

Pursuant to article 66, paragraph 3 of the Rules of Procedures of the Government of the Republic of Macedonia ("Official Gazette of the Republic of Macedonia" issues 38/01, 98/02, 9/03, 47/03, 64/03, 67/03, 51/06, 5/07, 15/07, 26/07, 30/07, 58/07, 105/07, 116/07, 129/07, 157/07, 29/08, 51/08, 86/08, 114/08, 42/09, 62/09, 141/09, 162/09, 40/10, 83/10, 166/10, 172/10, 95/11, 151/11, 170/11 и 67/13), the Government of the Republic of Macedonia on its session held on _____, adopted the following

DECISION

ON THE FORMAT AND THE CONTENT OF THE REGULATORY IMPACT ASSESSMENT REPORT

Article 1

This decision shall prescribe the format and the content of the Report on the regulatory impact assessment (hereinafter referred to as the RIA Report).

Article 2

The RIA Report contains an overview of analyses carried out in the course of the RIA.

The RIA Report shall be produced as per template: „Report on the regulatory impact assessment “, that contains: the title of the ministry, the title of the proposed legislation, the person responsible and her/his contact details, type of report, the obligation to prepare the proposed legislation, any linkages to the EU directives, any classified information contained in the report as per regulations governing classified information, the date of publication of the draft report by the Single National Electronic Register of Regulations (SNERR), the date of submission of the draft report to the Ministry of Information Society and Administration, the date of receipt of views by the Ministry of Information Society and Administration, and the deadline for submission of the proposed legislation to the General Secretariat of the Government of the Republic of Macedonia.

The RIA report shall also prescribe:

1. The description of the situation in the area and definition of the issue;
2. Purposes of the proposed regulation;
3. Potential solutions (options);
4. Regulatory impact assessment;
5. Consultations;
6. Conclusions and recommended solutions;
7. Application of the recommended solution, and
8. Monitoring and evaluation.

The RIA report shall contain statements by both the state secretary and the Minister.

The RIA Report template is provided in the Annex which is a constituent part of this Decision.

Article 3

The Decision on the format and the content of the regulatory impact assessment templates ('Official Gazette of the Republic of Macedonia', issue 66/09) shall cease to be valid with the entry into force of this Decision.

Article 4

This decision shall enter into force on the day following the day of its publication in the 'Official Gazette of the Republic of Macedonia'.

Но.
_____2013
Скопје

Президент оф тхе Говернмент
Оф тхе Републик оф Македонија

REGULATORY IMPACT ASSESSMENT REPORT

Title of Ministry:	
Title of proposed legislation:	
Responsible persona and contact details:	
Type of report	<input type="checkbox"/> Draft <input type="checkbox"/> Proposal
Responsibility for preparation of the proposed legislation stems from:	<input type="checkbox"/> Annual Programme of the Government of the Republic of Macedonia <input type="checkbox"/> NPAA <input type="checkbox"/> Conclusions by the Government of the Republic of Macedonia <input type="checkbox"/> Other _____
Linkages to the EU directives	
Does the draft report contain classified information as per the regulations governing classified information	<input type="checkbox"/> Yes <input type="checkbox"/> No
Date of publication of draft Report by SNERR:	
Date of submission of draft report to the Ministry of Information Society and Administration:	
Date of receipt of views by the Ministry of Information Society and Administration:	
Deadline for submission of proposal to pass a law to the General Secretariat	

1. Description of situation in the area and definition of the issue

1.1 *Description of situation*

1.2 *Reasons behind problems that are subject to review*

2. Goals of the proposed regulation

3. Potential solutions (options)

3.1 *Description of the „do nothing“ solution*

3.2 *Description of the potential solutions (options) to resolve the problem*

4. Regulatory Impact Assessment

Potential positive and negative impact by each option:

4.1 *Economic impact*

4.2 *Financial impact*

4.3 *Social impact*

4.4 *Environmental impact*

4.5 *Administrative impact and costs –*

a) Implementation costs

b) Regulatory compliance costs

5. Consultations

5.1 *Parties concerned and methods of involvement*

5.2 *Overview of views received and embedded*

5.3 *Views not embedded and reasons thereof*

6. Conclusions and recommended solutions

6.1 *Comparative review of positive and negative effects of potential solutions (options)*

6.2 *Implementation risks per potential solution (option)*

6.3 *Recommended solutions and justification*

7. Implementation of recommended solution

7.1 *The need to amend legislation or bylaws in the specific area or affiliated areas*

7.2 *Bylaws necessary and deadline for adoption*

7.3 *Statutory bodies, state institutions and other bodies responsible for the implementation*

7.4 *Activities ensuring effective application of proposed legislation*

8. Monitoring and evaluation

8.1 *Implementation monitoring method*

8.2 *Impact evaluation on the proposed legislation and deadlines*

Declaration by the State Secretary

The draft RIA report is in compliance with the RIA Methodology and it provides a realistic assessment of potential and expected effects and the cost arising from the implementation of each potential solution (option) to defined problems.

Date: _____

.....
State secretary signature

Declaration by the Minister

Фоллоњинг он фром тхе резултс оф анализес деџцтед ин тхе РИА Репорт, И децларе тхат тхе рецоммендед солутион (оптион) репрезентс тхе бест ресолутион метод тхат њоулд ацхиве тхе ешецтед резултс ин а пост-еффецтиве маннер.

Дате: _____

.....

Сигнатуре оф Министер

**Guidelines on completion of the
REGULATORY IMPACT ASSESSMENT REPORT**

Title of Ministry:	<i>Insert the title of the ministry</i>
Title of proposed legislation:	<i>Insert the title of the proposed legislation</i>
Responsible person and contact details:	<i>Insert the full name and contact details of the Head of sector or the Chair of the working group in charge of the application of RIA for the proposed legislation</i>
Type of report	<input type="checkbox"/> Draft – insert “draft” when the responsible ministry submits the draft RIA report to the Ministry of Information Society and Administration for their views. The draft report is signed by the State Secretary in the ministry. <input type="checkbox"/> Proposal – insert “proposal” when the responsible ministry submits the proposed report to the General Secretariat of the Government of the Republic of Macedonia. The proposed report is signed by the Minister.
Responsibility for preparation of the proposed legislation stems from:	<i>Tick the relevant answer</i> <input type="checkbox"/> Annual Programme of the Government of the Republic of Macedonia <input type="checkbox"/> NPAA <input type="checkbox"/> Conclusions by the Government of the Republic of Macedonia <input type="checkbox"/> Other _____
Linkages to the EU directives	<i>If you have selected NPAA as your answer above, please insert the actual directive(s) that is/are being synchronised to</i>

Does the draft report contain classified information as per the regulations governing classified information	<i>Insert your answer</i> <input type="checkbox"/> Yes <input type="checkbox"/> No
Date of publication of draft Report by SNERR:	<i>Insert the date of publication of draft Report by SNERR</i>
Date of submission of draft report to the Ministry of Information Society and Administration:	<i>Insert the Date of submission of draft report to the Ministry of Information Society and Administration</i>
Date of receipt of views by the Ministry of Information Society and Administration:	<i>Insert the date of receipt of views by the Ministry of Information Society and Administration</i>
Deadline for submission of proposed legislation to the General Secretariat	<i>Insert the date/deadline for submission of proposed legislation to the General Secretariat</i>

1. Description of situation in the specific area and definition of the issue

1.1 Description of situation

(Describe the situation in the specific area including the existing regulation in that or other areas, as well as other programmes/projects of the Government of the Republic of Macedonia currently implemented)

1.2 Reasons behind the issues that are subject of review

(Describe the reasons behind the issues that are subject of review, not only symptoms)

2. Goals of the proposed regulation

(Describe the expected/desired results and effects of proposed regulation)

3. Potential solutions (options)

3.1 Description of the „do nothing“ solution

(Describe the „do nothing“ solution and provide an outline of consequences arising should the Government of the Republic of Macedonia not intervene with the proposed legislation or any other measure)

3.2 Description of potential solutions (options) to the issue

(Describe potential solutions (options) to the issue that were analysed in the course of the RIA process. Provide content of options and methods of application of potential solutions, such as passing of new legislation, amendments to existing legislation (regulatory measures); organising trainings, campaigns and other activities (non-regulatory measures) or a combination of these (regulatory and non-regulatory).

4. Regulatory impact assessment

Provide detailed description of the positive and negative impact arising from each option, such as:

4.1 Economic impact

(Describe the costs and benefits for the economy if a specific area, the employment and competitiveness. Specific description should be given on the impact on small and medium enterprises, businesses, consumers, households, etc)

4.2 Financial impact

(Describe the costs and surplus of budgets, review initial and projected costs, as well as information on whether budgets were secured, a resume of the Fiscal implication template)

4.3 Social impact

(Describe the impact on the reduction of poverty, improvement of health, improvement and protection of human rights and gender equality, protection of vulnerable groups, etc)

4.4 Environmental impact

(Describe the impact on the quality of air, water, soil, the garden effect, noise, the bio-diversity, etc. Provide description on how the effects on the environment will impact directly or indirectly on people's health)

4.5 Administrative impact and costs–

a) Implementation cost

(Describe implementation costs of the proposed legislation – establishing new institutions/bodies or enlargement of responsibilities and organisation of existing bodies, human resources and trainings required, investment (premises), supervision required, equipment etc.)

b) Regulatory compliance costs

(Describe regulatory compliance costs – introduction of new administrative burdens, formalities and costs (licences, approvals, information, standards) on legal and physical entities, and how these affect competitiveness)

5. Consultations

5.1 Parties concerned and methods of involvement

(Describe the parties concerned and involved during the process and the methods of involvement)

5.2 Overview of views received and embedded

(Provide an overview of views received with focus on issues that caused specific interest or concern by parties concerned. Describe views that were embedded)

5.3 Views not embedded and reasons thereof

(Describe views not embedded and reasons thereof)

6. Conclusions and recommended solutions

6.1 Comparative review of positive and negative effects of potential solutions (options)

(Provides a comparative review of positive and negative effects of potential solutions (options))

6.2 Implementation risks per potential solution (option)

(Describes the implementation risks per each potential solution (option))

6.3 Recommended solutions and justification

(Provides the recommended solution and a justification for recommendation)

7. Implementation of recommended solution

7.1 *The need to amend legislation or bylaws in the specific area or affiliated areas
(Describe if the proposed solution would cause a need to amend legislation or bylaws in the specific or affiliated areas)*

7.2 *Bylaws necessary and deadline for adoption
(Describe if and which bylaws would be necessary to be adopted and the deadline required)*

7.3 *Statutory bodies, state institutions and other bodies responsible for the implementation
(Describe the statutory bodies, state institutions and other bodies that would be responsible for implementation)*

7.4 *Activities ensuring effective implementation of proposed legislation
(Describe the activities (non-regulatory measures) to be undertaken for the purposes of ensuring effective implementation of proposed legislation (trainings, counselling, campaigns, etc)*

8. Monitoring and evaluation

8.1 *Implementation monitoring method
(Describe briefly the monitoring of implementation and the achievement of effects from the proposed legislation, as well as the statutory bodies involved in the monitoring process)*

8.2 *Impact evaluation on proposed legislation and deadlines
(Describe briefly how the evaluation of effects from the legislation will be carried out, and the deadlines envisaged)*

Declaration by the State Secretary

The draft RIA report is in compliance with the RIA Methodology and it provides a realistic assessment of potential and expected effects and the cost arising from the implementation of each potential solution (options) to the problems.

Date: _____

.....
State secretary signature

(The State Secretary signs the statement in the proposed Report before the relevant ministry submits the draft RIA Report to the Ministry of Information Society and Administration and seeks their views).

Declaration by the Minister

Following on from the results of analyses depicted in the RIA Report, И децларе тхат тхе рецоммендед солутион (оптион) репрезентс тхе бест ресолутион метход тхат нџоулд ацхиеве тхе ецпецтед ресултс ин а пост-еффецтиве маннер.

Date: _____

.....
Signature of Minister

(The Minister in the relevant Ministry shall sign the Declaration in the proposed Report prior to the relevant ministry submission of the proposed report to the General Secretariat of the Government of the Republic of Macedonia).