



**REPUBLIC OF ALBANIA
BANK OF ALBANIA
SUPERVISORY COUNCIL**

VERDICT

Nr. 20, date 26.2.2014

**ABOUT THE
APPROVAL OF REGULATION
"ON PROCESSING OF BUYING NUMISM VALUES IN THE BANK OF ALBANIA"**

Based on and execution to Article 43, letter "c" and letter "g" of Law no. 8269 dated 23.12.1997 "On the Bank of Albania" as amended, of article 3 of the Regulation "On Procurement Procedures of the Bank of Albania" approved by the Supervisory Council Decision no. 81, dated 15.11.2006, as amended, on the proposal of the Cabinet of the Governor and the Chairman of the Procuring Entity, the Supervisory Council of the Bank of Albania:

DECIDED:

1. To approve the Regulation "On the Procedures for the Acquisition of Numismatic Values at the Bank of Albania" and its annexes, according to the text attached to this decision.
2. Upon the entry into force of this decision, any provision in the Supervisory Council Decision no. 78, dated 08.12.2004 "On the approval of criteria for the determination of purchase and sale prices for metallic notes and coins, other numismatic values, packaging and catalogs and the methodology for calculating their prices", as changed, contradicts the provisions of the regulation approved with this decision.
3. The respective structures of the Bank of Albania are charged for the execution of this decision.
4. The Cabinet of the Governor is charged with the publication of this regulation in the Official Bulletin of the Bank of Albania.

This decision will become active immediately.

SEKRETARY

Elvis Çibuku

CHAIRMAN

Ardian Fullani

REGULATION

"ON PROCESSING OF BUYING NUMISMATIC VALUES IN THE BANK OF ALBANIA"

Chapter I GENERAL

ARTICLE 1 OBJECT

The purpose of this regulation is to determine the rules and procedures for purchasing numismatic values at the Bank of Albania.

ARTICLE 2 LEGAL BASIS

This regulation is issued on the basis and for the execution of:

- Article 43, letter "c", and letter "g" of Law no. 8269 dated 23.12.1997 "On the Bank of Albania" as amended,
- Article 3 of the Regulation "On Procurement Procedures of the Bank of Albania" approved by the Decision of the Supervisory Council no. 81, dated 15.11.2006, as amended, as well
- Article 4, point 2, letter "dh" and article 7, of law no. 9048, dated 07.04.2003 "On cultural heritage" as amended and related by-laws.

ARTICLE 3 DEFINITIONS

1. The terms used in this regulation have the same meaning with the terms defined or used in the Law on the Bank of Albania.

2. Except as provided for in paragraph 1 of this Article, for the purposes of implementing this Regulation, the following terms shall have the following meanings:

- a) "*Bank*" means the Bank of Albania;
- b) "*Numismatic values*" - are Albanian banknotes and coins, issued in years and have no legal tender, Albanian banknotes and coins, printed only for numismatic purposes, as well as checks, ALL bonds and other numismatic values, as determined by the Bank;
- c) "*Missing Numismatic Collection*" - are the numismatic values that refer to the physical inventory list at the Bank of Albania and the list certifying their printing and issuing in the relevant periods (also published in the international catalogs of coins and banknotes) are missing or are in quantities of less than 5 pieces.

d) "*International Catalogs*" - are the standard international catalog of banknotes and coins such as "World Paper Money" and "World Coins" published by Krause Publications INC., which are used by all numismatic organisms in the world.

e) "*Physical state of numismatic values*" - is the degree of physical quality of a numismatic value as defined in this regulation;

f) "*Uncirculated Numismatic Value (UNC)*" - is a banknote stored in the perfect way in which the paper is clean, there is no stain, the sides are straight and smooth, without any deformation of the paper and a coin, in which there is no use mark or hand touch, of the same quality as it comes directly from the production;

g) "*Extremely fine Numismatic value (extremely fine, XF)*" - is a very good banknote, which can have light touches of hand and two to three light wrinkles on the sides of the banknote (but may be deformed due to the packaging or the environment where it is kept); and a metal coin, which has about 95 percent of the original visible details or a currency with no damage to its internal details;

h) "*Very Fine Numismatic Value (very fine, VF)*" - is a fine banknote but has notable usage, has some vertical and horizontal twists, the paper might have some impurities or light stains; as well as a metal coin which preserves 75% of its originally details, may have little consumed letters and sides, the coin may be of average quality.

i) "*Fine Numismatic Value (fine, F)*" - is a banknote that has circulated significantly, has visible wrinkles and stains; as well as a metal coin, which has nearly 50% of its original details visible, has letters and sides consumed, where usually looks pale.

j) "*Numismatic value in good conditions (very good, VG)*" - is one used banknote, but still undamaged; as well as one coin which has 25% of its original details visible.

k) "*Foreign Specialist*" - is the field specialist, which is not Bank Of Albania employee, chosen as an outside collaborator, which might be part of Purchase Commission in Bank;

l) "*Bidder*" - Each individual, physical/legal, which appears in the bank counters, to offer for selling numismatic values;

m) "*Market Price*" - the defined price from Commission considering the price that are offered on market for each numismatic value, even from one subject or generated prices from trading networks *on-line*.

CHAPTER II GENERAL REQUIREMENTS FOR THE NUMISMATIC VALUE PURCHASE

ARTICLE 4 PURCHASE OF NUMISMATIC VALUE IN BANK OF ALBANIA

1. The Bank, in accordance with the procedures set forth in this Regulation, enriches its numismatic fund by collecting rare numismatic values of the country.

2. The bank may purchase metallic coins, banknotes and other Albanian numismatics values only for filling and / or enriching the numismatic collection without the right to continue trading them.

ARTICLE 5
MISSING NUMISMATIC COLLECTION

The Museum Office¹ compose the complete list of the missing numismatic banknote collection of the Bank, as well as the respective amounts of numismatic values proposed to be purchased. This list is approved by the Governor.

ARTICLE 6
ORGANISATION OF BUYING NUMISMATIC VALUES

The purchase, on a case-by-case basis, of the numismatic values in the Bank is carried out by the Buying Commission set up for this purpose.

ARTICLE 7
NUMISMATIC VALUE PURCHASING COMMISSION

1. The establishment of the Commission for the purchase of numismatic values is done by order of the Governor of the Bank and upon the proposal of the Research Department².
2. The numismatic purchasing committee consists of an odd number of employees of the Bank, not less than 3 (three) and not more than 5 (five) members.
3. In the Commission structure, no more than two external specialists may be involved. For the numismatic values, metal coins with metal, gold and silver, if there is no such specialist in its composition, the Commission will seek the opinion of an external specialist who will assess the authenticity of the metal that the coins contain.
4. The Commission for the purchase of numismatic values is chaired by the Chairman of the Committee, which is determined in the Governor's Order.
5. The Chairman of the Commission is responsible for the performance of the work of the Commission and the implementation of all the rules set out in this Regulation.
6. One of the members of the Commission will be a numismatic specialist at the Museum Office³.
7. Each of the members of the Commission has the right to one vote. The Committee decide by a simple majority of votes. Abstentions are not allowed. In the event of a tie vote, the mayor's vote is decisive.

¹Amended by Decision no. 72, dated 02.09. 2015 of the Supervisory Council of the Bank of Albania.

² Amended by Decisions no. 72, dated 02.09.2015 and no. 89, dated 03.08.2016, of the Supervisory Council of the Bank of Albania.

³ Amended by Decision no. 72, dated 02.09. 2015 of the Supervisory Council of the Bank of Albania.

8. The quorum necessary for the validity of the meetings of the Commission is always not less than 3 members

9. The Commission is responsible for exercising the powers and responsibilities provided for in this Regulation as well as the additional duties related to them defined in the order for its establishment.

10. Each meeting and action of the Commission regarding the numismatic values and their administration should be evidenced in the electronic records. Every electronic record is signed by all members of the Commission.

ARTICLE 8

CRITERIA FOR EVALUATING NUMISMATIC VALUES

1. The Commission is competent for the evaluation of the prices of numismatic values, part of the complete approved list of missing numismatics, the object of purchase. For the evaluation of the prices of these values, the Commission applies the following criteria:

- a) The estimation published in the latest international catalogs, where the purchase price is like the evaluation in catalogs referring to the physical state of the numismatic value.
- b) How rare is the Banknote or coin .For rare and small coin banknotes, such as: local banknotes before 1926, banknotes of 100 Francs of gold of 1926, 1 Franks of 1945, and some coins with Ar material, from 1926 to 1938 , their evaluation will be done by comparing it to the one published in the catalogs as per point 1 above, the calculated value for the metal weight they have (for gold and gold silver coins), plus a margin of 50 percent above the value published / calculated.
- c) The physical condition of the missing numismatic value. The evaluation of any numismatic value will be made by reference to physical status classifications. The evaluation will be according to the one made in the catalogs respectively:
 - i. For quality rate, classified as uncirculated (*uncirculated-UNC*), not less than 85% of publicized price;
 - ii. For quality rate, calssificated as extra fine (*extra fine-XF*),not less than 65% of publicized price;
 - iii.For quality rate, classifficated as very fine (*very fine-VF*), not less than 50% of publicized price;
 - iv.For quality rate, calssificated as fine (*fine-F*), not less than 40% of the published price;
 - v. For quality rate, calssificated as generally good (*very good-VG*), not less than 30% of the published price;

This criteria does not apply to the banknotes and coins referred in point (b) of paragraph 1 of this Article.

2) Although the definitions of paragraph 1 of this Article, in the cases of pricing of very rare numismatic values not found in international catalogs or in cases where price appreciation by the Commission is not accepted by any provider, the Commission shall determine the price of purchasing numismatic values on the basis of the market price.

3. The prices of buying numismatic values should be determined in Lek. In cases where the provider is a foreigner, purchase prices may be denominated in foreign currency, attaching the price of the date at which the price is set.

Chapter III

PROCEDURE FOR BUYING THE NUMISM VALUES

ARTICLE 9

NOTIFICATION OF ANNOUNCEMENTS AND DIRECT INVITATIONS

1. The Commission issues a notice of purchase by the Bank of Numismatic Values, at least two of the national newspapers with the highest circulation, in at least three consecutive days, as well as on the Bank's official website.

2. The Commission has the right to invite directly different providers who are aware that they will present numismatic value for sale.

ARTICLE 10

ACCEPTING NUMISMATIC VALUES

1. Acceptance of numismatic values is done at the Numismatic Ark Desk, by the Office Specialist of Numismatics, member of the Commission for the purchase of numismatic values.

2. The numismatic values offered for sale must be accompanied by a passport issued by the National Center for Inventory of Cultural Assets and any other relevant documentation, where according to the legal and sub legal acts in force their presentation is necessary. The numismatic values offered for sale are accompanied by photos of the numismatic value as well as with an identification document or other legally recognized document certifying the identity of the provider.

3. Each Bidder who will appear on the defined office to submit numismatic value, will be given a document, according to Annex 1 of this Regulation. This document verifies the delivery of the value at the counter of the Bank's Numismatic Cashier.

ARTICLE 11

PRESENTING THE SAME NUMISMATIC VALUE BY TWO OR MORE PROVIDERS

1. If two or more bidders are presented for the same numismatic value and at the same time, the Commission will first evaluate the numismatic value that is in the best physical condition

and if its provider does not accept the evaluation, the Commission will continue with the estimation of the next numismatic value.

2. If the numismatic values presented at the same time by two or more providers are in the same physical state, the Commission will let know the evaluation to the first-time bidder, the numismatic value and if he does not accept the evaluation, the Commission will make known the evaluation to the next bidder.

ARTICLE 12 EVALUATING NUMISMATIC VALUES

1. The evaluation committee for the numismatic values presented for sale is meets once a month (the first Monday following the Commission's Creation Order). In case of non-fulfillment of the quorum, the Commission should convene on Monday following or upon notification of the Chairperson.

2. The commission, does the evaluation based on the missed numismatic collection approved and the criteria defined on article 8 of this regulation, also at the end of evaluation procedure, is defined the price of the shown numismatic values.

3. At the conclusion of the evaluation process, the Commission design the record according to Annex 2 of this Regulation and make this assessment as a purchase price to the numismatic value bidder.

4. The record according to point 3 above is kept in 3 (three) copies, of which a copy is given to the numismatic value provider, a copy is kept by the Commission to complete its work practice and a copy is used to follow the further procedures (approval, payment, check-in, etc.).

ARTICLE 13 THE CONCLUSION OF PUTCHASE PROCEDURE

1. In case of the evaluation done by commission is accepted by the bidder, than this one confirms the acceptance of the price which has been communicated before from the commission, signed with a statement of agreement. Simultaneously to the bidder is communicated that, with this signature of this statement, he loses the right to ask for the payment to be accomplished, available only on the basis of point 2 of this Article.

2. For those numismatic values, the evaluation of which is received and confirmed by the bidder, a copy of the record should be passed to the Governor for approval. The Governor, by special order, approve the assessment (purchase price) made by the Commission and order the payment to be made. After, the bidder's payment and the entry of numismatic values into the inventory are processed.

3. If the evaluation (purchase price) made by the Commission is not accepted by the bidder, then the numismatic values are returned to him against a statement confirming that the bidder

received the numismatic values presented to the Bank for sale and the reason of their withdrawal.

4. In case if the evaluation (buying price) done by the commission, is disapproved by the Governor, than, with his order will be defined if:

- Numismatic values should be re-evaluated one more time by the Commission, which in this case may require to change its composition and number;
- Numismatic value should return back to the bidder.

5. With completion of the assessments made by the Commission, the submitted values which do not constitute the subject of purchase by the Bank will be returned to the provider against a statement of the latter confirming that he received the numismatic values of submitted for sale to the Bank of Albania, which are not accepted for purchase from it.

ARTICLE 14 PAYMENT PROCEDURES

1. The payment for the numismatic values offered and received by the Bank will be made to the account number made available by the numismatic value provider. From the payment to be made to the provider, the Bank of Albania will retain any fiscal / tax liability under the law.

ARTICLE 15 DISCLAIMER OF PROVIDERS

1. If after evaluation by the Commission, for any numismatic value, no one from the bidders accept the evaluation, the Commission will re-evaluate the numismatic valuation, taking this market price basis and approaching the providers.

2. If, again no one from the bidders accept the Commissions evaluation, than the Commission will do again the announcement of the notice and resend the invitation.

3. The commission reports to the Governor, who might decide for his distribution.

ARTICLE 16 THE BIDDERS DO NOT SHOW UP

1. If, after the announcement of the notice and / or the invitations under this Regulation, no bidders appear, the Commission re-announces the notice and redistributes the invitations.

2. The Commission reports to the Governor, who might decide for his distribution.

ARTICLE 17 CANCELLATION OF THE PROCEDURE AND / OR ITS REPETITION

The Governor may decide to cancel the purchase procedure and / or its repetition, prior to the approval of the evaluation made by the Commission under point 2 of Article 13 of this Regulation, due to the identified defects and noticed irregularities.

ARTICLE 18 COMPLAIN OF PROVIDERS

1. Each bidder is free to complain about acts considered by him to be in violation of the provisions of this regulation.

2. An appeal will be submitted in writing to the Governor of the Bank within 10 days from the date of being notified of the circumstances that are the subject of the complaint.

3. An appeal is not allowed and will not be considered after:

- Approval of the assessment by the Governor, according to point 2 of article 13 of this regulation;
- End of the purchase procedure.

4. Upon filing an appeal, the proceedings will be suspended until the Governor's decision.

5. The Governor reviews the appeal and decides within 3 weeks of his submission, whether or not the appeal is received and the reasons for it. If the acceptance of the appeal is decided, the Governor will determine the corrective measures to be taken, such as: revaluation of numismatic values, return of numismatic values to the provider, modification of the composition or number of the Commission, payment of the fee, distribution of the Commission, cancellation of the procedure purchase .. etc.

6. The Governor's decision is final and indisputable.

CHAPTER IV REGISTRATION OF THE INPUT OF THE PRCHASED NUMISMATIC VALUES

ARTICLE 19 THE NUMISMATIC VALUES THAT WILL GO TO THE FUND OF THE MUSEUM OF THE BANK

With the numismatic values purchased, initially, the numismatic values missing in the numismatic fund of the Museum of the Bank will be filled, up to 2 (two) pieces for each cut. For the registration of entry of these values into the Museum's inventory will proceed as follows:

Debit: Account for the museum's numismatic fund;
Loans: Clearing Account for Numismatic Actions;

ARTICLE 20
NUMISMATIC VALUES THAT WILL PASS IN THE BANK'S INTACT FUND

The numismatic values purchased, after completing the numismatic fund of the Museum, will be transferred to the Bank's numismatically intact fund (reserve). For the registration of the entry of these values into the inventory of the numismatic fund intact, the following action is taken:

Debit: Account Arka Stok Numismatic Untouched Fund;
Loans: Clearing Account for Numismatic Actions;

ARTICLE 21
THE LAST

The acquisition of numismatic values in the Bank is carried out according to the provisions of this regulation and not according to the Bank's procurement rules and procedures. The bank may find application if they are not in conflict with the provisions of this regulation and are consistent with its purpose and object.

Mbikëqyrës

Kryetari i Këshillit

Ardian Fullani

Annex 1
Value Acceptation Document at Numismatic Cashier's Desk:

THE BANK OF ALBANIA

XXXXXXXXXXXXXXXXXXXX

Numismatic Ark

Date: ___ / ___ / 20__

Acceptance document for numismatic values, for evaluation

In support of the Regulation "On the purchase of banknotes and coin counts at the Bank of Albania", approved by the Supervisory Council Decision no. _____ date. ___ / ___ / 2014, I signed.

Name _____ Father's Name _____ Surname, _____ with Identification Document _____, resident in _____, phone number _____ (in the capacity of administrator / entity representative _____)¹ I agree to submit to the Bank of Albania the numismatic values for assessment as below and if I agree with the Bank of Albania's valuation to give these values for sale.

Attached:

- Passport of the National Asset Registration Center.
- Photos of numismatic value;
- Identification document / document certifying the identity of the provider

Nr.	The full label of the numismatic value	Quantity (in pieces)	Value (in lekë)
xx	xxxxxxxxxxxxxxxxxxx	xxxxx	

To receive an answer you will be presented on dt. ___ / ___ / ___

For the Bank of Albania Receiver in Delivery
 (_____)

(date dt / m / y /)

The Provider
 (_____)

ANNEX 2

SAMPLE RECORD FOR EVALUATING NUMISMATIC VALUES.

THE BANK OF ALBANIA
XXXXXXXXXXXXXXXXXXXX
EVALUATION COMMITTEE

Date: ___ / ___ / 20__

Record to evaluate the numismatic value offered for sale by_____

In support of the Regulation "On the purchase of numismatic banknotes and coin at the Bank of Albania", approved by the Supervisory Council Decision no. _____ date. ___ / ___ / 2014, the evaluation commission made the evaluation of the value submitted to the Bank of Albania by Mr/Ms. _____ on date_____

The rating for each numismatic value presented is given in the following table:

Nr.	Full name of numismatic value	Quantity (in piece)	Evaluation according to the catalog per 1 piece	Evaluation according to the market for 1 piece	Evaluation for commission (in lek) for 1 piece	Total rating, for total amount
xx	XXXXXXXXXXXXXXXXXXXX	xxxxx				

Numismatic values not evaluated by the commission, which are returned to the client.

Nr.	The full denomination of the numismatic value	Quantity (in pieces)
XX	XXXXXXXXXXXXXXXXXX	XXXXX

Other notes from commission members.

Commission

() () ()

() () ()