



Republic of Serbia

## ADMINISTRATIVE COURT

Belgrade, 9 Nemanjina St



[www.up.sud.rs](http://www.up.sud.rs)

## ADMINISTRATIVE COURT

Address: 9 Nemanjina St. 11000 Belgrade

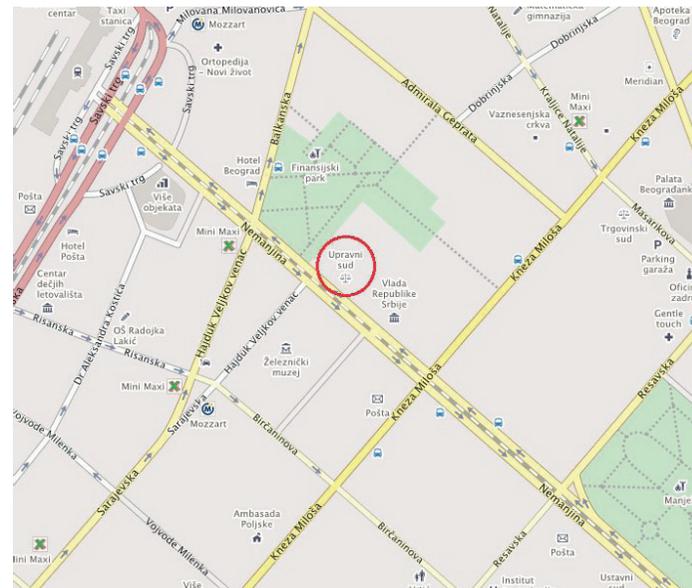
Telephone: +381 11 363 51 74

Fax: +381 11 363 52 85

e-mail: [kabinet@up.sud.rs](mailto:kabinet@up.sud.rs)

Web: [www.up.sud.rs](http://www.up.sud.rs)

Working hours: Monday – Friday 7.30 am -3.30 pm



## COURT UNITS OF THE ADMINISTRATIVE COURT

### Kragujevac

(for the territory of the higher courts in Jagodina, Kragujevac, Kruševac, Kraljevo, Novi Pazar, Užice and Čačak)

Address: 2/II Kneza Mihaila St., 34000 Kragujevac

Telephone: +381 (0) 34 617 00 31

### Niš

(for the territory of the higher courts in Vranje, Kosovska Mitrovica, Leskovac, Niš, Prokuplje and Pirot)

Address: Vojvode Putnika nn, 18000 Niš

Telephone: +381 (0) 18 415 00 92

### NOVI SAD

(for the territory of the higher courts in Zrenjanin, Novi Sad, Pančevo, Sombor, Sremska Mitrovica, and Subotica)

Address: 6 Blvd. Mihajla Pupina, 21 000 Novi Sad

Telephone: +381 (0) 21 661 68 93

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LEARN MORE ABOUT A  
PROCEDURE BEFORE  
THE ADMINISTRATIVE  
COURT

**In case you are not satisfied with the decisions issued by the state, local self-government units, state agencies, feel free to address an independent authority, because you have the right to question their decisions and protect your rights and statutory interests.**

With the aim of providing legal certainty and more efficient protection of the citizens and legal entities in the administrative dispute, the Administrative Court of the Republic of Serbia started operating on January 1, 2010, and is established as a court with special jurisdiction for the whole territory of the Republic of Serbia with its seat in Belgrade and three court units outside the seat, located in Kragujevac, Niš and Novi Sad.

### **Learn more about a case and initiation of a procedure**

The Administrative Court decides in an administrative procedure about legality of final administrative acts and about legality of individual final acts deciding on rights, obligations or statutory interest, in terms of which in a specific case a law does not stipulate any other court protection.

An administrative dispute is initiated by filing of an appeal before the court seat in Belgrade, by personal filing at the intake counter or by sending of a registered mail at the following address: 9 Nemanjina St., 11000 Belgrade.

Along with the appeal, appellants are obliged to submit an original copy or a photocopy of an act the appeal is filed against, and in case of “silence of the administration”, a proof that they have addressed the competent authority in the manner and within the time limits stipulated by provisions of Article 22, paragraph 3 of the Law on Administrative Procedure.

The common time limit to appeal is 30 days from the day of submission of an administrative act to a party.

An appeal, as well as other briefs, may be electronically filed before the Administrative Court using the following e-mail [kabinet@up.sud.rs](mailto:kabinet@up.sud.rs) provided that the electronic document is signed with a qualified electronic signature in accordance with provisions of the Law on Electronic Document.

### **Learn more about parties in an administrative dispute**

Parties in an administrative dispute are a plaintiff, accused and interested party. **A plaintiff** in an administrative dispute may be a natural person, legal entity or any other person, if he/she believes that some of his/her rights or any statutory interests have been violated. **An accused** in an administrative dispute is an authority whose document is being disputed, or an authority that upon a request, or an appeal by a party failed to issue an administrative act. **An interested party** is a person who would suffer detrimental effect in case an administrative act is annulled.

### **Learn more about deciding process in an administrative dispute**

A court decides in an administrative dispute on the basis of law and within a reasonable time limit on the basis of facts established during the hearing.

The Administrative Court decides in the panel of three judges, unless the Law on Administrative Dispute sets otherwise. The Court renders a decision, as a rule, after a public hearing, but it can also decide without it, if the subject of dispute is such that it does not require direct hearing of parties and special establishment of facts, or if parties explicitly accept that.

Public hearing is obligatory when the subject of dispute is of a complex nature or for the purpose of better understanding the facts, as well as in cases when several persons with different interests are involved in an administrative dispute or when the court establishes the facts for the purpose of resolving the dispute of full jurisdiction (when a judgment entirely replaces an annulled act).

If a duly summoned party fails to appear on the hearing, the hearing itself will not be postponed.

### **Learn more about decisions rendered by the Administrative Court**

The Court resolves a case by its **judgment** either upholding an appeal or rejecting it as ungrounded. The Court renders its judgment by majority votes. No appeal may be lodged against a judgment rendered in an administrative dispute.

**By its resolution**, the Court may dismiss an appeal in case it is irregular, untimely filed or filed before time, if a disputed act does not represent an act legality of which is not subject to the jurisdiction of the Administrative Court; if along with an appeal due to silence of the administration, not all evidence have been presented; if a disputed administrative act does not violate an obvious right of a plaintiff; if after filing of an appeal a disputed act is annulled due to an appeal by another party; if a complaint could have been lodged against a disputed administrative act, and it has not been at all or has not been timely lodged; or if a plaintiff withdrew its appeal during the second-instance proceedings and if there is a final court decision rendered in an administrative procedure concerning the same matter. The Court will, by its resolution, discontinue a procedure due to all legally stipulated reasons.

### **Learn more about extraordinary legal remedies**

**1. Motion to review a court decision** – Against a final Administrative Court decision, a party and competent public prosecutor may lodge a motion to review a court decision before the Supreme Court of Cassation within 30 days from the day of serving of a decision to a party, or competent public prosecutor.

**2. Retrial** – A procedure resolved by a final judgment or resolution may be retried in legally stipulated cases upon an appeal lodged by a party no later than 30 days from the day a party learned about the reason for retrial.

Learn more and get informed about your rights at the web page of the Administrative Court [www.up.sud.rs](http://www.up.sud.rs), learn more about operations of this Court, its organizational structure, jurisdiction and procedure, annual work plan, extraordinary and annual reports, court operations' statistics, exercise of right to access the information of public interest, case law, trial schedule, electronic information board, and any other service the Court provides, because you are entitled to protect your rights and statutory interests.