAF, and shall develop a proposal of their financial plan based on this. Funds required for the realization of measures and activities in the mid-term plan shall be allocated under the relevant elements of the programme budget.

Other parties with the obligation of mid-term planning shall produce a draft mid-term plan under the planning procedure as per Article 19 of the regulation hereof. They shall enter into the Unified Information System the goals, measures and activities they plan to implement during the forthcoming three-year period, along with performance indicators for the same, and link them to elements of the programme budget (programme activities and projects) wherein funds are being allocated for the implementation of such measures and activities. In accordance with the instructions for preparing the budget and a projection of the mid-term expenditures framework, they shall plan, in detail, the funds required for the realization of new measures and activities in the mid-term plan (based on economic classification) and funds for the realization of current programme activities and projects (including measures and activities encompassed by these). While performing this activity they shall consider where funds may be saved, and/or redirected to provide for the funding of new measures and activities. Funds for the realization of measures and activities in the mid-term plan shall be allocated under the relevant elements of the programme budget in the draft financial plan.

A party with the obligation of mid-term planning shall harmonize the final version of their mid-term plan with the law on the budget of the Republic of Serbia, decision on the budget of local authorities, and/or their adopted financial plan.

Harmonization of the Government Work Plan and mid-term plans Article 22

The annual Government work plan shall be drafted based on the mid-term plans of public administration bodies and contain an overview of the goals, measures and activities (including normative activities) planned to be implemented by the bodies during the first year of the mid-term plan being in force, and their expected performance, that they submit to the General Secretariat of the Government.

Public administration bodies shall enter their contributions to the Annual Work Plan of the Government into the Government information System – Plan and Report on the Work of the Government (hereinafter: PRWG), set up at the website pirv.gov.rs, in accordance with the provisions of the Government Rules of Procedure, in the established manner and prescribed deadline, and in accordance with instructions from the Secretary General of the Government establishing the methodology, procedure and structure for composing the annual work plan of the Government.

Data exchange between the Unified Information System and PRWG and the method of entry and use of data in the PRWG for preparing the Government Work Plan, along with other related issues shall be further regulated by the Secretary General of the Government by way of instructions.

Adoption of the mid-term plan
Article 23

The mid-term plan shall be adopted by the manager of the party with the obligation of mid-term planning, and/or the LSU assembly if the party with the obligation of mid-term planning is an LSU. The plan shall be published on the website of the party with the obligation of mid-term planning at the latest by 31 January of the current year.

Regulations in the field of protection of confidential data shall be kept in mind during the publication of the mid-term plan. If the plan contains confidential data, it shall be published with the section containing confidential data left out.

**V. MONITORING THE IMPLEMENTATION OF THE MID-TERM PLAN AND
REPORTING**

Monitoring the implementation of the mid-term
plan
Article 24

A party with the obligation of mid-term planning shall monitor the implementation of measures and activities and the degree of achievement of goals set by the mid-term plan, through the monitoring and analysis of the achieved values of performance indicators.

Reporting on the results
Article 25

Parties with the obligation of mid-term planning shall draft an annual report on the implementation of the mid-term plan, related to the preceding fiscal year, at the latest by 15 March of the current year, by entering data on the achieved results into the Unified Information System.

Parties with the obligation of mid-term planning shall publish the annual report on the implementation of the mid-term plan on their website.

Regulations in the field of protection of confidential data shall be kept in mind during the publication of the annual report. If the plan contains confidential data, it shall be published with the section containing confidential data left out.

Content of the annual report on
the implementation of the mid-
term plan
Article 26

The annual report on the implementation of the mid-term plan shall contain the following:

- 1) Overview of overall and specific objectives, measures, targeted and achieved values of

performance indicators during the year the report relates to, and an explanation of discrepancies between the targeted and achieved values.

2) Amounts of funds planned and spent for the realization of each measure, and the percentage ratio between the spent and planned funds, per measure.

3) Status of realization of activities during the year the report is for, and if the specific activity has not been realized in the envisaged deadline, the reasons for the delay shall be explained and the deadline for realizing the activity shall be stated.

Annual Government work report

Article 27

The annual Government work report shall be drafted based on the annual reports on the work of public administration bodies that they submit to the General Secretariat of the Government.

The realization of the Annual Government work plan and tasks completed outside the work plan shall be assessed by the Government through the annual work report.

Public administration bodies shall enter their contributions to the Annual Government work report into the PRWG in accordance with the provisions of the Government Rules of Procedure, in the established manner and prescribed deadline, and in accordance with instructions from the Secretary General of the Government establishing the methodology, procedure and structure for composing the annual work report of the Government.

Data exchange between the Unified Information System and PRWG and the method of entry and use of data in the PRWG for preparing the Government Work Report, along with other related issues shall be further regulated by the Secretary General of the Government by way of instructions.

VI. TRANSITIONAL AND FINAL PROVISIONS

Deadlines for the start of application of certain provisions

Article 28

Parties with the obligation of mid-term planning shall initiate the development of the mid-term plan in accordance with the law hereof starting from the mid-term plan for 2020, and the report on the implementation of the mid-term plan as of 15 March 2021, in accordance with the law regulating the planning system.

As an exception to paragraph 1 of the Article hereof, local authorities shall adopt mid-term plans at the latest starting from the mid-term plan for 2021, and reports on the implementation of the mid-term plan as of 15 March 2022, in accordance with the law regulating the planning system.

Coming into force

Article 29

The regulation hereof shall come into force on the eighth day as of the date of publication in the “Official Gazette of the Republic of Serbia”.

ANNEXES

Appendix 1: Form for the tabular overview of measures and activities

Overall objective1:						
The planning document the objective is taken from (or the designation "established by the mid-term plan"):						
Indicator(s) at the level of the goal (indicator of the effects)	Unit of measure	Source of verification	Baseline value	Base year	Target value during the final year	Last year of the planning document being in force

Specific objective 1.1							
The planning document the objective is taken from (or the designation "established by the mid-term plan"):							
The budget programme taking over the objective (code and name):							
Indicator(s) at the level of the objective (outcome indicator)	Unit of measure	Source of verification	Baseline value	Base year	Target value in year t+1	Target value in year t+2	Target value in year t+3

Measure 1.1.1: NAME								
The planning document the measure is taken from (or the designation "established by the mid-term plan"):								
Type of measure	Body (or sector of the body) responsible for implementing (coordinating the implementation of) the measure	Period of implementation	Source of funding	Total estimated funds by source of financing in RSD 000.			Code of the programme activity or project wherein funds are being provided	
				In year t+1	In year t+2	In year t+3		
Indicator(s) at the level of the measure (result indicator)	Unit of measure	Source of verification	Baseline value	Base year	Target value for year t+1	Target value for year t+2	Target value for year t+3	

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Name of activity	Institution (Department in the institution) implementing the activity	Deadline for the completion of activities	Source of funding	Total estimated funds by source in RSD 000.			Code of the programme activity or project wherein funds are being provided
				In year t+1	In year t+2	In year t+3	
1.1.1.1							
			...				
1.1.1.2							
1.1.1.3							

Appendix 2: Form for the tabular overview of measures and activities implemented by the party with the obligation of mid-term planning in accordance with public policy documents proposed by another body

Measure: NAME								
Planning document the measure is taken from and the name of the specific objective wherein the measure is defined in the planning document:								
Type of measure	Body (or sector of the body) responsible for implementation	Period of implementation	Source of funding	Total estimated funds by source of financing in RSD 000.			Code of the programme activity or project wherein funds are being provided	
				For year t+1	For year t+2	For year t+3		
Indicator(s) at the level of the measure (result indicator)		Unit of measure	Source of verification	Baseline value	Base year	Target value for year t+1	Target value for year t+2	Target value for year t+3
Name of activity	Body (sector of the body) implementing the activity	Deadline for the completion of activities	Source of funding	Total estimated funds by source in RSD 000.			Code of the programme activity or project wherein funds are being provided	
				For year t+1	For year t+2	For year t+3		
			Source 1					
			...					

Planning document the activity is taken from and name of the measure in the planning document wherein the activity is defined:							
Name of activity	Body (sector of the body) implementing the activity	Deadline for the completion of activities	Source of funding	Total estimated funds by source in RSD 000.			Code of the programme activity or project wherein funds are being provided
				For year t+1	For year t+2	For year t+3	
			Source 1				
			...				

Appendix 3: Description of measures and activities operationalized for the first time through the mid-term plan

Designation of the measure or activity	Name of the measure or activity	Description (explanation) of the measure or activity

Appendix 4: Plan of normative activities of the party with the obligation of mid-term planning

Normative activities (NA)	Measure that the implementation of NA is a precondition for	Body proposing the regulation	Type of regulation	Legal basis	Quarter when the regulation is submitted to the Government or minister for adoption, and/or establishment of a proposal	Link to the NPAA
Normative activity 1.1						
Normative activity 1.2						

Appendix 5: Mid-term expenditure framework of the party with the obligation of mid-term planning based on the programme classification and measures and activities from the mid-term plan

Code PR, PA, PJ	Name of the programme, programme activity or project	Name and designation of the measure or activity from the MP	Projection of funds by source in RSD 000.					
			For year t+1		For year t+2		For year t+3	
			Source 1, 10,11	Other sources	Source 1, 10,11	Other sources	Source 1, 10,11	Other sources
xxxx	Programme A	Total for the programme:						
	Programme activity B	Measure 1.1.2						
		Other						
		Total: for PA or PJ						
	Programme activity C	Activity 1.1.1.1						
		Activity 1.1.1.2						
		Activity 1.1.1.3						
		Total: for PA or PJ						
	Project D	Measure 1.2.2						
	Project E	Activity 1.2.3.1						
	Programme activity E	Activity 3.2.2.2						
		Activity 3.2.2.3						
		Other						
		Total: for PA or PJ						
	Programme B	Total for the programme:						
	Programme activity ...							