

# **GUIDE FOR INVESTORS – INVEST IN DOBOJ**

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## FOREWORD



Dear reader,

Welcome to the official internet page of the City of Doboj, intended for presentation of economic potentials and advantages of doing business and investing in our city.

City of Doboj is located at the crossroads of important highways that connect three countries, it is near large urban centres, relatively close to the motorway E70 that connects Ljubljana-Zagreb-Belgrade and major airports (Sarajevo, Tuzla, Belgrade and Zagreb), has large natural resources, great potential in doing business in all sectors and well educated and highly motivated workforce. Constant commitment of the City Administration is to be a trustworthy partner to the business community and that, together, we make Doboj a recognisable brand for successful business enterprises and cooperation between domestic and foreign entrepreneurs and companies.

The City Administration is aware and understands the importance of the role of the local Administration in the process of creating and maintaining a favourable business environment, which provides effective economic development and improves the quality of life of residents, and, for some time now, has been committed and focused on creating and maintaining those favourable conditions needed for economic development. To that end a more functional and flexible organisational structure, resembling companies by using economic principles as foundations, in the operations of the local Administration is being introduced. All processes are based on the principles of strategic management and planning, through cooperation with the private sector.

In the desire to be a City tailored to the wishes and ambitions of its residents, domestic and foreign entrepreneurs, we are fully committed and open to all forms of cooperation with potential investors.

Let Doboj be your City too!

Yours Sincerely,

Boris Jerenić

Mayor of the City of Doboj

## PROFILE OF THE CITY OF DOBOJ

### 1.1 History

City of Doboj is a regional centre of a relatively large ethnic-geographical unit in the central part of the Republic of Srpska, that is, in northern part of Bosnia and Herzegovina.

With the construction of the Doboj Fortress and with development of the area around the entrance to the said fortress, City of Doboj's medieval public square was created. Results of archaeological and historical excavations and research, especially those obtained by extensive work in the latter part of the 20th century, bear witness to a rare and prolonged continuity of human settlement and life around Doboj.

City of Doboj is a transportation hub and major transport junction of the Republic of Srpska and Bosnia and Herzegovina, where the headquarters of the Railways of Republic of Srpska located as well as very important railway and road junctions, towards which major routes of the transport network of RS and BiH converge or from where they diverge. Therefore, City of Doboj is destined to be a commercial (trade) centre, which it already is, and in this regard the City is constantly increasing its capacity. City of Doboj has highly developed and relevant higher education institutions, the backbone of which being the Faculty of Transport Engineering and Pavlović University with 6 faculties, as well as Business-Technical College, Higher Medical College and several other private higher education institutions, making Doboj a university and student city. The City has interesting and significant tourist attractions, such as the Doboj fortress, sports and recreational centre Preslica, Goransko jezero (lake) and others. The Strategic Economic Development Plan of the City of Doboj provides that the City shall be positioned as a leading transport, communication and distribution centre of the Republic of Srpska and of the Western Balkans region, with developed ancillary services and industries. The strategy provides that the City shall be a cultural, educational and recreational regional centre, as well as the most attractive tourist destination and best planned city on the Bosnia River.

### 1.2 The City in numbers

|  |                                     |
|--|-------------------------------------|
| <b>Official name: City of Doboj</b>  |                                     |
| <b>Country</b>   | Bosnia and Herzegovina              |
| <b>Entity</b>  | Republic of Srpska                  |
| <b>City area</b>   | 653 km <sup>2</sup>                 |
| <b>Population</b> <ul style="list-style-type: none"><li>• Urban</li><li>• City</li></ul> | 26.987<br>60.211 (2018)             |
| <b>Density</b>   | 100.02 /km <sup>2</sup>             |
| <b>Time zone</b>   | UTC+1 (CET) – Central European time |
| <b>Post code</b>   | 74000                               |
| <b>Area code</b>   | (+387) 53                           |

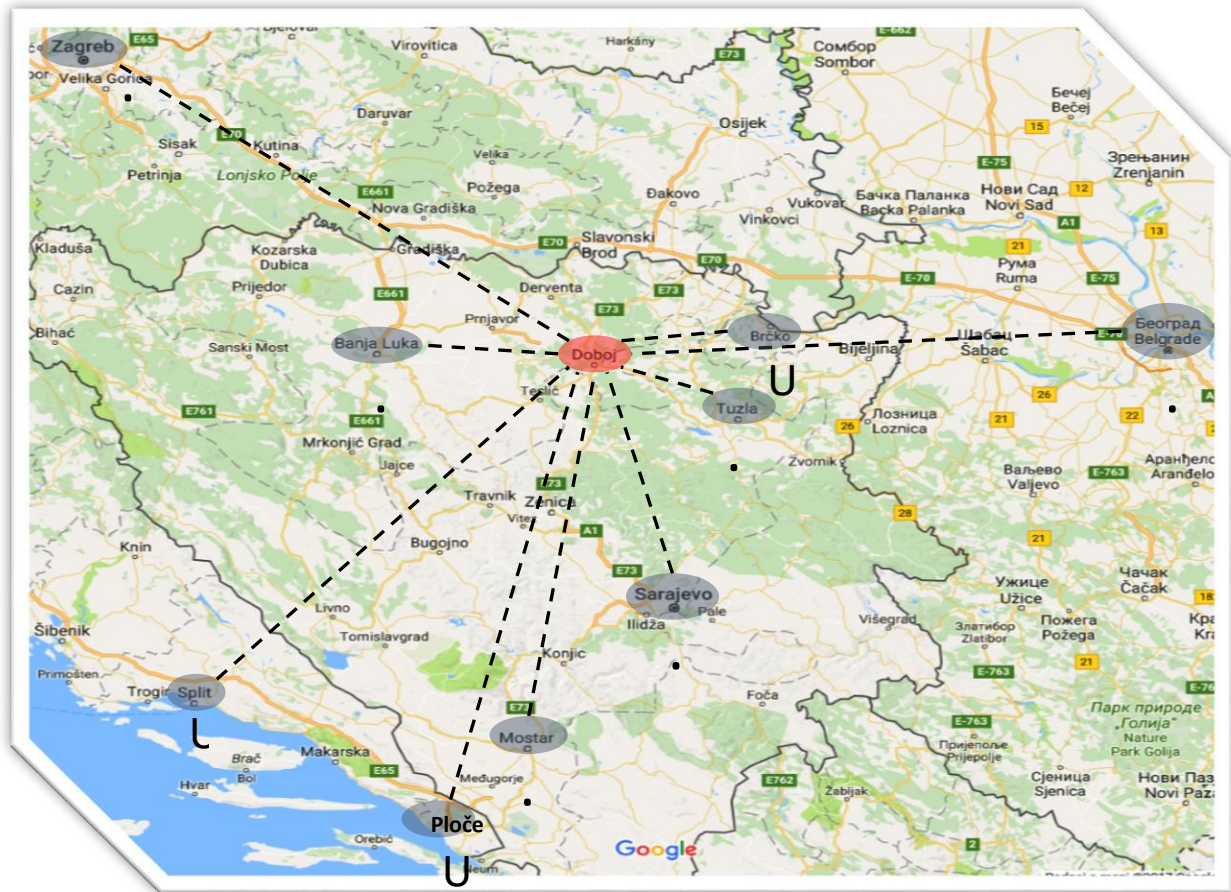
## 1.2 Location



- 70km distance from the European Union
- 8 million people living within 300km radius
- 2 new motorways under construction

## 1.3 Transport communication

City of Doboj is extremely well positioned geographically, making the City a transportation hub and a major junction of the transport network of both RS and BiH. The City of Doboj is located directly on the major transport route, Corridor Vc, that shall link Central Europe (Budapest) with the Adriatic Sea (Ploče). Doboj has always been a pivotal transport junction of Bosnia and Herzegovina. Furthermore, City of Doboj continues to have a major natural, economical and communicational role as a traditional centre of the Ozrensko-Posavske region.



| Location                                 | Distance (km) |
|--|---------------|
| Tuzla, BiH (International airport)       | 62            |
| Banja Luka, BiH (International airport)  | 100           |
| Sarajevo, BiH (International airport)    | 148           |
| Brčko, BiH (River port)                  | 75            |
| Mostar, BiH (International airport)      | 270           |
| Ploče, Croatia (Sea port)                | 326           |
| Belgrade, Serbia (International airport) | 234           |
| Split, Croatia (International airport)   | 308           |
| Zagreb, Croatia (International airport)  | 255           |



## 2. ECONOMICAL PROFILE OF THE CITY

In the domain of the local economy, number of active companies (those that have submitted their final financial statements to APIF) in the City of Doboj, in the year 2019, was 349 (not including the independent entrepreneurship sector), which is an increase of 10.09% from the year 2018 when there were 317 companies active.

The most represented economic activities, in the overall structure of companies are:

1. Wholesale and retail trade, repair of motorcycles and motor vehicles (115),
2. Processing industry (52),
3. Transport and storage (35).

Analysing the employment data in all of the 349 active companies, according to their registered economic activities, the following economic sectors are the biggest employers in the City of Doboj:

1. Transport and storage (2.532,07) – which is 9,35% less than in the year 2018,
2. Health and Social care sector (1.371,15) – which is 3,56% more than in the year 2018,
3. Wholesale and retail trade, repair of motorcycles and motor vehicles (961,35) – which is 5,91% more than in the year 2018.

Combined revenue of all the companies registered and active in the City of Doboj, in the year 2019, was BAM 687.179.931,00, while in the year 2018 combined revenue was BAM 699,635,593,00, therefore active companies in the year 2019 have experienced fall in revenue of BAM 12.455.662,00, which is 1,78%, compared to the combined revenue earned in the year 2018.

Analysing the combined revenue data of all the registered companies, according to their registered economic activities, the following sectors have the largest share of the said combined revenue:

**Table:** Overview of the total revenue by sectors with the biggest revenue

| No. | SECTOR  | Total revenue in the year 2019 in BAM | % of total revenue | Total revenue in year 2018 In BAM | % of total revenue |
|-----|---|---------------------------------------|--------------------|-----------------------------------|--------------------|
| 1   | Sector G – Wholesale and retail trade, repair of motorcycles and motor vehicles | 219.540.042,00                        | 31,95              | 206.943.061,00                    | 29,58              |
| 2   | Sector H – Transport and storage  | 115.356.774,00                        | 16,79              | 151.898.522,00                    | 21,71              |
| 3   | Sector C – Processing industry  | 104.702.261,00                        | 15,24              | 96.953.816,00                     | 13,86              |

Analysing total expenditure of active companies in the City of Doboj, according to registered economic activities, the following sectors have the largest share of the said total expenditure:

**Table:** Overview of the total expenditure by sectors with the biggest expenditure

| No. | PODRUČJE  | Total expenditure in the year 2019 In BAM | % of total expenditure | Total expenditure in the year 2018 In BAM | % of total expenditure |
|-----|---|---|------------------------|---|------------------------|
| 1   | Sector G – Wholesale and retail trade, repair of motorcycles and motor vehicles | 205.878.656,00                            | 31,38                  | 190.934.531,00                            | 29,92                  |
| 2   | Sector H – Transport and storage  | 109.875.251,00                            | 16,75                  | 122.101.294,00                            | 19,13                  |
| 3   | Sector C – Processing industry  | 94.789.823,00                             | 14,45                  | 88.821.453,00                             | 13,92                  |

## 2.1 Important companies on the territory of the City of Doboj

On the territory of the City of Doboj there are 1358 registered economic entities and entrepreneurships.

Below is a table view of the structure of companies and independent entrepreneurship sector, as follows:

**Table:** Structure of companies on the territory of the City of Doboj, according to sectors









|   | Agriculture | Industry | Services | Public Services | TOTAL       |
|---|-------------|----------|----------|-----------------|-------------|
| <b>Number of companies according to sectors (for the last year)</b>     | 7           | 54       | 285      | 3               | <b>349</b>  |
| <b>Percentage of companies according to sectors (for the last year)</b> | 2%          | 15%      | 82%      | 1%              | <b>100%</b> |
| SIZE  | LARGE       | MEDIUM   | SMALL    | TOTAL           |             |
| <b>Number of companies according to size (for the last year)</b>        | 4           | 15       | 330      | <b>349</b>      |             |
| <b>Percentage of companies according to size (for the last year)</b>    | 1%          | 4%       | 95%      | <b>100%</b>     |             |

**Table:** Structure of entrepreneurs on the territory of the city of Dobož, according to economic activity

| Name of economic activity   | Total number of entrepreneurial establishments (July 2020) | Representation, by percentage, of economic activities in the overall structure of entrepreneurs |
|---|--|---|
| Agriculture, forestry and fisheries                                   | 8  | 0, 079%   |
| Processing industries   | 133  | 13, 18%   |
| Production and supply of electricity, gas, steam and air conditioning | 2  | 0, 19%  |
| Water supply; sewage, waste management and environmental remediation  | 3  | 0, 29%  |
| Construction  | 59   | 5, 84%  |
| Wholesale and retail trade, repair of motorcycles and motor vehicles  | 357  | 35, 38%   |
| Transport and storage   | 41   | 4, 06%  |
| Accommodation; catering; hotel and catering services                  | 174  | 17, 24%   |
| Information and communication   | 19   | 1, 88%  |
| Financial activities and Insurance                                    | 4  | 0, 39%  |
| Real estate services  | 2  | 0, 19%  |
| Professional, Scientific and Technical services                       | 36   | 3, 56%  |
| Administrative and support services                                   | 16   | 1, 58%  |
| Education   | 16   | 1, 58%  |
| Arts, Entertainment and Recreation                                    | 4  | 0, 39%  |
| Other Services  | 135  | 13, 37%   |
| <b>Total:</b>   | <b>1.009</b>   | <b>100</b>  |



Most significant companies on the territory of the city of Dobož are:

| KOMPANIJA                            |   | SEKTOR   |
|--------------------------------------|---|--|
| Proda-mont                           |  | Construction                                       |
| Agromix                              |  | Agriculture  |
| Botex                                |  | Manufacture of furniture                           |
| Fabrika kreča Carmeuse Integral a.d. |  | Manufacture of other non-metallic mineral products |
| Saša Trade d.o.o.                    |  | Lighting retailer                                  |
| Omorika P.E.T. d.o.o.                |  | Manufacture of rubber and plastic products         |
| Premier d.o.o.                       |  | Manufacture of textiles and textile products       |
| Wischt d.o.o.                        |  | Manufacture of machines and equipment              |

## 2.2 Agriculture and tourism

### Agriculture

Agriculture has always been an important industry on the territory of the city of Dobož, most represented branches being crop husbandry, fruit growing and animal husbandry.

Agricultural areas amount to 55% of the total territory of the city of Dobož, while in the structure of agricultural land most dominant is arable land, occupying 33,136ha or 41% of the city's territory. If one adds to here meadows, which are most often on arable land, then the area of productive land suitable for crop husbandry is even larger, around 35,118ha, that is 43%.



The dominant vegetable crops, which are produced to be redeemed, are potatoes, peppers, cabbage, tomatoes and gherkins, while onions, carrots, beans etc. are grown to a lesser extent. Most vegetable crops are produced in gardens and on small plots that average less than 0.5 ha, while recently there have been agricultural producers that have been significantly applying agrotechnical measures in vegetable production by establishing greenhouse production.

**Fruit growing production** is a branch of agriculture that can be competitive on the open market due to the favourable natural conditions of the City of Dobož and due to the favourable cost of labour, and it relates to high-yielding crops that can be successfully grown on smaller areas. Nursery production is very much developing in this area, which significantly affects the improvement of the assortments by

introducing high-yielding commercial varieties and bringing the cultivation technology closer to European standards. Here, special emphasis should be placed on varieties that are recommended for cultivation in the concept of integrated production and organic agriculture (apples, raspberries ...). The dominant fruit crops are plum, apple and pear, and to a lesser extent grapevines and soft fruits are grown. Fruit growing production is not market-oriented, since majority of households are orientated towards fruit production for own consumption, while notable producers sell their surpluses to private companies or in markets. It is important to mention that there is a tendency to restore obsolete orchards with high-yielding varieties in backyards of about 0.5 ha, mostly mixed type, as well as the establishment of modern orchards within an area of 1-8 ha.

The development of livestock production is one of the main indicators of community development and living standards. The problem in the development of cattle production within the area of the city of Doboj, is the fragmentation of holdings and the small number of heads of cattle per holding - farm. Therefore, there has been an intensified increase in the organized purchase and processing of milk, stimulating the increase in the number of heads of cattle per holding - farm. The cattle herds are dominated by domestic colourful cattle of the Simmental type (80-90%). The existence of meadows and pastures represents a potential for the development of livestock production. Due to the needs of the market, the emphasis is placed on more profitable production, such as fattening of livestock (pigs, cattle and sheep), for which exist favourable conditions and traditions. Poultry farming is also significant due to its expanding production and the fact that the producers have contractual production and redemption.

Beekeeping is a branch of agriculture that is on the rise, because it provides a high-quality product, does not require special agricultural areas and is not a competitor to other branches of animal husbandry. Beekeeping occupies a very important place in today's society due to increasingly expressed demands in the search for natural and healthy foodstuffs, especially ecologically and naturally produced honey. The potential of the City of Doboj for beekeeping is great, but it is still not sufficiently used. Two associations of beekeepers have been registered in the area of the City of Doboj: "Association of Beekeepers Doboj" and Beekeeping Cooperative "Gradina-Nektar" Doboj.

A significant part of arable land is used for the production of fodder plants, indicating the great importance of animal husbandry in the structure of agricultural production. In addition to clover and alfalfa, as the most common feeds, in the coming period the current sowing structure will be changed in favour of producing cheap fodder by introducing new crops such as sorghum, forage rape, Sudan grass, winter and spring beans and peas.

The development strategy of the City of Doboj, till 2020, identifies agriculture as one of the main strategic economic sectors, and in accordance with that, the basic guidelines for agricultural development have been defined, which includes:

- increase in the total agricultural cropped area and more productive use of natural resources,
- increase of production per unit of area,
- increasing productivity in animal husbandry,
- increasing quality and competitiveness, encouraging the introduction of new agricultural crops, products and technologies,
- subsidies for the construction of storage and processing capacities,

- subsidies for raising the level of education among agricultural producers
- subsidies for creating a quality product with a recognisable trademark.

It is expected, as a result of all the activities, that there will be an evident increase in self-employment of the local working age population on family farms and the establishment of efficient and profitable agricultural production in the City of Doboj.

## Tourism

According to the Tourist Organisation of the City of Doboj, City of Doboj is visited by thousands of day visitors and transit travellers every year. In 2019, City of Doboj was visited by 6237 domestic tourists and by 8582 foreign tourists, registering total of 24201 nights spent in the accommodation establishments. However, it is noticeable that during 2019, as in previous years, Doboj was visited by a significant number of day visitors and transit travellers, which official statistics are not able to record. It is estimated that the total number of such visitors per year is around 25 thousand.

The city has three hotels with capacities for organizing business events, four motels, three lodging



establishments, and some rural tourist-oriented accommodations with a total capacity of 580 beds. Private accommodation accounts for 26% while hotels and motels for as much as 74% of the total accommodation capacity. Given the significant increase in capacity, as well as new opportunities for organising seminars and other events, it is expected that in the upcoming period there will be an increase in both the number of visitors and the number of overnight stays. Doboj has significant potential for the development of sports tourism due

to the presence of a large number of athletes and

sports clubs and their good relations and competitions with other clubs. The most important sporting event held in the City of Doboj is the International Handball TV Champions Tournament, which has been held for 48 years, in the second half of August, and brings together prestigious world handball clubs. In addition to the handball tournament, the tennis tournament held in Doboj at the beginning of May, which was attended by tennis players from 22 countries in 2016, is also important. Neither should the tournaments and competitions organized by football, basketball, karate and other sports teams be left out as they significantly contribute to Doboj being known as a Sport City. There is also the Ozren mountaineering marathon, held and organised by the municipality of Petrovo and PD "Ozren-Kraljica 883". It is a two-day sports and competition event that takes place on the first weekend of June and which hosts mountaineers and nature lovers from BiH, Serbia, Croatia and Hungary. It has been held for 12 years.

In addition to sports tourism, business tourism is also represented, owing to the geographical position of the City of Doboj, which is located halfway between Banja Luka and Sarajevo, so that seminars and business meetings usually take place in two city hotels, which have the capacity to organize such events.

In the spring and summer months daily excursions are immensely popular and most often visited attractions are Goransko jezero (lake) and the Sport-recreational centre "Preslica" on the mountain

Ozren. In addition to swimming and other related excursion activities, there is a noticeable increase in visitors - adventurers who set out on the many local hiking trails with the aim of exploring nature, collecting medicinal herbs and mushrooms and climbing mountain peaks and natural vantage points. On the mountain Ozren, there is a unique centre, "Eagle Squad", full of adrenaline and adventurous activities and services such as outdoor fitness, sport climbing, paintball, paragliding and speleological, cycling and hiking trips. It is necessary to mention that, since 2010, the State competition in paragliding has been organised by the paragliding club "Paragost" and held in Okolište, mount Ozren. It is a two-day competition that gathers paragliding fans from BiH, Slovenia, Croatia, Serbia, Hungary, Austria.

In 2009, the Doboj Tourist Organization, in cooperation with interested rural households, began implementing a rural tourism development programme with the aim of increasing and improving the provision of accommodation, catering and other tourist services in rural areas. In addition to this, the City of Doboj offers hunting and fishing tourism, as well as religious and cultural tourism. One of the more significant events on the cultural calendar is "Tea Day at Gostilj", which is held on September 11<sup>th</sup> (religious holiday) and due to its natural and cultural elements, "picking the Grass of Iva", is currently in the process of being nominated for the UNESCO list of intangible cultural heritage.

### 2.3 Human resources

According to the data provided by the Institute of Statistics of Republic of Srpska for the year 2018, there were a total of 12,440 people employed on the territory of the City of Doboj.

From the following data table, it is possible to see the total number of employees by economic activities in 2018:

**Table:** Total number employed according to economic activity (private and public sector)

| No. | Economic activity                                  | Number employed |
|-----|--|-----------------|
|     |  | 2018            |
| 1.  | Agriculture, forestry and fisheries                | 166             |
| 2.  | Mining and quarrying                               | 108             |
| 3.  | Processing industry                                | 1061            |
| 4.  | Production and supply of electricity and gas       | 340             |
| 5.  | Water supply; sewage                               | 223             |
| 6.  | Construction                                       | 733             |
| 7.  | <b>Wholesale and retail trade</b>                  | 2446            |
| 8.  | Transport and storage                              | 1600            |
| 9.  | Accommodation services                             | 605             |
| 10. | Information and Communication                      | 230             |
| 11. | Financial activities and Insurance                 | 208             |
| 12. | Real estate services                               | 1               |
| 13. | Professional, Scientific and Technical services    | 261             |
| 14. | Administrative and support services                | 321             |
| 15. | Public Administration and defence, Social security | 1226            |
| 16. | Education  | 1208            |
| 17. | Health and Social work activities                  | 1315            |
| 18. | Arts, Entertainment and Recreation                 | 50              |
| 19. | Other Services                                     | 338             |

|       |        |
|-------|--------|
| TOTAL | 12.440 |
|-------|--------|

From the above data table of the total number employed in 2018, according to economic activity, in the City of Doboj, one can ascertain that the leading employer was wholesale and retail trade, with 2,446 employees, followed by transport and storage, with 1,600 employees, and the third biggest employer being health care and social work activity with 1315 employees.

**Table:** Data on the number and structure of unemployed by gender and age in the City of Doboj

|                                 | 2018. | % of the total unemployed | 2019. | % of the total unemployed |
|---------------------------------|-------|---------------------------|-------|---------------------------|
| Number of unemployed            | 4.662 | 100%                      | 4.331 | 100%                      |
| Number of unemployed - woman    | 2.388 | 51,22%                    | 2.304 | 53,19%                    |
| Number of unemployed - under 25 | 739   | 15,85%                    | 684   | 15,79%                    |
| Number of unemployed - over 45  | 2.188 | 46,93%                    | 2.046 | 47,24%                    |

## 2.4 Composition of the available labour, according to professional qualifications

**Table:** Unemployed, according to professional qualification structure, in the City of Doboj

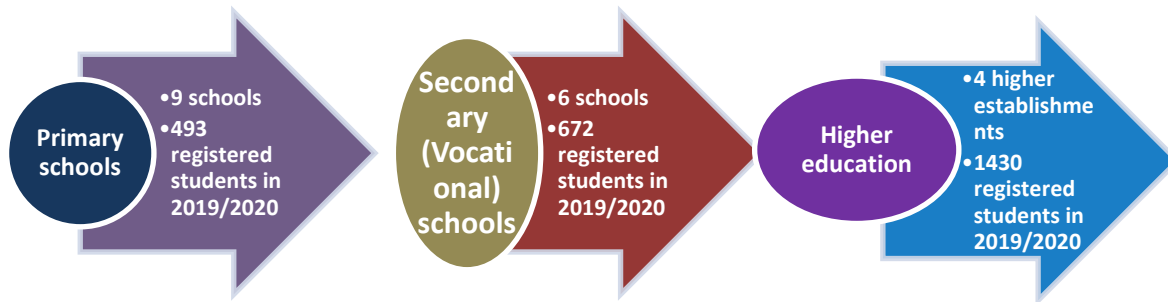
| Professional qualification structure                           | 2018 | 2019 |
|--|------|------|
| Unskilled workers  | 977  | 894  |
| Semi-skilled and lower professional qualification              | 87   | 71   |
| Skilled workers  | 1585 | 1420 |
| Persons with secondary (vocational) professional qualification | 1525 | 1462 |
| Highly skilled workers   | 47   | 37   |
| Persons with upper secondary (v professional qualification     | 47   | 45   |
| Persons with higher professional qualification VSS-180 ECTS    | 76   | 83   |
| Persons with higher professional qualification VSS-240 ECTS    | 287  | 297  |
| Masters 300 ECTS   | 29   | 22   |
| MA   | 1    | 0    |
| PHD  | 1    | 0    |
| <b>Total:</b>  | 4662 | 4331 |

**Table:** Total number of employed for the period of 2017 to 2019 in the City of Doboj and presentation of the average monthly earnings for the same period

|  |         |
|--|---------|
| Number of employed 2017.                             | 12,227  |
| Number of employed 2018.                             | 12,440  |
| Number of employed 2019.                             | 12,697  |
| Monthly average wage in 2017 per person in BAM - net | BAM 829 |
| Monthly average wage in 2018 per person in BAM - net | BAM 855 |
| Monthly average wage in 2019 per person in BAM - net | BAM 902 |

## 2.5 Structure of the education system in the City of Doboj

Primary education takes place in 9 independent primary schools and a primary music school. Secondary (Vocational) education is organized in 6 secondary (vocational) schools. Upper secondary (vocational) and higher education takes place in the Business-Technical College and the Faculty of Transport Engineering, which has existed for ten years as a faculty of the University of East Sarajevo located in Doboj. The University of "Slobomir P" with 6 faculties is also located in the City of Doboj. There has been a noticeable increase in the number of students at higher education institutions.



### Secondary (Vocational) Education

| NAME OF SCHOOL   | Profession/programme                   | Number of students 2018/2019 | Number of students 2019/2020 |
|--|--|------------------------------|------------------------------|
| Public Institution Transport and Electro Vocational School | Power technician                       | 24                           | 24                           |
|  | Computer technician                    | 24                           | 24                           |
|  | Electrician                            | 12                           | 12                           |
|  | Auto electrician                       | -                            | 12                           |
|  | Information technology technician      | 24                           | -                            |
|  | Mechanical electrician                 | 12                           | -                            |
|  | Rail transport technician              | 24                           | -                            |
|  | Road transport technician              | 24                           | 24                           |
|  | Logistic and freight forwarder         | -                            | 24                           |
|  | Driver of motor vehicles               | 12                           | 12                           |
|  | Construction machinery operator        | 12                           | 12                           |
|  | <b>Total:</b>                          | <b>168</b>                   | <b>144</b>                   |
| Public Institution Technical Vocational School             | Machine technician for computer design | 24                           | 24                           |
|  | Welder                                 | 24                           | 24                           |
|  | Auto mechanic                          | 12                           | 12                           |
|  | Locksmith                              | 12                           | 12                           |
|  | Plumber                                | 12                           | 12                           |
|  | Metal cutting operator                 | 12                           | 12                           |
|  | Construction technician                | 24                           | 24                           |
|  | Mason                                  | 12                           | -                            |
|  | Tiler                                  | 12                           | -                            |
|  | <b>TOTAL:</b>                          | <b>144</b>                   | <b>120</b>                   |
|  | Business IT technician                 | -                            | 24                           |



|   |                                  |            |            |
|---|----------------------------------|------------|------------|
| <b>Public Institution Vocational School of Economics</b>          | Economic technician              | 48         | 48         |
|   | Banking technician               | 24         | -          |
|   | Hairdresser                      | -          | -          |
|   | Business and legal technician    | 24         | 24         |
| <b>TOTAL:</b>   |                                  | <b>96</b>  | <b>96</b>  |
| <b>Public Institution Vocational School of Catering and Trade</b> | Catering and culinary technician | -          | 24         |
|   | Commercial technician            | 24         | 24         |
|   | Tourism technician               | 24         | 24         |
|   | Waiter                           | 12         | 12         |
|   | Catering technician              | -          | -          |
|   | Cook                             | 12         | 12         |
|   | Culinary technician              | 24         | 26         |
|   | Confectioner                     | 12         | -          |
|   | Butcher                          | 12         | -          |
|   | Trader                           | -          | -          |
| <b>TOTAL:</b>   |                                  | <b>120</b> | <b>96</b>  |
| <b>Public Institution Medical Vocational School</b>               | Medical technician               | 72         | 72         |
|   | Dental technician                | 24         | 24         |
|   | Physiotherapy technician         | 24         | 24         |
| <b>TOTAL:</b>   |                                  | <b>120</b> | <b>120</b> |
| <b>Public Institution Gymnasium</b>                               | General course                   | 96         | 96         |
| <b>TOTAL:</b>   |                                  | <b>96</b>  | <b>96</b>  |
| <b>TOTAL REGISTERED IN SECONDARY (VOCATIONAL) SCHOOLS</b>         |                                  | <b>744</b> | <b>672</b> |

## Higher Education

| <b>University of East Sarajevo-<br/>Faculty of Transport Engineering</b>   | <b>Business-Technical<br/>College</b>   | <b>Slobomir P University</b>   | <b>Higher Medical<br/>College</b>  |
|--|---|--|--|
| <b>Road and urban transport, Rail transport, Telecommunications and postal transport, Logistics, Air transport, Road network, Information Technology in Transport, Motor Vehicles,</b> | Security Management, Business Economics, Technical Management, Accountancy and Information Technology | Faculty of Information Technology, Faculty of Economics and Management, Tax Academy, Faculty of Law, Faculty of Philology, Academy of Arts | Health care, Physiotherapy and Occupational Therapy, Sanitary Engineering, Laboratory-Medical Engineering. |

**Table: Number of registered students in Higher Education**

| NAME OF FACULTY   | Courses/Programmes                      | Number of students in 2018/2019 | Number of students in 2019/2020 |
|---|---|---------------------------------|---------------------------------|
| <b>Faculty of Transport Engineering Doboj</b>             | Road and urban transport                | 462                             | 403                             |
|   | Rail Transport                          | 45                              | 40                              |
|   | Logistics                               | 125                             | 112                             |
|   | Telecommunications and postal transport | 53                              | 50                              |
|   | Road Network                            | 1                               | -                               |
|   | Information technology in transport     | 23                              | 32                              |
|   | Postal transport                        | 5                               | 2                               |
|   | Telecommunication services and networks | 4                               | -                               |
|   | Motor vehicles                          | 21                              | 36                              |
|   | Telecommunications                      | 56                              | 43                              |
| <b>TOTAL:</b>   |   | <b>795</b>                      | <b>718</b>                      |
| <b>Slobomir P University</b>                              |   |                                 |                                 |
| Faculty of Law  | Legal sciences                          | 58                              | 43                              |
| Faculty of Economics and Management                       | Economy and Management                  | 51                              | 52                              |
| Faculty of Philology                                      | English studies                         | 28                              | 24                              |
| Tax Academy   | Tax and financial analysis              | 14                              | 7                               |
| Faculty of Information Technology                         | Information Technology                  | 81                              | 73                              |
| Academy of Arts   | Graphic design                          | 27                              | 23                              |
| <b>TOTAL:</b>   |   | <b>259</b>                      | <b>222</b>                      |
| <b>Higher Medical College</b>                             | Health care                             | 25                              | 20                              |
|   | Physiotherapy and Occupational Therapy  | 33                              | 28                              |
| <b>TOTAL:</b>   |   | <b>58</b>                       | <b>48</b>                       |
| <b>Business-Technical College</b>                         | Security Management                     | 141                             | 127                             |
|   | Business economics                      | 143                             | 153                             |
|   | Accountancy and Information technology  | 88                              | 70                              |
|   | Technical management                    | 94                              | 92                              |
| <b>TOTAL:</b>   |   | <b>466</b>                      | <b>442</b>                      |
| <b>TOTAL REGISTERED IN HIGHER EDUCATION INSTITUTIONS:</b> |   | <b>1578</b>                     | <b>1430</b>                     |

### 3. RECOGNISING THE POTENTIAL OF THE CITY OF DOBOJ

The forces that provide the City of Doboj with competitive advantages, making this area an attractive place to live and do business are:

- Geo-traffic location (transport and strategic location),
- Multimodal transport infrastructure,

- Key rail transport junction in the BiH, headquarters of the Railways of RS,
- Water, land and forest potential,
- Tradition and capacities of the regional centre,
- University capacity, especially in the field of transport,
- Unused capacities and infrastructure of the old industrial zone (Usora),
- Natural locations – potential tourist attractions
- Adult education capacities – training, retraining and additional training,
- Functional and diverse range of NGOs,
- New plants of food industry and processing capacities,
- Commitment of the city administration to continuous improvement of the quality of services provided to investors and the population.

Opportunities that enable or facilitate the realization and development of competitive advantages of the City of Doboj are:

- Construction of new motorways – corridor Vc and motorway Banja Luka – Doboj,
- Convenient locations and space for industrial zones along the route of the motorways,
- Proximity to the European market, but also to other markets,
- Trend of relocating production to the edges of the European Union,
- The potential of transit tourism,
- Modernisation of the Railways of Republic of Srpska,
- Existence of a legislative and legal framework for the use of different models of concessions and partnerships of the public and private sector for the implementation of capital development projects,
- Construction of a regional landfill,
- Utilisation of domestic and foreign funds for prevention of the risk of natural and other disasters,

#### **4. INFORMATION ON DOING BUSINESS**

##### **4.1 Starting a business – registration of Companies**

The process of establishing a company business enterprise in Republic of Srpska is based on a one-stop shop business registration system via the **RS Agency for Intermediary, IT and Financial Services (APIF)**, with 11 of its establishments located in RS, including one in Doboj.

The required time to register a business entity is 3 days and the number of procedures is 5.

The simplest legal form is a limited liability company, consisting of one legal or natural person, with the minimum capital requirement of EUR 100 (including the registration for conducting foreign trade).

Registration of a company funded with foreign investments is the same as registration of a domestic company, so a domestic partner is not required to start a business.

The Law on Companies in the RS (Official Gazette of RS 127/08, 58/09, 100/11 and 67/13) provides the legal framework for the establishment, operation and termination of a company in the RS. Legal forms of companies within the meaning of this Law are: general partnership, limited partnership, limited liability company, and stock company (open – with initial public offering or closed – with stocks issued only to founders or a limited number of other persons).

Starting a business, that is registration of a company is regulated by the Law on Registration of Business Entities in Republic Srpska ("Official Gazette of RS", No.67/13) which has been in force since 1<sup>st</sup> December 2013.

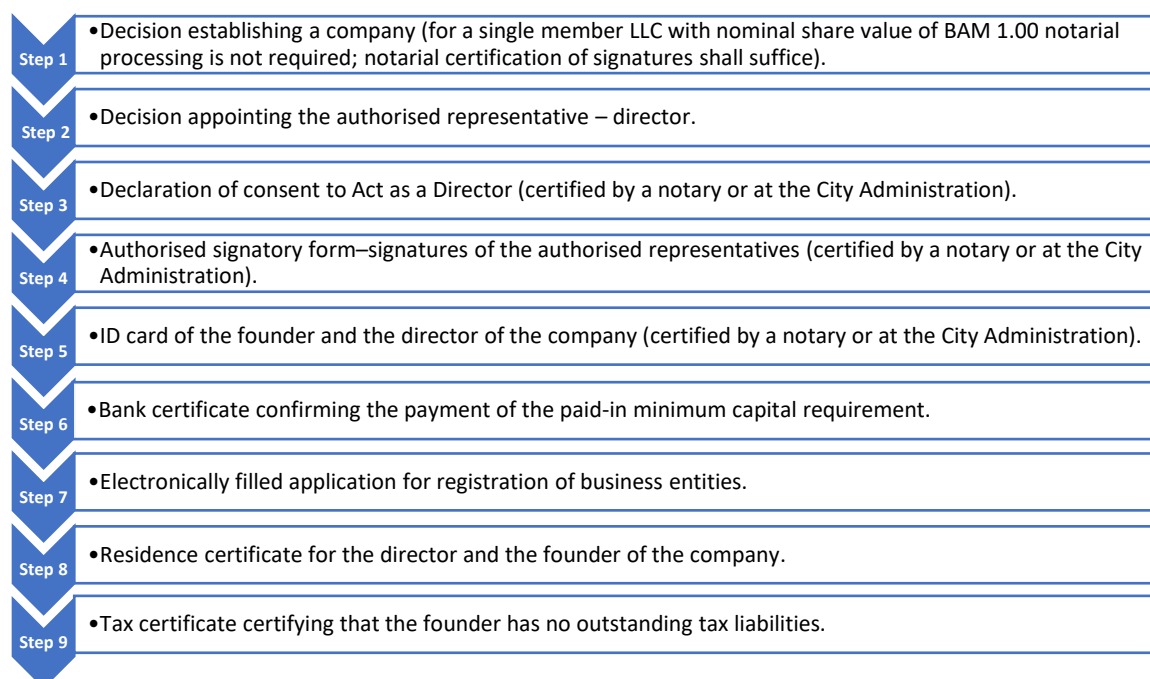
#### 4.2 Documentation needed for the registration of a company

|        |   |
|--------|---|
| Step 1 | Visit to a Notary to certify the Memorandum of association along with a copy of the ID card and an agreement on the name of the company being registered, the possibility to name the company as such to be verified by the notary in the court registrar. The notary certifies the memorandum of association, i.e. the founders' and authorised representatives' signatures. Notarisation of one authorised signature costs 7 notary points at BAM 0.50 per point plus VAT of 17%: $7 \times \text{BAM } 0.50 + \text{VAT} = \text{BAM } 4.09$   |
| Step 2 | Certification of ID documents and signatures at the City Administration: certification of a copy of ID card/passport of the owner and the authorised representative of the company (certification costs BAM 2 per copy), and certification of the signature of the future authorised representative – BAM 10  |
| Step 3 | Company registration: one-stop system in APIF: Notary/founder/authorised representative submits an application for registration of a company to APIF, attaching required supporting documents (notary certified memorandum of association; certified signature of the authorised representative; certified copies of the founder's and authorised representative's IDs or passports) – first registration is free of charge; BAM 7 fee for publication in the <i>Official Gazette of Republic of Srpska</i> ; BAM 35 for APIF fee. Application to be processed within three days if all required documents submitted with the application. At the same time, the registration procedure implies that the company entity is registered with the Tax Administration of RS, with assigned Unique Identification Number and that the business entities have been categorized in accordance with the classification of economic activities |
| Step 4 | Company registration: Taking possession of the court decision on registration of the company and of the notice of categorisation in accordance with the classification of economic activities from APIF.  |
| Step 5 | Creation of a company seal at the authorised seal maker by providing a copy of the court decision on the registration of the company and its original; the average price of the seal is BAM 40; company seal is made in one day.  |
| Step 6 | VAT registration – required when expected turnover is to exceed the threshold of BAM 50,000.00 in a business year and when registered to pursue foreign trade: VAT registration is undertaken at Indirect Taxation Authority of BiH (customs, excise or freight-forwarding), BAM 40 for administrative tax; VAT registration to be completed within 7 days; required documents: certified copies of the court decision on the registration of the company, decision on Unique Identification Number, and an authorised signatory form.  |
| Step 7 | Fiscalisation: obligation to file a fiscalisation application and to purchase a fiscal device/cash register, according to business requirements/needs, at an authorised distributor of fiscal devices/cash registers.   |

|        |  |
|--------|--|
| 8 Step | Registration of employees with the Tax Authority using the prescribed forms; taking possession of the certificate of employee registration from the Tax Authority. |
|--------|--|

### Registration costs in BAM:

- Notary public 2 hours: BAM 4.095 + certification of IDs 2 hours: BAM 2 + BAM 10 for certification of authorized person's signature,
- BAM 35 for APIF tax,
- BAM 7 tax for publication in the Official Gazette of RS for; 5 lines in the gazette, BAM 7 each = BAM 35,
- stamp: BAM 40 = BAM 132,2 + BAM 40 administrative tax paid to the Indirect Taxation Authority.



### 4.3 Starting a business – registration of entrepreneurs

The procedure for registration of entrepreneurs begins with the submission of the registration application with all the other relevant documents attached (depending on the subject of application), at Counter 2 of the General Administration Registry Office, to the General Administration Department of the City of Doboj. The same procedure applies not only to registration of entrepreneurs but also to establishment of entrepreneurship, change of details such as change of place of business, business name, business activity and change in modus operandi from core business activity to additional, supplementary and craft business activities, change from individual to partnership and vice versa.

The applicant may also submit the application:

1. by mail,
2. electronically (Paragraph 1 of Article 19 of the Law on craft and entrepreneurial activity (Official Gazette of RS 117/11, 121/12, 67/13, 44/16 and 84/19).

**The following supporting documents are required, proving that the applicant has fulfilled all the requirements:**

- A certified copy of an ID,
- Certificate stating that the applicant is not prohibited by court to conduct that business activity,
- Certificate confirming no outstanding tax liabilities, in accordance with special provisions
- Certificate conforming no outstanding fines and other legal charges relating to his/her business activity.

**The time necessary to register an entrepreneurship is:**

- 2 days (with completed documentation), and
- 8 days (if the documentation is incomplete).

#### **STEPS IN REGISTRATION of ENTREPRENEUR**





**Registration costs in BAM:**

- Registration tax for an entrepreneur operating a craft or service or agricultural business is BAM 25.00.
- Registration tax for an entrepreneur operating trade or catering business activity is BAM 30.00.
- Registration tax for an entrepreneur operating a public transportation business activity or taxi business is BAM 30.00.
- Registration tax for an entrepreneur operating a business activity of transporting individuals and their belongings for own needs is BAM 15.00.
- Registration tax for an entrepreneur operating a driving school business is BAM 30.00.
- Within the registration of an entrepreneur conducting public transportation of persons and their belongings, the entrepreneur also must apply for the relevant transportation license (B, C or D category of vehicles): BAM 30.00 for any vehicle category.
- ID license of the driver of motor vehicles (taxi transport): BAM 5.00.

The city administrative taxes are established under the Law on Administrative Taxes (Official Gazette of RS 100/11 and 67/13).

**4.4 Taxes, monetary policy and the banking sector in the Republic of Srpska and BiH**

Categories of taxes:

**Basic tax categories are:**

- VAT,
- Income tax (10%),
- Capital gains tax (10%),
- Property tax,
- Social security contributions paid by the employer and employee,
- Excise duties are a special type of tax required on specific goods such as fuel (petroleum products), tobacco products, soft drinks, alcoholic beverages, beer, wine, and coffee.

**Method of calculating income tax:**

Profit shall be calculated in accordance with relevant laws, deducting expenses from income. The tax base includes profit, income, and capital gain, in accordance with accounting regulations. Expenditures must comply with accounting standards.

In the RS, income tax is 10% of net salary (according to the gross model).

### Foreigners and taxes in BiH and RS:

All foreigners residing in BiH and the Republic of Srpska shall pay tax on all the income earned during a calendar year on the territory of BiH. Furthermore, all foreigners who do not reside in BiH, but who earn income in the Republic of Srpska, shall be considered taxpayers.

Profits transferred from abroad are not taxed if they are previously subject to taxation abroad.

#### The cumulative contribution rate shall be 33% of gross salary, of which:

- for pension-disability insurance, 18.5% shall be allocated,
- for health insurance, 12% shall be allocated,
- for child protection, 1.5% shall be allocated,
- unemployment insurance, 1% shall be allocated.

### Monetary policy

Monetary policy in Bosnia and Herzegovina is formulated, adopted and controlled by the Central Bank of Bosnia and Herzegovina (CBBH), which manages monetary policy through the Currency Board arrangement.

The currency of Bosnia and Herzegovina is the Convertible mark (KM) and is pegged to the euro at a fixed exchange rate (1 KM = 0.51129 euro).

### Banking sector

The city of Doboj has a developed banking sector, where most of the larger banks are represented by headquarters or branches:

| Bank                           | Address             | Telephone number |
|--------------------------------|---------------------|------------------|
| NLB Razvojna banka a.d.        | Svetog Save 20      | 053/241-120      |
| Nova banka a.d.                | Svetog Save 35      | 053/250-450      |
| Sberbank a.d. Banja Luka       | Svetog Save 26      | 053/250-450      |
| Addiko a.d.                    | Kralja Dragutina 13 | 070/340-440      |
| Sparkasse Bank                 | Nemanjina 64        | 051/340-035      |
| UniCredit Bank a.d. Banja Luka | Kralja Dragutina 2A | 051/243-200      |
| Raiffeisen Bank                | Svetog Save 2       | 033/755-010      |

#### **4.5 Acquisition of property and registration of ownership by foreign nationals**

According to the Constitution of the Republic of Srpska, foreign nationals may acquire the right of ownership and rights based on capital investment, in accordance with the law. Property and other rights of a foreign investor acquired based on capital investment may not be limited or revoked by law or other regulation.

According to Article 12 of the Law on the Policy of Foreign Direct Investment in Bosnia and Herzegovina, foreign investors shall have the same property rights in respect to real estate as the citizens and legal entities of Bosnia and Herzegovina. Foreign investors, who are citizens of one of the successor states to the former Socialist Federal Republic of Yugoslavia, shall have such rights subject to investors of Bosnian and Herzegovinian citizenship and legal entity status having like rights in the respective successor state. Articles 15 and 16 of the Law on Proprietary Rights ("Official Gazette of the RS" no. 124/08, 58/09, 95/11 and 60/15) also regulates the acquisition of ownership rights in respect to real estate by foreign nationals.

The latest amendments to the Law on Proprietary Rights provide that, in exceptional circumstances, real estate owned by the Republic of Srpska and local self-government units may be purchased below market price or even confiscated free of charge, in order to implement an investment project of special importance for regional and local economic development.

Real estate, purchased or confiscated in this way, including the right to build and lease land, may be a consideration by public partners for the establishment of a joint venture company, as well as some other organizational form, with a private partner, in accordance with regulations governing public-private partnership.

In the past period, a significant step forward was made in reducing the number of procedures and days needed for real estate transactions and registration, due to reforms of the land registry administration (most old land registers and cadastral records were transferred to electronic form) introduced by the new Law on Proprietary Rights, etc.

**All immovable property (real estate) shall be registered in the land registry.**

#### **4.6 Protecting investors**

##### **National treatment of foreign investors**

The rights of foreign investors in the Republic of Srpska are defined and protected by the Constitution of the Republic of Srpska: "Property and other rights of a foreign investor acquired on the basis of invested capital cannot be limited or taken away by law or other regulations. The right of a foreign national to perform economic or other activity and rights on the grounds of business operations are guaranteed, under conditions that cannot be changed to his detriment. A foreign investor is guaranteed the free transfer of profits and invested capital from the Republic of Srpska. The law may exceptionally, when required by the general social interest, determine in which activities, that is areas, a foreign national cannot establish his own company.

Law on Foreign Investments in the Republic of Srpska ("Official Gazette of the Republic of Srpska, No. 25/02, 24/04, 52/11 and 68/13) and the Law on the Policy of Foreign Direct Investment in Bosnia and Herzegovina (Official Gazette of BiH, No. 17/98, 13/03, 48/10) provides foreign investors with national treatment, that is foreign investors shall have the same rights and obligations as BiH residents. The state and its entities shall not discriminate against foreign investors in any form, including but not limited to the nationality, seat / residence of the foreign investor, religion or country of origin of the investment.

The property of foreign investors cannot be nationalised, expropriated, or requisitioned. However, if the existence of a public interest is established, the assets of foreign investors may be nationalized or expropriated, and foreign investors shall be guaranteed the right to adequate compensation. Compensation shall be considered appropriate if it is adequate, effective, and prompt.

The rights and privileges enjoyed by the investors under the Law cannot be revoked or annulled by the entry into force of subsequently enacted laws and bylaws. If the new laws are more favourable, foreign investors have the right to choose which law will be relevant for their investment.

### **Risk protection**

Foreign investors concerned about restrictions on profit transfers, expropriation, war and civil unrest, and denial of justice can insure themselves against these risks with the Multilateral Investment Guarantee Agency (MIGA, part of the World Bank Group).

The US Overseas Private Investment (OPIC) also provides political risk insurance to investors when investing in RS.

### **Investment protection agreements**

BiH has signed agreements on investment promotion and protection with the following countries:

Albania, Austria, Belgium, Belarus, Montenegro, Czech Republic, Denmark, Egypt, Finland, France, Greece, Netherlands, Croatia, India, Iran, Italy, Canada, Qatar, China, Kuwait, Lithuania, Hungary, Macedonia, Malaysia, Moldova, Germany, Pakistan, Portugal, Romania, San Marino, Slovakia, Serbia, Slovenia, Spain, Switzerland, Sweden, Turkey, Ukraine, the United Kingdom and OPEC countries.

## 5. BUILDING IN THE CITY OF DOBOJ

### 5.1 Process of issuing building permits

The process of issuing building permits from issuance of a location permit to the issuance of a building permit:

|        |  |
|--------|--|
| Step 1 | The basis for the issuance of the Administrative Decision to build a building are: spatial, urban and regulatory plans. If none of these plans exist, the requirements set forth in the location (site) permit are created on the basis of a valid strategic spatial planning document and an expert opinion.  |
| Step 2 | <p><b>APPLICATION FOR LOCATION PERMIT</b></p> <p>Location (site) permit sets forth the requirements for design and construction, and they are issued on the basis of the Law on Spatial Planning and Construction ("Official Gazette of the Republic of Srpska" No. 40/13), special laws and regulations adopted on the basis of those laws, as well as spatial planning documents.</p> <p>The following supporting documents shall be attached to the application:</p> <ul style="list-style-type: none"> <li>• Urban - technical conditions and an expert opinion;</li> <li>• a copy of the Cadastral plan (not older than 6 months);</li> <li>• proof of the legality of the existing building (if any);</li> <li>• utility approvals for the site (if there aren't any);</li> <li>• environmental permit;</li> <li>• City Administrative tax of BAM 20.00.</li> </ul> <p>Location conditions shall be issued within 15 days from the day of receipt of the application</p> |
| Step 3 | <p><b>APPLICATION FOR A BUILDING PERMIT</b></p> <p>Building permit is issued in accordance with the Location (site) permit and shall contain::</p> <ul style="list-style-type: none"> <li>• main designs - architectural, structural, electrical installation, water and sewage, exterior landscaping, technological process, installation of equipment and similar;</li> <li>• a geo-mechanical elaborate study for buildings exceeding 400 m<sup>2</sup> of gross building area, an elaborate study on energy efficiency;</li> <li>• an Administrative Decision determining the amount of fee payable for development of the City building land and rent with proof of payment;</li> <li>• payment of 0.3% of the estimated cost of the building works for financing the operation of the real estate cadastre;</li> <li>• proof of payment of the administrative ad valorem tax on the value of the building.</li> </ul>  |
| Step 4 | <p><b>TECHNICAL DOCUMENTATION AUDIT</b></p> <p>Technical documentation audit shall be conducted for all buildings exceeding 200 m<sup>2</sup> of gross building area, after the completion of the main project design. The audit is performed by a professional person authorised to audit the technical documentation.</p>  |
| Step 5 | <p><b>PROCEDURE FOR RESOLVING PROPERTY-LEGAL AFFAIRS</b></p> <p>Procedure for resolving property - legal affairs is part of the urban - technical conditions. The following evidence shall be admissible:</p>  |

|         |   |
|---------|---|
|         | <ul style="list-style-type: none"> <li>• a certificate from the real estate cadastre with the registered right of ownership and possession (land registry certificate, deed of title, copy of the cadastral plan identifying the plot or plots in question, land register folio),</li> <li>• a contract or a decision by the relevant authority establishing a basis for gaining ownership rights or building rights for an investor,</li> <li>• a contract on joint construction signed with the building or land owner.</li> </ul>  |
| Step 6  | <p><b>ENVIRONMENTAL PERMIT</b></p> <p>Environmental permit is required for buildings within which operations are performed that could pose a threat to the environment, in accordance with the Law on Environmental Protection ("Official Gazette of Republic of Srpska", No. 71/12).</p> <p>The following supporting documents shall be attached to the application:</p> <ul style="list-style-type: none"> <li>• Location permit,</li> <li>• waste management plan,</li> <li>• 2 copies of fire safety, water and other approvals imposed by the Location permit,</li> <li>• City administrative tax of BAM 70.00 (natural persons) or BAM 120 (legal persons).</li> </ul>  |
| Step 7  | <p><b>PROCEDURE FOR OBTAINING THE REQUIRED APPROVAL</b></p> <p>Following the audit of the main project design, the following approvals of the technical documentation shall be obtained:</p> <ul style="list-style-type: none"> <li>• fire safety,</li> <li>• water and</li> <li>• approval of other utility services.</li> </ul>   |
| Step 8  | <p><b>AGRICULTURAL APPROVAL</b></p> <p>To build a building on a plot classified as arable land, the investor shall apply for agricultural approval, i.e. converting agricultural land into building land, in accordance with the Law on Agricultural Land in Republic of Srpska ("Official Gazette of the Republic of Srpska", No. 93/06, 86/07, 14/10 and 5/12).</p> <p>The following supporting documents shall be attached to the application:</p> <ul style="list-style-type: none"> <li>• Location permit with urban - technical conditions,</li> <li>• deed of title,</li> <li>• a copy of the cadastral plan,</li> <li>• City administrative tax of BAM 5 and proof of payment of the change of land use fee.</li> </ul> |
| Step 9  | <p><b>FEES AND TAXES</b></p> <p>Before obtaining a building permit to build a building on the City building land, the investor shall pay the following:</p> <ul style="list-style-type: none"> <li>• fee payable for development of the City building land,</li> <li>• rent.</li> </ul> <p>The following supporting documents shall be attached to the application:</p> <ul style="list-style-type: none"> <li>• Location permit with urban - technical conditions,</li> <li>• main project design,</li> <li>• a report on the technical documentation,</li> <li>• proof of legality of the pre-existing building (if the building is being demolished),</li> <li>• City administrative tax of BAM 5.00</li> </ul>              |
| Step 10 | <p><b>ISSUANCE OF A BUILDING PERMIT</b></p>   |



|  |   |
|--|---|
|  | <p>After obtaining the Decision on the building permit, the investor shall begin with the construction, extension, upgrade, reconstruction or rehabilitation of the building.</p> <p>The application for a building permit shall be accompanied by:</p> <ul style="list-style-type: none"> <li>• Location (site) permit,</li> <li>• Urban - technical conditions,</li> <li>• Proof of resolved property - legal affairs,</li> <li>• Main project design, in triplicate,</li> <li>• Project audit report,</li> <li>• Environmental permit,</li> <li>• Water and fire safety approval,</li> <li>• Agricultural approval,</li> <li>• Administrative Decision determining the amount of fee payable for development of the City building land and rent, with proof of payment,</li> <li>• Payment of 0.3% of the estimated cost of the building works</li> <li>• Proof of payment of the administrative ad valorem tax on the value of the building,</li> <li>▪ Building permit shall be issued within 15 days of the date of receipt of a fully completed application,</li> <li>▪ Finality clause on the decision shall be issued to the applicant 15 days of the date of receipt of the decision by a public official,</li> <li>▪ Building permit shall expire and become null and void if the building work authorized therein is not commenced within three years of the date of issuance, or if the builder fails to report building work carried out to the relevant City inspection department.</li> </ul> |
|--|---|

## 5.2 Process after being granted a building permit

|        |  |
|--------|--|
| Step 1 | <p><b>CONSTRUCTION SITE AND BUILDING PREPARATION PROCEDURE</b></p> <p>Prior to the start of construction, construction site preparation works shall be carried out. The construction site shall be fenced to prevent uncontrolled access to the construction site. The construction site shall have a display panel in plain sight with all relevant information about the building and participants in the construction project (name of investor, contractor, designer, supervisory authority, name and type of building, building permit number, etc.). In case of temporary occupation of neighbouring or nearby land for needs of the construction site, the investor is obliged to obtain the consent of the owner of the land. For the temporary occupation of public areas for the needs of the construction site, the contractor is obliged to obtain approval from the Department of Spatial Planning.</p> |
| Step 2 | <p><b>CONSTRUCTION STAKING</b></p> <p>Before the beginning of construction, construction staking is performed in accordance with the location permit and the conditions given in the building permit. The construction staking shall be performed by an organisation authorised to perform geodetic activities, in accordance with special laws.</p>   |
| Step 3 | <p><b>OBLIGATION OF CONTACTORS WHEN REGISTERING CONSTRUCTION SITE</b></p> <p>Contractor shall be obliged to report THE construction sites to the labour inspectorate no later than 8 days before the start of the works. Contractor must provide:</p> <ul style="list-style-type: none"> <li>• an organogram (organisational chart), prepared in accordance with the building permit,</li> </ul>   |

- a report on the health and safety at work, prepared in accordance with the relevant health and safety at work regulations,
- plan of the construction site, in accordance with the relevant organogram (organisational chart),
- construction logbook.

Contractors shall be obliged to ensure that the following are present and available at the construction site:

- Construction licence, that is responsible person for the construction site,
- Decision on appointment of the responsible person for the site, i.e. the person responsible for the performance of specific works,
- The contract with supervisory body,
- The appropriate license for the performance of technical supervision,
- The building contract,
- The building permit,
- The main project design,
- The building log,
- The inspection record,
- Relevant documentation on the testing of materials, products and equipment,
- The Minutes of the staking out of the construction,
- The Minutes of the foundations check,
- The measurement book for the structure, in the cases when the contract stipulates that this be kept,
- The construction site organigram.

### 5.3 Process after completion of the build

#### TECHNICAL SITE INSPECTIONS AND CERTIFICATES OF OCCUPANCY

Built structures shall not be occupied or put into use without a certificate of occupancy issued by the competent authority upon conducting a technical site inspection.

Occupancy permit shall be issued for the entire built structure or for a part of the built structure that constitutes a separate technical and functional unit.

The technical inspection of the built structure shall be performed after the completion of the construction of the structure, that is after the completion of all the works stipulated in the building permit and the inspection is performed by the Commission appointed by the Department of Utilities and Housing Services.

An application for obtaining the certificate of occupancy shall be accompanied by:

- the building permit, with the main project design
- a certificate on the performance of a geodetic survey of the structure,
- a proof of the performance of a survey of the underground installation system,
- approval of the as-built design, when it is stipulated by special laws,
- statement of the contractor for all stages of the performed works,
- report by the supervisory body,
- energy-related certificate for the built structure,
- City administrative tax of BAM 100.

The applicant shall be obliged, no later than on the day of the technical site inspection, to submit the following evidence to the technical inspection Commission:

- the building permit with the final design on the basis of which the permit was issued, and as-built design if developed,
- proof of quality of the works, construction products and equipment,
- documentation confirming that the construction load testing has been performed and the findings of the testing, if such a testing required by special regulations,
- the construction logbook,
- the construction book for those structures that required keeping a building book based on the contract,
- inspection recording book,
- other documentation defined by special regulations depending on the type of structure, attested documents.

A record shall be made of the performed technical inspection and it shall clearly contain the decision of each commission member on whether the built structure is approved for use or whether, due to evident deficiencies, it is not approved for use. After the technical inspection, the commission, within eight days, prepares a report in writing and submits it to the competent department. If it is determined, on the basis of the minutes, that there are no deficiencies or that the observed deficiencies have been eliminated, the competent authority shall issue a use permit within eight days of receiving the minutes. If the technical inspection has identified deficiencies that need to be eliminated, the competent authority shall issue a decision ordering that the identified deficiencies be eliminated within a certain period of time.

After the elimination of deficiencies, the applicant notifies the competent authority and submits evidence of elimination of deficiencies, after which the competent authority issues a use permit within 8 days from the date of the repeated technical inspection.

The party receives the finality clause on the decision 15 days from the day of receipt.

## **6. LOCAL ECONOMIC DEVELOPMENT (LED) PLAN**

The Local Economic Development Plan of the City of Doboj is focused at using a favourable geo-traffic position to create an attractive business location and build a favourable business environment, and to encourage investment primarily in the fields of industry, distribution and transport. This should accelerate the development of the economy and increase the number of people employed. Furthermore, improving the market connection between agricultural production and rural development will lead to increase in agricultural production, increase in income and employment of the rural population.

Sectoral goals in which fast development is expected are:

|   |   |
|---|---|
| <b>Improving the business environment</b>                           | <ul style="list-style-type: none"> <li>• Establishment of a department / office for LED and strengthening its capacity;</li> <li>• Establishment of the Economic Council in order to strengthen public-private dialogue;</li> <li>• Improving the business environment in accordance with the Business Friendly Certification (BFC) standard;</li> <li>• Development of the Incentive Program for manufacturing companies and its implementation;</li> <li>• Construction of a Centre for providing services to small and medium enterprises that will provide information and advisory services</li> </ul> |
| <b>Promotion of investment opportunities of the City of Doboj</b>   | <ul style="list-style-type: none"> <li>• Promotion of Doboj as an attractive investment location;</li> <li>• Attracting investors to the existing industrial capacities of the City of Doboj.</li> </ul>  |
| <b>Building business infrastructure and supporting SMEs</b>         | <ul style="list-style-type: none"> <li>• Design of a new business zone (feasibility study, regulatory plan, etc.);</li> <li>• Construction and development of a new business zone;</li> <li>• Reconstruction of the main road in the industrial zone of Usora;</li> <li>• Incentive scheme for manufacturing companies;</li> <li>• Supporting the competitiveness of SMEs through the introduction of standards (ISO and others);</li> <li>• Technical support to SMEs by the City Development Agency.</li> </ul>   |
| <b>Improving the market connectivity of agricultural production</b> | <ul style="list-style-type: none"> <li>• Connecting agricultural producers and processing capacities;</li> <li>• Incentive scheme for agricultural production,;</li> <li>• Continuation of activities on the implementation of the project for the construction of anti-hail stations;</li> <li>• Support for well drilling and procurement of irrigation systems;</li> <li>• Protection and revitalisation of degraded (arable) land.</li> </ul>   |
| <b>Encouraging rural development</b>                                | <ul style="list-style-type: none"> <li>• Establishment of small businesses in rural local communities;</li> <li>• Expansion of the capacity of services on offer in the field of rural tourism on mount Ozren;</li> <li>• Development of a thematic strategy for rural development of the City of Doboj.</li> </ul>   |

The total expected investment for the implementation of the sectoral economic development plan are BAM 5,215,000.

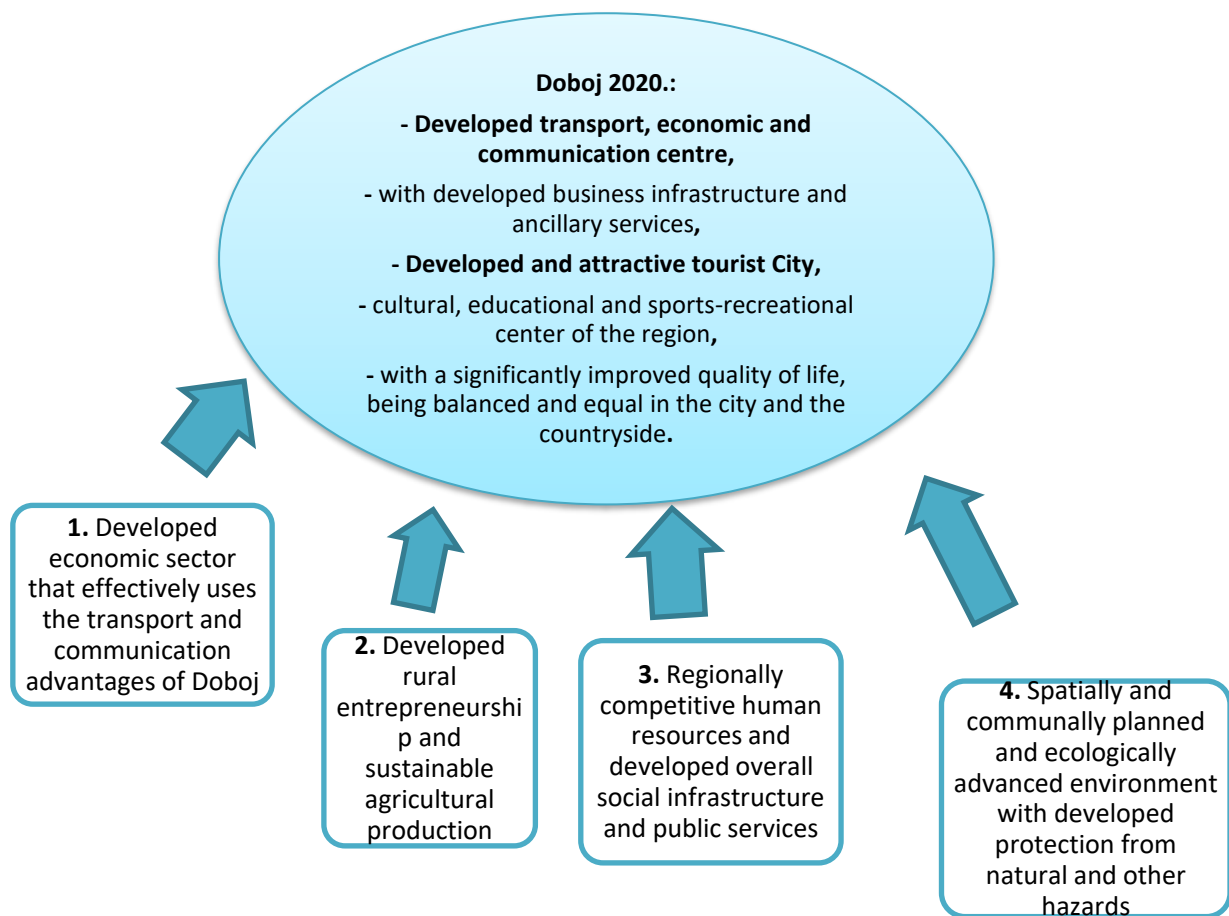
## 7. STRATEGIC DIRECTIONS OF DEVELOPMENT OF THE CITY OF DOBOJ

The validity of the existing Revised Development Strategy of the City of Doboj has been extended until the conditions for drafting and adoption, in accordance with new regulations in the field of strategic planning and development management in Republic of Srpska, of a new Development Strategy of the City of Doboj have been met. According to the existing strategy, the strategic directions of development of the city of Doboj are expressed in the form of the following four strategic goals, which represent the

striking directions of development until 2020, that is until the adoption of the new Development Strategy of the City of Doboj:

1. Developed economic sector that effectively uses the traffic and communication advantages of Doboj,
2. Developed rural entrepreneurship and sustainable agricultural production,
3. Regionally competitive human resources and developed overall social infrastructure and public services,
4. Spatially and communally planned and ecologically advanced environment with developed protection from natural and other hazards.

The relationship between the vision of development and strategic development goals is presented in the following chart:



**Strategic aim 1:** Developed economic sector that effectively uses the transport and communication advantages of Doboj.

The city of Doboj has one of the most favourable geo-traffic positions in BiH. The aim is to use, by 2020, developed companies for product placement, distribution, transport, etc to strengthen the economy in the City of Doboj. This means an active and competitive economy that, using geo-traffic advantages, can deliver goods and services within 3-4 hours to the other regions, and within 24 hours anywhere in the EU.

**Strategic aim 2:** Developed rural entrepreneurship and sustainable agricultural production.

The city of Doboj has potential for food production and entrepreneurship in the countryside. The people of this area have a tradition and many years of experience in engaging in agricultural production, and the growth of this industry is expected through increasing the volume of agricultural production and employment of the rural population, and through improving the market connection between agricultural production and rural development.

**Strategic aim 3:** Regionally competitive human resources and developed overall social infrastructure and public services.

Current trends and modern global economic trends place emphasis on knowledge, new ideas and technology. In order to make the best use of natural resources, work will be done on the continuous improvement of adult education for the purpose of employment and self-employment and the improvement of conditions for the development of youth entrepreneurship.

**Strategic aim 4:** Spatially and communally planned and ecologically advanced environment with developed protection from natural and other hazards.

One of the principles on which the MiPRO methodology is based is sustainability in the field of responsible management of the environment and natural resources. The City of Doboj adopted and partially implemented the Local Environmental Action Plan, for the period 2011-2016. Energy efficiency measures have been implemented and the use of renewable energy sources has reduced energy consumption. According to the Sustainable Energy Action Plan (SEAP), the city is committed to reducing CO2 emissions by 9% by 2020.



## **8. IMPORTANT CONTACTS**

### **Office of the Mayor**

Address: Ulica Hilandarska 1, 74000 Doboj

Telephone: 053/242-001

Fax: 053/242-002

E-mail [gradonacelnik@doboj.gov.ba](mailto:gradonacelnik@doboj.gov.ba)

### **Department of General Administration**

Address: Ulica Hilandarska 1, 74000 Doboj

Telefon: 053/224-130

Fax: 053/242-002

E-mail [opstauprava@doboj.gov.ba](mailto:opstauprava@doboj.gov.ba)

### **Department of Utilities and Housing services**

Address: Ulica Svetog Save 26, 74000 Doboj

Telefon: 053/236-098

Fax: 053/236-097

E-mail [stambenokomunalno@doboj.gov.ba](mailto:stambenokomunalno@doboj.gov.ba)

### **Department of Spatial Planning**

Address: Ulica Svetog Save bb, 74000 Doboj

Telefon: 053/241-945

Fax: 053/241-945

E-mail [prostorno@doboj.gov.ba](mailto:prostorno@doboj.gov.ba)

### **Department of Agriculture**

Address: Ulica Hilandarska 1, 74000 Doboj

Telefon: 053/242-022

Fax: 053/242-001/002

E-mail [poljoprivreda@doboj.gov.ba](mailto:poljoprivreda@doboj.gov.ba)

### **Department of Strategic Planning, European Integration and Local Economic Development**

Address: Ulica Hilandarska 1, 74000 Doboj

Telefon: 053/242-022, local 147

Fax: 053/242-001/002

E-mail: [eu@doboj.gov.ba](mailto:eu@doboj.gov.ba)

## 9. LINKS

- Official website of the City of Doboj : <https://doboj.gov.ba/>
- Web portal of the Government of Republic of Srpska intended for foreign investors: <http://www.investsrpska.net/>
- APIF: <http://www.apif.net/>
- Chamber of Commerce of Republic of Srpska: <http://komorars.ba/>
- Foreign Trade Chamber of BiH: <http://komorabih.ba/>
- FIPA: <http://www.fipa.gov.ba/Language.aspx>
- Tax Administration in Doboj: <https://www.poreskaupravar.org/SiteCir/Kontakt.aspx>
- District Commercial Court in Doboj: <http://okprivsud-doboj.pravosudje.ba/>
- Water supply and sewage treatment: <https://doboj.gov.ba/javne-ustanove-i-institucije/ad-vodovod>
- Waste removal: <http://www.progres-doboj.net/>
- Central heating: <https://toplanadoboj.ba/>
- Electricity: <http://www.elektrodoboj.net/>

**UPDATED AUGUST 2020**

**CITY OF DOBOJ  
OFFICE OF THE MAYOR**

**Department of Strategic Planning, European Integration and Local Economic Development**

**Address: Ulica Hilendarska 1, 74000 Doboj  
Telephone: ++387 (0)53/250-096  
E-mail: [investicije@doboj.gov.ba](mailto:investicije@doboj.gov.ba)**

**ATTACHMENTS:****ATTACHMENT 1: ATTACHMENT 1: DATABASE OF BROWNFIELD LOCATIONS**

| No. | Name of location | Country | City  | Size (m2)     | Ownership structure | Price (EUR/m2) | Acquisition method | Road transport | Electricity | Water | Gas | Sewage | Internet | Contact     |
|-----|------------------|---------|-------|---------------|---------------------|----------------|--------------------|----------------|-------------|-------|-----|--------|----------|-------------|
| 1   | Poljice bb       |         | Doboj | 8510/1562     | private             | -              | purchase           | Yes            | Yes         | da    | Yes | Yes    | Yes      | 053-222-122 |
| 2   | Johovac bb       | 20560   | Doboj | 20560/3826,88 | private             | -              | purchase           | Yes            | Yes         | da    | Yes | Yes    | Yes      | 053-222-122 |