



Urban Research Institute

## **Module Development and Training Delivery on “Internal Regulation”**

For the cities of Elbasan, Shkoder, Korce and Tirana, with particularities that take into consideration the size and complexity of activities carried out from the biggest municipalities of the country to medium and small size cities. The module and regulations are already produced and approved by the respective Councils of involved Municipalities. The regulation is a tool to help municipal leadership be efficient with exercising of their tasks and responsibilities.

It includes detailed descriptions of organization mechanism, tasks and responsibilities of main officials and job-description modes applicable for a range of hierarchic positions in the administration of the Municipality.