

Pursuant to Article 4, paragraph (3) of the Law on the Agency for Identification Documents, Registers and Data Exchange of Bosnia and Herzegovina ("Official Gazette of BiH, No. 56/08), Article 40, paragraph (4) of the Law on Identity Card of Citizens of Bosnia and Herzegovina ("Official Gazette of BiH, nos. 32/01, 16/02, 32/07, 53/07, 56/08 and 18/12) and Article 17 of the Law on Council of Ministers of Bosnia and Herzegovina ("Official Gazette of BiH, nos. 30/03, 42/03, 81/06, 76/07, 81/07, 94/07 and 24/08), on the proposal of the Agency for Identification Documents, Registers and Data Exchange of Bosnia and Herzegovina, the Council of Ministers of Bosnia and Herzegovina on the 27<sup>th</sup> session held on 16<sup>th</sup> November 2012, shall issue

## **RULLEBOOK**

### **ON FEE OF PERSONAL DOCUMENTS**

#### Article 1 (Subject)

(1) This Rulebook specifies the fees for issuance of personal documents of citizens of Bosnia and Herzegovina, manner of payment, allocation and the purpose of financial resources generated by issuance of these documents.

(2) An identity card and driving license shall be considered as personal documents referred to in paragraph (1) of this Article.

#### Article 2 (Fees of personal documents)

Fees of personal documents referred to in Article 1 of this Rulebook are:

- 1) Identity card 18, 00 BAM
- 2) Driving license 60, 00 BAM

#### Article 3 (Payment of fees)

Fees generated by issuance of personal documents: identity cards and driving licenses shall be paid to the Single Treasury Account of the Ministry of Finance and Treasury of Bosnia and Herzegovina, in accordance with instructions of the Ministry of Finance and Treasury of Bosnia and Herzegovina.

#### Article 4 (Allocation of assets)

(1) The amount of 20, 00 BAM of the fees of the issued driving license referred to in Article 2 of this Rulebook is to be allocated to the competent authorities mentioned in Article 7 of Law on Identity Card of

Citizens of Bosnia and Herzegovina ("Official Gazette of BiH, nos. 32/01, 16/02, 32/07, 53/07, 56/08 and 18/12) (hereinafter: the Law) for the purpose of overhead expenses.

(2) The Ministry of Finance and Treasury of Bosnia and Herzegovina shall refund financial resources referred to in paragraph (1) of this Article to the competent authorities in the entities and Brcko District of Bosnia and Herzegovina on monthly basis, based on the data registered in the registers of the Agency for Identification Documents, Registers and Data Exchange of BiH.

#### Article 5

##### (The purpose of the financial resources)

(1) The competent authorities for issuance of identity cards and driving licenses shall use the financial resources for the overhead expenses: professional labor force, physical and technical security of the premises, payment of rent for the required window counter and additional office space, the procurement and maintenance of the equipment used for processing and exchange of data, covering the expenses for telephone services, providing of consumables and office supplies, securing the premises for archiving working documentation, as well as other expenses incurred during the procedure for issuance of identity cards and driving licenses.

(2) The Agency for Identification Documents, Registers and Data Exchange of Bosnia and Herzegovina together with the Ministry of Finance and Treasury of Bosnia and Herzegovina is obliged to provide method of registering and monitoring incomes and expenditures of the Budget of BiH institutions and international obligations of Bosnia and Herzegovina realized on the basis of issuance of personal documents within the meaning of this Rulebook.

#### Article 6

##### (Refund for destroyed forms)

Forms of personal documents destroyed during personalization due to error of the employees of the competent authority when conducting administrative procedure, or due to incorrect data submitted for personalization, shall be deducted from the funds that, subject to Article 4, paragraph (2) are to be refunded, according to the fees per document as specified in Article 2 of the Rulebook.

#### Article 7

##### (Fees for entry of qualified certificate)

(1) Fees for entry of qualified certificate on identity card, which enables digital presentation, shall not be charged.

(2) Fees for qualified certificates which shall enable the use of secure electronic signature verified with a qualified certificate in terms of provisions of the Law on Electronic Signature ("Official Gazette of BiH, No. 91/06) shall be defined by special Decision.

#### Article 8

##### (Validity of regulations)

The provisions of this Rulebook are valid until 31<sup>st</sup> December 2015.

Article 9  
(Expiry of former regulations)

By entry into force of this Rulebook, the Rulebook on fee for personal documents of Bosnia and Herzegovina ("Official Gazette of BiH", No. 35/09) has ceased to be valid.

Article 10  
(Entry into force)

This Rulebook shall enter into force on the eighth day of its publication in the "Official Gazette of BiH", and shall be applied from the day of issuance of the Decision on the beginning of the issuance of identity cards with electronic memory element in accordance with Article 38 of the Law.

Council of Ministers BiH No. 200/12  
16<sup>th</sup> November 2012  
Sarajevo

Chairman of the Council of  
Ministers of BiH  
**Vjekoslav Bevanda**, signed