APPROVED
By Resolution No 1495
of the Government of the Republic of Lithuania
of 5 December 2012

REGULATIONS OF THE LAW INSTITUTE OF LITHUANIA

I. GENERAL PROVISIONS

1. Law Institute of Lithuania (hereinafter referred to as the “Institute”) shall be a state research institute conducting long-term research and experimental development works, important for the State, the public, the international cooperation or the economic entities in the area defined by these Regulations.

2. Owner of the Institute shall be the Republic of Lithuania. The Government of the Republic of Lithuania shall implement rights and duties of the owner of the Institute by approving its Regulations and adopting other legal acts.

3. The legal form of the Institute shall be a public legal person functioning as a budgetary establishment which has its stamp with a State emblem and the title of the Institute, as well bank accounts. The Institute may have its flag, emblem and other attributes. The rights and duties of the owner of the budgetary establishment shall be implemented by the Ministry of Justice (except the cases where in accordance with laws and other legal acts the rights and duties of the owner must be implemented by the Government of the Republic of Lithuania). The competence of the Ministry of Justice as the owner of the Institute, the institution implementing its rights and obligations, is laid down in the Law of the Republic of Lithuania on Budgetary Establishments (Official Gazette, 1995, No 104-2322; 2010, No 15-699) and other legal acts.

4. Activities of the Institute shall be based on the provisions of the Constitution of the Republic of Lithuania, the Law of the Republic of Lithuania on Higher Education and Research (Official Gazette, 2009, No 54-2140) (hereinafter referred to as the “Law on Higher Education and Research) and other laws, as well these Regulations and other legal acts implementing laws.

5. The registered office of the Institute shall be at Ankstoji str. 1A, LT-01109 Vilnius. Decision on the change of the registered office of the Institute shall be adopted by the Government of the Republic of Lithuania.

6. The Institute shall have its internet website www.teise.org where it shall place public announcements and other information. Announcements on competitions to fill positions and elections to the Research Council shall be as well published in the website of
II. OBJECTIVES, SCOPE AND TYPES OF ACTIVITIES, RIGHTS AND DUTIES OF THE INSTITUTE

7. The mission of the Institute shall be the performance of innovative research on legal thought and social practice aimed at creation and accumulation of knowledge in law and relating sciences, to use them for the support of maturity of Lithuanian law.

8. Goals of activities of the Institute shall be the following:

8.1. to conduct long-term research and experimental (social) development in areas determined within these Regulations, important for the continuity and development of the national economy, culture, healthcare and society;

8.2. in cooperation with representatives of business, the government, the public and social partners, to carry out commissioned works of research and experimental (social, cultural) development, to render methodological and other assistance to economic entities and institutions of higher education and research;

8.3. to communicate scientific knowledge to the public, to apply it in education, as well as social and economic activities, to contribute to the establishment of the economy based on innovations and knowledge, and the development of a society receptive to knowledge.

9. Areas of research activities of the Institute shall be as follows:

9.1. harmony of legal system;
9.2. legal regulation of public authority and public administration;
9.3. criminal policy, crime control and prevention;
9.4. legal and social environment of family, children and young persons.

10. Area of activities of the Institute shall be the performance of research works and experimental (social, cultural) development in the area of social science.

11. Types of activities of the Institute – scientific research and development (code 72), research and applied works of social sciences (code 72.20.20) and relating scientific, technical, management, professional and other activities for the creation and implementation of the main activities (activities of other type) under the Classification of Economic Activities approved by Order No DĮ-226 of the Director of the Department of Statistics under the Government of the Republic of Lithuania of 31 October 2007 (Official Gazette, 2007, No 119-4877).

12. The Institute shall have the right:

12.1. in compliance with laws and other legal acts, to determine its own structure, internal working arrangements, the number of staff, their rights and duties, and conditions of payment for work, position requirements, the procedure for organising competitions to fill positions and for the performance evaluation of employees;

12.2. when fulfilling its mission, to cooperate with natural and legal persons of the Republic of Lithuania and foreign countries;

12.3. to publish scientific and other literature, to choose ways to announce the results of its research and experimental (social, cultural) development;

12.4. in conjunction with universities and in accordance with the procedure laid down by the Law on Higher Education and Research (and other legal acts), to train researchers, to help in training specialists;
12.5. to promote the use of the results of research and experimental (social, cultural) development in the fields of economy, social and cultural life;
12.6. to organise research activities, training, to conduct legal, anti-corruption and criminological expert examinations, to provide scientific consultations and other services in the spheres of its research under contracts with natural and legal persons of the Republic of Lithuania and foreign countries;
12.7. to manage, use and dispose assets in accordance with the procedure laid down by legal acts;
12.8. to receive sponsorship in the manner prescribed by the Law of the Republic of Lithuania on Charity and Sponsorship (Official Gazette, 1993, No 21-506; 2000, No 61-1818);
12.9. in the manner and conditions prescribed by legal acts to make use of creative activities results of researchers and other employees of the Institute;
12.10. to determine prices and tariffs for services provided by the Institute except the cases when it is regulated by laws and other legal acts of the Republic of Lithuania;
12.11. to use any legal financial resources for the development of its activities;
12.12. seeking to target economic, social tasks or tasks relating research activities, to support permanent or temporary relations and to join together with other higher education and research institutions, as well as other persons;
12.13. to be independent in planning own activities taking into account the limits prescribed by legal acts;
12.14. to organise qualification improvement and training visits of employees of the Institute;
12.15. to acquire other rights in accordance with the procedure laid down by legal acts;
12.16. to publish results of research conducted in the Institute with funds of the state budget of the Republic of Lithuania and other resources, to the extent this kind of communication is in compliance with the legal acts regulating the protection of intellectual property, commercial or state secrets.

13. Duties of the Institute shall be the following:
13.1. to ensure academic freedom of members of the academic community, i.e. to grant:
13.1.1. the freedom to choose methods of research, which is in conformity with the recognised principles of ethics;
13.1.2. the copyright of creative and intellectual work as established in laws and international agreements of the Republic of Lithuania;
13.1.3. protection against restrictions and sanctions for making public the results of his or her research, and for the manifestation of his or her beliefs, with the exception of the cases when the information made available to the general public is in violation of laws of the Republic of Lithuania;
13.2. to inform the founders and the public about the measures of quality assurance in research activities, their financial and economic activities, and the use of funds;
13.3. to furnish in due time official information to institutions authorised by the Government (statistical data and relevant information) which is necessary for the management and monitoring of the higher education and research system;
13.4. to take care of working conditions of its employees;
13.5. to carry out self-assessment of research (artistic) activities regularly;
13.6. to improve continuously research activities taking into consideration the findings of self-assessment and external evaluation;
13.7. to implement other duties prescribed by legal acts.

III. MANAGEMENT BODIES OF THE INSTITUTE, THEIR COMPETENCE, APPOINTMENT AND DISMISSAL

14. Management bodies of the Institute shall be the following: the Research Council of the Institute (hereinafter referred to as the “Research Council”, a collegial management body, and the Director, a single-person management body.

15. The Research Council shall implement the following tasks:
15.1. upon the recommendation of the Director consider and approve structure of the Institute and amendments thereof; consider proposals submitted by the Director on the amendments of the Regulations of the Institute;
15.2. approve qualification requirements for positions of research staff members, except for positions of postdoctoral fellowship holders, lay down the procedure of performance evaluation of research staff members, except for positions of postdoctoral fellowship holders, as well as the procedure of organization of a competition to fill a position;
15.3. consider and approve strategic and annual action plans;
15.4. consider annual reports on activities submitted by the Director and evaluate how the Institute implements its tasks and goals;
15.5. consider and provide proposals to the Director on cooperation of the Institute with higher education and research institutions, Lithuanian studies, social and cultural activities, cooperation with international organisations, other natural and legal persons;
15.6. prepare and submit to the Director for approval the Code of Academic Ethics;
15.7. upon the recommendation of the Director set up permanent and provisional commissions relating coordination of research and experimental (cultural) development and preparation of particular projects.

16. the Research Council shall be set up for a period of 5 years.

17. the Research Council shall be set up in pursuance of the following principles:
17.1. the Research Council shall consist of 13 members, of which 2 members shall be appointed by the Ministry of Justice; the Ministry of Internal Affairs, the Judicial Council, the Ministry of Education and Science each shall appoint 1 member; other 7 members shall be elected from candidates nominated by scientists, administration and other persons interested in the achievement of goals of the Institute;
17.2. elections to the Research Council shall be announced and organised by the Director in accordance with the Regulations of Elections of the Research Council approved by him; information shall be published in the website of the Institute and the Research Council of Lithuania not later than within 2 months prior to the day of elections;
17.3. candidates to the Research Council may be scientists, members of the Administration and other persons interested in the achievement of goals of the Institute;
17.4. candidates may be nominated by scientists, the Administration and other persons interested in the achievement of goals of the Institute;
17.5. Members of the Research Council shall be elected by research staff of the Institute in secret voting; the bulletins of voting shall include names of all nominated candidates.

18. The Research Council shall approve its rules of procedure. The work of the Research Council shall be chaired by the Chairman of the Research Council elected from the members of the Research Council in secret voting by a simple majority vote, upon the participation of not less than 2/3 members of the Research Council. Director of the Institute may not be elected a Chairman of the Research Council. The same person may be elected a Chairman of the Research Council not more than for two terms in a row. The Deputy Chairman of the Research Council and the Secretary of the Research Council shall be elected from the candidates nominated by the Chairman of the Research Council in open voting by a simple majority of votes.

19. Meetings of the Research Council shall be open; the agenda shall be announced in advance. Meetings of the Research Council shall be legitimate upon the participation of not less than half of all members of the Research Council. Upon the decision of the Research Council, the meeting may be closed. The Director is entitled to participate in all meetings of the Research Council. Members of the Research Council shall be informed on the summoning of the meeting of the Research Council not later than within 3 working days prior to the meeting. The right to summon the meeting belongs to the Chairman of the Research Council, the Director or not less than 1/3 of the members of the Research Council. The meeting shall be chaired by the Chairman of the Research Council, in case of his absence – the Deputy Chairman.

20. Decisions on proposals submitted by the Director on issues where approval of the Research Council is necessary in accordance with these Regulations shall be adopted by the Research Council when not less than a half of all members of the Research Council vote for this proposal. The Director may repeatedly submit the proposal for the approval of the Research Council not earlier than one month following the day of the consideration of the proposal in the Research Council. The Research Council shall be entitled to reject it in case not less than half of all members of the Research Council do not approve the repeatedly submitted proposal. In this case, the Director has a right to repeat the procedure of submission not earlier than 6 months after the repeat consideration. In case the Research Council does not reject the proposal by a previously referred majority the Chairman of the Research Council has to sign the proposal submitted by the Director.

21. Resolutions of the Research Council except issues referred to in these Regulations as considered following the proposal of the Director shall be adopted when the majority of members of the Research Council participating in the meeting vote for them. In case of equal division of votes, the vote of the Chairman of the Research Council shall be decisive.

22. The Director shall be a single-person management body of the Institute, acting in its name and representing it. The Director shall be appointed to the office by an open competition and shall be dismissed from office by the manner prescribed by the Government of the Republic of Lithuania or an institution authorised by it. The term of office of the Director shall be 5 years.

23. Tasks of the Director shall be as follows:

23.1. to ensure the compliance of the activities of the Institute with laws of the Republic of Lithuania, these Regulations and other legal acts of the Republic of Lithuania, to coordinate the implementation of the decisions of the Research Council;
23.2. to issue orders, to represent the Institute in relations with third persons;
23.3. to announce performance evaluation of employees and competitions for office, to appoint persons to office and to dismiss from it;
23.4. to fix wages of employees of the Institute in the manner prescribed by legal acts, to promote employees, to impose disciplinary penalties, to ensure safe working conditions;
23.5. to submit proposals for consideration to the Research Council on the main fields of research activities, amendments of these Regulations, to approve and adjust strategic action plan of the Institute and annual activity reports of the Institute, as well other documents;
23.6. to organise self-analysis of the activities of the Institute and by necessity to initiate expert evaluation of the activities of the Institute;
23.7. to submit draft amendments of these Regulations to the Ministry of Justice;
23.8. to be responsible for the financial activities of the Institute, proper management, use and disposal of property;
23.9. to approve the revenue and expenditure estimate and reports on the implementation thereof;
23.10. to implement other tasks prescribed to the head of an institution by other legal acts.
24. The Director may transfer a part of his rights and duties to his deputies and other employees of the Institute by his Order.

IV. EMPLOYEES OF THE INSTITUTE, THEIR RIGHTS, DUTIES AND RESPONSIBILITIES

25. Legal relations in the Institute shall be regulated by the following legal acts:
25.2. Regulations of the Institute, Internal Working Arrangements of the Institute, Rules of Procedure of the Institute, description of position requirements and the collective agreement.
26. Positions of research staff shall be as follows: chief research staff member, senior research staff member, research staff member, researcher, junior research staff member and postdoctoral fellowship holder.
27. Persons may be appointed to research staff positions except the position of postdoctoral fellowship holder in accordance with the Rules for Organisation of Competition for Research Staff Positions adopted by the Research Council; other employees shall be appointed in the manner prescribed by the Labour Code of the Republic of Lithuania, Law on Higher Education and Research and other legal acts.
28. Competition for open position of research staff members shall be announced by the Director. The Commission for competition or performance evaluation shall be composed in the manner prescribed by these Regulations and other legal acts.
29. Professional rights and duties of research staff and other researchers shall be determined by the Law on Higher Education and Research.
30. Duties of the employees of the Institute shall be the following:
30.1. to conduct research and experimental (social) development in the research activity areas of the Institute for the attainment of activity targets of the Institute;
30.2. to respect scientific interests of the Institute and other employees, to preserve works or parts thereof created in the Institute, refrain from transferring them to third persons without prior permission of the Director;
30.3. to raise research qualification in the research activity areas referred to in these Regulations;
30.4. to be responsible for scientific objectivity and quality of results of research works performed;
30.5. to publish the research works performed;
30.6. to respect provisions of academic and professional ethics;
30.7. to implement duties and tasks laid down in these Regulations;
30.8. to follow the provisions of laws, other legal acts, these Regulations and Internal Working Arrangements of the Institute.
31. Employees of the Institute are responsible for proper implementation of their duties and task the in the manner prescribed by legal acts.
32. Rights of the employees of the Institute shall be the following:
32.1. to participate in the procedure of consideration and decision making on issues relating their competence, duties or tasks;
32.2. to participate in competitions for implementation of research programmes, granting of support from higher education and research funds and to dispose of the funds received;
32.3. to participate in competitions for training in the Republic of Lithuania and abroad;
32.4. to receive information from state institutions necessary for research work (in case this information contains a state or official secret, it is issued and used in the manner prescribed by laws);
32.5. to participate in consideration of proposals on the amendments of these Regulations and draft action plan of the Institute;
32.6. to participate in any trade unions and associations, as well in ones established abroad;
32.7. to work independently, to form creative groups;
32.8. to publish independently own research works.
33. Doctoral students of the Institute make use of the students’ rights, privileges and social guarantees, established by the Law on Higher Education and Research and other legal acts.
34. A trade union may defend professional, labour, economic and social rights of the employees of the Institute and represent their interests. In case a trade union is not operating in the Institute and the collective meeting of the employees does not transfer representation and defending tasks to a branch trade union, rights of the employees are defended and interests represented by the Labour Council.
35. Composition of the Administration of the Institute and the procedural rules thereof shall be approved by the Director.

V. FORM OF PUBLIC SUPERVISION OF THE INSTITUTE

36. Seeking to ensure the quality of research activity, a public supervision institution – the Public Advisory Committee of the Institute (hereinafter referred to as the “Advisory Committee”) shall be established.
37. The Advisory Committee shall be composed of representatives of public, science, business, state and other institutions and other persons interested in the attainment of the goals of the Institute, as well other persons interested in the attainment of the goals of the Institute in a common agreement by the Director and the members of the Advisory Committee.

38. Composition of the Advisory Committee shall be amended by a common agreement of the Director and the Advisory Committee.

39. The main duty of the Advisory Committee shall be the performance of supervision over the activities of the Institute, the directing of it towards the existing and the supposed needs of economic, social and cultural life in Lithuania and international cooperation of Lithuania in the field of research, in particular, the Advisory Committee shall:

39.1. provide consultations to the Administration of the Institute, the research staff and researchers on the issues of trends, forms and possibilities of research works;
39.2. help the Research Council to adjust areas of research activities, to develop cooperation of the Institute with business and (or) other companies, bodies or organisations;
39.3. evaluate activity results of the Institute;
39.4. submit proposals on the improvement of activities of the Institute to the Director, the Ministry of Justice, and the Ministry of Education and Science.

40. Rights of the Advisory Committee and its members shall be the following:
40.1. to participate in the meetings of the Research Council with an advisory vote;
40.2. to have proper conditions for the organisation of the meetings of the Advisory Committee;
40.3. to receive information on the activities of the Institute insofar it does not infringe the legal acts regulating intellectual property, commercial or state secrets, and personal data protection.

41. The Advisory Committee shall hold its meetings not less than every half a year. The right to summon a meeting shall belong to the Chairman of the Advisory Committee, the Director or not less than 1/3 of the members of the Advisory Committee. In its first meeting the Advisory Committee shall elect its Chairman and approve its rules of procedure.

42. The Advisory Committee shall be established not later than within 3 months following the entry into force of these Regulations.

VI. USE OF ASSETS AND FUNDS OF THE INSTITUTE

43. The Institute shall manage, use and dispose the assets of the state by the right of trust.
44. Funds of the Institute shall comprise the following:
44.1. resources of the basic funding of the state budget of the Republic of Lithuania;
44.2. funds of state investment programmes and state investment projects;
44.3. income received from economic, research activities and rendered services;
44.4. funds received as competition-based programme funding of research;
44.5. funds appropriated by Lithuanian, international and foreign funds and organizations;
44.6. funds received for participation in international research programmes;
44.7. funds received as charity under the Law on Charity and Sponsorship (Official Gazette, 1993, No 21-506; 2000, No 61-1818);
44.8. funds received for commercialisation of research results;
44.9. other legally received funds.
45. The Institute shall plan and use all funds in the manner prescribed by legal acts. The Institute shall use revenue and expenditure in accordance with the estimate approved in the manner prescribed by laws.
46. Control of financial activities of the Institute shall be performed by the institutions and bodies authorised by the state in the manner prescribed by laws.
47. Information on the financial activities of the Institute shall be made public in the manner prescribed by laws.

VII. AMENDMENT OF THE REGULATIONS

49. Following the coordination with the Ministry of Education and Science and the management bodies of the Institute the Ministry of Justice shall submit the draft amendments to the Regulations of the Institute to the Government of the Republic of Lithuania.

VIII. FINAL PROVISIONS

50. The Institute may be restructured, reorganised or liquidated, as well the establishment documents may be amended in accordance with the Civil Code of the Republic of Lithuania (Official Gazette, 2000, No 74-2262), the Law on Higher Education and Research and other legal acts, as well these Regulations.