



REPUBLIKA E SHQIPËRIË
ENERGY REGULATORY AUTHORITY
BOARD
DECISION

No. 157, Dated 30.06.2021

ON
REVIEWING ERE TRANSPARENCY PROGRAM AND REGISTER OF
REQUESTS AND RESPONSES

Based on article 10, point 1 and article 16 of Law no. 43/2015 “*On Power Sector*”, as amended, article 2, point 1, letter “a”, 4,5,6,7 and 8 of Law no. 119/2014 “*On the right to information*”, article 15 of the “*Rules for ERE Organization, Operation and Procedures*”, approved with ERE Board decision no. 96, dated 17.06.2016, as well as Data Protection Commissioner Order no. 187, dated 18.12.2020 “*On approving the new Transparency Program*” and Order no. 188, dated 18.12.2020 “*On approving the Register of requests and responses templates*”, ERE Board on their meeting dated 30.06.2021, after reviewing the report Protocol no. 96/7, dated 28.06.2021, prepared by the Technical Directories, “*On reviewing ERE Transparency Program and Register of Requests and Responses*”,

Observed that:

- ERE based on article 10, point 1, of Law no. 43/2015, "On Power Sector", as amended and article 2, point 1, letter "a", 4, 5, 6, 7 and article 8, of Law no. 119/2014 “On the right to information” is a legal and public person legally and functionally independent from any other public or private entity and based on the provisions of this Law has the obligation to implement an institutional Transparency Program and the Register of Requests and Responses as well as their review.
- ERE Board with decision no. 69, dated 11.05.2015, decided on the approval and implementation of ERE transparency program, provided in article 4, of Law no. 119/2014, "On the right to information".
- Following, ERE board with decision no. 112, dated 27.07.2017, decided to review the Transparency Program of ERE.
- Pursuant to Data Protection Commissioner Order no. 187, dated 18.12.2020 “*On approving the new Transparency Program*” and Order no. 188, dated 18.12.2020 “*On approving the Register of requests and responses templates*”, ERE Transparency Program and the Register of Requests and Responses were subject to the revision provided in these two Orders.

For all of the above mentioned, ERE Board

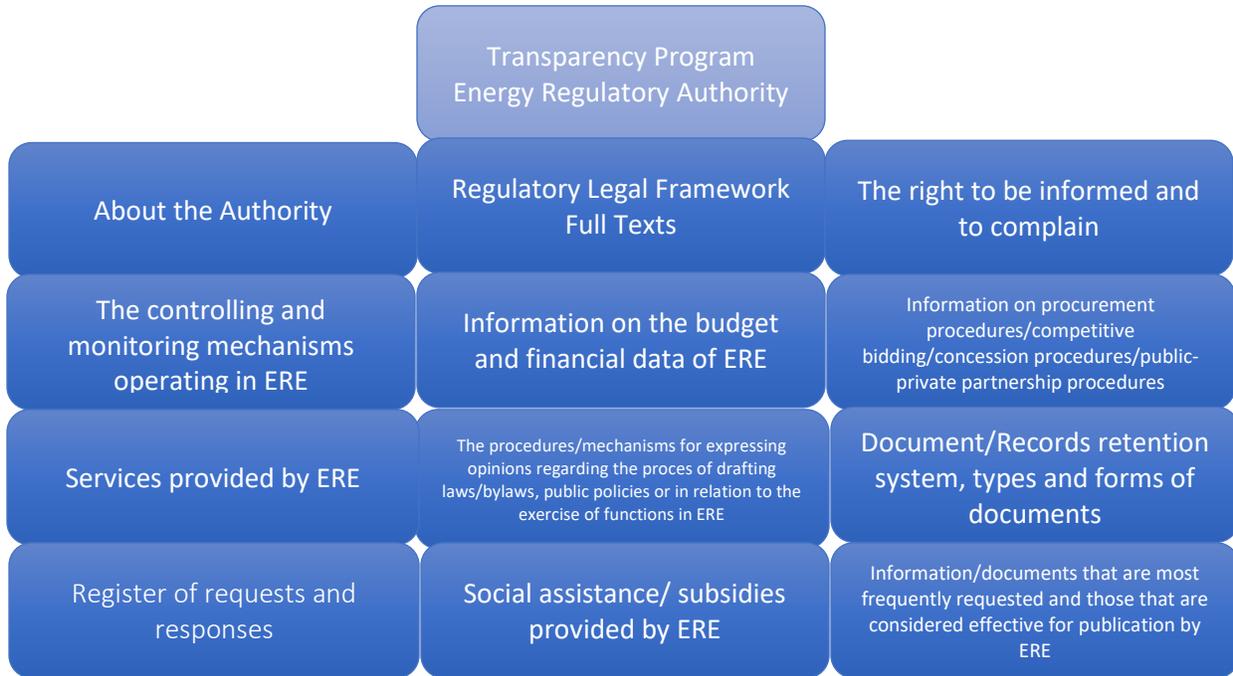
Decided:

1. To review ERE Transparency Program and Register of Requests and Responses (Attached).
2. The Coordinator on the right to information of the Albanian Energy Regulatory Authority (ERE) is in charge for the implementation of the Transparency Program and the Register of Requests and Responses according to this decision and the attachments.

This decision enters immediately into force.

This decision shall be published on the Official Gazette.

ERE Transparency Program

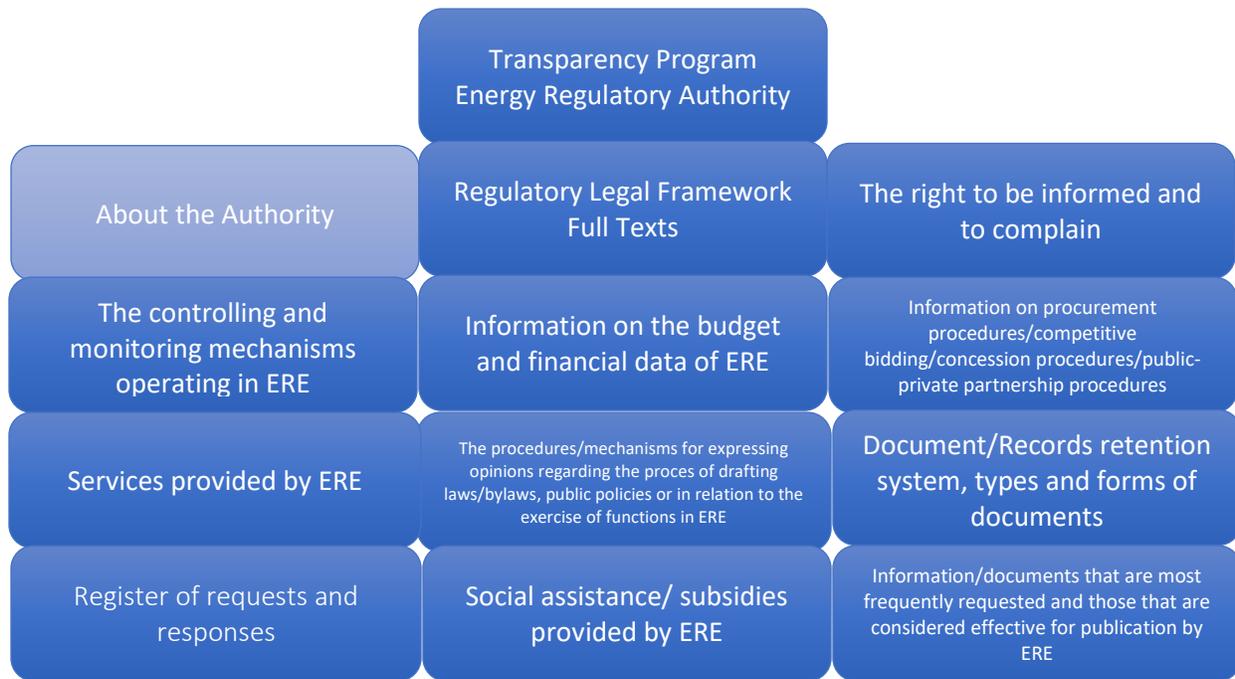


Based on Article 7, of law no. 119/2014, “On the right to information” the Energy Regulatory Authority publishes on its website the Transparency Program (“TP”). This program defines the legal framework for the activity of the authority based on law no. 119/2014 “On the right to information” (LDI).

This program is evaluated as a concrete way through which the public authority (hereinafter ERE) builds and increases transparency in its institutional work, under the guarantee of LDI. ERE shall periodically update the Transparency Program, in accordance with point 2 of article 5 of the LDI.

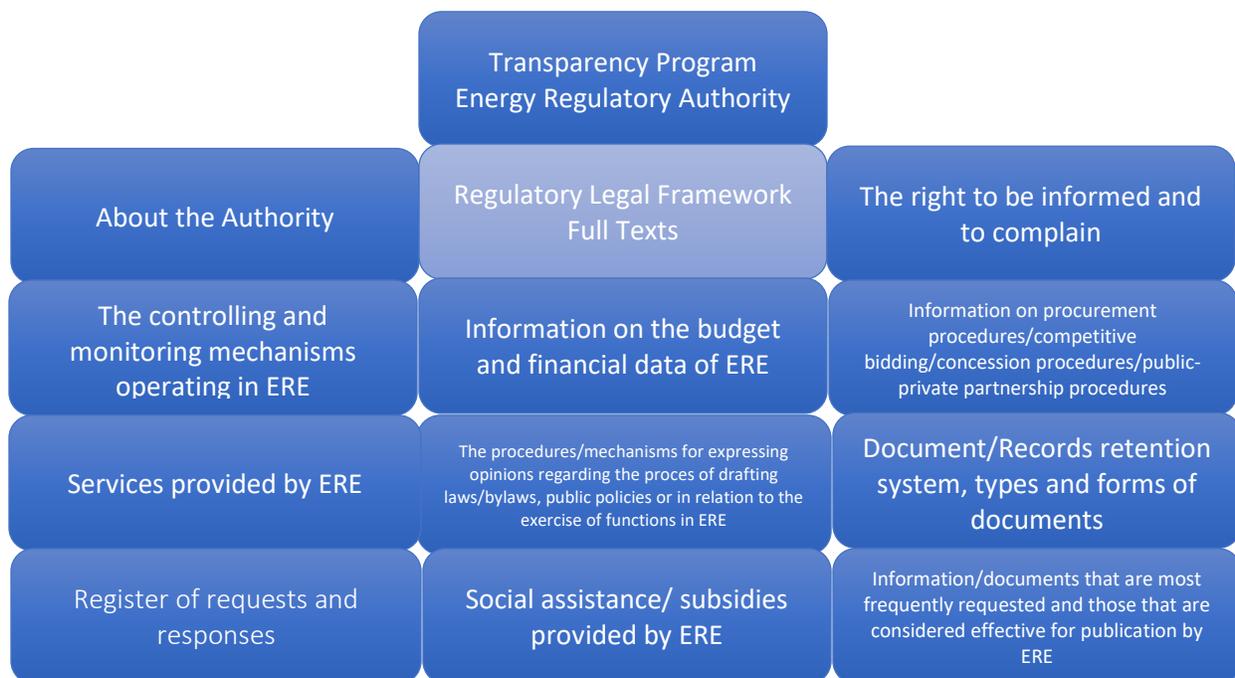
The information published in this program, aims to achieve the transparency ERE activity, through its detailed coverage on the official website www.ere.gov.al as well as in the reception areas for the public. Each document is also accessible in the scheme.

Figure no.1 Transparency Program



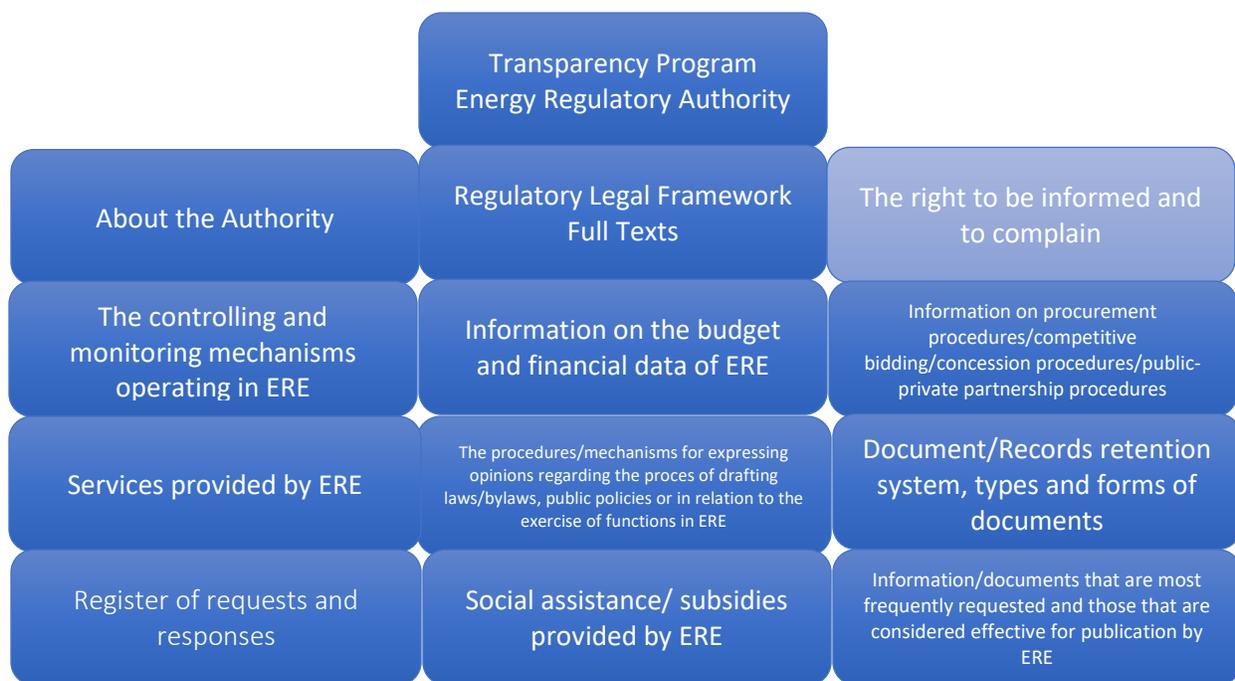
- Organizational structure/Organogram
- Salary scales
- Functions and tasks of ERE
- CV and salary scales of employees who are subject to declaration by law, including members of the Board and ERE Chairman, description of the election process, their competences and tasks.
- The process of the decision-making carried out by the members of ERE Board
- The procedures and mechanisms for making a request and complaint related to the actions or omissions of ERE Including mail/e-mail address for filing a request and complaint – Time limits and way of request-response)

Figure no. 2 About the Authority



- International Legislation
- National Legislation
 - o Law on the right to information
 - o Law on the protection of personal data
 - o Law on notification and Public Consultation
- **By Laws Acts**
 - o On the protection of personal data
 - o Decisions
 - o Guidelines
- Regulations
- Code of Ethics
- **Acts that contain rules, norms or restrictions of the human rights and fundamental freedoms**
- **Strategy**
 - o Strategy for 2021-2023 period
 - o ERE strategy
- Annual Report
- **Policy manual/document, related to the functions of ERE which affect the public interest**
 - o Guidelines
 - o Opinions
 - o Manuals

Figure no.3 Regulatory legal framework/Full texts



- **Coordinator:**
Erato Sinani
- **E-mail:**
koordinatori@ere.gov.al
- **Tel:**
042269590
042222963
- **Address:**
Boulevard "Bajram Curri", Street "Viktor Eftimiu" No.1023, Tiranë
- **Office Hours:**
Monday - Thursday 08.00 a.m. - 16.30 p.m.
Friday 08.00 a.m. - 14.00 p.m.
- Request / Explanatory Application Form (steps to follow how to make a request for information)
- Request / Explanatory Application Form (appeal process of the Commissioner)

Figure no. 4 The right to be informed and to complain

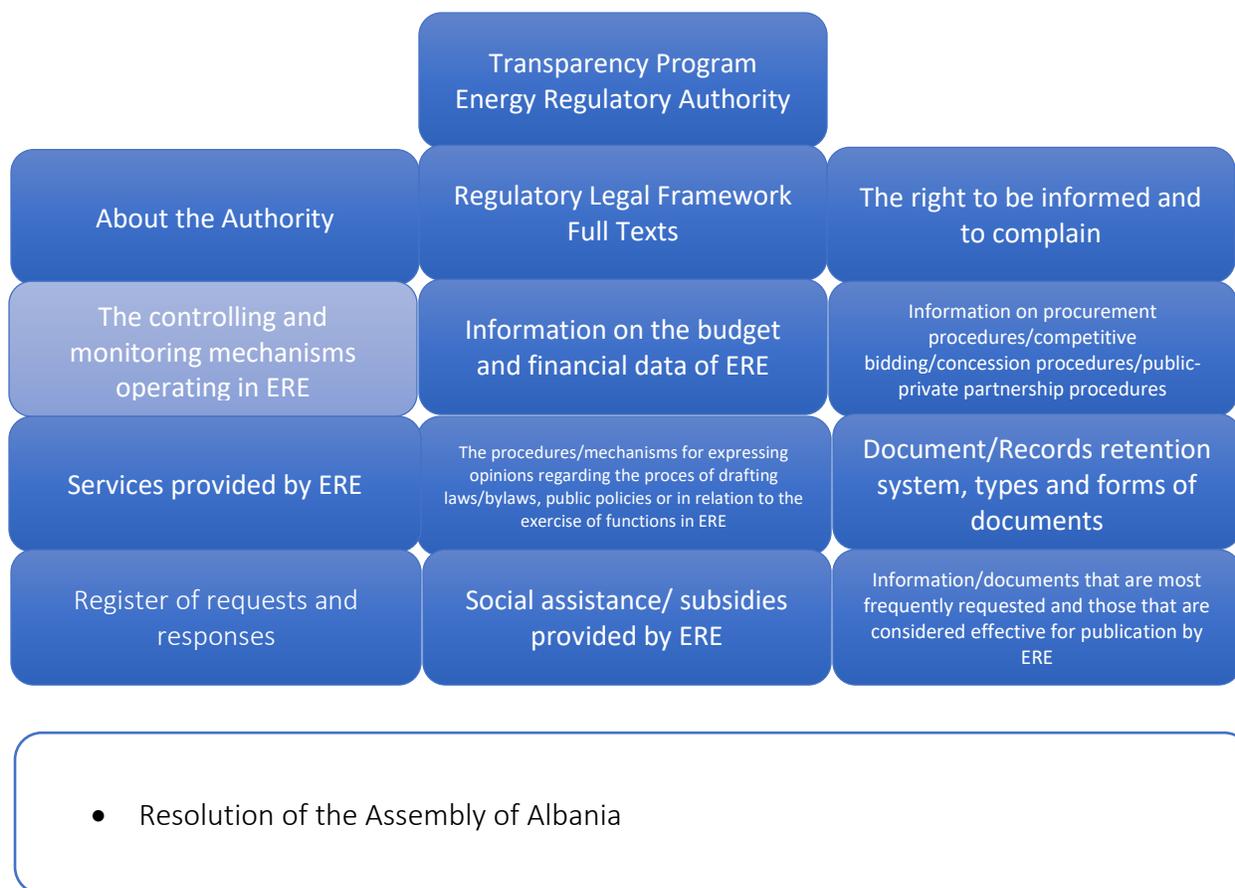
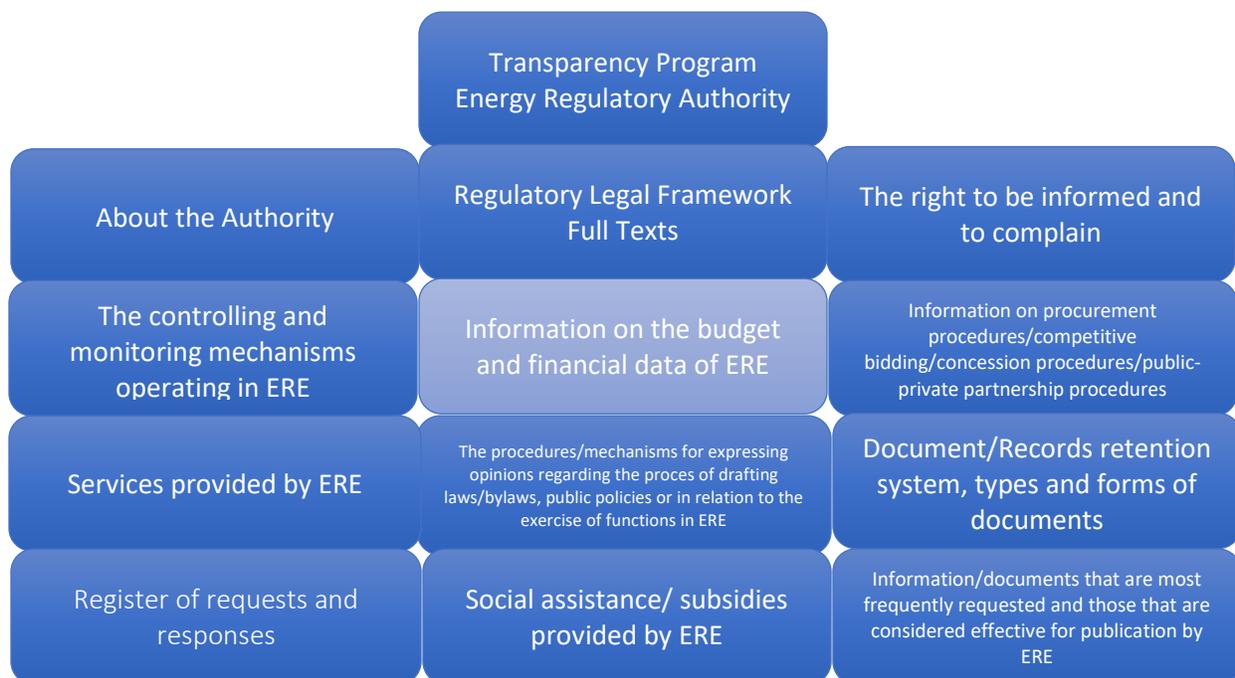


Figure no. 5 The controlling and monitoring mechanisms operating in ERE

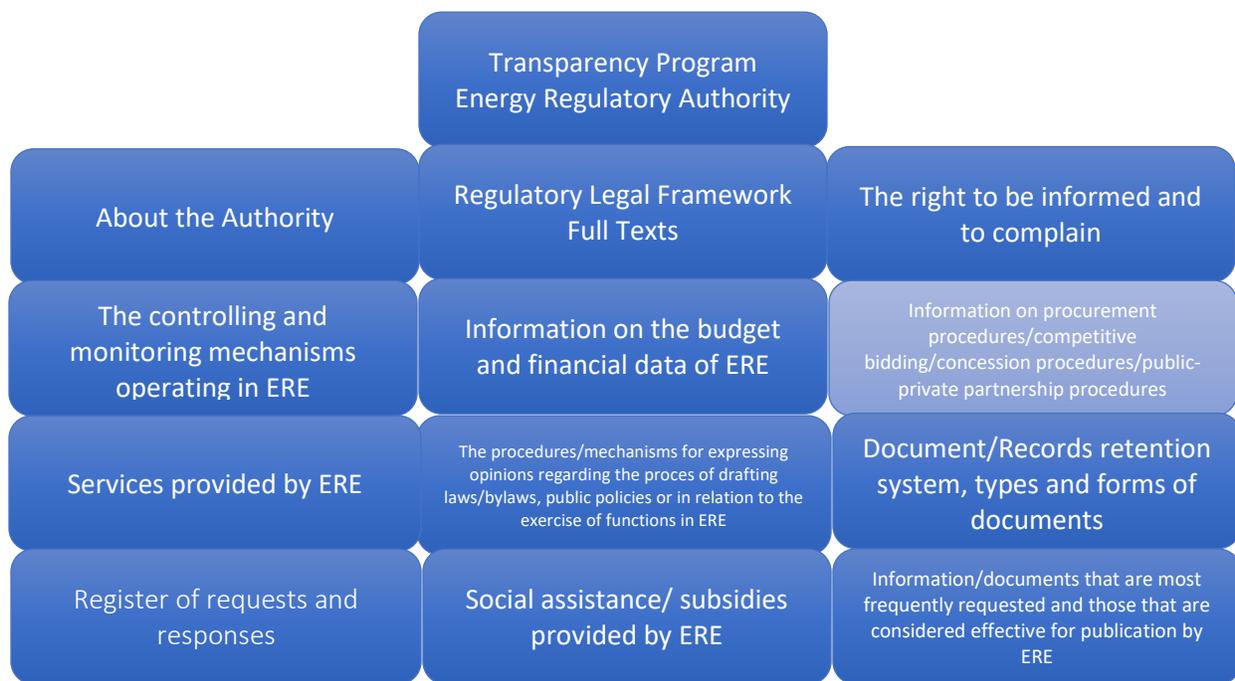


- Budget, expenditure plan for the following financial year and previous years
- Annual report on budget implementation and annexes
- Sponsorships and Donations
- Documents that provide general terms and conditions of settlement of obligations by certified subjects*

Commissioner's Office does not charge a fee for its services

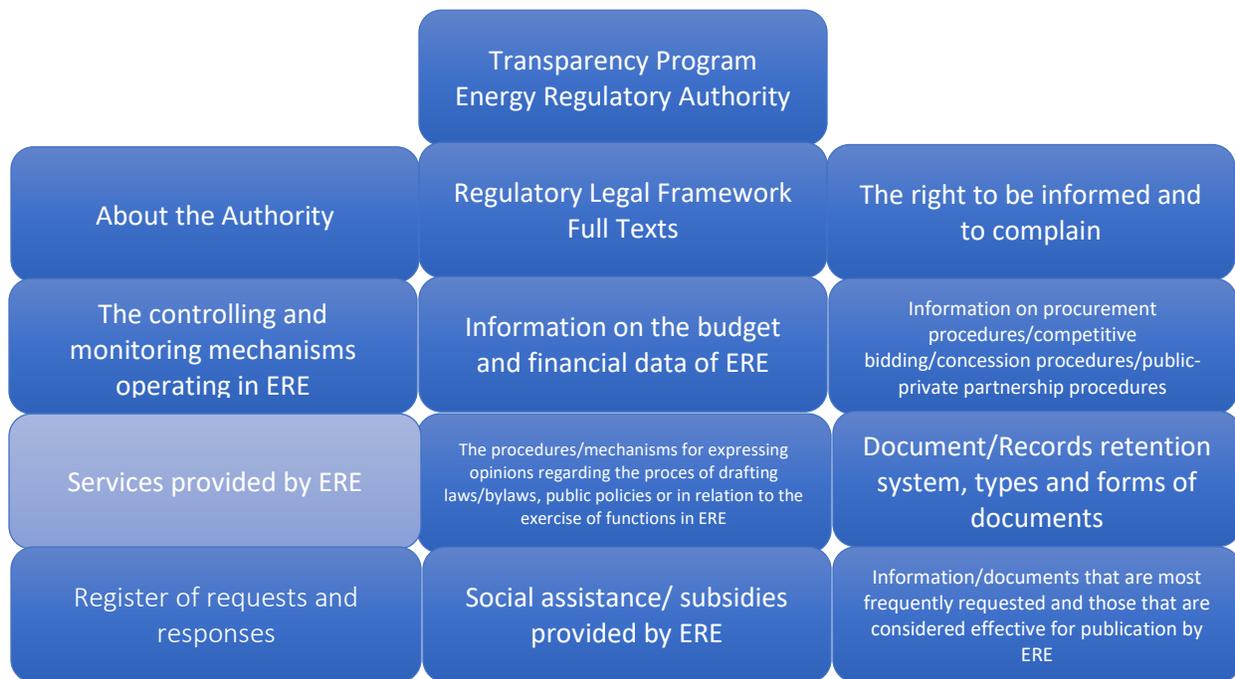
Note*: In cases when the Public Authority is self-financed by the license fees or any other way of direct financing by the subjects regulated by it, are made public also the documents that provide general terms and conditions that indicate the settlement of obligations by certified subjects.

Figure no. 6 Information on the budget and financial data of ERE



- List of service agreement (including contracted amount, contracting parties and description of services)
Register of realizations and donations
- Register of perceived public procurement
- Register of public procurement performance
- Information on the implementation and monitoring of contracts, also various guidelines and policies

Figure no. 7 Information on procurement procedures/competitive bidding/concession procedures/public-private partnership procedures

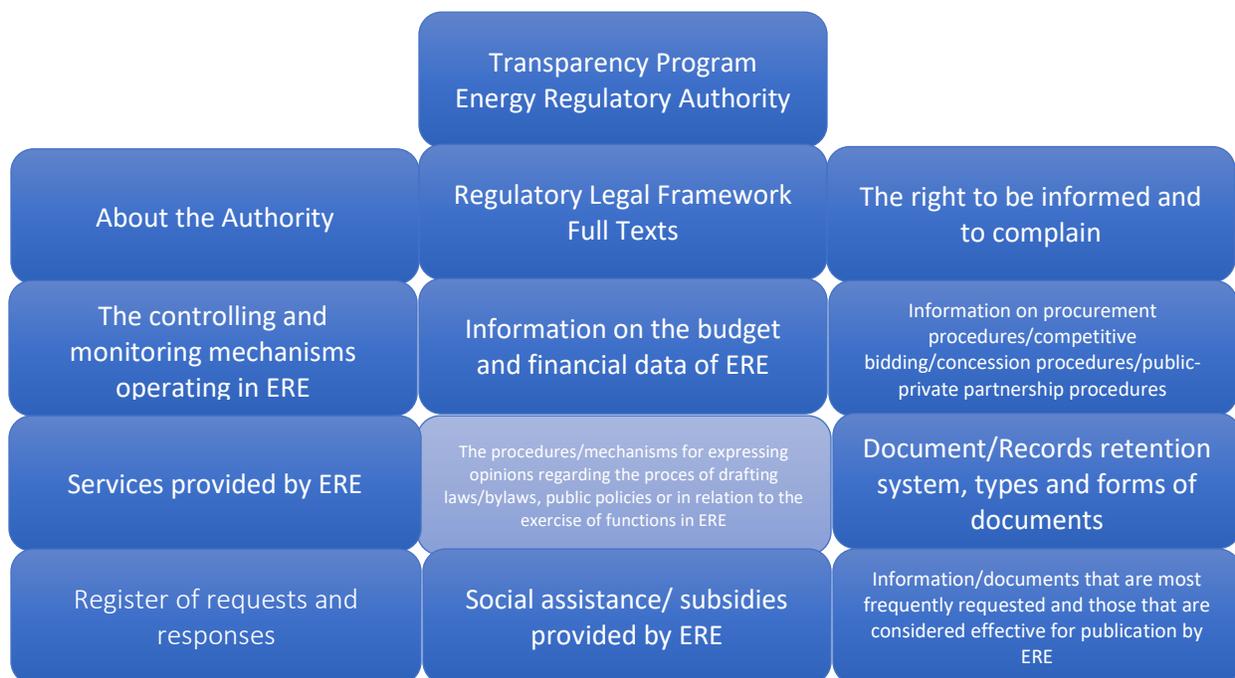


List of Services * provided by ERE, including (Relevant fees,Application form,Time limits, Appeal procedure, Standards for the quality of service)

- International data transfer
- Accreditation of certified bodies
- No fees are applied for both procedures

Note: Issuance of documents / Permits / Licenses / Authorizations etc.

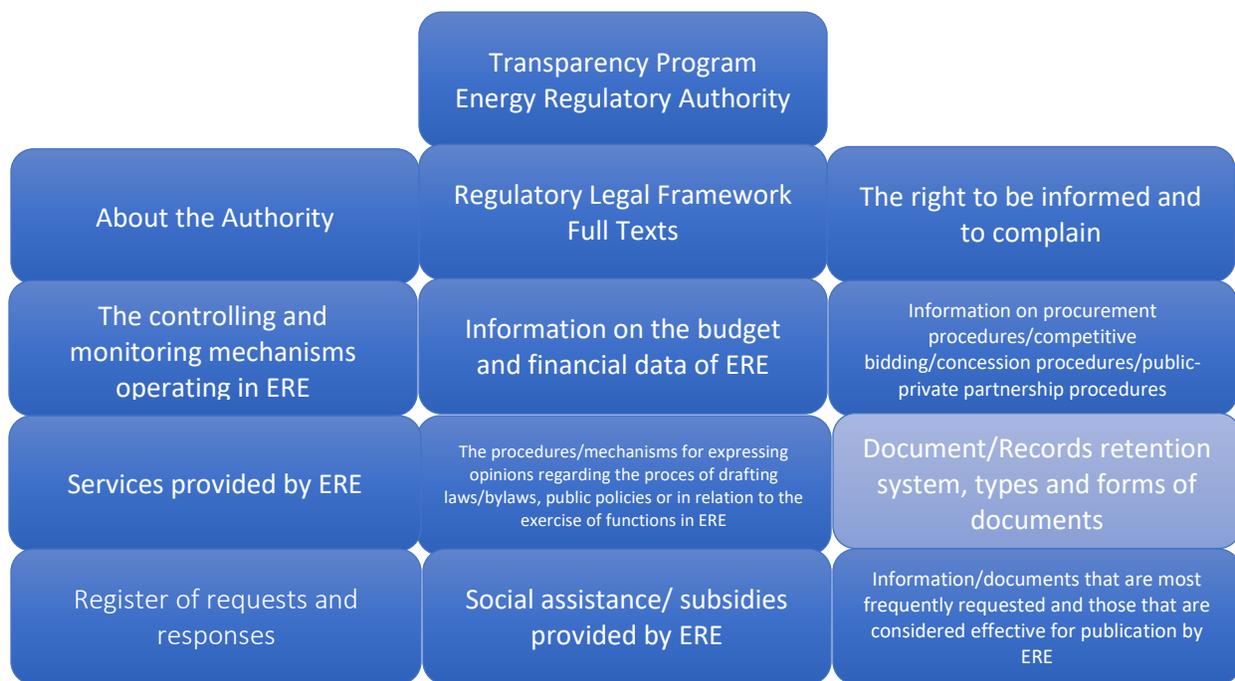
Figure no. 8 Services provided by ERE



- Announcement and public consultation
- Comments/Recommendations/Opinions of interested parties /interest groups
- **Review comments and recommendations**
- Annual reports on transparency in the decision-making process*
- **Procedures/mechanisms for expressing opinions regarding the drafting of public policies or the exercise of ERE functions**
- Name Last name of the coordinator for the public consultation, mail/electronic address

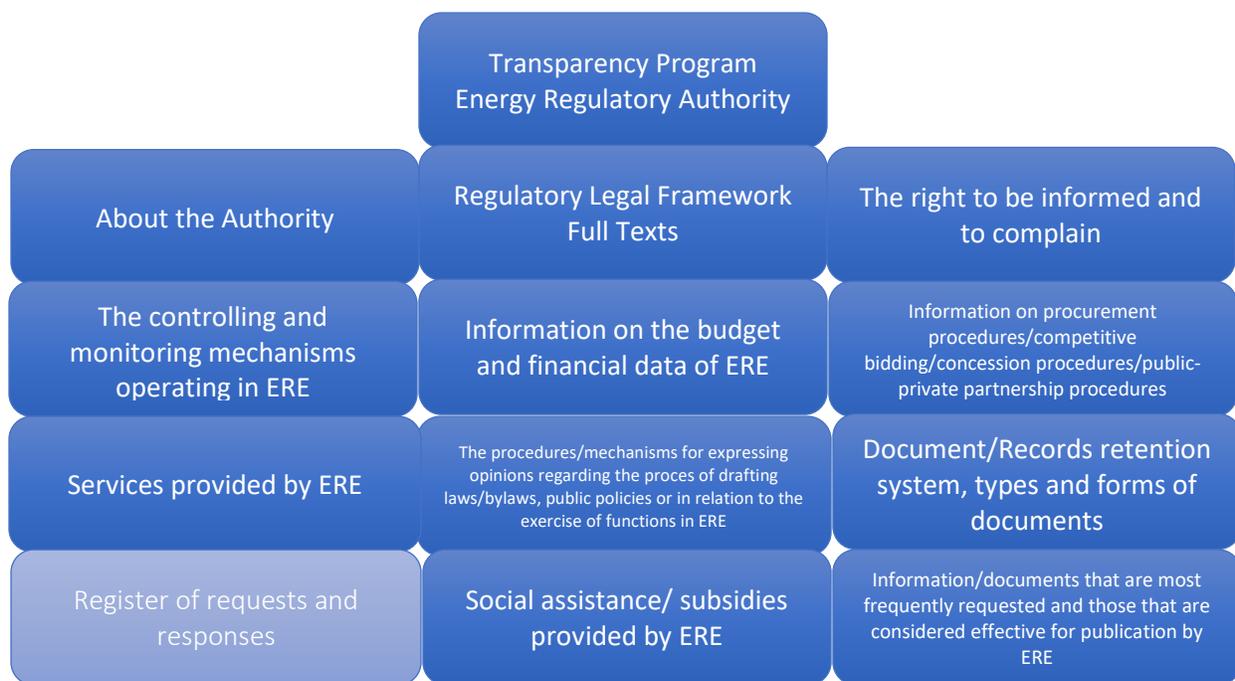
Note: Commissioner's Office does not initiate the proposal of legal acts.

Figure no. 9 The procedures/mechanisms for expressing opinions regarding the proces of drafting laws/bylaws, public policies or in relation to the exercise of functions in ERE



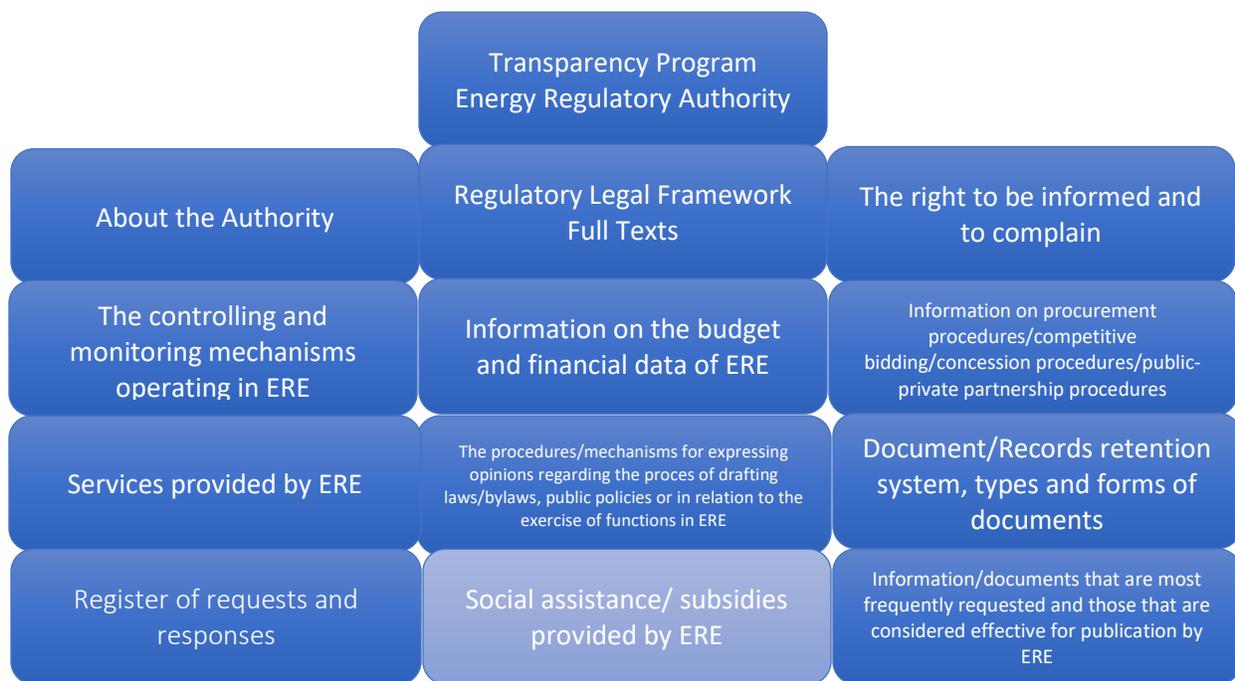
- The list of documents administered by ERE within the context of “storage deadlines”
- The model of documents/information (electronic, physical copy, audio, video, and photo)

Figure no. 10 Document/Records retention system, types and forms of documents



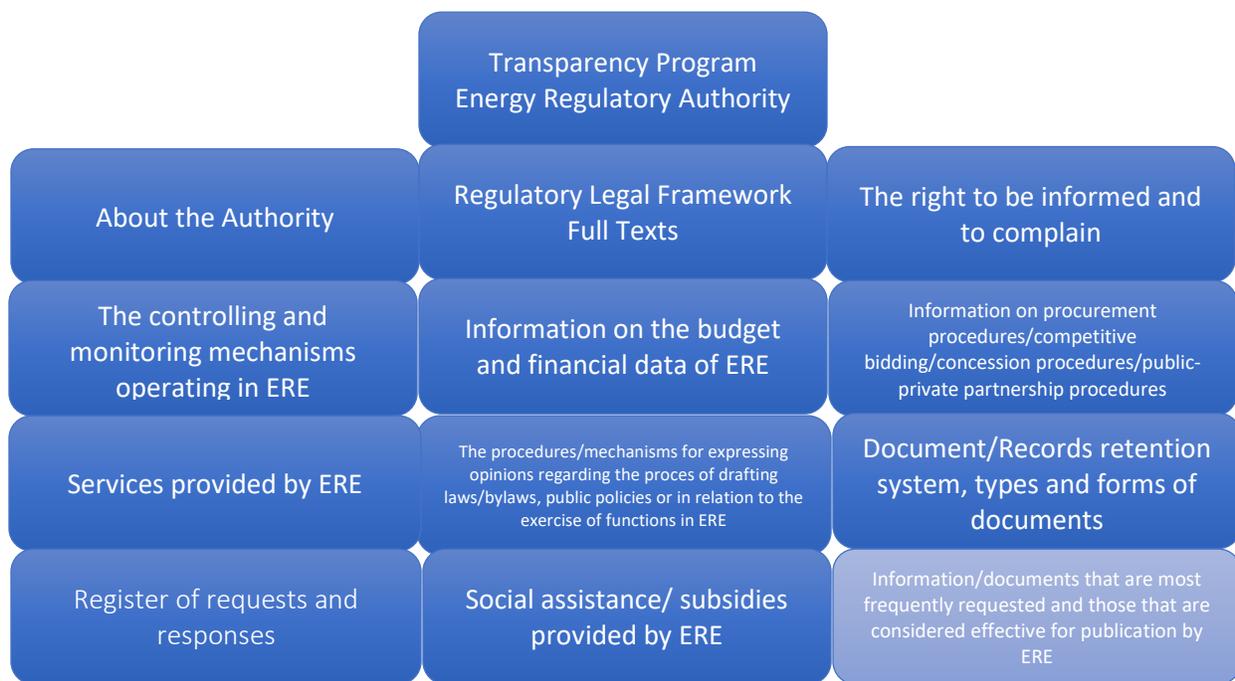
- Register of Requests and Responses updated (according to the Register Model approved by the Commissioner)
- Requests and responses (linked at ERE which has not installed the portal Ask the State/portal Ask the State portal updated with the requests and responses)

Figure no. 11 Register of requests and responses



- Social assistance/subsidies provided by ERE*
 - Categories and manner of social assistance/subsidies*
 - Procedure for receiving social assistance/subsidies and relevant application documentation*
 - Complaint procedure*
- Note: ERE does not provide this service

Figure no. 12 Social assistance/ subsidies provided by ERE



- Various Announcements
- Recruitment Announcement/Completion of the Admission Procedures to the Civil Service
- Reports
- Publication
- Statistics
- Projects
- Collaborations etc.

Note: ERE assesses the publication given in reference to the requests submitted most frequently.

Figure no. 13 Information/documents that are most frequently requested and those that are considered effective for publication by ERE

Register of requests and responses

Index Number	Date of the Request	Object of the Request	Date of Response	Response	The method of completing the Request	Fee



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Vote for,
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Board Members	Pro-s	Con-s
Petrit Ahmeti	_____	_____
Adriatik Bego	_____	_____
Erjola Sadushi	_____	_____
Maksim Shuli	_____	_____
Raimonda Islamaj	_____	_____