

**NON OFFICIAL TRANSLATION**

**REPUBLIC OF ARMENIA CHAIRPERSON OF THE STATE COMMISSION FOR  
THE PROTECTION OF ECONOMIC COMPETITION**

**ORDER**

18 July 2008  
No. 33-A  
Yerevan

**ON PROCEDURE FOR ARRANGING RECEPTION OF CITIZENS**

With a view to regulating the process of arranging reception of citizens by the Chairperson, Deputy Chairperson, Members, Head of Staff, Deputy Head of Staff and heads of structural units (hereinafter referred to as “the officials of the Commission”) of the State Commission for the Protection of Economic Competition of the Republic of Armenia (hereinafter referred to as “the Commission”);

Having regard to Article 23(1)(b) and (g) of the Law of the Republic of Armenia on the Protection of Economic Competition:

I hereby order

1. To approve the procedure for arranging reception of citizens by the officials of the Commission (hereinafter referred to as “the reception procedure”) in accordance with the Annex.
2. The Head of Staff and the Press Secretary of the Commission - to ensure within five days the public awareness on the reception procedure, including through the website of the Commission, as well as placement of a copy of the reception procedure and information on reception days and hours in places accessible to citizens.
3. This Order shall enter into force from the moment of its signature.

A. Shahnazaryan

## Annex

to the Order No 33-A of 19 March 2008 of  
the Chairperson of the State Commission for  
the Protection of Economic Competition of  
the Republic of Armenia

### PROCEDURE

#### FOR ARRANGING RECEPTION OF CITIZENS BY THE OFFICIALS OF THE STATE COMMISSION FOR THE PROTECTION OF ECONOMIC COMPETITION OF THE REPUBLIC OF ARMENIA

1. This procedure shall regulate relations pertaining to the arrangement of reception of citizens by the Chairperson, Deputy Chairperson, Members, Head of Staff, Deputy Head of Staff and heads of structural units (hereinafter referred to as “the officials of the Commission”) of the State Commission for the Protection of Economic Competition of the Republic of Armenia (hereinafter referred to as “the Commission”).

2. The objective of this procedure is to ensure the accessibility of the procedure for arranging reception of citizens by the officials of the Commission.

3. The entry of citizens to the building of the Commission shall be carried out in accordance with pass control system.

4. As a rule, reception by the officials of the Commission shall be conducted upon a verbal request made by a citizen.

5. Reception upon a written application submitted by a citizen shall be organised in accordance with this procedure, within the period referred to in the application by the citizen and, in case no time period is indicated, within a reasonable time period.

6. Reception of citizens by Members of the Commission and Head of Staff shall be arranged through the assistants to the officials concerned. Reception by the Chairperson of the Commission may be arranged also through his/her advisor upon the instruction of the Chairperson of the Commission.

7. Reception hours of the officials of the Commission shall be as follows:

- 1) Chairperson of the Commission – on Mondays, from 11:00 to 13:00;
- 2) Deputy Chairperson of the Commission – on Fridays, from 15:00 to 18:00;
- 3) Members of the Commission – on Thursdays, from 15:00 to 18:00;
- 4) Head of Staff of the Commission, Deputy Head of Staff of the Commission, heads of departments and separated divisions - on Thursdays, from 11:00 to 13:00.

8. In special cases, upon the instruction of the Chairperson of the Commission or Head of Staff of the Commission or upon their consent, reception of citizens by the relevant officials of the Commission may also be conducted within the period not referred to in point 7 of this Procedure except for non-working days and hours.