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|  |  Plan integriteta |  |
|  |  DOO „Komunalne usluge-Gradac“ Mojkovac |  |
|  | REGISTAR RIZIKA | PROCJENE I MJERENJE RIZIKA | REAGOVANJE NA RIZIK | PREGLED I IZVJEŠTAVANJE O RIZICIMA |  |
|  | Oblasti rizika | Radna mjesta | Osnovni rizici | Postojeće mjere kontrole | Preostali rizici(rezidualni) | Vjer. | Posljedice | Procjena | Predložene mjere za smanjenje/otklanjanje rizika | Ogovorna osoba | Rok | St. | Kratak opis i ocjena realizacije mjere |  |
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| 1.1 | Rukovođenje i upravljanje |

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| predsjednik odbora direktora |
| članovi odbora direktora |
| izvršni direktor |
| rukovodilac finansijsko računovodstvenih poslova |

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| Donošenje nezakonitih odluka |
| Neblagovremeno i neažurno obavljanje povjerenih poslova |

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| --- |
| Interna pravila i procedure |
| Izvještaj o radu |
| Statut |
| Pokretanje disciplinskih postupaka za utvrđivanje odgovornosti zaposlenih |

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| Donošenje odluka pod nekim drugim uticajem, suprotno javnom interesu. |

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| -Redovno obavljanje internih kontrola;-Obavezni kolegijumi za sve važne odluke, vezane za rukovođenje i upravljanje, kako bi omogućili učešće svih relevantnih subjekata prije samog odlučivanja; | predsjednik upravnog odbora | Kontinuirano |

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| članovi upravnog odbora |
| izvršni direktor |
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| 2.1 | Kadrovska politika, etično i profesionalno ponašanje zaposlenih |

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| izvršni direktor |
| rukovodioci |
| svi zaposleni |

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| Neetično i neprofesionalno ponašanje prema korisnicima usluga |
| Povrede profesionalnih, etičkih pravila i pristrasno ponašanje |
| Neetično i neprofesionalno ponašanje zaposlenih |

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| -Gubitak povjerenja građana u rad zaposlenih u Društvu;- Narušavanje integriteta Društvu; |

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| -Poštovanje svih donešenih internih pravila i procedura koje se odnose na profesionalno i odgovorno ponašanje prema korisnicima usluga;- Interna kontrola;- Mogućnost pokretanja disciplinskog postupka za utvrđivanje odgovornosti zaposlenih;- Neposredan razgovor; | svi zaposleni | Kontinuirano |

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| 3.1 | Planiranje i upravljanje finansijama |

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| izvršni direktor |
| rukovodilac finansijsko računovodstvenih poslova |
| službenik za javne nabavke |

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| Neadekvatno planiranje i izvršavanje budžeta |
| Neadekvatno sprovođenje postupaka javnih nabavki |

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| --- |
| Zakoni i podzakonska akta |
| Zakon o javnim nabavkama |

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| - Zloupotreba budžetskih sredstava;- Mogućnost davanja prednosti određenoj firmi kroz neobjektivno bodovanje pristiglih ponuda; |

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| - Omogućeno učešće svih relevantnih subjekata prilikom planiranja budžeta;- Redovno pohađanje dodatnih obuka i seminara, kako na temu planiranja i sprovođenja budžeta, tako i tema  | rukovodilac finansijsko računovodstvenih poslova | Kontinuirano |

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| službenik za javne nabavke |
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| 3.1 | Planiranje i upravljanje finansijama |

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| izvršni direktor |
| rukovodilac finansijsko računovodstvenih poslova |
| službenik za javne nabavke |

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| Neadekvatno planiranje i izvršavanje budžeta |
| Neadekvatno sprovođenje postupaka javnih nabavki |

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| Zakoni i podzakonska akta |
| Zakon o javnim nabavkama |

 |

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| --- |
| - Zloupotreba budžetskih sredstava;- Mogućnost davanja prednosti određenoj firmi kroz neobjektivno bodovanje pristiglih ponuda; |

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| koje se odnose na javne nabavke. |  |  |

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| 4.1 | Čuvanje i bezbjednost podataka i dokumenata |

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| svi zaposleni |

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| Nesavjesno čuvanje podataka i dokumenata od strane zaposlenih u njihovom radu |
| Zloupotreba povjerljivih službenih podataka i informacija o korisnicima usluga / strankama |

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| --- |
| Interna pravila i procedure |
| Pokretanje disciplinskih postupaka za utvrđivanje odgovornosti zaposlenih |

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| - Korišćenje podataka za neslužbene svrhe. |

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| - Utvrđene jasne procedure za čuvanje, evidentiranje, prikupljanje i obradu kako podataka tako i dokumenta; | svi zaposleni | Kontinuirano |

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| 5.1 | Stručni i drugi poslovi za potrebe Društva |

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| izvršni direktor |
| rukovodioci |

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| --- |
| Bezbjednost korisnika usluga |
| Neblagovremeno i neažurno obavljanje povjerenih poslova |

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| Interna kontrola |
| Interna pravila i procedure |
| Podjela radnih zadataka |
| Mogućnost ulaganja žalbi |
| Obaveza sastavljanja izvještaja |

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| - Propusti i zloupotrebe prilikom obavljanja poslova iz osnovne djelatnosti;- Davanje prioriteta prilikom obavljanja poslova iz naše djelatnosti, zbog postojanja prijateljskih i rođačkih veza; |

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| - Izdavanje radnih naloga sa tačno utvrđenim opisom i redosledom obavljanja poslova i radnih zadataka;- Zapošljavanje kadra sa odgovrajućim stepenom stručnosti; | rukovodioci | Kontinuirano |

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| 6.1 |  Odnosi sa javnošću |

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| službenik za odnose s javnošću |
| službenik za slobodan pristup informacijama |

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| Neblagovremeno postupanje po zahtjevima za slobodan pristup informacijama |
| Bezbjednost korisnika usluga |

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| Interna pravila i procedure |

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| - Neblagovremeno objavljivanje informacija od značaja korisnicima naših usluga;- Nepotpuno ili netačno objavljene informacije; |

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| - Odrediti službenika zaduženog za odnose sa javnošću;- Odrediti jasne procedure za obavještenja koja mogu uticati na zdravlje korisnika naših usluga;- Unaprijed pripremiti predlog odgovora u odnosu na moguća pitanja, koja su od javnog interesa ili izazivaju posebno interesovanje medija i javnosti, a tiču se naše osnovne djelatnosti; | službenik za odnose s javnošću | Kontinuirano |

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| službenik za slobodan pristup informacijama |
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