



**EESTI VABARIIGI JUSTIITSMINISTEERIUM
MINISTRY OF JUSTICE OF ESTONIA**

April 13, 1999 No. 11-13/ 3822

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Estonian Administrative Law Reform, Phare

Dear Ms. Balt,

As the project Administrative Law Reform in Estonia is currently underway, we would like to get information about the procedural side in regard to the project to serve its purpose. It would support the development of the project, if we clarified following questions:

1. We think of arranging a meeting for the long-term experts with Prof. Rolf Stober, with whom we already have previously agreed. Who is going to book and pay for travel tickets and accommodation, and when?
2. The procedure of ordering books. Do we have to present the list of books previously to the Berenschot EuroManagement and who is going to actually order the books and be responsible for payment?
3. How can we use the money allocated to translation? Usually the Ministry signs a contract with the translators. How to arrange the contracts in this case?
4. Could we use the money also for several days' expert workshops in Estonia outside of Tallinn? The experts involved are Estonian experts on public law and this is the best way to conduct productive work sessions.

I would appreciate your advice on the matters listed above.

Sincerely yours,

Priidu Pärna
Deputy Secretary General

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