

Pursuant to Article 9 of the Act on Quality Assurance in Science and Higher Education (Official Gazette 45/09) and Article 54 of the Institutions Act (Official Gazette 76/93, 29/97, 47/99 and 35/08), the Statute on Amendments to the Statute of the Agency for Science and Higher Education of 15<sup>th</sup> March 2013 and the Statute of Amendments to the Statute of the Agency for Science and Higher Education of 17<sup>th</sup> July 2013, on the basis of the authorisation for determining the revised text of the Statute, the Management Board of the Agency for Science and Higher Education and the Agency's Director Professor Jasmina Havranek, PhD, hereby adopt the revised text of the Statute.

## **STATUTE OF THE AGENCY FOR SCIENCE AND HIGHER EDUCATION**

- *revised text* -

### **I GENERAL PROVISIONS**

#### **Object of standardization**

##### **Article 1**

This Statute regulates the activity, internal structure and the organization of work of the Agency for Science and Higher Education (hereinafter: the Agency).

#### **Legal status**

##### **Article 2**

- (1) The Agency shall have the capacity of a legal person and it shall be entered into the court register. The Agency shall autonomously and independently perform the activities within the scope and jurisdiction established by the Institutions Act, Act on Quality Assurance in Science and Higher Education and other acts which regulate the scope of activities of the Agency.
- (2) The Republic of Croatia shall be the founder of the Agency.

#### **Title**

##### **Article 3**

- (1) The title of the Agency shall be: Agency for Science and Higher Education.
- (2) The abbreviated title of the Agency shall be AZVO.
- (3) The title of the Agency in English shall be: Agency for Science and Higher Education.
- (4) The abbreviated title of the Agency in English shall be ASHE.

#### **Seat**

##### **Article 4**

The seat of the Agency shall be in Zagreb, Donje Svetice 38.

#### **Seal**

##### **Article 5**

- (1) The Agency shall have the seals in the shape of a circle having the diameter of 25mm, 35mm and 18 mm as well as the inscription "Agency for Science and Higher Education" in the upper part, and the inscription "Zagreb" in the lower part of the seal.

- (2) Documents issued by the Agency, on the basis of public authorisation, shall be verified by the seal in the shape of a circle containing the coat of arms of the Republic of Croatia in the middle part, the inscription “The Republic of Croatia” in the upper part, and “Agency for Science and Higher Education” in the lower part of the seal. The seal shall be designed in sizes of 38mm, 25mm and 18mm.
- (3) If the Agency shall use more than one seal identical in diameter, each seal shall be specified by an ordinal number above the coat of arms of the Republic of Croatia, respectively, in case of seals without the coat of arms below the word “Zagreb”.

### **Use of the seal**

#### **Article 6**

- (1) Ordering, usage and replacement of the seal bearing the coat of arms of the Republic of Croatia shall be conducted in a manner stipulated by the act.
- (2) Keeping and the proper usage of the seal shall be the responsibility of the director of the Agency or a person appointed by the director.

### **Scope of the Agency**

#### **Article 7**

The scope of the Agency shall include following professional and administrative activities:

- a) participate in the procedure of initial accreditation,
- b) participate in the procedure of re-accreditation,
- c) carry out the procedure of thematic evaluation,
- d) carry out the procedure of audit,
- e) collect and process data about the system of science and higher education for the purpose of providing relevant information, statistical indicators and analyses which are needed as foundations for establishing standards and criteria and for passing assessment in all evaluation procedures carried out by the Agency, as well as relevant information about the situation and efficiency of the overall system of science and higher education,
- f) carry out the procedure of professional recognition of higher education qualifications in accordance with special regulations,
- g) provide information about the conditions of enrolment at higher education institutions in the Republic of Croatia and collect information about the candidates' fulfilment of the conditions of enrolment at higher education institutions providing the basis for higher education institutions to perform enrolment into study programmes,
- h) carry out the activities of integrating the system of science and higher education into the international system,
- i) carry out the activities of linking and inclusion into the international associations and networks dealing with quality assurance in the system of science and higher education,
- j) encourage the development of scientific skills, knowledge and research on the system of quality in science and higher education in the Republic of Croatia and carry out systematic educational activities on national level, particularly the education of members of expert bodies involved in the evaluation procedures within the external system of quality assurance and development,
- k) work on the implementation of scientific innovations in the functioning of the system of science and higher education in the Republic of Croatia,

- l) perform administrative and technical tasks for the National Council for Higher Education and National Council for Science as well as for other bodies in accordance with the act and the Statute of the Agency,
- m) carry out other activities in accordance with special regulations.

## **II ACTIVITIES OF THE AGENCY**

### **Quality evaluation**

#### **Article 8**

- (1) Agency shall carry out the procedures of external quality assurance of science and higher education for the purpose of quality assurance and development of science and higher education in accordance with European standards and guidelines for quality assurance in science and higher education and good international practice.
- (2) The procedures of external quality assurance of science and higher education shall be: initial accreditation for performing higher education activities, initial accreditation for the implementation of study programme, initial accreditation for performing a scientific activity, re-accreditation of higher education institutions and scientific organizations, audit and thematic evaluation.
- (3) In the procedure of initial accreditation for performing higher education activities and /or implementation of study programme as well as in the procedure of initial accreditation for performing a scientific activity, the Agency shall examine whether all necessary conditions, stipulated by the Ordinance, are fulfilled and which are essential for issuing a licence for performing higher education activities and/or implementation of a study programme, respectively, for issuing a licence for performing a scientific activity.
- (4) In the procedure of re-accreditation of higher education institutions and scientific organisations, which is carried out periodically in cycles of five years, the Agency, along with the examination of necessary conditions provided by the Ordinance, shall pass an assessment of quality of higher education institution and scientific organisation with the recommendations for quality development based on the quality standards and indicators which shall be determined by the Accreditation Council.
- (5) In the procedure of audit of higher education institutions and scientific organisations, which is carried out periodically in cycles of five years, the Agency shall establish the level of development and efficiency of internal system of quality assurance of evaluation objects on the basis of Standards and Guidelines for Quality Assurance within European Higher Education Area and criteria provided by the Ordinance on Audit of Higher Education Institutions and Scientific Organisations adopted by the Accreditation Council.
- (6) In the procedure of thematic evaluation Agency shall examine the quality of an organizational unit and/or a study programme of the evaluation object, respectively, examine the quality of activity of the homogeneous evaluation objects and pass a quality assessment.

### **Data collecting and processing**

#### **Article 9**

The Agency shall collect and process data related to the system of scientific activity and higher education at the national level as well as to the systems with which science and higher education is in interdependence, primarily:

- about the resources of science and higher education and their relevance to social needs,
- about the quality and efficiency of a scientific activity and higher education activities,
- about the tendencies of development of science and higher education and their parts providing the basis for analyses needed as foundations for establishing standards and criteria for evaluation carried out by the Agency and for passing assessments in all the procedures of evaluation, which represent relevant information about the situation and efficiency of the overall system of science and higher education needed to expert and state bodies in order to render strategic decisions for development of science and higher education as a whole.

### **Recognition of higher education qualifications**

#### **Article 10**

- (1) The Agency shall establish National ENIC/NARIC Office, the information centre on academic mobility and recognition of foreign higher education qualifications, which is a part of the European Network of National Information Centres on academic mobility and recognition.
- (2) The scope of the activities of National ENIC/NARIC Office shall include the following:
  - activities within the professional recognition of higher education qualifications,
  - providing information about the recognition and evaluation of qualifications in accordance with regulations in force as well as the information about the foreign education systems and foreign higher education qualifications,
  - providing information about national education system and national higher education qualifications,
  - other activities in accordance with special regulations.
- (3) The internal structure of National ENIC/NARIC Office shall be stipulated by the ordinance adopted by the Management Board of the Agency, following the proposal of the director.

### **Unification of data on candidates' fulfilment of the conditions of enrolment at higher education institutions**

#### **Article 11**

- (1) The Agency shall establish Central Applications Office with the following tasks:
  - a) unifying data on candidates' fulfilment of the conditions of enrolment at higher education institutions,
  - b) making a brochure with instructions on how to apply for study programmes as well as on the conditions of enrolment into all study programmes offered by higher education institutions and which is delivered to students every year before the state graduation exam,
  - c) receiving decisions by the councils of higher education institutions on enrolment quotas and the conditions of enrolment as well as their entering into the system,
  - d) monitoring the overall system of application procedure,
  - e) making rank-lists of achieved education results, on the basis of which higher education institutions enrol students into study programmes,
  - f) providing information on the conditions of enrolment at higher education institutions in the Republic of Croatia,
  - g) generating various reports and statistics on the enrolment.

- (2) For the purpose of harmonising data about the students' achievements at the state graduation exam, Central Applications Office shall cooperate with National Centre for External Evaluation of Education and higher education institutions in the Republic of Croatia.
- (3) Representatives of each university as well as a representative of the Council of Polytechnics and Schools of Professional Education shall participate in the activities of Central Applications Office.
- (4) Organisation and the scope of the activities of Central Applications Office shall be further regulated by the ordinance adopted by the Management Board, following the proposal of the director of the Agency.

### **III BODIES OF THE AGENCY AND THEIR JURISDICTION**

#### **Bodies of the Agency**

##### Article 12

The bodies of the Agency shall be: the Management Board, director and professional council.

#### **Management Board**

##### Article 13

- (1) The Agency shall be managed by the Management Board consisting of a President and eight members.
- (2) President and the members of the Management Board shall be appointed for a term of office of four years.
- (3) President and seven members of the Management Board shall be appointed by the Croatian Parliament as follows:
  - president and two members nominated by the Government of the Republic of Croatia,
  - one member nominated by the Rectors' Conference,
  - one member nominated by the Council of Polytechnics and Schools of Professional Education,
  - one member nominated by the National Council for Higher Education,
  - one member nominated by the National Council for Science,
  - one member nominated by the Croatian Student Council.
- (4) The Agency shall collect submitted proposals of the competent bodies from paragraph 3 of this Article and, through the Government of the Republic of Croatia, submit them to the Croatian Parliament for the appointment.
- (5) The Agency shall appoint one member of the Management Board from the ranks of its employees in accordance with the provisions of Labour Act.

##### Article 14

- (1) The term of office of the President or a member of the Management Board shall terminate even before the time set out in paragraph 1 of this Article, particularly if they request it of their own accord, if they are in serious breach of duties set out by the Statute of the Agency, in case of inability to perform usual duties for more than six months, in case of permanent loss of ability for performing these duties and in case of receiving a non-suspended sentence for a crime rendering them undignified for performing their duties.

- (2) Agency shall inform the Croatian Parliament of any reason for dismissal of the president or a member of the Management Board appointed by Croatian Parliament before the expiration of their term of office.

#### Article 15

- (1) If for any reason the number of members of the Management Board shall be reduced, the Management Board shall, within eight days from the day of announcement, inform the founder on the need for the appointment of a new member.
- (2) A newly appointed member of the Management Board shall hold the office until the expiration of the term of the office to which the former member has been appointed.
- (3) To additional appointment of the members of the Management Board the provision of Article 13, paragraph 4 of this Statute shall be applied.

#### Article 16

- (1) Management Board of the Agency shall:
- adopt the Statute of the Agency following the proposal of director and with the approval of the Ministry,
  - appoint and dismiss a director,
  - appoint and dismiss a deputy director of the Agency following the proposal of director,
  - adopt the Ordinance on Internal Organisation, which closely regulates internal organisation of the Agency, following the proposal of director,
  - establish annual programme of the work of the Agency which closely sets out activities and tasks of the Agency for current calendar year as well as monitor the implementation of the programme,
  - determine annual budget of the Agency following the proposal of the director,
  - adopt final financial report of the Agency,
  - decide, following the proposal of director, on the amount of remuneration for:
    - carrying out the procedures of initial accreditation for the establishment of private higher education institutions and their study programmes,
    - carrying out the procedures of thematic evaluation at the request of evaluation objects,
    - consulting services to the potential interest groups concerning the implementation of the procedures of external quality assurance,
  - set out the type of other services Agency shall offer for a fee as well as the amount of the fee for offered services,
  - adopt annual report on the activities of the Agency, submitted by the director and submit it to the Ministry and the founder of the Agency,
  - decide, as second instance body, on the rights of the employees concerning their employment and work,
  - undertake other activities in accordance with the act and the Statute of the Agency.

#### Article 17

- (1) The Management Board shall operate at sessions.
- (2) Sessions of the Management Board shall be held according to the needs.
- (3) Sessions of the Management Board shall be convened by the President of the Management Board.
- (4) Proposal for convening the session of the Management Board may be submitted by each member of the Management Board, respectively, director of the Agency. The President of the

Management Board shall convene a session at the request of a majority of overall number of members of the Management Board.

- (5) The President of the Management Board shall preside over the session of the Management Board or the member of the Management Board authorised by the President in case of absence or obstruction of the President.

#### Article 18

- (1) On the issues within its jurisdiction, the Management Board shall decide by open ballot, unless it is laid down by the act or general legal act of the Agency or by specific decision of the Management Board, that the individual cases shall be decided by secret ballot.
- (2) Decisions and conclusions of the Management Board are valid if they receive a majority of votes of the overall number of members of the Management Board.
- (3) The results of voting shall be established by the chairman of the session.

#### Article 19

- (1) Minutes shall be kept at the sessions of the Management Board.
- (2) Minutes shall be kept by the member of the Management Board appointed by the Management Board at its session or the employee of the Agency appointed according to the general legal acts of the Agency.
- (3) Minutes shall have the characteristic of a document confirming the operation and mode of operation of the Management Board.
- (4) Minutes shall contain:
  - ordinal number of session, location and time of session,
  - name and surname of the chairman of the session, names of present and absent members with the indication of the members who justified their absence.
  - names of other persons present at the session,
  - confirmation that the session attended a number of members required for valid decision making,
  - proposed and adopted agenda,
  - the course of work of the session and matters subject to discussion with the indication of persons participating in discussion as well as the summary of their presentation,
  - the results of voting on particular item of agenda,
  - dissenting of individual member of the Management Board if required to be entered into in the minutes,
  - time of closing or interruption of the session,
  - indication of appendices as integral parts of the minutes,
  - the signature of the chairman of the session and the recording clerk.

#### Article 20

- (1) Decisions rendered at the session of the Management Board shall be published in the form of summary minutes.
- (2) Summary minutes shall be announced at the notice board of the Agency and the web site of the Agency.
- (3) The Management Board shall issue the rules of procedure which further regulates the mode of operation of the Management Board.

#### Article 21

- (1) The Management Board may establish expert bodies for carrying out the activities, determined by the act, of studying particular issues or preparation of particular legal acts.
- (2) Bodies from paragraph 1 of this Article shall be established by the decision of the Management Board as well as their composition, tasks, mode of operation and etc.

#### **Director of the Agency**

#### Article 22

Director of the Agency shall:

- represent and act on behalf of the Agency, organise and manage operations and professional activities of the Agency,
- submit a proposal to the Management Board for annual work programme, financial plan and annual budget of the Agency and shall be responsible for their implementation,
- submit a proposal to the Management Board for annual report on the operations and activities of the Agency,
- submit a proposal of draft Statute to the Management Board, as well as its amendments and Ordinance on Internal Organisation,
- adopt other general legal acts from the scope of the activities of the Agency,
- autonomously carry out legal transactions on behalf of the Agency to the amount set out by the Statute of the Agency,
- decide on the start and end of the employment of the employees of the Agency,
- participate in the activities of the Management Board without the decision making rights,
- submit proposal to the Management Board for the appointment and dismissal of deputy director,
- select external collaborators from the rank of scientists and experts for performing particular tasks concerning the activities and operations of the Agency.

#### Article 23

- (1) The director may, within the limits of his/her jurisdiction, authorise, through written authorisation, another person within or out of the Agency to represent the Agency in legal transactions.
- (2) The director shall not, without the approval of the Management Board, enter into legal transactions of alienation or real estate loads of the Agency.
- (3) The director of the Agency shall be authorized to enter into legal transactions whose amount does not exceed 1.000.000,00 (one million) KN.
- (4) For legal transactions which exceed 1.000.000,00 (one million) KN the director shall be obligated to obtain the approval of the Management Board.
- (5) The Director shall not without the approval of the founder obtain, load or alienate real estate and other asset worth more than 3.000.000,00 (three millions) KN.

#### Article 24

The director shall not, without the special authorization of the Management Board, act as other contracting party and enter into contracts with the Agency on his/her behalf and account, on his/her behalf and for the account of other parties, or on behalf and for the account of other parties.



#### Article 25

- (1) Director shall be the managing and professional head of the Agency.
- (2) To be appointed a director of the Agency a person must have a doctoral degree (PhD) and be appointed into scientific research-teaching grade of associate professor or full professor, respectively, into the grade of a senior research associate or a scientific adviser.
- (3) Director shall be appointed and dismissed by the Management Board.
- (4) Director shall be appointed for the term of office of four years and be eligible to reappointment.

#### Article 26

- (1) Director shall be appointed on the basis of a public competition.
- (2) Decision on announcing the public competition shall be passed by the Management Board at least three months before the expiration of the current term of office.
- (3) Public competition shall be published in the Official Gazette and at the web site of the Agency.
- (4) Content of the public competition shall be in accordance with the act and this Statute.

#### Article 27

- (1) If no person shall apply to the announced competition or no applied candidate shall be elected, the competition shall be repeated.
- (2) Until the appointment of the director, on the basis of repeated competition, the Management Board shall appoint the interim director for the period of one year maximum.

#### Article 28

- (1) The Management Board shall dismiss director before the expiration of the period to which he/she was appointed if it is established that conditions for dismissal prescribed by the Institutions Act are acquired and if the director neglected the professional and management duties as the head of the Agency.
- (2) In case of dismissal of the director, the Management Board shall appoint the interim director and within 30 days from the day of the appointment of interim director shall announce a competition for the appointment of director.

### **Accreditation Council**

#### Article 29

- (1) Accreditation Council shall be the professional council of the Agency.
- (2) Accreditation Council shall consist of eleven members which, on the proposal of the director, shall be appointed by the Management Board of the Agency to a term of office of four years, taking into consideration the representation of the representatives of all applicants from paragraph 3 of this Article.
- (3) At the request of the Agency, proposals shall be submitted by the:
  - Rectors' Conference,
  - Council of Polytechnics and Schools of Professional Education,
  - Croatian Chamber of Commerce,
  - Croatian Student Council,
  - National Council for Science,

- National Council for Higher Education,
  - research institutes,
  - researchers and members of the academic community on the basis of a public call for proposals of candidates.
- (4) On the basis of collected proposals, the director shall recommend the Management Board 11 candidates for the members of the Accreditation Council.
  - (5) The Accreditation Council may have associate members coming from non-governmental and non-profit organizations that are recognized as the stakeholders in the area of science and higher education.
  - (6) Associate members are appointed by the Accreditation Council Decision upon the proposal of the Director without voting rights.
  - (7) Members of the Accreditation Council shall be the persons who have the knowledge of international particularly European and national system of quality assurance and shall be obliged to systematic education of quality assurance in science and higher education.
  - (8) The director of the Agency shall participate in the activities of the Accreditation Council without the decision making rights.
  - (9) State officials shall not be the members of the Accreditation Council.
  - (10) The President of the Accreditation Council shall be elected by the members of the Council from among themselves.
  - (11) When necessary, Accreditation Council shall establish its working bodies structured by the scientific fields. Presidents of the working bodies shall be appointed from the rank of the Accreditation Council.
  - (12) The mode of operation and decision making of the Accreditation Council shall be closely determined by the Rules of Procedure of the Accreditation Council.

### Article 30

- (1) Accreditation Council shall perform the following tasks:
  - adopt documents for the implementation of the procedure of initial accreditation and re-accreditation of higher education institutions, study programmes, and scientific organizations as well as carry out the procedure of thematic evaluation and audit and development of higher education institutions and scientific organizations,
  - provide criteria and indicators for the quality assessment of evaluation objects,
  - establish a plan for carrying out the procedures of external evaluation,
  - appoint members of the boards of experts for carrying out the procedures of external evaluation,
  - provide an opinion on the boards' final report on the procedures carried out during external evaluation,
  - appoint members of the boards dealing with appeals to the procedures carried out during external evaluation,
  - submit an annual report on its work to the director,
  - submit a proposal for an annual work programme within the scope of its activities as well as establish the composition and mode of operation of working bodies of the Accreditation Council,
  - decide on other professional issues at the request of the Management Board and the director of the Agency.

- (2) In order to prevent conflict of interests of the members of the Accreditation Council with regard to evaluation objects, the Agency shall issue a special Code of Conduct of the Accreditation Council.

#### Article 30a

- (1) Thematic evaluation is carried out by the Agency on official duty, on the basis of a decision by the Accreditation Council, in accordance with the Act on Quality Assurance in Science and Higher Education, provision of Article 30, Paragraph 1 of the Statute of the Agency and the Rules of Procedure of the Agency's Accreditation Council.
- (2) The Agency shall carry out thematic evaluation at the suggestion of the Minister of Science, Education and Sports, the object of evaluation or the student union of a higher education institution. After carrying out such an evaluation, the Agency shall forward a report containing the review to the applicant.

#### **Deputy director of the Agency**

#### Article 31

- (1) The Management Board shall appoint a deputy director of the Agency, following the proposal of the director of the Agency.
- (2) Deputy director of the Agency shall replace the director in case of absence or obstruction, and shall perform duties within his/her jurisdiction as well as carry out other tasks assigned by the director.
- (3) To be appointed a deputy director of the Agency, a person must have a doctoral degree (PhD).

### **IV INTERNAL STRUCTURE OF THE AGENCY**

#### Article 32

The Labour Act and general legal acts of the Agency shall be applied to a legal employment status of the employees of the Agency, respectively, to the procedure of implementation of their employment rights and obligations as well as to the salaries of the employees.

#### Article 33

The Agency shall have a Director's Office and the head of the Director's Office shall be a director.

#### Article 34

- (1) Director of the Agency shall have assistant directors.
- (2) Assistant directors shall assist the director in the organization and management and professional activities of the Agency, as well as perform other tasks in accordance with the general legal acts of the Agency and upon the authorisation by the director.
- (3) For his work assistant directors shall be responsible to the director.
- (4) Assistant director shall be appointed and dismissed by the director.
- (5) To be appointed assistant director, a person must fulfil conditions set out by the Ordinance on Internal Organisation of the Agency.

#### Article 35

Assistant directors referred to in Article 34 hereof shall be in charge of a specific scope of the activities of the Agency, in accordance with the Ordinance on Internal Organisation of the Agency.

#### **Article 36**

Organizational units of the Agency shall be: directorate, departments, offices and sections.

#### **Article 37**

Detailed internal structure, description of activities and work posts of the Agency shall be established by the Ordinance on Internal Organisation of the Agency.

## **V CONFIDENTIALITY OF INFORMATION**

### **Transparency**

#### **Article 38**

- (1) The Agency shall ensure transparency through cooperation with mass media and informing other institutions about the activities and operations of the Agency.
- (2) Data and information about the activities and operations of the Agency shall be provided by the director or a person appointed by the director.
- (3) To provide public with more detailed information about its activities, the Agency may publish special publications and put information on web sites on which the mode of operation and issued decisions of the Agency shall be put as well, and all relevant indicators determined by the director of the Agency.

### **Confidentiality of Information**

#### **Article 39**

- (1) The term confidentiality of information implies the specific information about the activities of the Agency proclaimed by the director or the Management Board in accordance with special regulations.
- (2) Members of the Management Board and the employees of the Agency are bound to preserve confidentiality of information even after the cessation of their employment in the Agency.

## **VI FINANCING OF THE AGENCY**

### **Sources of finance and financial transactions**

#### **Article 40**

- (1) The Agency shall be financed from the state budget funds of the Republic of Croatia and from its own incomes.
- (2) The Management Board shall establish the financial plan of the Agency which determines the amount of income and expenditure for one fiscal year.
- (3) The Agency shall make financial transactions for the needs of the national councils.
- (4) The Management Board shall adopt the final financial report of the Agency.

- (5) The Agency shall use its funds, including the income earned from its operations, solely for performing and development of the activities of the Agency.

### **Financial management**

#### **Article 41**

- (1) The Agency's funds, including funds needed for the activities of the national councils, shall be maintained in accordance with the regulations of payment system.
- (2) The Agency shall keep its accounting books in accordance with the regulations on the accounting of budgetary users.
- (3) The Director of the Agency is responsible for accurate and proper book account-keeping.

## **VII GENERAL LEGAL ACTS OF THE AGENCY**

### **Types of general legal acts**

#### **Article 42**

The general legal acts of the Agency shall be the Statute, ordinances, rules of procedures and decisions which regulate particular issues on the organization and activities of the Agency.

#### **Article 43**

Along with the Statute, general legal acts of the Agency shall be:

- Ordinance on Labour,
- Ordinance on Internal Organization,
- Ordinance on Safety at Work,
- Ordinance on Fire Protection,
- Ordinance on Protection of Archival and Registry Materials,
- Ordinance on Salaries, Fees and Other Material Rights of Employees,
- Ordinance on Financial Transactions and Accounting,
- Rules of Procedure of the Management Board,
- Rules of Procedure of the Professional Council,
- Other general legal acts of the Agency which further regulate the activities of the Agency.

### **Competence for adoption of general legal acts**

#### **Article 44**

- (1) The Management Board shall, on the proposal of the Director, adopt the following general legal acts:
  - The Statute, with the approval of the Ministry of Science, Education and Sports,
  - The Ordinance on Internal Organization,
  - Ordinance on Financial Transactions and Accounting,
  - Rules of Procedure.
- (2) The Director of the Agency shall adopt all other general legal acts not determined in the paragraph 1 of this Article.

### **Publication and entry into force of this Statute**

#### **Article 45**

General legal acts shall be announced at the notice board of the Agency as well as at the web site of the Agency, and enter into force on the same day of its announcement at the notice board, unless otherwise provided by the general legal act.

### **The interpretation of the Statute**

#### **Article 46**

In case of ambiguity and inconsistency in applying the provisions of this Statute, the interpretation shall be provided by the Management Board of the Agency.

## **VIII TRANSITIONAL AND FINAL PROVISIONS**

### **Deadline for adopting general legal acts**

#### **Article 47**

- (1) The Management Board of the Agency shall adopt general legal acts within one month from the day of entry into force of this Statute.
- (2) Until the adoption of legal acts from paragraph 1 of this Article, issues determined by these legal acts shall be temporary determined by the Director of the Agency.

### **Entry into force of this Statute**

#### **Article 48**

- (1) This Statute shall enter into force on the day of its announcement at the notice board of the Agency, after the approval of the Ministry of Science, Education and Sports.
- (2) Upon the entry into force of this Statute, the Statute of the Agency for Science and Higher Education (revised text) of 1<sup>st</sup> February 2010 shall cease to have effect.

Zagreb, 29<sup>th</sup> July 2013

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The President of the Management Board

Prof. Mile Dželalija, Ph. D., m.p.

Director of the Agency

Prof. Jasmina Havranek, Ph. D., m.p.