STRATEGY ON ADVISORY SERVICES FOR AGRICULTURE AND RURAL DEVELOPMENT 2012-2016

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Content

LIST OF ABBREVIATIONS, TABLES AND FIGURES ........................................... 5
I. INTRODUCTION ........................................................................................................ 6
  I. 1 METHODOLOGY .................................................................................................... 7
I. 2 OBJECTIVE AND GOALS OF STRATEGY ................................................................. 7
  I. 3 SPECIFIC OBJECTIVES ON ADVISORY SERVICES FOR AGRICULTURE AND RURAL DEVELOPMENT ........................................................................ 8
  I. 4 BENEFICIARIES OF ADVISORY SERVICES FOR AGRICULTURE AND RURAL DEVELOPMENT ..................................................................................... 8
II. DESCRIPTION OF CURRENT SITUATION FOR AGRICULTURE AND RURAL DEVELOPMENT .................................................................................................................. 9
  II. 1 THE AGRICULTURE AND RURAL DEVELOPMENT CONTEXT ....................... 9
  II. 2 FARMERS CURRENT SITUATION IN KOSOVO .................................................... 11
  II. 3 POTENTIAL CLIENTS ON ADVISORY SERVICES FOR AGRICULTURE AND RURAL DEVELOPMENT .............................................................................. 12
III. DESCRIPTION OF CURRENT SITUATION FOR THE SYSTEM ON ADVISORY SERVICES FOR AGRICULTURE AND RURAL DEVELOPMENT 12
  III. 1 PUBLIC ADVISORY SERVICES ................................................................. 12
    III. 1.1 Central level ................................................................................................. 13
    III. 1.2 Regional level ................................................................................................ 13
    III. 1.3 Municipal level ............................................................................................ 13
    III. 2 PRIVATE ADVISORY SERVICES ................................................................. 14
IV. MISSION AND VISION ON ADVISORY SERVICES FOR AGRICULTURE AND RURAL DEVELOPMENT ........................................................................................................... 15
  IV. 1 VISION FOR DEVELOPMENT ON ADVISORY SERVICES FOR AGRICULTURE AND RURAL DEVELOPMENT .......................................................... 15
  IV. 2 MISSION OF ADVISORY SERVICES FOR AGRICULTURE AND RURAL DEVELOPMENT _ 15
V. STRATEGIC OBJECTIVES ON ADVISORY SERVICES FOR AGRICULTURE AND RURAL DEVELOPMENT ............................................................................................................. 16
  V. 1 ACTIVITIES FOR ACHIEVEMENT OF OBJECTIVE I ............................................... 16
  V. 2 ACTIVITIES FOR ACHIEVEMENT OF OBJECTIVE II ............................................. 17
  V. 3 ACTIVITIES RELATED TO ACHIEVEMENT OF OBJECTIVE III .............................. 18
VI. LEGAL BASE OF ADVISORY SERVICES ................................................................. 18
VI. 1 FUTURE ORGANISATION STRUCTURE ON ADVISORY SERVICE FOR AGRICULTURE AND RURAL DEVELOPMENT 20
VI. 3 DEPARTMENT OF ADVISORY SERVICES, MAFRD ___________________________ 21
VI. 2 THE MUNICIPAL ADVISORY INFORMATIVE CENTER FOR AGRICULTURE AND RURAL DEVELOPMENT ___________________________ 23
VI. 3 PRIVATE PROVIDERS FOR ADVISORY SERVICES ON AGRICULTURE AND RURAL DEVELOPMENT ___________________________ 24
VI. 4 LINKAGE OF ADVISORY SERVICES WITH PAYMENT UNIT ___________________________ 25
VI. 5 EXTENSION LINKAGE WITH AGRICULTURE RESEARCH INSTITUTES ___________________________ 25
VI. 6 FACULTY OF AGRICULTURE ___________________________ 25
VI. 7 INFORMATION AND COMMUNICATION SYSTEM FOR ADVISORY SERVICES ______________________________________ 26
VI. 7.1 The Coordination Informative centre, objectives duties and activites ___________________________ 26
VI. 7.2 Relations with medias ______________________________________ 28
VI. 7.3 Relations with the same services with regions countries, EU and broadly ___________________________ 28

VII. MONITORING AND ASSESSMENT ON ADVISORY SERVICES ............. 28
VII. 1 NECESSITY OF MONITORING AND ASSESSMENT ___________________________ 28
VII. 2 MONITORING ACTIVITIES OF THE DEPARTMENT ON ADVISORY SERVICES 29
VII. 3 MONITORING RESPONSIBILITIES ______________________________________ 30
VII. 4 SUBJECT OF MONITORING ______________________________________ 30
VII. 5 MONITORING TOOLS ______________________________________ 30

XIII. INFRASTRUCTURE ON ADVISORY SERVICES ................................ 31
XIII. 1 NECESSITY FOR INFRASTRUCTURE OF PUBLIC ADVISORY SERVICES AT THE CENTRAL AND MUNICIPAL LEVEL ______________________________________ 33

IX. WORK PLAN AND BUDGET FOR 2012 – 2016 ........................................ 33
IX. 1 ACTIVITIES – TRAINING OF ADVISERS AT THE CENTRAL, MUNICIPAL AND PRIVATE LEVEL ______________________________________ 33
IX. 2 TECHNICAL PART OF TRAININGS AND ADVICES FOR FARMERS AND COMMUNITY ______________________________________ 33
IX. 3 ORGANISATION OF DIFFERENT STUDY TOURS IN REGION AND BROADLY ______________________________________ 34
BOOKMARK NOT DEFINED.
IX. 4 ORGANISATION AND HOLDING OF SEMINARS AND CATALOGUES __________ 34
IX. 5 PROVIDE ADVICES AND VISITS TO THE FARMS AND TO THE ADVISORY INFORMATIVE CENTRE ______________________________________ 35
IX. 6 DEVELOPMENT AND DELIVERY OF INFORMATIVE MATERIAL ______________________________________ 35
IX. 7 SUPPORT TO THE PAYMENT UNIT/ PAYMENT AGENCY ERROR! BOOKMARK NOT DEFINED.
IX. 8 PROVIDE INFORMATION ABOUT EVENTS ______________________________________ 36
IX. 9 MANAGEMENT AND AVOIDANCE OF THE PROBLEMS AND MISTAKES ______________________________________ 36
IX. 10 FINANCING OF ADVISORY SERVICES FOR AGRICULTURE AND RURAL DEVELOPMENT 37

X. MONITORING INDICATORS FOR YEARS 2012 – 2016 ........................................ 38
XI. CONCLUSIONS .............................................................................................................. 42

XII. ANNEXES ...................................................................................................................... ERROR! BOOKMARK NOT DEFINED.

XII. 1 ANNEXE NO. 1 ............................................................................................................. 44
XII. 2 ANNEXE NO. 2 INDICATIVE STRUCTURE OF DEPARTMENT OF ADVISORY SERVICES 45

XII. 2.1 Organisation chart of the Department of Agriculture and Rural Advisory Services 16
XII. 3 ANNEX E NO 3- CURRENT SITUATION AND NECESSARY INFRASTRUCTURE FOR THE DEPARTMENT OF ADVISORY SERVICES FOR NORMAL IMPLEMENTATION OF DUTIES 48
XII. 4 ANNEX E NO 4- CURRENT SITUATION OF THE MUNICIPALITIES OF THE REPUBLIC OF KOSOVO AND NECESSARY INFRASTRUCTURE FOR EACH MUNICIPAL OFFICE ON NORMAL IMPLEMENTATION OF DUTIES 49
XII. 5 ANNEXE NO. 5–BUDGET OF ADVISORY SERVICES ON AGRICULTURE AND RURAL DEVELOPMENT 52
LIST OF ABBREVIATIONS, TABLES AND FIGURES

WG – Working Groups
DAS – Department of Advisory Services
DASARD – Department of Advisory Services for Agriculture and Rural Development
SASS – Strengthening of Advisory and Support Services
RAS – Rural Advisory Services
RDP – Rural Development Program
ASARD - Advisory Services for Agriculture and Rural Development
MAFRD – the Ministry of Agriculture, Forestry and Rural Development
SE – Social Enterprises

Table no. 1. Categories of the farms according to the size of cultivated area

Graphic no. 1 Main players of advisory services for agriculture and rural development in Kosovo
I. INTRODUCTION

Advisory service for agriculture and rural development is established and running since 2004 with the support of the project for “Strengthening advisory and support services” (SASS) and other following projects SASS 2 and RAS, as well as projects funded by the Government with budgetary funds through the project “Development of rural areas through promotion of advisory services., Supporting and promoting the development of agriculture with agriculture advices in order to support farmers and community, in achieving the desired results.

Therefore the agriculture and rural advisory services as a necessity of time are very important in achieving the MAFRD objectives and helping the implementation of agriculture and rural development plan 2007/2009/2010 – 2013.

RAS takes the role of changing advisory services which includes environmental protection, animal welfare, encouraging development of farmer groups, relations between producers, traders, suppliers with inputs, a better packing, an improved quality and continual supply!

In order to increase competitiveness and innovation in agro-rural sector there is a need to improve agriculture knowledge and management skills of farmers.

Meeting of farmers’ requirements for qualitative products and based on market demands, assessment of needs in the field are and will remain the main challenges of advisory services (in particular, veterinary and phito-sanitary requirements, animal welfare requirements, environmental
protection, quality and hygiene of production, etc.) which require access under the national and international funds.

Sustainable management of agricultural holdings includes accomplishment of a number of activities, which on one hand to improve technologies and methods of agricultural production and on the other hand accomplishment of activities connected with preservation of environment including (water, soil and air), animal health, food safety and providing professional conditions.

Rural economy in Kosovo is dominated by small enterprises which have limited resources to finance their development and modernisation. Many of these businesses are created by people with less experience and with a limited capital. Entrepreneurs in rural areas are endangered from lack of markets, lack of capital and insufficient access in advisory services that would assist the development of business.

In order to develop new technologies and to provide technical advices to the farmers through advisory services, human resources and sufficient budget are the main factors for efficient functioning of RAS

I. 1 Methodology

For drafting the Strategy on ASARD, MAFRD has established six working groups (WGs) who worked in separated chapters related to:
- The legal base of advisory services;
- The infrastructure of advisory services;
- The human resources;
- providing quality monitoring and assessment of advisory services;
- The establishment of information and communication system for advisory services;
- The work plan (program and budget for 2012-16).

WGs were formed by the experts of the municipalities, MAFRD, civil society and international experts.

I. 2 Objectives and goals of the strategy

The strategy aims that the network of the national advisory services to assist in a fair way and as functional as possible in the whole territory of the Republic of Kosovo, in identifying the requirements on advisory services for
agriculture and rural development as well as their choice between advisers of
the advisory services network.

I. 3 The specific objectives on advisory services for agriculture and rural
development

Increasing the number of farmers and other stakeholders getting advices for
agriculture and rural development.

Adaptation of advisory services according to the needs and demands of
farmers and other stakeholders.

Promotion, implementation of national development policies and international
and national programs to support the agriculture and rural development

I. 4 Beneficiaries of ASARD

With the promotion and support of advisory services for agriculture and rural
development will be increased the general level of farmers knowledge,
training for farmers in order to manage the farm successfully, increasing the
incomes in farms, support in solution of problems related to the production,
economic and organization issues for development of farms, preservation of
natural resources, environment, tracking of scientific achievements and trends
in EU based on market demands.

Advisory services will be responsible for capacity technical building at the
farm level in order to achieve a more economic, competitive sector as well as
oriented toward the market in Kosovo and out of Kosovo. Also, advisory
services will support farmers to apply for grants and subsidies according to
programs of the Ministry of Agriculture, Forestry and Rural Development and
the EU programs as well as other donors as a necessity of time.

The farmers will benefit the technical advices in all agriculture sectors
(livestock, fruit-growing, viticulture, vegetable-growing in economic, social,
legal issues, in marketing and other agriculture areas).

ASARD will also support the promotions and know-how from agricultural
research institutes and universities. The strategy will support cooperation
between advisors and researches institutions such as: the Faculty of
Agriculture in Prishtina, the Agriculture Institute in Peja and researching
institutions abroad related to the development of agriculture and rural development.

Municipal Agricultural Directorates represent the important source of advisors of the public sector available; their material resources are quite limited and duties of advisers are distributed across the multiple functions asked from them and often not efficient on performing their duties.

In each municipality will be established one Informative Advisory Center for Agriculture and Rural Development. Farmers will receive the information and advices on agriculture and rural development. Advisory centers will be well equipped with information and material for extension.

In each informative advisory center for agriculture and rural development will be activated at least one adviser for agriculture and rural development who will be at the farmers and community service in order to address their needs.

ASARD targeted beneficiaries are:

- Subsistence farmers: Farmers who currently have no satisfactory incomes by the agriculture and often have other sources of incomes, such as money sent by abroad.
- Potential commercial (semi commercial farmers): farmers who depend on agriculture for their incomes, with enough resources to grow and expand their companies and with the potential to earn satisfactory incomes from the agriculture activities.
- Commercial farmers: farmers who are or may become rentable commercial farmers. Other rural residents who are living to the rural areas but are not directly involved in agriculture.

All these will be achieved with a good support of the Government regarding the finances and logistics.

II. DESCRIPTION OF CURRENT SITUATION IN AGRICULTURE AND RURAL DEVELOPMENT

II. 1 The agriculture and rural development context

The following facts emphasize the importance of agriculture and rural development in the economy of Kosovo. Most of the agriculture land in Kosovo is cultivated by many small semi-subsistence farms (86% of the whole agriculture land), with an average size of 2.2 ha divided in some plots.
No more than 3,000 farms are larger than 10 ha, from the total estimated to be 150,000 farms.

Table no. 1. Categories of farms according to the cultivating are

<table>
<thead>
<tr>
<th>Category</th>
<th>Number of farms</th>
<th>The average surface in ha</th>
<th>% of the farms</th>
<th>Cultivated land (in ha)</th>
<th>The average of general surface</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subsistence farms</td>
<td>120,000</td>
<td>&lt; 2</td>
<td>80%</td>
<td>220,000</td>
<td>45.83%</td>
</tr>
<tr>
<td>Commercial potential farms</td>
<td>23,000</td>
<td>2 – 5</td>
<td>14.3%</td>
<td>105,000</td>
<td>21.87%</td>
</tr>
<tr>
<td>Commercial farms</td>
<td>7,025</td>
<td>5-10</td>
<td>5.0%</td>
<td>135,000</td>
<td>28.12%</td>
</tr>
<tr>
<td>SE</td>
<td>10</td>
<td>&gt; 10</td>
<td>0.7%</td>
<td>20,000</td>
<td>4.18%</td>
</tr>
<tr>
<td>Total</td>
<td>150,035</td>
<td>100%</td>
<td>100%</td>
<td>480,000</td>
<td>100%</td>
</tr>
</tbody>
</table>

Although the agriculture sector includes approximately 13¹% of GDP of Kosovo, the Ministry of Agriculture, Forestry and Rural Development (MAFRD) takes only 0.97% of the Kosovo Consolidated Budget in order to finance its activities. Also, the rural development at the municipal level receives the lowest levels of financing.

Agriculture is the largest source for economic and employment development in Kosovo. Food includes about 61% of the households expenses approximately is in bread and cereals (19%), milk, cheese and eggs (17%), meat (15%) and vegetable (13%). Export of agriculture products is still small which is always required to be increased on important productions and their processing.

The advantage stays in production of crops with high producing potential and high benefits, but due to the food safety is required the continuation of their production with low production and high benefits, such as cereals. Although financial intermediation through banks and micro financial institutions is strongly increased since 2008, it is still found in an extremely low basic, and having little investments to the agriculture sector.

Now there are seven commercial banks that operate in Kosovo, 19 financial institutions without deposits known by the Kosovo Banking and Payments Authority (KBPA) that mainly is composed by the micro financial institutions.

¹ ESK 2009
In addition, there are also 18 associations of savings and credits that are operating in Kosovo. In order to re-structure the agro – rural sector being in line with that EU and to improve the living standard of rural population in Kosovo, remains to be eliminated the main difficulties to the rural sector in general as well as in the agriculture sector especially intended according to the agriculture and rural development plan.

II. 2 Farmers current situation in Kosovo

As a result of the above mentioned restrictions, the farmers are experiencing the difficulties in being competitiveness due to the:

- Lack of general knowledge of the farmers and till to one measure of advisers for modern techniques of production, management of farm business as well as skills of marketing that will means the limited application of new Technologies and work modern skills;
- Difficulties in Access of credits, because the farmers have no adequate collateral and the banks have limited agriculture knowledge;
- High interests – commercial and micro financial credits can not be financially covered;
- Structure and weak infrastructure of farm, that as a consequence characterized with the lose of markets for production and insufficient of financial resources allocated for support of agriculture;
- Non adequate advisory rural services and the consistence lack of distribution of technical advices;
- Non adequate use of land and the lack of consolidation;
- Poor irrigation system and limited in covering technology;
- Limited use of soil analyses;
- Limited number of producers associations and lack of the regulations;
- Low quality of the agriculture productions;
- Low incomes available of the domestic economics;
- The low level of farmers ‘education between old aging of farmers and population who live in rural areas;
- Low standard of living to the rural areas, regarding the physical and social infrastructure;

The Government is providing financial support through the grants and direct payments to farmers in order to improve the farm infrastructure. Thus it is necessary that the farmers to be supported with technical advices, in preparation of the projects as well as completion of applications, and such farmer’s demand may be realized only by one advisory sustainable service on agriculture and rural development. Data about number of farmers, and farm size are presented in the table number 1.
II .3 Potential clients for advisory service on agriculture and rural development. Based on experiences so far, the clients of advisory services will be all farmer’s categories particularly subsistence farmers and semi – commercial farms, where about 80% of agriculture land are in their hands; as well as clients who deal with non agriculture activity – their demands are more different and complex than the farmers who deal with agriculture based on their demands.

III. DESCRIPTION OF CURRENT SITUATION FOR THE SYSTEM OF ADVISORY SERVICES FOR AGRICULTURE AND RURAL DEVELOPMENT

The advisory services for agriculture and rural development till now are given through three main channels:

- Advisers from the public sector (The MAFRD and municipalities),
- NGOs, local and international advisers, cooperatives
- From the private sector: the suppliers with inputs, veterinarian farmer’s associations, etc.

Advisory services sector within the MAFRD with the assistance of different international and local projects for support the advisory services developed database. Database contains data for advisers and advisory subjects who are active and available at any time to respond the farmer’s demands with advices on agriculture and rural development. Advisers are categorizing according to the specialized services that they offer. Farmer’s access may be done through the link of advisory services on Ministry’s website www.mbpzhr-ks.net.

Existed cooperation and organisation structure between the MAFRD, municipalities and private sector are not effective enough and must be improved. This is caused by many factors such as: non – division of responsibilities, advisers engaged in many other activities out of advisory services, limited movement of the advisers in the field, advisory informative centres not well equipped with logistic and limited budget (there is no budget for advisory services).

III. 1 Public Advisory services

Public Advisory services are being organized in three levels:

- Central level,
- Regional level and
- Municipal level.
III.1.1 Central level

The advisory service at the central level is organized as a sector under the Rural Development and Advisory Services Department (RDASD) where are 4 employed such as: Chief of advisory services and three senior officers for training and capacity building, information and network officer, and the officer for monitoring and assessment. The role of central staff of advisory services is in coordination and organization of all activities of advisory services at Kosovo level.

III.1.2 Regional level

It includes seven regions: Prishtina, Prizren, Peja, Gjilan, Gjakova, Ferizaj and Mitrovica, where in a region one officer for rural development is employed and who has played a role of coordinator on organization of the activities with the region’s municipalities on advisory services for agriculture and rural development.

III.1.3 Municipal level

The municipalities in Kosovo have by one leader or directorate for agriculture, where each of these have employed 3 – 8 officers for agriculture, where for the advisory services is being used officer of municipal rural
development. Main role of the municipal officers has been given of advices and information according to the farmer’s demands and community cooperating with the regional officers. New municipalities are in the phase of organization consolidation of directorates/sectors for agriculture.

The leading structure and professional staff in the municipalities are as follow:

- 27 municipalities have agriculture directorate,
- 7 municipalities have agriculture sector within other directorates in the municipalities,
- 85 officers/advisers with superior qualification/Faculty of Agriculture
- 17 officers with other occupation/economist, lawyer, high school and secondary school of agriculture.

The analysis of public providers of advisory services show that implementation of MAFRD advisory services supporting projects from the centre to the base - farmer and implementation of advisory services strategy have not been very successful, because municipal advisers have taken duties from the ministry and are paid by the municipalities, which means that they report to the municipal directorates, as well as are engaged with many activities out of their occupation.

**III.2 Private advisory services**

Within the private advisory service are included: the governmental and non governmental organisations, private sector, suppliers of inputs, veterinarian and companies for advisory services.

A considerable number of non governmental organizations and private advisers provide technical advices for agriculture and rural development. Private companies and NGO-s are the biggest providers of agriculture and rural development advices. Approximately 1,400 agriculture experts in Kosovo work for this sector on full time, whether in public or private sector or willingly, supporting the farmers in selecting of their demands, but are not well organized and not permanently, and the advices are given ‘ad hock’ without any good organisation.

The accurate information does not exist for Advisory Rural Service from the private sector and NGOs. However, provided advices by the private sector and NGOs have been good information source for farmers and community, but not
also sustainable, as these associations haven’t acted always but time after time.

The private veterinarians registered in the Veterinary Chamber of Kosovo also provide advisory services. Good information source for farmers and community are also the suppliers of inputs, farmers associations and cooperatives.

Some of farmer’s association are established and functioned, and their functioning and organisation is not of satisfied level. Better organized activities is reached by the advisory rural service during the implementation of projects by the budget of Kosovo on advisory services of MAFRD, but with the completion of projects, these activities get stuck and are not developed with sufficient intensity.

IV. MISSION AND VISION FOR DEVELOPMENT OF AGRICULTURAL AND RURAL DEVELOPMENT ADVISORY SERVICES

IV. 1 Vision for development of ASARD
Establishment of a system of advisory services for agriculture and rural development which might be easily accessed and which provide the qualitative and in-time advice for the farmers and other stakeholders.

IV .1 The Mission of ASARD
To support and promote the transfer of knowledge and technology aiming at development of human, natural and financial resources to the rural areas of Kosovo

The Mission of ASARD is to support and promote the transfer of knowledge and technology aiming at development of human, natural and financial resources to the rural areas of Kosovo. The distribution of new knowledge, as well as methods and materials through researches, and effective given of technical knowledge and advisory are main factors for the success. So far in a mass are limited and requires to be supported with the acceptance of new staff equipments, infrastructure, logistics and increase of the budget, in order to increase the productivity and quality production.

The Mission of ASARD is in line with the mission of MAFRD in order to increase the agriculture incomes of the farm through increased productivity of agriculture and rural development. This will be achieved providing an environment which encourages the commercial farms in order to extend and having the access toward the
necessary services as well as semi potential commercial farmers for the commercial farmers, subsistence farmers and agribusinesses.

The Ministry has also a role to draft the policy for the rural development out of the agriculture area.

V. STRATEGIC OBJECTIVES OF THE AGRICULTURAL AND RURAL DEVELOPMENT ADVISORY SERVICES

As the main objectives for advisory services for agriculture and rural development are included the following:

- Increase of the number of the farmers and other stakeholders that receive the advices for agriculture and rural development;
- Adaption of advisory services according to the needs and requirements of farmers and other stakeholders;
- Promotion, implementation of national development policies and international and national programs for support of agriculture and rural development;

1. V.1 Activities for objective I achievement

The main activities for achievement of the objectives are the next:
- Transformation of the municipal agricultural advisory offices to local advisory offices serving as the Informative municipal advisory centers for agriculture and rural development in all municipalities of the Republic of Kosovo
- Providing information of the farmers and other stakeholders for the role and importance of advisory services;
- Assistance to the farmers in identification of different opportunities for development of agribusiness including based on market analyzes;
- Increase of farm visits for providing the information and advices according to the farmer’s needs and the appropriate business;
- Increase of agriculture and rural development consultations providing in the informative municipal advisory centers;
- Providing consultations for identification of non agriculture possibilities for the diversification of the economic activities in the rural areas for farmers, individuals, self assistance groups, associations, purchasing groups, cooperatives, marketing groups etc;
Use of different communication channels (information materials, TV, radio, internet, newspapers, e-mail, etc) for the distribution of different messages and information according to farmers’ and community needs;

Introducing modern techniques of the advisory service (for example: group access, self assistance groups, field demonstration, trainings and visit), in order to reach the largest number of beneficiaries, using rationally the available resources;

Diffusion knowledge and providing technical advice in order to increase plant and livestock production and to improve its efficiency;

Nomination and increasing the number of advisers in the all informative municipal advisory centers;

Encourage the farmers in adaption of their production according to the conditions and natural circumstances of the regions and markets;

Organizing training of farmers.

2. V. 2 Activities for objective II achievement

The main activities for achievement of the objectives are the followings:

- To provide new literature in the specialized field of agriculture and rural development for the advisors;
- Capacities building of advisers in the informative municipal advisory centers for agriculture and rural development;
- Training of the advisers on the best practices of business management of the farms, agricultural sustainable practices and non agriculture rural activities;
- Supporting the transfer of the new products and technologies from the agricultural and relevant research institutes and bodies;
- Encourage and support the farmers for uniting in cooperatives, producers’ organizations and associations as well as supporting these mutual organizations and bodies with advisory services for agriculture and rural development;
- Preparation and conducting of the specific questionnaires and surveys for the assessment of the advisory service farmers’ and other stakeholders needs as well as analysing the results;
- The organization of meetings with advisers for the exchange of opinion and best practices for agriculture and rural development;
- At least once in year organizing by municipal advisory office of round table meetings for discussion on advisory service, agricultural and rural development issues and problems with the participation of more
active farmers, regional NGOs, branch associations, representatives of other regional / municipal public institutions, other stakeholders;
- Monitoring and the assessment of the advisory services bodies.

V. 3 Activities for objective III achievement

The main activities for achievement of the objectives are the following:
- Encourage the farmers for use of methods on agriculture production which enable preservation of natural sources and land fertility through the implementation of ecologic agriculture and growth of the quality and quantity level of the agriculture crops and rural productions;
- Distribution of information to the farmers and other stakeholders, providing advices for other supporting programs on agriculture and rural development;
- Support farmers in filling in the applications for grants and subsidies according to the programs of the government and different international programs;
- Distribution of information to the farmers and stakeholders for EU standards in the agriculture and rural development field.

VI. LEGAL BASE OF ADVISORY SERVICES


With the purpose of creating a legal base for organisation and functioning of advisory services, in order to define the responsibilities, over passing difficulties and obstacles for providing qualitative and in-time services to farmers will be issued the Law on advisory services for agriculture and rural development.
After the approval of law on advisory services, will be issued the sub legal acts for its implementation including the following:
the organization, responsibilities, rights and obligations of the central advisory services;
the responsibilities, rights and authorities of the local advisory service;
the advisory services conditions and procedures for the legal entities for registration in the Agricultural Advisory Services Enterprise Register in the Ministry;
the form, content and procedure of granting the license for legal entities that provide agricultural and rural development advisory services connected with use of public national and/or international funds;
the implementation of work methods of the advisory service;
the form, content and procedure of the professional exam and of the certificate issuance for natural persons performing private or public advisory services;
Composition, operation and authorizations of the committee for the supervision and coordination work of the agricultural and rural development advisory services.
VI. 1. Future structure and organization of advisory service in agriculture and rural development

The future structure of ASARD in Kosovo is given below:

Partners of ASARD are:
- Department of advisory services, MAFRD;
- Informative advisory centers for agriculture and rural development;
- Providers of private advisory services;

Institute of Viticulture and Enology/
Advisory informative centres for agriculture and rural development (34) with 95 experts
MAFRD Department of advisory services
Payments Unit
Private sector, inputs suppliers, advisory companies and NGOs
Farmers and community
150,000 households with 577,000 ha cultivated land and pastures
It is intended a restructuring of the sector of advisory services under the MAFRD Rural Development and Advisory Services Department in the Department of advisory services. For more informations see the appendix no. 2. Within 2 years, the Advisory Service Department together with the Agriculture Institute of Peja and the Institute of Viticulture and Enology will be upgraded to the level of Agency for Technical Advisory Services. This Agency will provide quality services to farmers and agribusinesses in order to increase and improve their products quality as well as increasing their incomes.

The organization and functioning of the system of advisory services will be done based on law on advisory services, sub legal enactments for implementation of this law and regulation for internal organization of MAFRD.

VI.3 Department of Advisory Services, MAFRD

Advisory Services Department will be in Prishtina in MAFRD; It will be organized with three divisions with experts of respective fields. Experts should be specialized in agriculture and rural development and should have a role in supporting experts of the municipal informative advisory centers.

The department will be organized as good as possible in order to meet all the requests of farmers and communities.

The main activities of Advisory Service Department (ASD) will be:

- Organization, coordination and implementation of all activities of advisory services at the Republic of Kosovo level;
- Coordination, organization and support of the municipal informative advisory centers for agriculture and rural development;
- Support of municipal advisers to the specialized areas in livestock, plant production, legal issues, gender equal, social and rural development issues;
Drafting of programs and annual plans and mid term plans for advisory services cooperating with the representatives of all informative advisory centres for agriculture and rural development;

Preparation of extension materials, good advisory practices, brochures, leaflets, messages and their distribution through municipal informative advisory centers for agriculture and rural development;

Support the implementation of programs for agriculture and rural development as well as direct payments through providing consultations and distributing all information for programs and for the way of implementation;

Support of the farmers in the specialized area in livestock, plant production, legal issues, gender equal and rural development;

Training of advisors on central and municipal level– general and specialized fields (plant production, animal breeding, economy, marketing, etc);

Training on special methods and communication tools for providing of advice;

Organizing of study visits within Kosovo and outside for exchange of best practice and gaining experience;

Organizing and holding of seminars, demonstrations, agricultural exhibitions, etc;

Proposing policies for advisory services taking into account the national plan on agriculture and rural development and the requests of farmers and community;

Drafting the annual, mid term and long term plan for advisory service for agriculture and rural development.
VI .2 The municipal advisory informative center for agriculture and rural development

Each municipality will establish a municipal advisory informative center for agriculture and rural development, which should be permanent and easily accessible for farmers and community, to have sufficient space for placing the material for advices. Furthermore, the advisory informative centers will be bearer of consultations and advices for farmers and community according to the need and requirements to the transferring the new technologies, in preparation and fill in the applications for subsidies and the projects financed by the Kosovo budget and the EU development programs as well as other donors.

After the approval of Law on advisory services, the municipal advisers for agriculture should transfer under the Department of Advisory Services DAS to the MAFRD.

The advisory informative centers for agriculture and rural development will have at least one expert – adviser. The advisory informative centers for agriculture and rural development in the municipalities will be organized/restructured within the MAFRD. Number of advisers in the advisory informative centers will be assigned depending on the size and geographical position of the municipality, as presented in the Appendix No.1 of this strategy!

If the municipal advisers, due to justified reasons are not able to provide advisory services, then they will be temporarily replaced by advisers from another neighbouring municipality.

The advisory informative centres for agriculture and rural development will be organized and coordinated by the central level of advisory services.
The main activities of the advisory informative centres will be:

- Farm visits providing consultations on the spot;
- Identification of information needs and development and distribution of information materials;
- Organizing and holding of seminars, demonstrations, agricultural exhibitions, etc;
- Providing specialized consultations (about livestock and plant production, processing and rural development);
- Supporting the Payments Unit / Paying Agency within MAFRD, through providing consultations about RDP and direct payments, information activities, supporting farmers in filling in the applications etc;
- Organizing of study visits within Kosovo and outside for exchange of the best practices and gaining experience;
- Identification of the best practices, lessons learned and human resources developed of the municipality that may be useful to others, may assist in their distribution within municipality.
- Raises awareness of the advisory services within municipality, including other services providers, and provides that the clients may have access in advisory services, supportive and informative;
- Provides legislation in the field of agriculture, opportunities of business credit, conditions and the subjects that provide it/marketing of agriculture production, prices, markets, standards, farm management, business plan, etc;
- Keeping a registration book for all farmers who have benefited advisory services.

VI. 3 Private providers for advisory services on agriculture and rural development

Private providers of advisory services for agriculture and rural development are: private advisers, suppliers of the agriculture inputs, NGOs, veterinarians, farmers associations and the international advisers, etc.

All the private providers of the advisory services provide services for farmers in direct and indirect way, but these are not sustainable and permanent as well as not organized. Private providers are good resource of transferring the
knowledge and information to the farmers, but it is needed well organization and coordination with advisory services that given services for farmers to be coordinated in order that not to come till to the duplication of activities for advisory services.

VI.4 LINKAGE OF ADVISORY SERVICES WITH PAYMENTS UNIT

The Advisory services will play a main role in distributing necessary information for the programs related to the development of agriculture and rural development, preparation and filling in the applications. The advisory services have a main role in supporting of farmers to all information areas for the activities of the Payments Unit / Paying Agency. The advisory services will be closely cooperating with Payment Unit for the implementation of development programs of the Government and EU as well as other donors related to the agriculture development and rural development.

VI.5 Extension Linkage with Agriculture Research Institutes

The effective and quick transfer of new products, innovations and technologies as a result of the activities of agriculture research institutes is an essential, if that agriculture community wants to be competitive. Even if the advisers receive their information from many resources, the research is one of important resources for development of agriculture and rural development. In Kosovo, connections between farmers and researchers are poorly developed and urgently need to be strengthened. The advisory service plans to use the best agriculture practices, the field demonstration, and implementation of new techniques as advisory means in order to create valuable connections between farmers, advisers and researchers.

VI.6 Faculty of Agriculture

Connections with researching and advisory services are essential for formal system of adviser’s education.

The advisory service has an important role in supporting of the specialists of the education to develop their programs (curriculums) in order that the students now to meet the requirements for market economy. The Universities and colleges should also have a role in ongoing training and education of
advisers and experts for agriculture and rural development on the basis of needs and requirements on-the-spot.

VI. 7 Information and communication system for advisory services

Communication forms are different and for functioning properly the network of advisory services must use these forms of communication:

- Reporting system
- Website - electronic post
- Internet and extranet
- Telephone

VI. 7.1 the Coordination Informative Centre, Objectives, Duties and Activities

The overall objective of the centre will be to guarantee distribution of actual and useful information to farmers and agriculture and rural communities.

The Coordination information centre will be responsible for coordination of activities of informative municipal consultative centres, distribution of information to the farmers and rural communities and vice-versa.

The Coordination information centre will:

- Monitor the preparation of information and the effective distribution of information at the municipal level from municipal advisory services’ officers.
- Provide activities for support information undertaken by municipalities and other service partners.
- Develop and coordinate a network of partners to identify, dispose and publish as well as support information for clients and partners of Kosovo Advisory Services.
- Monitor the development of new and effective information materials.

The final users that will be supported by the Coordination information centre are as follow:
1. Farmers.
2. Farms business.
3. Agro businesses.
4. Rural communities.

The Centre will establish, develop and maintain database for information and materials that are relevant on support of the agriculture and rural development. The Centre will prepare materials on farmers, community, partners and providers of advisory services.

The common activities will be implemented between Department of Advisory Service (DAS) and Department of Public Relation (DPR) within the MAFRD including organization of information actions, improving media reputation of DAS, TV and radio interviews

The Coordination Information Centre will decide and provide that the municipal informative centres for agriculture and rural development will be placed inside existed offices of the municipal directorates for agriculture.

**The Coordination information centre will:**

- Supervise the establishment and installation of all municipal advisory informative centers for agriculture and rural development and will provide those to be obtained with relevant materials and necessary equipments for normal development of the activities in the centre.
- Keep the register of the inventory for all means to the advisory informative centres on agriculture and rural development,
- Train, support and provide the functional management in preparation of information about laws and regulations issued by the Department for legislation in the Ministry and out of the Ministry that are important for farmers and community.
- Support, supervise and control the effective leadership of the advisory informative municipal centres for agriculture and rural development.
- Monitor the use and the influence of the municipal advisory informative centres for agriculture and rural development to the clients and partners particularly relevant, influence, time and the quality of the provided informative services,
• Receive the regular reports and on the basis of requirements to give reports ad hoc management staff of MAFRD about functioning of the advisory informative municipal centres for agriculture and rural development.

VI. 7.2 Relations with media

The Coordination information centre will keep relations with media both in written and electronic one, according to the needs of advisory services on agriculture and rural development. It will keep a database with details of contacts to all main partners of the advisory services on agriculture and rural development.

VI. 7.3 Relations with the same services with regions countries, EU and broadly

The advisory services during their path since 2004 have started existed and created the relations with advisory services of other countries. (Albanian, Macedonia, Slovenia, Italy, etc). It should be a competence of the office on information and communication together with the Department of European Integration and Coordination of Policies to continue these relations. The Coordination information centre will keep and extent these contacts on behalf of development of the advisory services on agriculture and rural development, through exchange of experiences as well as proposal of joint projects.

VII. MONITORING AND ASSESSMENT OF ADVISORY SERVICES

VII. 1 Necessity of monitoring and evaluation

Monitoring is an essential part of the management process of providing of the agriculture advisory services and rural development. It will support the future Department of advisory services ASD for defining its objectives, projection of services and activities and to organize providing of advisory services to the beneficiaries.
Management process of providing agriculture and rural development advisory services is presented below:

VII.2 Monitoring activities of Advisory Service

Systematic monitoring of the activities of the future Department of the Advisory Services aims at:

- Review the performance of ASD toward its overall strategic objectives and the operation developed plan;
- Identification of necessary changes to the operative plan on implementation of the activities of ASD and agriculture advisory activities at the municipal level;
- Support of the process of planning of ASD services and activities of the individual experts and its updating;
- Support of management decisions;
- Taken of learned lessons;
Control of use and share of resources related to providing advisory services;
Providing of transparency and responsibilities for the activities of ASD.

Monitor system will help the ASD to identify what information need and to provide this information are available for ASD – in needed conditions and in the format that is usable.

VII. 3 Monitoring Responsibilities

Under the ASD, the monitoring and evaluation expert will be responsible to supervise systematic monitoring of all ASD activities on behalf of the head of Department.

VII. 4 Subject of Monitoring

Monitoring should improve the overall influence of the activities of ASD of the beneficiary of objectivity; with other words ‘monitoring for impact’. Therefore there are different levels of the monitored activities, as required:

Level 1: Progress toward the strategically objective of ASD (for example. The progress in order to add the overall providing of advisory and support qualitative services);

Niveli 2: Progress toward the objectives of any service, as registered to the operational plan for implementation of activities of ASD and agriculture and advisory services at the municipal level.

VII. 5 Monitoring means

The following means of monitoring will be used:
- Incoming and outgoing correspondence of register that include the information on subject letter, the term on realization of duties described on letter, expert in charge;
- Visit reports on–the-spot;
- Studies;
- Analyses;
- Reports on international studies/visit;
- Reports on budget and finances;
- Ad hoc Reports;
- Analyses /basic information;
- Monthly, quarterly and annual staff reports;
- Monitoring indicators.
In the below chart is presented the chain of monitoring and reporting, according to the above marked points!

XIII. INFRASTRUCTURE OF ADVISORY SERVICES

The advisory services on Agriculture and Rural Development of Kosovo (ASARDK), during their work should have a necessary infrastructure, in order to perform their services for farmers and community.

The current situation of advisory services for agriculture and rural development is weak and it does not meet the conditions for performing the activities in the best possible way.

Therefore we should care for advisory services on agriculture and rural development in order to create conditions and necessary space of the activity,
for realizing the objectives of the Ministry of Agriculture, Forestry and Rural Development.

The current situation of the infrastructure of public advisory services for agriculture and rural development at a central and municipal level is presented below.

Central office of Agriculture and Rural Advisory Services of Kosovo is in Prishtina and it is the Sector of advisory services within MAFRD / Rural Development Department/. According to the current structure of MAFRD in this sector are 4 employed. They work in the offices 2 x 25 square meters that for the moment are enough for meetings with farmers and community. The sector of advisory services doesn’t have a special places dedicated for different trainings and in many cases takes with rental by other organizations or different places.

The budget is limited and does not cover the requests of the Sector of advisory services, whereas the movement is quite limited, the rural development department has only one vehicle. With the current number of personnel, office rooms and equipments for work are sufficient, except of the vehicle and training hall which are not available according to the need and in proper time. But with the involvement of additional advisers and the officers at the center will be increase the requests for spaces in order to act in normal conditions.

Concerning the situation in the municipality is more complex because the municipal advisers respond to the municipal assembles and not to the Ministry of Agriculture, Forestry and Rural Development (MAFRD). In this way their infrastructure mainly depends on the interest of the municipality for the sector of agriculture. Every municipality has certain offices for advisors, but their size changes.

Every adviser has a computer in service for personal necessities and sometimes shares computer with colleagues who work at the same office. In some municipalities the basic equipments are lacked such as: round table, shelves, printer, photocopy machine, scanner and basic equipments needed for functioning of these informative centers. One of main problems is the movement of advisors and communication with farmers and advisors on –the-spot for advisory services on agriculture and rural development. Therefore, the vehicles are necessary for farmers visit and for the completion of other works to the field from advisory services.
Some municipalities provide to their advisors vehicles in necessary cases, but the planning should be earlier and depends on importance of work. Usually, the municipalities do not calculate the agriculture as important and they give the priority to the other works of the municipality. At the same time the budget for infrastructure for advisory services is insufficient because usually the budget is allocated for salaries to the agriculture advisors and in some cases is planned also for the development projects that have larger incomes.

XIII. 1 Needs for the infrastructure of public advisory services at the central municipal level

With the reorganization of the MAFRD structure, the Sector on Advisory Services should be converted to the Department of Advisory Services with three divisions at a central level and one advisory informative center on agriculture and rural development for each municipality.

The detailed information about the current situation and infrastructure needed for advisory services for a normal implementation of duties is given in appendix No.3.

IX. WORK PLAN AND BUDGET FOR 2012 – 2016

IX. 1 Activities - Training of the advisors at the central, municipal and private level

Training of advisors on central and municipal level will be done in different fields following the achievements and new technologies in agriculture and rural development. They are trained to focus in proactive way with clients and to develop relationships with them and to be trained continuously according to the market demand and time. This will require from the advisers to have resources and support to meet new clients, at the time and place when the clients are able to discuss their needs and their plans with them. They will do the frequent visit to the production places, will hold trainings from which come out the clients, will take part to the program and conference and will do what they can in order to be known by the farmers and rural community preparing and training continuously. Furthermore, they will do frequent visits to the farm, will provide trainings, will take part to the program and conference and will do what they can in order to be known by the farmers and rural community preparing and training continuously.

IX.2 Technical part of trainings and advices for farmers and communities

In order to support all the farmers with technical and professional advises is with importance that the advisory service to be supported and transformed
according to the requests of time. The farmers, through advisors should be informed with all scientific achievements to the agriculture and rural development area. All this has to do with training and technical advises for farmers in working land, chemical analyses and pediological of land, techniques of planting, use of seed with genetic production potential, pruning of fruits, plant protection, level of hygiene, milking system, cleaning milking, equipments, choice of breeds, nutrition of all animal categories, use of pastures, protection of the environment and marketing of agriculture products and rural development, filling in the applications, as well as providing all the necessary informations related to the agriculture and rural development programs.

IX .3 Organisation of different study tours in region and broadly

Advisory services are established to the Republic of Kosovo but with an experience not longer than in their work. Now we are doing the reorganization of the sector of advisory services to the sector of the department, where with its specifics as with a new reorganization needs to be organized study tours out of the country with the purpose of professional education and gaining the experiences to the countries around and countries to the EU.

To be contacted the advisory services of the neighbouring countries to be informed about their experiences to the extension area. The methods of advisory, access to the advisers toward the farmers their communicative experience with producers of agriculture products, municipalities, associations of the farmers, cooperatives, rural tourisms, their experiences to good advisory practices in the agriculture and rural development as well as environment protection.

IX .4 Organizing and holding of seminars and catalogues

The seminars may be organized in the forms and different character depending on the purpose of the organization of the seminar. It may be used different topic, such as: the achievements of the advisory services, their presentation and discussion, then the assessment of needs for advisory, training etc. As the importance of holding and organizing of seminars, workshops and other activities, the Kosovo Rural Agriculture Advisory Services (KRAAS) should prepare catalogues that will contain the time, place, agenda and approximately number of participants in these activities!
IX. 5 Provide advices and visits to the farms and to the advisory informative centre

The best way of transferring the knowledge and dialogue with farmers is the direct contact to the farm and to the advisory informative centre. This method may be used to the advisory informative centre, to the farm, to the collection points, to the markets, in supplying points of agriculture inputs, etc. The visits to the farms also have for the purpose the ascertainment and discussion about management plans of the farm (the plans for providing more the land, and for extended the surface of a certain crop or number of livestock, in order to improve the agriculture households, providing the agriculture mechanism, and improving the skills of the staff of the farm, finding new markets or the best or to find the best suppliers of the inputs, taking the additional financing as well as the agreement of avoiding the problems displayed to the farm. Such visits leaded by self experts of advisory services and to be readiness to start providing the services taking into account the needs that they identifies during the visit on – the – spot.

IX.6 Development and delivery of informative material

Department of advisory services will play a role of central warehouse for information along the topics related to the agriculture and rural development. The information and resources will be available for other providers of services through advisory informative centres for agriculture and rural development. The advisory informative centres will be connected and supported by the central staff of advisory services that will be strengthened with experts of different specialized areas and all together will structure the network of advisory services. The central service will coordinate derive of relevant information throughout of Republic of Kosovo. In these information will have the access all the clients of advisory services and other stakeholders. The advisory central service will be linked with municipalities in order to provide the updated technical information and training materials prepared by the experts of central service; MAFRD technical departments, the Faculty of Agriculture in Prishtina, The Agriculture Institute in Peja, from the different projects that support the advisory service and suppliers with inputs. The information will be available to the farmers in the form of printed material (leaflets, brochures, articles, etc).
IX. 7 Support to the Payments Unit/ Payments Agency
In order to generate the incomes for farmers, growth of yield, quality production and increasing the work places, it is required a strong support by the rural advisory service expect with financial means. The agriculture sector needs for restructuring of farms and the use of natural sustainable resources. Now farmers are being supported by direct payments and projects of the restructuring of physical potential and their support bigger especially in filling in application and receiving of application, preparation of the projects and their implementation. Distribution of all information for programs related to the agriculture development and rural development. Therefore, the advisory services for agriculture and rural development will take the main role in supporting the farmers.

IX. 8 Provide information about events
The advisory services network should be always available to follow up all the events related to the interest of the farmers and community. To be well informed for holding the fairs on agriculture, different conferences and workshops, where the farmers may take part and the experts of advisory services for their appropriate areas, regarding the market information on achieved results of the farmers for different curiosities that are very interesting for farmers and community, knowledge about the best and worse practices in the business. All these may be done in different forms (internet – website of Kosovo Rural Agriculture Advisory Services – KRAAS).

IX. 9 Management and avoidance of the problems and mistakes
It is very important to be find solution and to be avoided and managed problems. Always the problems should be evidence collecting the records and information and concerning the problems and gaps that are presented during the activity of advisory services and then to be done the planning on their solution. Problems might be presented in different forms through diagrams to be done also their solution in the best and organized possible way. The ideal should be discussed about making the list of solutions and avoid of problems. It should also be continued in collection of information and to be done monitoring in order to ascertain that the problem is solved.
IX. 10 Financing of advisory services for agriculture and rural development

Increase of budget required for the period 2012-2016 is related or in correlation with activities that are expected to provide the Department of Advisory Services for Agriculture and Rural Development – DASARD.

These activities include the following:

Transport expenditures at the central and local level in order to enable the staff to work with partners and beneficiaries of rural agriculture advisory services. The central staff of Department of Advisory Services DAS in the Ministry and that in advisory informative centre is expected to be spending at least 50% of itself time providing:

- Advices, information, and materials for extension.
- The expenditures of the operation of the advisory informative centres at the local level for providing of advices and training activities.
- The initial expenditures of advisory services that will be provided by the private advices.
- Increased expenditures of the communication that are required for developing and maintain the network of services providers and partners including the providers from NGOs and the private sector,
- Other expenditures not systemized.

Public financing on advisory and support services in Kosovo currently is over low. Provide of advisory and a support rural services is a central part of development policy of MAFRD and it presents the political instrument which might stimulate and promote a development of agriculture. In this aspect, without any adequate financing all the activity of Department of Agriculture and Rural Advisory Services of Kosovo will be impossible or will develop the activities in an unsatisfied way.
## X. MONITORING INDICATORS FOR 2012 – 2016

<table>
<thead>
<tr>
<th>Indicators</th>
<th>Measure unit</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Planned total</td>
<td>2012</td>
</tr>
<tr>
<td>Farmers and community received consultations (annually)</td>
<td>Number</td>
<td>202100</td>
</tr>
<tr>
<td>Increasing number of farmers and community who received consultations by comparison with previous year</td>
<td>%</td>
<td>12.72</td>
</tr>
<tr>
<td>Farm visits (annually)</td>
<td>Number</td>
<td>173496</td>
</tr>
<tr>
<td>Increase number of farm visits by comparison with previous year</td>
<td>%</td>
<td>13.9</td>
</tr>
<tr>
<td>Consultation in the offices (annually)</td>
<td>Number</td>
<td>1560</td>
</tr>
<tr>
<td>Specialized consultation about plant production (annually)</td>
<td>Number</td>
<td>430</td>
</tr>
</tbody>
</table>

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2 For calculation are taken 263 work days, decreasing annual leave days average 22 working days and official holidays 7 working days, whereas as a total for advisers are calculated 234 working days.

3 Activity of the Farmers and community that have taken consultations (every year) are taken on the basis of number of advisers for 2012, total 60 advisers with two advices in minimum days, as total 250 working days for 2013 are taken 77 advisers for 2014 are calculated for 95 advisers for 2015 and 2016.

4 Farm visits (annually) is calculated for 60 advisers for three days on the spot and from three farms in days for 2012 for 2013 for 77 advisers, for 2014 – 95 advisers, whereas for other advisory years calculate 3% more compared with the visits in previous year.

5 Consultation in the office (every year)
<table>
<thead>
<tr>
<th></th>
<th>Specialized consultation about animal breeding (annually)</th>
<th>Number</th>
<th>1000</th>
<th>2016</th>
<th>2016</th>
<th>2016</th>
<th>2016</th>
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<td>7</td>
<td></td>
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<tr>
<td>8</td>
<td>Specialized economic consultation and marketing (annually)</td>
<td>Number</td>
<td>140</td>
<td>288</td>
<td>288</td>
<td>288</td>
<td>288</td>
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<tr>
<td>10</td>
<td>Specialized consultation for Program of Rural Development (annually)</td>
<td>Number</td>
<td>850</td>
<td>1824</td>
<td>1824</td>
<td>1824</td>
<td>1824</td>
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<td>11</td>
<td></td>
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</tr>
<tr>
<td>12</td>
<td>Total providing consultations (annually)</td>
<td>Number</td>
<td>14976</td>
<td>3980</td>
<td>4992</td>
<td>4992</td>
<td>4992</td>
</tr>
<tr>
<td></td>
<td>Increase of total providing consultations by % comparison with previous year</td>
<td>%</td>
<td>13.9</td>
<td>18.5</td>
<td>20.4</td>
<td>22.4</td>
<td>24.6</td>
</tr>
</tbody>
</table>

6 Specialized consultations for production of plants in year are calculated from one day consultations per week including 9 experts from 2 consultations per day, which means 9 experts x 1 week = 9 experts x 2 consultations per week = 18 consultations x 48 week = 864 consultations in the whole territory of Kosovo for plant production per year.

7 Specialized consultations for animal breeding (per year) is calculated by one day consultations per week including 21 experts with 2 consultations per day, which means 21 experts x 1 week = 21 experts x 2 consultations in week = 42 consultations x 48 week = 2016 consultations in the whole territory of Kosovo for animal breeding.

8 Specialized consultations in economic and marketing (annually) calculated from two days consultations including 1 expert with 3 consultations per day, which means 1 expert x 1 week = 1 expert x 2 days per week consultations = 2 x 3 consultations per week = 6 consultations x 48 week = 288 consultations in the whole territory of Kosovo for economy and marketing.
<table>
<thead>
<tr>
<th></th>
<th>Information activities on municipal level (seminars, demonstrations, information meetings, etc)</th>
<th>Number</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>13(^{10})</td>
<td></td>
<td>5</td>
<td>15</td>
<td>5</td>
<td>15</td>
<td>34</td>
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<td>5</td>
<td>15</td>
<td>34</td>
</tr>
<tr>
<td>14(^{10})</td>
<td>Information activities on central level (seminars, information meetings, etc)</td>
<td>2</td>
<td>15</td>
<td>2</td>
<td>15</td>
<td>34</td>
</tr>
<tr>
<td></td>
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<td>15</td>
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<td>15</td>
<td>2</td>
<td>15</td>
<td>34</td>
</tr>
<tr>
<td>15</td>
<td>Prepared information materials (by type) (annually)</td>
<td>12</td>
<td>25</td>
<td>30</td>
<td>35</td>
<td>40</td>
</tr>
<tr>
<td>16(^{12})</td>
<td>Common activities with agricultural and research institutes and other similar bodies (annually)</td>
<td>3</td>
<td>8</td>
<td>10</td>
<td>11</td>
<td>13</td>
</tr>
<tr>
<td>17(^{13})</td>
<td>Developed projects under Rural Development Programme (annually)</td>
<td>34</td>
<td>38</td>
<td>40</td>
<td>45</td>
<td>50</td>
</tr>
<tr>
<td>18</td>
<td>Trainings of farmers and other stakeholders (annually)</td>
<td>2500</td>
<td>5500</td>
<td>6000</td>
<td>6500</td>
<td>7000</td>
</tr>
</tbody>
</table>

\(^{10}\) Information activities on local level (seminars, demonstrations, information meetings, etc.). At municipal level 12 monthly meetings in each information center, meaning 34 centers x 12 monthly meetings = 408 information meetings. Five seminars per year on advisory services and field demonstrations in each informative center, one per year, meaning 34 field demonstrations on different topics.

\(^{12}\) Information activities on central level (seminars and information meetings, etc.). At central level, 12 monthly meetings of central staff and 2 seminars per year on advisory services and its partners.

\(^{13}\) Common activities with agricultural and research institutes and other similar bodies, annually, including: research, demonstrations, trainings, etc.

\(^{13}\) Developed projects under Rural Development Programme (annually) one project in each informative center.
<table>
<thead>
<tr>
<th></th>
<th>Number of capacity building activities (annually)</th>
<th>Number</th>
<th>5</th>
<th>10</th>
<th>10</th>
<th>10</th>
<th>10</th>
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<tbody>
<tr>
<td>20</td>
<td>Prepared monthly reports per year</td>
<td>Number</td>
<td>250</td>
<td>564</td>
<td>564</td>
<td>564</td>
<td>564</td>
</tr>
<tr>
<td>21</td>
<td>Prepared quarterly reports per year</td>
<td>Number</td>
<td>50</td>
<td>140</td>
<td>140</td>
<td>140</td>
<td>140</td>
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<tr>
<td>22</td>
<td>Prepared annual reports</td>
<td>Number</td>
<td>35</td>
<td>107</td>
<td>107</td>
<td>107</td>
<td>107</td>
</tr>
<tr>
<td>23</td>
<td>Number of prepared annual plans for agricultural and rural development activities of municipal informative advisory centers</td>
<td>Number</td>
<td>40</td>
<td>95</td>
<td>95</td>
<td>95</td>
<td>95</td>
</tr>
<tr>
<td>24</td>
<td>Prepared annual plan for activities of Advisory Service Department</td>
<td>yes/no</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
</tr>
<tr>
<td>25</td>
<td>Setting up the Coordination information centre for advisory services (on central level)</td>
<td>yes/no</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
</tr>
<tr>
<td>26</td>
<td>Setting up internal data base system on central level</td>
<td>yes/no</td>
<td>no</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
<td>yes</td>
</tr>
<tr>
<td>27</td>
<td>Conducting surveys on specific fields, in which farmers desire to receive consultations and surveys on appraisal of farmers and other people for received consultations (annually)</td>
<td>Number</td>
<td>2</td>
<td>4</td>
<td>4</td>
<td>4</td>
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</tr>
</tbody>
</table>
XI. CONCLUSIONS

Based on the analyses and experiences so far, we came to the conclusion that for Kosovo and its rural population (subsistent, potential commercial and commercial farmers) would be very useful a well organized system of advisory services for agriculture and rural development, supported by the government, not leaving aside private advisory services. Only such a well coordinated and structured system would enable mobilisation of necessary human and financial resources and would provide adequate advices for different categories of farmers and rural communities.

However, for the functioning of advisory service system, a safe source of funding is necessary to support the activities of advisory services for agriculture and rural development.

In order to promote the extension of advisory services for agriculture and rural development, in the strategy it is proposed to establish an Advisory Service Department with municipal advisory informative center for agriculture development and rural development. The strategy intents that the role and responsibilities of advisory services for agriculture and rural development shall be taken by MAFRD-ASD with municipalities – Agriculture directorates.

The most crucial elements in order for the agriculture and rural development advisory service to be successful are:

 Achievement of an agreement with municipalities, related to involvement of their agriculture staff within the proposed system of advisory services;
 To ensure that all farmers served by private and public advisors are able to pressurize, if not, then to have the advisory service system under control;
 To select carefully the best available advisors, based on their capacities and technical readiness for providing theoretical and practical trainings and advices;
 Providing the staff with necessary means for performing its mission, including transport and communication means needed to work with clients;
❖ To get financial and technical support from national sources, as well as from the international donors in order to support the implementation of the strategy;
❖ To strength and provide effective connections with farm research and agriculture institutions at the local, regional and international level;
❖ Connections between the advisory service, financial institutions, rural education, marketing and research, especially research to the farm, should be further developed;
❖ The achievement of acceptable levels of the agriculture productivity, quality, efficient and competitiveness are main challenges for the MAFRD.

Although for the use of human resources of the ministry, municipalities and private sector needs for a better cooperation. A better structure organization and strengthened always in logistic with the budget as well as increase of advisers number.

A main obstacle with what the MAFRD is facing up is the lack of financing. The government funds are limited even there is a trend of movement to the positive aspect.

The Extension service will be one of the most important instruments for the realisation of MAFRD policies for agriculture and rural development.

The public extension will continue remaining one of the biggest providers of this service (organized and leaded by MAFRD-Advisory Service Department - ASD).
XII. ANNEX

XII .1. Annex No. 1

<table>
<thead>
<tr>
<th>No.</th>
<th>Municipality</th>
<th>Livestock</th>
<th>Fruit growing</th>
<th>Plant production and protection</th>
<th>Vegetable crop with plant production</th>
<th>Advisors of advisory services</th>
<th>Total</th>
<th>Total</th>
</tr>
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<tbody>
<tr>
<td>1</td>
<td>Prishtina</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>3</td>
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<td>2</td>
<td>Drenas</td>
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<td>3</td>
<td>Fushë Kosovë</td>
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<tr>
<td>4</td>
<td>Obiliq</td>
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<td></td>
<td>1</td>
<td>2</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Shtime</td>
<td></td>
<td></td>
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<td></td>
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<tr>
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<td>Lipjan</td>
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<td>Podujevë</td>
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<td>Skënderaj</td>
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<td>2</td>
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<td>16</td>
<td>Junik</td>
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<td>17</td>
<td>Mamushë</td>
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<td>21</td>
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<td>Gjakovë</td>
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<tr>
<td>No</td>
<td>Expert fields</td>
<td>No of staff</td>
<td>Division</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>----</td>
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<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Chief</td>
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<td></td>
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</tr>
<tr>
<td>2</td>
<td>Technical assistant of the Chief</td>
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<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Livestock expert</td>
<td>1</td>
<td>Technical advice</td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Expert for fruit growing and viticulture</td>
<td>1</td>
<td>Technical advice</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Expert for vegetable and crop production</td>
<td>1</td>
<td>Technical advice</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Expert for Plant protection</td>
<td>1</td>
<td>Technical advice</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Expert for economy including marketing</td>
<td>1</td>
<td>RDP, economic, social and legal advice</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Expert for rural development, cooperatives and associations</td>
<td>1</td>
<td>RDP, economic, social and legal advice</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>#</td>
<td>Expert</td>
<td>Count</td>
<td>Description</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Expert for legal services</td>
<td>1</td>
<td>RDP, economic, social and legal advice</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Expert for social issues and gender</td>
<td>1</td>
<td>RDP, economic, social and legal advices</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Expert for information technology</td>
<td>1</td>
<td>Information, cooperation, monitoring and training</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Expert for trainings and capacity building</td>
<td>1</td>
<td>Information, cooperation, monitoring and training</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>Expert for Information, cooperation and network</td>
<td>1</td>
<td>Information, cooperation, monitoring and training</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>14</td>
<td>Expert for monitoring and evaluation</td>
<td>1</td>
<td>Information, cooperation, monitoring and training</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>14</td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
XII. 2.1 Organisation chart of the Department of Rural Agriculture Advisory Services of Kosovo

**Director of the Department of Advisory Services**

**Division of Technical Advisory Services**
- Expert for livestock
- Expert for fruit – growing and viticulture
- Expert for field crop and vegetable – growing
- Expert for plant protection

**Division of economic, social and legal advices**
- Expert for economy, including market
- Expert for rural development, cooperatives and associations
- Expert for legal advices
- Expert for social issues and gender

**Division of information, cooperation, monitoring and training**
- Expert for information technology
- Expert for training and capacity building
- Expert for information, cooperation and network
- Expert for monitoring and evaluation

**The municipal advisory informative center for agriculture and rural development**
<table>
<thead>
<tr>
<th>Equipments</th>
<th>Current situation</th>
<th>Necessary infrastructure for department of advisory services for normal implementation of duties</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office space</td>
<td>50 m</td>
<td>15 – 30 square meter for every adviser (this is above the required space according to national legislation)</td>
</tr>
<tr>
<td>Adviser work table</td>
<td>Every adviser has work table</td>
<td>For every adviser - 1 table and 2 chairs (one for adviser and one for visitor)</td>
</tr>
<tr>
<td>Visitors’ table</td>
<td>Only the office of chief has a table</td>
<td>1 table with 6 chairs for every division</td>
</tr>
<tr>
<td>Shelves</td>
<td>To be completed according to the hiring employees</td>
<td>Minimum 2 shelves for every office</td>
</tr>
<tr>
<td>Drawing board</td>
<td>Every division must have a work table</td>
<td>1 drawing board for every division</td>
</tr>
<tr>
<td>Computer and laptop</td>
<td>Every adviser has a table computer and laptop</td>
<td>For every adviser - 1 computer (desktop, monitor, mouse, keyboard, software licences, etc); For every division – 1 laptop (including software licences) for the office needs and on – the – spot</td>
</tr>
<tr>
<td>Handbag for laptop</td>
<td>None of the advisers have handbags for laptop</td>
<td>For every division - 1 handbag for the laptop for the visits on – the – spot</td>
</tr>
<tr>
<td>Multifunctional devices</td>
<td>There is a multifunctional device</td>
<td>For every division - 1 multifunctional devices (printer, scanner, photocopy machine)</td>
</tr>
<tr>
<td>Books</td>
<td>Under the sector there is no library</td>
<td>A library with 20 basic books that would serve for advising the farmers.</td>
</tr>
<tr>
<td>Digital camera</td>
<td>All the advisers have digital camera</td>
<td>For every division – 1 digital camera</td>
</tr>
<tr>
<td>Projector</td>
<td>There is a projector</td>
<td>For every division - 1 projector</td>
</tr>
<tr>
<td>Phone</td>
<td>All of them have official phone</td>
<td>For every adviser - 1 mobile phone and 1 office phone device; For every division – 1 telephone line (number) for two advisers</td>
</tr>
<tr>
<td>Vehicle</td>
<td>There is no vehicle for advisory services</td>
<td>During 3 next years, every division to be equipped with</td>
</tr>
<tr>
<td>Office space and equipments</td>
<td>Current situation</td>
<td>Necessary infrastructure for each municipal office for normal implementation of duties</td>
</tr>
<tr>
<td>-----------------------------</td>
<td>-------------------</td>
<td>------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Office space</td>
<td>Minimum 9 square meter – maximum 24 square meter</td>
<td>15 – 30 square meter for every adviser (this is above the required space according to national legislation)</td>
</tr>
<tr>
<td>Adviser work table</td>
<td>1 table and 1 chair</td>
<td>For every adviser - 1 table and 2 chairs (one for adviser and one for visitor)</td>
</tr>
<tr>
<td>Visitors’ table</td>
<td>0 or 1 table with maximum 4 chairs</td>
<td>1 table with 6 chairs for every office</td>
</tr>
<tr>
<td>Shelves</td>
<td>0 or 1 shelf to each municipality</td>
<td>Minimum 1 shelf for every office room</td>
</tr>
<tr>
<td>Drawing board</td>
<td>Many have no (only 10% of offices have)</td>
<td>1 drawing board for every office</td>
</tr>
<tr>
<td>Notice-board</td>
<td>No one has an office</td>
<td>1 notice board for every office</td>
</tr>
<tr>
<td>Computer and laptop</td>
<td>Many advisers have personal computer (80% of the office), but only some of them have laptops (10% of the offices)</td>
<td>For every adviser - 1 computer (desktop, monitor, mouse, keyboard, software licences, etc); for every office – 1 laptop (including software licences); for office needs as well as on – the - spot</td>
</tr>
<tr>
<td>Handbag for laptop</td>
<td>No handbags for laptop at any centre</td>
<td>For every office - 1 handbag for the laptop for the visits on – the - spot</td>
</tr>
<tr>
<td>Multifunctional devices</td>
<td>No one has office and no one has multifunctional device</td>
<td>For every office - 1 multifunctional device (printer, scanner, photocopy machine)</td>
</tr>
<tr>
<td>Small archive room</td>
<td>No one has office</td>
<td>One small archive room for every office</td>
</tr>
<tr>
<td>Books</td>
<td>The office has leaflets and brochures but it doesn’t have literature and specialized books.</td>
<td>For every office - a library with 10 basic books that would serve for advising the farmers.</td>
</tr>
<tr>
<td>Digital camera</td>
<td>About 20 – 30 % of the Advisers have digital cameras</td>
<td>For every office – 1 digital camera for the work on – the - spot and the documentation of the results on – the –</td>
</tr>
<tr>
<td>Equipment</td>
<td>Status</td>
<td>Recommendation</td>
</tr>
<tr>
<td>-----------</td>
<td>--------</td>
<td>----------------</td>
</tr>
<tr>
<td>Projector</td>
<td>None of informative centre has a projector</td>
<td>For every office - 1 projector</td>
</tr>
<tr>
<td>Phone</td>
<td>All the advisers in office have mobile phones, whereas one part of advisers doesn’t have office phone (30% of the advisory centres don’t have)</td>
<td>For every adviser - 1 mobile phone and 1 office telephone device; for every office – 1 telephone line (number) for two advisers</td>
</tr>
<tr>
<td>Vehicle</td>
<td>Only 2 / 3 of municipalities have possibility to use regularly the vehicle – the others must plan earlier for their use.</td>
<td>During 4 next years, every office to be equipped with vehicles to the visits on – the - spot.</td>
</tr>
</tbody>
</table>
### XII. 5 Annexe No. 5 – Budget of advisory services for agriculture and rural development

<table>
<thead>
<tr>
<th>Budget Plan for advisory service in €</th>
<th>Year 2012</th>
<th>Year 2013</th>
<th>Year 2014</th>
<th>Year 2015</th>
<th>Year 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Kosovo Rural Agriculture Advisory Services (KRAAS)</strong></td>
<td>Number of units</td>
<td>Expenditures of unit</td>
<td>Total</td>
<td>Number of units</td>
<td>Expenditures of unit</td>
</tr>
<tr>
<td>1. Office space on the basis of price per m²</td>
<td>680</td>
<td>60</td>
<td>40,800</td>
<td>920</td>
<td>60</td>
</tr>
<tr>
<td>Expenditures (electric energy, water, heating)</td>
<td>34</td>
<td>720</td>
<td>24,480</td>
<td>34</td>
<td>720</td>
</tr>
<tr>
<td>Expenditures of security of buildings</td>
<td>4</td>
<td>4,800</td>
<td>19,200</td>
<td>4</td>
<td>4,800</td>
</tr>
<tr>
<td>2. Computer, network of printers and other equipments</td>
<td>68</td>
<td>500</td>
<td>34,000</td>
<td>68</td>
<td>500</td>
</tr>
<tr>
<td>3. Printer Desktop</td>
<td>35</td>
<td>200</td>
<td>7,000</td>
<td>35</td>
<td>200</td>
</tr>
<tr>
<td>4. Printing material (letter + brochures)</td>
<td>68</td>
<td>120</td>
<td>8,160</td>
<td>95</td>
<td>120</td>
</tr>
<tr>
<td>5. Printing material for information – promotion material for TV, radio, preparation of material for messages, announcement.</td>
<td>50</td>
<td>480</td>
<td>24,000</td>
<td>50</td>
<td>480</td>
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<tr>
<td>6. Expenditures for internet (phone)</td>
<td>68</td>
<td>100</td>
<td>6,800</td>
<td>110</td>
<td>100</td>
</tr>
<tr>
<td>7. Expenditures of the post office</td>
<td>68</td>
<td>40</td>
<td>2,720</td>
<td>110</td>
<td>50</td>
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<tr>
<td>8. Newspapers and other materials for the specialized fields. Scientific literature</td>
<td>400</td>
<td>10</td>
<td>4,000</td>
<td>450</td>
<td>10</td>
</tr>
<tr>
<td>9. Expenditures for organisation of seminars, demonstrations and other informative activities</td>
<td>5</td>
<td>2,500</td>
<td>12,500</td>
<td>5</td>
<td>2,500</td>
</tr>
<tr>
<td>10. Other office material</td>
<td>73</td>
<td>100</td>
<td>7,300</td>
<td>110</td>
<td>100</td>
</tr>
<tr>
<td><strong>TOTAL Goods and services</strong></td>
<td><strong>190,960</strong></td>
<td><strong>178,780</strong></td>
<td><strong>182,480</strong></td>
<td><strong>177,000</strong></td>
<td><strong>185,850</strong></td>
</tr>
<tr>
<td>1. Director of Department</td>
<td>1</td>
<td>6,000</td>
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</tr>
<tr>
<td>Section</td>
<td>3</td>
<td>5,500</td>
<td>16,500</td>
<td>3</td>
<td>5,500</td>
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<tr>
<td>---------------------------------</td>
<td>----</td>
<td>-------</td>
<td>--------</td>
<td>----</td>
<td>-------</td>
</tr>
<tr>
<td>Chief of division</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Senior officers</td>
<td>12</td>
<td>5,000</td>
<td>60,000</td>
<td>12</td>
<td>5,000</td>
</tr>
<tr>
<td>Municipal Officers – advisers</td>
<td>68</td>
<td>4,500</td>
<td>306,000</td>
<td>95</td>
<td>4,500</td>
</tr>
<tr>
<td><strong>TOTAL Wages</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>68</td>
<td>4,500</td>
<td>306,000</td>
<td>95</td>
<td>4,500</td>
</tr>
<tr>
<td>Expenditures of training and visit for advisers</td>
<td>10</td>
<td>7,500</td>
<td>75,000</td>
<td>92,000</td>
<td>10</td>
</tr>
<tr>
<td>1. Travel expenditures (by airplane, bus, train, car, taxi)</td>
<td>75</td>
<td>500</td>
<td>37,500</td>
<td>110</td>
<td>500</td>
</tr>
<tr>
<td>Fuels</td>
<td>37</td>
<td>2,500</td>
<td>92,500</td>
<td>37</td>
<td>2,500</td>
</tr>
<tr>
<td>2. Reparation and maintenance, including external services for maintenance of the office equipments</td>
<td>37</td>
<td>500</td>
<td>18,500</td>
<td>37</td>
<td>500</td>
</tr>
<tr>
<td>3. Reparation, maintenance and registration of vehicles</td>
<td>37</td>
<td>1,000</td>
<td>37,000</td>
<td>37</td>
<td>1,000</td>
</tr>
<tr>
<td>4. Expenditures of training for farmers</td>
<td>1,000</td>
<td>100</td>
<td>100,000</td>
<td>900</td>
<td>100</td>
</tr>
<tr>
<td><strong>TOTAL Training and travel expenditures</strong></td>
<td>360,500</td>
<td>385,000</td>
<td>382,000</td>
<td>361,000</td>
<td>351,000</td>
</tr>
<tr>
<td><strong>Capital expenditures</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchase of vehicles</td>
<td>37</td>
<td>18,000</td>
<td>666,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reparation, construction</td>
<td>50,000</td>
<td></td>
<td></td>
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<tr>
<td><strong>TOTAL Capital expenditures</strong></td>
<td>716,000</td>
<td>0</td>
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<tr>
<td><strong>TOTAL BUDGET for Advisory Services</strong></td>
<td>1,655,960</td>
<td>1,073,780</td>
<td>1,074,480</td>
<td>1,048,000</td>
<td>1,046,850</td>
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