



**PRIME MINISTER'S OFFICE
MINISTER OF STATE FOR ENTREPRENEURSHIP AND BUSINESS
CLIMATE CABINET**

Tirana, on 18.01.2025

REPORT ON THE DEREGULATION OF BUSINESS SERVICES

**Based on the document reviewed at the meeting of the Strategic
Planning Committee (SPC) dated 17.01.2024**

CONTENTS

I. SUMMARY E OF THE PROCESS AND RESULTS	2
II. REPORTS FOR SERVICES TOWARDS BUSINESSES ACCORDING TO OF THE MINISTRIES	6
1. MINISTRY E OF TOURISM AND OF ENVIRONMENT (MTM)	6
2. MINISTRY E OF EDUCATION AND OF SPORTS (MAS)	9
3. MINISTRY E INTERNAL (MB)	12
4. MINISTRY OF DEFENCE (MM)	15
5. MINISTRY OF OF AGRICULTURE AND OF DEVELOPMENT RURAL (MBZHR)	17
6. MINISTRY OF OF ECONOMY, OF CULTURE AND OF INNOVATION (MEKI)	19
III. ANEX - LIST E OF ACTS Deregulatory	21
1. MINISTRY OF OF TOURISM AND OF ENVIRONMENT (MTM)	21
2. MINISTRY OF OF EDUCATION AND OF SPORT (MAS)	22
3. MINISTRY OF INTERNAL (MB)	23
4. MINISTRY OF DEFENCE (MM)	23
5. MINISTRY OF OF AGRICULTURE AND OF DEVELOPMENT RURAL (MBZHR)	24
6. MINISTRY OF OF ECONOMY, OF CULTURE AND OF INNOVATION (MEKI)	25

I. SUMMARY OF THE PROCESS AND RESULTS

Public services are a key element of the relationship between the state and citizens or businesses. Although the Albanian public administration has made significant steps in modernizing processes, the need for further simplification and improvement remains a clear objective. Existing procedures are often complex and require a long time to complete, adding to the administrative burden for users. In this context, the deregulation process is conceived as an effort to improve the way public services are provided, aiming to facilitate these procedures without compromising quality or security.

The purpose of this process is not to radically change the administration, but to address its main challenges and improve relations with citizens and businesses. Essentially, deregulation aims to create an administration that operates more efficiently, by simplifying procedures, reducing documentation requirements, and accelerating the provision of services through digitalization. The main objective of this initiative is to facilitate businesses' access to public services. By reducing the required criteria and documents, and by improving interaction between institutions, the aim is for the public administration to become more user-friendly and accessible. Furthermore, this process addresses one of the administration's greatest challenges: the provision of services in a standardized and transparent manner.

Work Methodology

To ensure that the process of deregulation of public services is successful and effective, a well-defined and comprehensive methodology was followed. This methodology, based on detailed analyses of existing services, was conceived as an inter-institutional process, in which each ministry and its subordinate institution played an important role. The approach aimed to address the main challenges of administrative procedures and identify concrete steps for their improvement, aiming for a more efficient and accessible administration for citizens and businesses.

The first phase of the deregulation process focused on the identification and categorization of public services. This process was based on the legal provisions regarding the delivery of services, where point 10 of Article 4 of Law No. 13/2016 “Për mënyrën e ofrimit të shërbimeve publike në sportel në Republikën e Shqipërisë” clearly defines that public service is understood as the product offered to citizens and businesses by state administration institutions, independent bodies, and local government. This product may be a certificate, license, permit, attestation, or other forms defined in the legislation. Additionally, Law No. 10081, dated 23.02.2009 “Për licencat, autorizimet dhe lejet në Republikën e Shqipërisë”, as amended, served as an important legal basis for this phase. This law aims to improve the business climate by reducing administrative barriers and promoting free initiative for economic, commercial, or professional activity. It emphasizes the importance of balancing the facilitation of administrative procedures and ensuring the protection of the public interest. The work in this phase consisted of collecting and analyzing data from all state institutions and their subordinate agencies, creating a

a complete inventory of public services. Each ministry and institution was committed to identifying the services it provides and to categorizing them according to their nature: those for citizens and those for businesses. The list included detailed data on:

- The legal/secondary act which provides for the offered service;
- The criteria set for the service;
- The criteria that are assessed as possibly removable/the criteria that are assessed as possibly necessary to remain;
- List of documents required for the service;
- List of documents that can be removed/those assessed as necessary to remain;
- List of documents that can be obtained through interaction/or directly by the institution itself;
- List of documents that must be submitted by the service applicant;
- Time limits
- Tariffs
- Service delivery procedure

This phase was not intended merely as a simple identification of existing services, but also laid the foundations for subsequent analyses, in which opportunities for simplification, digitalization, and further improvement would be assessed. With a solid legal basis and a clear data structure, the identification process paved the way for the subsequent phases of deregulation.

After this identification, the second phase was the analysis of documentation and procedures. In this step, all the procedures related to the services were thoroughly examined, assessing the procedural steps, required documents, and respective criteria. The aim of the analysis was to identify unnecessary steps, redundant documents, and any other obstacles that increased the administrative burden. This process also helped to highlight the specific issues of each institution and created a basis for proposals of concrete changes.

A key element of the methodology was inter-institutional cooperation and consultations with stakeholder groups. To ensure that the interventions were comprehensive and in line with real needs, numerous discussion tables were organized with representatives from ministries and subordinate agencies. In these meetings, initial findings were shared and proposals for changes were discussed. Also playing an important role was the involvement of representatives from the private sector and business associations. In meetings organized with these groups, the deregulation process being undertaken by the Albanian government was explained, and the opportunity for their active participation was offered. Lists with the respective services of each sector were distributed, inviting concrete comments and suggestions on the problems and needs encountered during the use of public services. Representatives from various business associations and specific sectors of the economy (such as tourism, agriculture, trade, and the processing industry) were part of these discussions. The schedule of meetings was determined to address services in different fields, ensuring that each sector was represented and could contribute. These discussions contributed to identifying key problems, improving proposals, and aligning services with the practical needs of users. In these roundtables, business associations offered valuable comments on the current process, such as difficulties in obtaining the necessary documentation, the lack of digitalization of some services, and the administrative complications encountered

during interactions with public institutions.

The final step of the deregulation process has been the drafting and approval of legal and bylaw amendments, which formalize the proposed interventions for improving public services. Prior to this step, reports were drafted for each institution, which describe in detail the analyses and recommendations for changes. These reports constitute the basis for drafting the legal and bylaw acts. The work focused on aligning the legal basis with the recommendations resulting from the analyses and consultations, ensuring that each amendment is clear, applicable, and in line with the objectives of the process. The approval of these changes marks an important moment in the process, providing the necessary framework for the effective implementation of improvements and for ensuring a more efficient and simpler administration for citizens and businesses.

The deregulation process was led by an inter-institutional working group, established by order no. 209, dated 7.12.2023 of the Prime Minister. This group included the Director General of the Agency for Dialogue and Co-Governance, the Director General of the National Information Society Agency, deputy ministers of the main ministries, heads of subordinate agencies, and was chaired by the Minister of Justice and the Minister of State for Entrepreneurship and the Business Climate. The working group played an important role in coordinating activities and ensuring that all institutions contributed in a harmonized manner to the process.

An important aspect of the methodology was the continuous monitoring of progress and coordination between institutions. Through regular inter-institutional meetings, the progress of the process was assessed and encountered challenges were discussed. Ministries and agencies regularly reported on achievements and obstacles, ensuring that every step was in accordance with the established objectives.

The methodology followed, built upon in-depth analyses and comprehensive consultations, has ensured a systematic and structured approach to the implementation of the deregulation process. This methodology has ensured that interventions are oriented towards concrete and sustainable results, creating a strong foundation for the continuous improvement of the public administration.

The final step of the deregulation process has been the drafting and approval of legal and sublegal amendments, which formalize the proposed interventions for the improvement of public services. Prior to this step, reports for each institution were drafted, which describe in detail the analyses and recommendations for changes. These reports constitute the basis for drafting the legal and sublegal acts. The work focused on adapting the legal framework to the recommendations resulting from the analyses and consultations, ensuring that every amendment is clear, applicable, and in line with the objectives of the process. The approval of these changes marks an important moment in the process, providing the necessary framework for the effective implementation of improvements and for ensuring a more efficient and simplified administration for citizens and businesses.

The deregulation process was led by an inter-institutional working group, established by Prime Minister's Order no. 209, dated 7.12.2023. This group included the Director General of the

Agency for Dialogue and Co-Governance, the Director General of the National Agency for Information Society, the deputy ministers of the main ministries, heads of subordinate agencies, and was chaired by the Minister of Justice and the Minister of State for Entrepreneurship and Business Climate. The working group played an important role in coordinating activities and ensuring that all institutions contributed harmoniously to the process.

the main ministries, heads of subordinate agencies, and was chaired by the Minister of Justice and the Minister of State for Entrepreneurship and Business Climate. The working group played an important role in coordinating activities and ensuring that all institutions contributed harmoniously to the process.

An important aspect of the methodology was the continuous monitoring of progress and coordination between institutions. Through regular inter-institutional meetings, the progress of the process was assessed and encountered challenges were discussed. Ministries and agencies reported regularly on achievements and obstacles, ensuring that every step was in line with the established objectives.

The methodology followed, built upon in-depth analyses and comprehensive consultations, has ensured a systematic and structured approach to carrying out the deregulation process. This methodology has ensured that interventions are oriented towards concrete and sustainable results, creating a strong foundation for the continuous improvement of the public administration.

General Results of the Deregulation Process

1. Total Number of Services Provided

In the framework of the deregulation process, a total of 282 public services provided by ministries and their subordinate institutions have been analyzed. These include services offered to businesses in various sectors such as tourism, environment, education, defense, etc.

2. Services to be Improved

In total, 126 services, or 45% of the total, will be included in the improvement process, including the reduction of documentation, shortening of deadlines, and simplification of procedures.

3. Total Number of Documents

For the provision of improved services, 999 documents are currently required.

4. Documentation to be Reduced

After the analyses and proposals made, the elimination of 246 documents is foreseen, which represents a reduction of 25% of the total required documents.

5. Services for Which the Delivery Time is Reduced

The delivery time will be reduced for 124 services, which represent 44% of the total number of services.

6. Total Service Delivery Time

Currently, a total of 4342 days are needed to complete the analyzed services.

7. Service Delivery Time to be Reduced

After the implementation of the proposed changes, the total service delivery time will be reduced by 1011 days or 23% of the total time.

8. Necessary Legal Amendments

The deregulation process requires changes to the legal and sublegal framework, including:

Acts in Total: 27 acts

Laws: 3 laws,

Decisions of the Council of Ministers (VKM): 17 VKM

Guidelines and Orders: 7 acts

II. REPORTS FOR SERVICES AGAINST TO BUSINESSES ACCORDING TO THE MINISTRIES

1. Ministry of Tourism and Environment (MTM)

The Ministry of Tourism and Environment has identified 31 public services that are offered to businesses and are mainly related to the issuance of permits, authorizations, and certificates in the field of tourism and environment. MTM's services include the issuance of environmental permits of types A and B, applications for environmental impact assessment (EIA), the transfer of environmental decisions and declarations, authorizations for the export of waste, and the provision of unique codes for waste transfers. Additionally, the ministry offers certificates for tourism operators and accommodation structures, as well as processes requests for beach stations and marine tourism.

Situation and Analysis

During the process of deregulation of business services, several meetings were held between the Minister of State for Entrepreneurship, representatives of the Ministry of Tourism and Environment, and stakeholder groups. The discussions focused on a detailed analysis of existing services, examining:

- The criteria set for the services;
- The list of documents required for applications;
- Documents that can be obtained by institutions through direct interaction;
- The time limits for processing and approving applications;
- The procedures followed for the provision of services.

From the analysis, it was observed that some services required documents that could be automatically obtained from existing systems. For example, for the application for a preliminary certificate for agrotourism activities, applicants had to submit a business plan and an architectural report, which created additional work for applicants. Likewise, for certificates of marine tourism operators, manual submission of copies of IDs and tax confirmations was required, which could be obtained from the NBC and tax systems. In some cases, the time required to complete the procedures resulted in lengthy delays. For example, the environmental impact assessment required up to 45 days for review, delaying the implementation of new projects. Another example was permits for transformative developments, such as the construction of roads and large structures, which required up to 60 days for approval.

Furthermore, the lack of coordination between institutions was an element that affected the process. For permits for the development of tourism activities, applicants manually submitted documents for land ownership and tax confirmations, whereas these could be obtained through the interconnection of the systems of ASHK and the NBC. A similar situation occurred with the certificates of tourism operators, where the lack of interconnection between the Ministry of Tourism and the Tax Directorate caused delays.

Recommendations

During the meetings, the minister gave several recommendations for improving the process and easing the burden on applicants:

Documentation: Documents that can be obtained automatically from public systems should be eliminated. For example:

- The business plan and the architectural report should be removed from the applications for the preliminary certificate for agritourism.
- The submission of a photocopy of the ID and tax confirmations should not be required for the certificates of maritime tourism operators.

Forms and procedures: The criteria and structure of applications should be standardized. For example:

- A unique form should be created for applications for beach stations and agritourism certificates.
- Applications for business registration at the NBC should be unified into a single format.

Coordination between institutions: Systems should be interconnected to provide documents automatically without involving applicants. For example:

- Verification of data regarding land ownership and tax confirmations should be done automatically through ASHK and the NBC.
- A system for information sharing should be established between the Ministry of Tourism and the Directorate of Taxes to provide data on the financial status of operators.

Time limits: The review time for applications should be shortened. For example:

- The deadline for environmental impact assessment should be reduced from 45 days to 24 working days.
- The review time for certificates of tourism operators should be reduced from 50 days to 30 working days.

Conclusions and Key Results

The recommendations provided during the meetings were reflected in the analysis of the services and led to the drafting and adoption of the relevant legal and bylaw acts. Through these acts, the proposed changes have already been implemented for some of the services, while for others the implementation process is ongoing. The improvements aim to reduce documentation, shorten the service delivery time, and simplify procedures, thereby facilitating access for citizens and businesses.

Analytical Report on the Deregulation of MTM Services

1. Total Services Provided

The Ministry of Tourism and Environment provides a total of 31 public services, which have been analyzed in the context of the deregulation process.

2. Services to be Improved

15 services, or 48% of the total, will be included in the improvement process, reducing documentation, time, and complicated procedures.

3. Total Documents

For these services, 98 documents are currently required.

4. Documentation to be Reduced

The elimination of 40 documents has been proposed, representing a reduction of 41% of the total required documents.

5. Services for Which the Delivery Time Is Reduced

The delivery time will be reduced for 17 services, which represent 55% of the total services.

6. Total Service Delivery Time

Currently, a total of 511 days are required to complete the services.

7. Service Delivery Time That Is Reduced

After the implementation of the proposed changes, the total time for the delivery of services will be reduced by 187 days, which represents a decrease of 37% of the total time.

8. Necessary Legal Amendments

The deregulation process requires changes to the legal framework, including:

- Amended Laws: 1 law
- Decisions of the Council of Ministers (DCM): 8 DCM
- Orders: 2 orders
- Guidelines: 1 guideline

2. Ministry of Education and Sports (MAS)

The Ministry of Education and Sports (MAS) offers a range of services that cover both pre-university and higher education, with a particular focus on regulating and supporting educational institutions and private operators active in this sector. In higher education, the ministry ensures the licensing and accreditation of private and public institutions, including the approval of new study programs and the opening of new branches. An important aspect is the regulation of standards for diplomas and certificates issued, ensuring compliance with the national qualifications framework. For pre-university education, MAS oversees the licensing process of private schools and the reorganization of existing institutions. This process includes the standardization of procedures for the approval of curricula and the monitoring of teaching quality. For businesses operating in the field of education, the ministry provides services that include licensing private operators, approval of educational materials, as well as certification of the necessary data for the development of educational activities. Additionally, for various institutions, the ministry handles the recognition and equivalence of international qualifications to ensure the integration of global standards into the domestic educational process.

Situation and Analysis

During the process of deregulating business services, several meetings were held between the Minister of State for Entrepreneurship, representatives of the Ministry of Education and Sports (MAS), and interest groups. The discussions focused on a detailed analysis of existing services, by reviewing:

- The criteria established for the services;
- The list of documents required for applications;
- Documents that can be obtained from institutions through direct interaction;
- Time limits for processing and approving applications;
- Procedures followed for the provision of services.

From the analysis, it was noted that some services required unnecessary documentation that could be automatically obtained through the relevant institutions. For example, for the opening of a new study program, a financial plan and reports on academic infrastructure were required, which created costs and delays for applicants. A similar issue was encountered in the licensing of pre-university institutions, where the documentation and procedures included manual steps and extended timeframes. In some cases, the time for completing procedures was very long. For example, for the closure of a study program, the procedure required up to 60 days, while for opening new branches in higher education it took up to 90 days. Additionally, the lack of inter-institutional coordination caused further delays, as documents such as property certificates and financial data were requested manually, even though they could be obtained automatically through the interconnection of systems.

Recommendations

During the meetings, the minister gave several recommendations to improve the process and to ease the administrative burden for applicants:

Documentation: Eliminate redundant documents and ensure they are automatically obtained from existing systems. For example:

- For the opening of new study programs, the requirement for reports on infrastructure and the financial plan should be removed.
- Manual submission of ownership documents and financial data for the licensing of pre-university institutions should not be required.

Forms and procedures: Create unique forms and standardize criteria for similar services. For example, unify applications for the licensing of educational institutions and the opening of new study programs.

Coordination between institutions:

- Systems should be interconnected to avoid requests for manual submission of documents by applicants.
- Existing systems of QKB, DPT should be used for the automatic provision of data on the ownership and financial status of institutions.

Deadlines:

- Deadlines for key services should be reduced.
- For example, for the closure of study programs, the time should be reduced from 60 days to 30 days, and for the opening of new branches in higher education from 90 days to 60 days.

Conclusions and Key Results

The recommendations provided during the meetings were reflected in the analysis of the services and led to the drafting and adoption of the respective legal and bylaw acts. Through these acts, the proposed changes have already been implemented for a part of the services, while for others the implementation process is ongoing. The improvements aim to reduce documentation, shorten service delivery time, and simplify procedures, helping to facilitate access for citizens and businesses.

Analytical Report on the Deregulation of MAS Services

1. Total Number of Services Provided

The Ministry of Education and Sports offers a total of 23 public services, which have been analyzed within the framework of the deregulation process.

2. Services to be Improved

In total, 14 services, or 61%, will be included in the improvement process through the reduction of documentation and complicated procedures.

3. Total Number of Documents

For these services, 185 documents are currently required.

4. Documentation to be Reduced

The elimination of 56 documents has been proposed, 17 other documents will not be submitted by the business, but will be obtained through interaction by the administration, which constitutes a reduction of 39% of the total required documents.

5. Services for Which the Delivery Time is Reduced

The delivery time will be reduced for 3 services, which represent 13% of the total number of services.

6. Total Service Delivery Time

Currently, a total of 240 days are required to complete the services.

7. Service Delivery Time to be Reduced

After the implementation of the proposed changes, the total time for service delivery will be reduced to 150 days, saving 90 days, which constitutes a 38% reduction in total time.

8. Necessary Legal Amendments

The deregulation process requires amendments to the legal and sublegal framework, including:

- Amended Laws: None
- Decisions of the Council of Ministers (DCM): 2 DCM.
- Orders: None
- Instructions: 1

3. Ministry of Interior (MI)

The Ministry of Interior offers a wide range of services covering public security, emergency management, and civil registration. Among the main services for businesses are authorizations for the use of firearms by private security operators, licenses for security service companies, and certifications for equipment and structures that require special safety standards. For the private security sector, the ministry provides licenses for the establishment and operation of physical guarding companies, as well as authorizations for the use of specialized means, including firearms and armored equipment. For services related to emergencies, the Ministry of Interior issues certificates of compliance with fire safety standards and authorizations for premises subject to specific regulations. In the field of data management, the ministry supervises processes for changes in civil registries, including address registration and personal data updates. These services are guaranteed at the national level, ensuring compliance with legal and technological standards for faster and more transparent access for businesses and citizens.

Situation and Analysis

During the process of deregulation of the services of the Ministry of Interior, meetings were held between the Minister of State for Entrepreneurship, representatives of the Ministry of Interior, and stakeholder groups. The discussions focused on the analysis of existing services, reviewing:

- The criteria established for the services;
- The list of documents required for applications;
- Documents that can be automatically obtained by institutions through direct interaction;
- Timeframes for the processing and approval of applications;
- The procedures followed for the provision of services.

From the analysis, a considerable administrative burden was identified for applicants, due to the numerous documents required for various services. For example, for the application for a receipt invoice for violating entities, licenses and historical extracts were required, which could be automatically obtained from existing systems. Likewise, services such as obtaining authorization for the purchase of firearms for legal persons required a large number of manual documents that could be reduced through the interconnection of systems. Furthermore, the timeframes for completing the procedures proved to be extended and hindered the quick access of businesses. For example, authorizations for the use of armored vehicles and approvals for storage warehouses for explosive substances required up to 60 days for review.

Recommendations

During the meetings, specific recommendations were given for the simplification of procedures and the alleviation of the administrative burden:

Documentation: Elimination of documents that can be automatically obtained from public institutions. For example:

- The historical extract should be removed and only the NIPT should be used for the applications for misdemeanour services.

- The requirement for photocopies of ID and documents for tax verifications should be eliminated, as these can be obtained from the General Directorate of Taxes and the State Police.

Forms and Procedures: Applications should be standardized for all categories of services. For example:

- The forms for applications for firearms and authorizations for armored vehicles should be unified and should include self-declaration statements from the applicants.
- A special process should be created for storage warehouses, by unifying certification requirements.

Coordination Inter-institutional: Interconnection e systems for to obtained documents automatically without involving the applicants.

For example:

- Verification of civil status and criminal record should be conducted through the electronic system in cooperation with the Ministry of Justice and the Ministry of Tourism and Environment.

- Ensure that licenses and authorizations are obtained automatically from AKSHE and the General Directorate of Police through the SQDNE system.

Timeframes: Shortening of deadlines for the review of applications. For example:

- For collection invoices for offending entities, the deadline should be reduced from 10 days to 2 days.
- Authorizations for the purchase of firearms should be reduced from 60 days to 30 days.

Conclusions and Key Results

The recommendations given during the meetings were reflected in the analysis of services and led to the drafting and adoption of the relevant legal and bylaw acts. Through these acts, the proposed changes have now been implemented for a portion of the services, while for others the implementation process is ongoing. The improvements aim to reduce documentation, shorten service delivery times, and simplify procedures, helping to facilitate access for citizens and businesses.

Analytical Report on the Deregulation of Ministry of Interior Services

1. Total Number of Services Provided

The Ministry of Interior provides a total of 17 public services, which have been analyzed in the context of the deregulation process.

2. Services to be Improved

In total, 6 services, or 35%, will be included in the improvement process through the reduction of documentation.

3. Total Number of Documents

For these services, a total of 68 documents are currently required.

4. Documentation that is Reduced

The elimination of 8 documents has been proposed, which constitutes a reduction of 12% of the total required documents.

5. Services for Which the Service Delivery Time is Reduced

There will be no changes

6. Total Service Delivery Time

There will be no changes

7. Service Delivery Time that is Reduced

There will be no changes

8. Necessary Legal Amendments

The deregulation process requires improvements to the legal and sub-legal framework, including:

- Amended Laws: None.
- Decisions of the Council of Ministers (DCM): None.
- Orders: None.
- Guidelines: 3 guidelines.

4. Ministry of Defence (MoD)

The Ministry of Defence offers a range of specialized services for businesses operating in the security and military technology sector, including licenses, authorizations, and access to technical documentation. Among the main services are licenses for the export and import of goods and technologies with military or dual use, which facilitate the activities of manufacturers and traders of military equipment. This process will be fully digitalized to reduce physical documentation and accelerate processing through institutional interoperability. Additionally, the Ministry handles authorizations for the use of dual-use technologies, ensuring technical review and compliance with national and international standards. These services are essential to guarantee security standards and the lawful use of sensitive technologies. In the field of specialized equipment, the Ministry issues authorizations for the use and trade of items such as armored equipment and cyber defense technologies, ensuring the certification of standards and compliance. These measures help to improve efficiency and transparency in the delivery of services to businesses.

Situation and Challenges

From the analysis carried out and the discussions during the meeting with representatives of the Ministry of Defence, several main challenges have been identified that affect the efficiency of public service delivery:

- **Unnecessary and redundant documentation:** For services such as licenses for the export/import of military goods and dual-use technologies, a large number of documents are required, many of which can be obtained through institutional interaction. This includes certificates from the courts, the Prosecution Office, and the bailiff service, which can be acquired automatically. The list of documents submitted by applicants often includes data that are already available in state registers, such as certificates of settlement of tax obligations or information from banks.
- **Extended deadlines:** The procedures for the approval of licenses and authorizations are lengthy and complicated.
- **Lack of clarity in requirements and procedural steps:** The wording for some documents is unclear, allowing room for additional requests that are unforeseen by applicants.
- **Lack of interinstitutional cooperation:** For the customs clearance of dual-use goods, the lack of an agreement between AKSHE and Customs creates delays in the authorization process and the distribution of goods.

Recommendations

In the framework of the meeting, the following measures have been proposed and agreed upon:

- **Reduction of documentation:** Elimination of physical copies of documents such as IDs and payment orders, replacing them with automatic verifications from state registers. Combining several similar documents into a single form to avoid duplication.
- **Transition to online applications:** The transformation of license and authorization forms into digital formats through the e-Albania platform, facilitating access and completely eliminating the requirements for physical documents.

- **Standardization of procedures:** Creation of unified forms and standard annexes for all services, eliminating ambiguities and the space for unforeseen additions.
- **Strengthening interinstitutional coordination:** Organizing a meeting between AKSHE and Customs to ensure an agreement that enables faster and safer authorization and customs clearance of dual-use goods.

Key Results

- Reduction of documents by 21%, by removing the requirements for 50 current documents.
- Implementation of standardization for all services and forms, improving access and transparency for applicants.

Analytical Report on MM Service Deregulation

1. Total Services Offered

The Ministry of Defense offers a total of 50 public services, which have been analyzed in the context of the deregulation process.

2. Services to be Improved

In total, 38 services, or 76%, will be included in the improvement process through the reduction of documentation and complicated procedures.

3. Total Documents

A total of 237 documents are currently required for these services.

4. Documentation that is Reduced

It has been proposed to eliminate 50 documents, which constitutes a 12% reduction of the total required documents.

5. Services for Which the Service Delivery Time is Reduced

There are none.

6. Total Service Delivery Time

Currently, a total of 343 days are needed to complete the services.

7. Service Delivery Time that is Reduced

There are none.

8. Necessary Legal Amendments

The deregulation process requires improvements to the legal and sub-legal framework, including:

- Amended Laws: 1 law.
- Decisions of the Council of Ministers (DCM): 4 DCM.

5. Ministry of Agriculture and Rural Development (MBZHR)

The Ministry of Agriculture and Rural Development (MBZHR) provides a range of services that cover the needs of farmers, agribusinesses, and other institutions related to agriculture and rural development. Through a diversified structure, the ministry issues licenses and authorizations for activities such as livestock farming, aquaculture, and the use of pesticides, ensuring compliance with national and international standards. Another important pillar is support for farmers, which is implemented through national schemes and European Union programs. These programs include subsidies for agricultural production, farm modernization, and improvement of agricultural infrastructure. Food safety constitutes another priority, with the ministry issuing veterinary certificates and licenses for food business operators, as well as authorizations for the import and export of food and livestock products. Additionally, MBZHR manages natural resources through the allocation and monitoring of fuel for farmers and the leasing of agricultural land owned by the state. The ministry also provides technical consultancy for farmers and agribusinesses, supporting the improvement of agricultural practices and facilitating applications for financial support from national and international programs.

Situation and Challenges

From the conducted analysis and consultations with interest groups and representatives of agricultural and rural development institutions, the following challenges have been identified:

- **Excessive and duplicate documentation:** For many services, such as authorizations for the use of pesticides and agricultural land leases, a large quantity of documents is required, which are often unnecessary or duplicate.
- **Prolonged processing time:** For example, procedures for authorizations in livestock farming and renewals of registrations can take up to 55 days, causing significant delays for applicants.
- **Poor inter-institutional coordination:** The lack of data integration between MBZHR, AKU, and other institutions creates an administrative burden for farmers and businesses that apply for various services.

Recommendations

At the conclusion of the analysis and consultations, the following measures have been proposed to address the challenges:

- **Elimination of excessive documentation:** For services such as veterinary authorizations and applications for national schemes, the elimination of documents that can be automatically obtained from the relevant institutions has been proposed.
- **Standardization of procedures:** Unified formats have been created for applications, reducing confusion and facilitating procedures for farmers and economic operators.
- **Shortening of deadlines:** For certain services, such as food safety certificates and applications for subsidies, significant reductions in deadlines have been proposed to improve the user experience.
- **Improvement of inter-institutional cooperation:** The need has been emphasized for the interconnection of existing systems between MBZHR, AZHBR, and AKU to avoid delays and facilitate the exchange of information.

Key Results

- **Reduction of documents:** Out of 51 documents required for 43 services, 15 have been proposed for elimination, representing a reduction of 29%.
- **Shortening of deadlines:** The total time for completing the services has been reduced by 510 days, representing a decrease of 46%.

Analytical Report on the Deregulation of MBZHR Services

1. Total Services Offered

The Ministry of Agriculture and Rural Development offers a total of 55 public services, which have been analyzed within the framework of the deregulation process. After the changes, this number will be reduced to 43 services through the consolidation and simplification of procedures.

2. Services to be Improved

In total, 29 services, or 67%, will be included in the improvement process through the reduction of documentation and complicated procedures.

3. Total Documents

A total of 51 documents are currently required for these services.

4. Documentation to be Reduced

The elimination of 15 documents has been proposed, representing a reduction of 29% of the total required documents.

5. Services for Which the Delivery Time is Reduced

The delivery time will be reduced for 20 services, representing 47% of the total services.

6. Total Service Delivery Time

Currently, a total of 1120 days are required for the completion of the services.

7. Service Delivery Time to be Reduced

After the implementation of the proposed changes, the total time for service delivery will be reduced to 600-620 days, saving about 510 days, which represents a reduction of 46% of the total time.

8. Necessary Legal Amendments

The deregulation process requires improvements to the legal and sublegal framework, including:

- Amended Laws: 1 law.
- Decisions of the Council of Ministers (VKM): 1 VKM.
- Orders: None.
- Guidelines: None.

6. Ministry of Economy, Culture and Innovation (MEKI)

The Ministry of Economy, Culture and Innovation (MEKI) covers a wide range of services, including economic development, the promotion of culture, support for innovation, and the improvement of procedures for businesses and citizens. In cooperation with its subordinate institutions, MEKI provides services which include business registration, licensing, protection of intellectual property, access to cultural funds, and facilitation of investment procedures. Subordinate institutions such as the National Business Center (QKB), the Albanian Investment Development Agency (AIDA), the General Directorate of Standardization (DPS), and other institutions play a key role in the implementation of these services. Services to businesses include procedures for the registration of economic activities and licensing for various fields such as energy, industry, and culture. These services are often linked to the protection of intellectual property, support for foreign investments, and the standardization of products and services. MEKI also provides a series of services focused on the promotion and preservation of cultural and artistic heritage. In this context, institutions such as the Central State Film Archive (AQSHF) and the National Institute of Cultural Heritage (IKTK) manage research, applications for the rental of premises for artistic activities, and access to cultural archive funds.

Situation and Challenges

- **Excessive and inefficient documentation:** Many documents are required from applicants even when they could be obtained through institutional interaction.
- **Lengthy and complex procedures:** Many culture and economy services have long deadlines for review and finalization.
- **Lack of full digitalization:** Many services remain offline, creating barriers for citizens and businesses.
- **Limited inter-institutional coordination:** There is a lack of integrated systems to ensure access to and sharing of data in real time.

Recommendations

- **Simplification of documentation:** Changes have been proposed to reduce documents and create unified forms.
- **Standardization of forms and procedures:** Unified formats for applications and reporting have been developed to avoid confusion.
- **Increase of inter-institutional interaction:** Creation of integrated systems to enable rapid verifications and to reduce response time.

Key Results

- **Reduction of documents:** Out of 360 documents required for 118 services, 60 have been proposed for elimination, reducing the administrative burden by 17%.
- **Shortening of deadlines:** The total time for the completion of services has been reduced by 224 days or 11%

Analytical Report on the Deregulation of MEKI Services

1. Total Services Provided

The Ministry of Economy, Culture and Innovation (MEKI) and its subordinate institutions provide a total of 118 services.

2. Services to be Improved

A total of 24 services, or 20% of the total, will be included in the deregulation process through the removal of criteria, excessive documentation, and simplification of procedures.

3. Total Documents

Currently, 360 documents are required for the improved services.

4. Documentation to be Reduced

The elimination of 60 documents has been proposed, representing a reduction of 17% of the total documents for the improved services.

5. Services for Which the Delivery Time is Reduced

The delivery time will be reduced for 84 services, representing 71% of the total services.

6. Total Service Delivery Time

Currently, a total of 2128 days are needed to complete the services.

7. Service Delivery Time to be Reduced

After the implementation of the proposed changes, the total time for service delivery will be reduced by 224 days, which constitutes an 11% reduction of the total time.

8. Necessary Legal Amendments

- Amended Laws: none
- Decisions of the Council of Ministers (VKM): 2 VKM.
- Orders and Guidelines: none

List of Deregulatory Acts Decisions

of the Council of Ministers (2)

1. <https://www.qbz.gov.al/eli/vendim/2024/12/04/743/fa5ef24b-40b3-47e4-927f-79892881743d> On some amendments and additions to Decision No. 538, dated 26.5.2009 "On licenses and permits processed by or through the National Licensing Center (QKL) and some other common bylaws", as amended (*Approved*)
2. On some additions and amendments to Decision No. 391, dated 03.05.2017 "On the Determination of Registration and Publication Procedures at the National Business Center (*Approved*)
<https://qbz.gov.al/eli/vendim/2024/11/20/724/06cd445c-4451-45d5-b5d3-5cd95f6afbe4>

III. Annex – List of deregulating acts

1. Ministry of Tourism and Environment (MTM)

List of Deregulating Acts Laws

(1)

1. Law no. 30/2024 "On some amendments and additions to Law no. 93/2015, "Për turizmin", as <http://qbz.gov.al/eli/ligj/2024/04/04/30> as amended. (Approved)

Decisions of the Council of Ministers (8)

1. <http://qbz.gov.al/eli/vendim/2024/02/07/59> Decision of the Council of Ministers no. 59, dated 07.02.2024 "On determining the criteria, procedures, and documentation for subjects applying for the status of 'investor in a 4 or 5-star accommodation structure, special status'." (Approved)
2. <http://qbz.gov.al/eli/vendim/2024/08/01/520> DCM No. 520 "On some amendments to DCM no. 641/2014 "On the approval of rules for the export of waste and the transit passage of non-hazardous and inert waste", as amended. (Approved)
3. <http://qbz.gov.al/eli/vendim/2024/08/01/526> DCM No. 526, dated 1.8.2024 "On some amendments and additions to Decision no. 229, dated 23.4.2014, of the Council of Ministers, "On the approval of rules for the transfer of non-hazardous waste and the information to be included in the transfer document", as amended". (Approved)
4. <http://qbz.gov.al/eli/vendim/2024/08/01/522> DCM No. 522, dated 1.8.2024 "On some amendments and additions to Decision no. 371, dated 11.6.2014, of the Council of Ministers, "On the approval of rules for the delivery of hazardous waste and the delivery document thereof", as amended". (Approved)
5. <http://qbz.gov.al/eli/vendim/2024/08/01/524> DCM No. 524, dated 1.8.2024 "On some amendments and additions to Decision no. 285, dated 29.4.2022, of the Council of Ministers, "On the criteria for the establishment and operation of seasonal anchoring/mooring stations". (Approved)
6. <https://qbz.gov.al/eli/vendim/2024/08/01/521/6a7c1b47-bd55-4568-86f2-fa24cedc1701> DCM No. 521, dated 1.8.2024 On some additions and amendments to Decision no. 692, dated 5.10.2016, of the Council of Ministers, "On the approval of the regulation 'criteria for obtaining a certificate for the exercise of the activity of tourist guide, their duties, responsibilities and code of ethics'", as amended". (Approved)

7. <http://qbz.gov.al/eli/vendim/2024/08/01/523> DCM No. 523, dated 1.8.2024 “On some amendments and additions to Decision no. 302, dated 10.5.2019, of the Council of Ministers, “On the criteria for the exercise, approval and monitoring of research-scientific activities in environmental protected areas”. *(Approved)*
8. <https://qbz.gov.al/eli/vendim/2024/08/01/525/1760d1fb-88f6-4da5-9ad3-b446d71cb9d8> DCM No. 525, dated 1.8.2024 “On some amendments to Decision no. 284, dated 29.4.2022, of the Council of Ministers, “On the determination of the rules, procedures and criteria for obtaining the expert certificate in the field of forests and pastures”. *(Approved)*

Guideline (1)

1. Guideline of the Minister of Tourism and Environment no. 1, dated 06.05.2019 “On determining the manner of allocation of annual import quotas of controlled substances”, as amended. *(Approved)*
<https://www.qbz.gov.al/eli/udhezim/2024/12/16/4/8f999234-8aab-4e63-ae28-31d8b3d89ad8>

Order (2)

1. <http://qbz.gov.al/eli/urdher/2024/01/15/19> Order no.19, dated 15.01.2024 “On some additions and amendments to Order No. 267/2016, "On the approval of the regulation on the manner, criteria and procedures for the categorization of accommodation structures", as amended, which provides for the reduction of documentation and part of it will be obtained by the MTM.” *(Approved)*
2. <http://qbz.gov.al/eli/urdher/2024/01/15/15> Joint Order no. 15, dated 15.01.2024 of the Minister of Tourism and Environment and the Minister of Agriculture and Rural Development “On the approval of the regulation on the functioning of the Evaluation Commission for the certification of entities conducting agrotourism activities, the application procedures, preliminary and final evaluation, as well as the suspension and/or revocation of the “Preliminary Certificate” or the “Certificate”. *(Approved)*

2. Ministry of Education and Sports (MAS)

List of Deregulatory Acts Decisions

of the Council of Ministers (2)

1. <http://qbz.gov.al/eli/vendim/2024/10/10/629> Decision no. 629, dated 10.10.2024 of the Council of Ministers “On some amendments and additions to decision no. 418, dated 10.5.2017, of the Council of Ministers, “On the standards, criteria, and procedures for the opening, reorganization, division, merger, or closure of higher education institutions and their branches”. *(Approved)*.
2. Decision no. 630, dated 10.10.2024, of the Council of Ministers “On some additions and amendments to decision no. 466, dated 10.6.2020 of the Council of Ministers, “On the determination of the criteria and

<http://qbz.gov.al/eli/vendim/2024/10/10/630>procedures for the opening and closure of private pre-university education institutions where religious subjects are also taught or where instruction is also carried out in a foreign language”. (Approved).

Guideline (1)

1. <https://www.qbz.gov.al/eli/udhezim/2025/01/21/2/83104f0e-7e1d-4999-8f49-6863eb4d2066> Guideline no.1, dated 14.1.2020 "On the documentation and procedures for the opening, reorganization and closure of the higher education institution, their branches, main units and study programs, as well as on the division or merger of the higher education institution", as amended. (Approved)

3. Ministry of Interior (MI)

List of Deregulatory Acts

Guideline (3)

1. <http://qbz.gov.al/eli/udhezim/2024/11/12/225>Guideline On some additions and amendments to the guideline of the Minister of Interior no.64, dated 12.05.2022 “On the determination of the specific criteria for issuing the certificate for the exercise of the activity of the private expert in the field of fire protection and rescue”. (Approved).
2. <http://qbz.gov.al/eli/udhezim/2024/10/18/198>Guideline On the procedures for obtaining authorization for permitted activities with firearms, the registration of the firearm, the administration of the cartridge case in a database, and the procedures carried out after submission to the Scientific Police”. (Approved)
3. <http://qbz.gov.al/eli/udhezim/2024/11/08/221>Guideline On the amount, criteria and procedures for financial fees for permitted activities with firearms”; Joint Guideline of the MI and MF repealing the one with no. 264/1, dated 22.6.2015. (Approved)

4. Ministry of Defence (MD)

List of Deregulatory Acts Laws

(1)

1. On some additions and amendments to Law no.46/2018 “On State Control of Transfers international of military goods and articles and technologies for dual-use <https://qbz.gov.al/eli/ligj/2024/07/26/89>double”, to amended. (Approved) link

Decisions of the Council of Ministers (4)

1. Draft Decision “On Some Additions and Amendments to Decision No. 788, dated 11.12.2019, of Council of Ministers, “On the Composition and Detailed Rules for the Organization, <https://Qbz.Gov.AL/Eli/Vendim/2024/12/26/840/94d7d6a4-B817-49d1-B354-F2c974ea4850>The Functioning and Financial Remuneration of the Central Commission of the “Martyr of the Fatherland” Status Approved by Decision No. 80, dated 05.02.2025. (Approved)

2. <https://Qbz.Gov.AL/Eli/Vendim/2024/12/26/842/41e0451e-78c0-48b8-9f91-02650b1a2638> Draft Decision “On Some Amendments to Decision No. 31, dated 22.1.2020, of the Council of Ministers, “On the Organization, Composition, Functioning, and Status of the State Export Control Authority, the Determination of Deadlines, Methods and Procedures for the Exchange of Information and Obtaining Opinions from Other Institutions Involved in International Transfers of Controlled Goods, as well as the Determination of Procedures for Issuing Guarantees and the Conduct of State Control” Approved by Decision No. 842, dated 26.12.2024. (*Approved*)
3. Draft Decision “On Some Amendments and Additions to Decision No. 509, dated 30.8.2023, of the Council of Ministers, “On the Determination of Special Conditions for Licensing and Authorisation, Accompanying Documents Submitted for the Issuance of a License or Authorisation, the Validity Period of the License and Authorisation, the Procedures for Review and Decision-Making and the Deadlines for Their Completion, as well as the Procedures for Revocation/Suspension of Licenses and Authorisations for the Production, Import, Export, and Transit of Pyrotechnic Articles” Approved by Decision No. 840, dated 26.12.2024. (*Approved*)
<https://Qbz.Gov.AL/Eli/Vendim/2024/12/26/840/94d7d6a4-B817-49d1-B354-F2c974ea4850>
4. Draft Decision On the Determination of the Format of the Report, Deadlines and Time of Submission of Reports. Approved by Decision No. 97, dated 12.02.2025, with the Amended Title “On the Determination of the Reporting Format, Deadlines, and Time of Submission of Reports by Entities Involved in International Transfers of Controlled Goods (Planned in PPAP 2025)”
<https://qbz.gov.al/eli/vendim/2025/02/12/97/964ab0fd-4a45-444c-9158-1db72c200cf6>

5. Ministry of Agriculture and Rural Development (MBZHR)

List of Deregulatory Acts Laws

(1)

1. <https://www.qbz.gov.al/share/psZUWdARQhqw6eskyC3TqQ> Law No. 10 465/2011 “Për shërbimin veterinar”, as amended. (*Approved 2024*). Link

Decisions of the Council of Ministers (1)

1. Decision No. 724, dated 20.11.2024 “On some amendments and additions to Decision No. 538, dated 26.5.2009, of the Council of Ministers, “On the licenses and permits processed by or through the National Licensing Center (QKL) and some other common bylaw provisions”, as amended. (*Approved 2024*).
<https://qbz.gov.al/eli/vendim/2024/11/20/724/06cd445c-4451-45d5-b5d3-5cd95f6afbe4>

6. Ministry of Economy, Culture and Innovation (MEKI)

List of Deregulatory Acts Decisions

of the Council of Ministers (2)

1. <https://www.qbz.gov.al/eli/vendim/2024/12/04/743/fa5ef24b-40b3-47e4-927f-79892881743d> On some amendments and additions to Decision No. 538, dated 26.5.2009 "On the licenses and permits processed by or through the National Licensing Center (QKL) and some other common bylaw provisions", as amended (*Approved*)
2. On some additions and amendments to Decision No. 391, dated 03.05.2017 "On the Determination of Procedures of Registration and Publication at the National Business Center (*Approved*)
<https://qbz.gov.al/eli/vendim/2024/11/20/724/06cd445c-4451-45d5-b5d3-5cd95f6afbe4>