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|  |  Plan integriteta |  |
|  |  DOO „Vodovod i kanalizacija Kotor“  |  |
|  | 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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| izvršni direktor |
| sefovi sluzbi |
| rukovodilac sektora tehnike |
| rukovodioc sektora ekonomsko-pravnih poslova |
| članovi odbora direktora |

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| Donošenje nezakonitih odluka |
| Nedozvoljeno lobiranje ili drugi nejavni uticaj |

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| Zakoni i podzakonska akta |

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| Donošenje odluka pod ekstremnim uticajem suprotno javnom interesu zbog nepostojanja jasnih propisa za korišćenje diskrecionih ovlašćenjaIzostanak pojedinih procedura |

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| Puna transparentnost u procedurama odlučivanja u oblastima iz nadležnosti Društva | izvršni direktor | kontinuirano |

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| članovi odbora direktora |
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| Kontrola od strane Osnivaća | izvršni direktor | Kontinuirano |  |
| članovi odbora direktora |
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| Interna revizija | izvršni direktor | Kontinuirano |  |
| rukovodioc sektora ekonomsko-pravnih poslova |
| šef računovodstva |
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| Praćenje i ažuriranje važećih procedura | izvršni direktor | kontinuirano |  |
| rukovodioc sektora ekonomsko-pravnih poslova |
| rukovodilac sektora tehnike |
| lice za upravljanje i kontrolu |
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| 1.2 | Rukovođenje i upravljanje |

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| izvršni direktor |
| sefovi sluzbi |
| svi zaposleni |
| rukovodioc sektora ekonomsko-pravnih poslova |
| rukovodilac sektora tehnike |

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| narušavanje integriteta Ddruštva |
| gubitak povjerenja građana u rad službenika Društva |

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| interna akta Društva |
| Zakon i podzakonska akta |

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| Neadekvatno sprovođenje nadzora i kontrole nad radom organizacionih jedinica DruštvaOdstupanja u sprovođenju strategije razvoja Društva, programa i planova radaNeadekvatno sprovođenje nadzora i kontrole nad radom organizacionih jedinica DruštvaOdstupanje u sprovođenju strategije razvoja Društva programa i planova rada |

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| Redovno izvještavanje o sprovedenim kontrolama | izvršni direktor | kontinuirano |

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| lice za upravljanje i kontrolu |
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| Praćenje realizacija preporuka za unapređenje rada | izvršni direktor | kontinuirano |  |
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| Redovno u toku godine izvještavati o sprovođenju strateških dokumenata, planova i programa | izvršni direktor | kontinuirano |  |
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| Objavljivati informacije od javnog interesa | izvršni direktor | kontinuirano |  |
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| 1.3 | Rukovođenje i upravljanje |

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| izvršni direktor |
| sefovi sluzbi |
| rukovodilac sektora tehnike |
| rukovodioc sektora ekonomsko-pravnih poslova |
| članovi odbora direktora |

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| Nepostojanje jasne strategije upravljanja, misije i vizije |

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| Zakon i podzakonska akta |
| interna akta Društva |
| Izvještaji relevantnih domaćih i međunarodnih subjekata |

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| Neadekvatno kreiranje politike razvoja i upravljanja (utvrđivanje misije, vizije , strategije i planova) |

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| Osigurati učešće svih relevantnih subjekata i službi prilikom kreiranja politike razvoja i upravljanja  | izvršni direktor | kontinuirano |

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| sefovi sluzbi |
| članovi odbora direktora |
| rukovodilac sektora tehnike |
| rukovodioc sektora ekonomsko-pravnih poslova |
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| 1.4 | Rukovođenje i upravljanje |

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| izvršni direktor |

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| krsenje principa transparentnosti |

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| Zakon i podzakonska akta |

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| Nepostojanje pravnog akta kojim je utvrđena forma i sadržaj putnog naloga , odnosno uslovi i način korišćenja prevoznih sredstava u svojini Društva |

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| Donijeti Pravilnik/odluku o uslovima i načinu korišćenja službenih vozila u vlasništvu Društva, kojim će se definisati obrazac putnog naloga na isti način na koji je standardizovan na nivou Opštine kOTOR | izvršni direktor |  |

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| šef službe za opšte pravne poslove |
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| 1.4 | Rukovođenje i upravljanje |

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| izvršni direktor |

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| krsenje principa transparentnosti |

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| Zakon i podzakonska akta |

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| Nepostojanje pravnog akta kojim je utvrđena forma i sadržaj putnog naloga , odnosno uslovi i način korišćenja prevoznih sredstava u svojini Društva |

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| 2.1 | Kadrovska politika, etično i profesionalno ponašanje zaposlenih |

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| izvršni direktor |
| članovi odbora direktora |

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| Primanje nedozvoljenih poklona ili druge nedozvoljene koristi |

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| Zakon o sprječavanju korupcije |

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| Primanje poklona (javnih funkcionera) suprotno odredbama Zakona o spriječavanju korupcijeNepoštovanje zakonske obaveze evidentiranja primljenih poklona i njihove vrijednosti |

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| Vršiti redovnu kontrolu evidencije o primljenim poklonima | izvršni direktor | kontinuirano |

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| lice zaduženo za evidenciju poklona javnih funkcionera i zaposlenih |
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| 2.2 | Kadrovska politika, etično i profesionalno ponašanje zaposlenih |

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| izvršni direktor |
| odbor direktora |

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| krsenje principa transparentnosti |

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| Zakon o sprječavanju korupcije |

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| Neblagovremeno i nepotpuno dostavljanje Izvještaja o imovini i prihodima javnih funkcionera (Izvršni direktor i odbor direktora) |

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| Redovno dostavljati Izvještaje o imovini i prihodima javnih funkcionera | izvršni direktor | kontinuirano |

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| članovi odbora direktora |
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| 2.3 | Kadrovska politika, etično i profesionalno ponašanje zaposlenih |

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| izvršni direktor |
| sefovi sluzbi |
| svi zaposleni |
| rukovodioc sektora ekonomsko-pravnih poslova |
| rukovodilac sektora tehnike |

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| Neprijavljivanje korupcije i drugih nezakonitih radnji |
| UGROŽAVANJE SLUŽBENIKA KOJI OTKRIVA I PRIJAVLJUJE SUMNJE NA KORUPCIJU I DRUGE POVREDE INTEGRITETA |

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| Obuke i seminari |
| Etički kodeks |
| Zakon o sprječavanju korupcije |
| Zakon o zaštiti podataka o ličnosti |
| Zakon o zaštiti diskriminacije na radnom mjestu |

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| Nedovoljno razvijen nivo svijesti zaposlenih za prijavljivanje korupcije i drugih nezakonitih radnji unutar DruštvaNarušavanje zaštite identiteta i prava zviždača |

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| Edukacija zaposlenih o mehanizmima prijavljivanja korupcije i drugih nezakonitih radnji unutar Društva | izvršni direktor | kontinuirano |

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| sefovi sluzbi |
| rukovodilac sektora tehnike |
| rukovodioc sektora ekonomsko-pravnih poslova |
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| 2.4 | Kadrovska politika, etično i profesionalno ponašanje zaposlenih |

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| izvršni direktor |
| svi zaposleni |

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| Nesavjestan i nestručan rad |
| Neblagovremeno i neažurno obavljanje povjerenih poslova |

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| Statut |
| Pojedinačni kolektivni ugovor |
| Zakon i podzakonska akta |

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| Nedovoljno stručno usavršavanje  |

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| Naložiti svim rukovodiocima organizacionih jedinica da obezbijede stručno i blagovremeno izvršavanje radnih obaveza | izvršni direktor | kontinuirano |

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| 2.5 | Kadrovska politika, etično i profesionalno ponašanje zaposlenih |

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| izvršni direktor |

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| Neefikasna i neracionalna kadrovska politika |

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| Interna akta Društva |

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| Nedovoljni kadrovski kapaciteti u određenim organizacionim jedinicama |

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| Izvršiti procjenu potrebnog kadra za efikasno sprovođenje poslova iz nadležnosti Društva | izvršni direktor | kontinuirano |

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| 2.5 | Kadrovska politika, etično i profesionalno ponašanje zaposlenih |

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| izvršni direktor |

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| Neefikasna i neracionalna kadrovska politika |

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| Interna akta Društva |

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| Popuniti upražnjena radna mjesta u skladu sa pravilnikom o sistematizaciji i organizaciji radnih mjesta | izvršni direktor | kontinuirano |

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| Donijeti Pravilnik procedura prilikom zasnivanja radnog odnosa | izvršni direktor |  |  |
| šef službe za opšte pravne poslove |
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| 2.6 | Kadrovska politika, etično i profesionalno ponašanje zaposlenih |

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| izvršni direktor |
| sefovi sluzbi |
| članovi odbora direktora |
| rukovodilac sektora tehnike |
| rukovodioc sektora ekonomsko-pravnih poslova |

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| Sukob interesa |

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| Etički kodeks |
| Zakoni i podzakonska akta |

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| Mogućnost nastajanja sukoba interesa prilikom donošenja odluka i sprovođenja zakonskih procedura |

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| Donijeti interno uputstvo za kontrolu i evidenciju postojanja sukoba interesa i periodična kontrola zahtjeva za izuzeće | izvršni direktor |  |

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| sefovi sluzbi |
| rukovodioc sektora ekonomsko-pravnih poslova |
| rukovodilac sektora tehnike |
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| 2.7 | Kadrovska politika, etično i profesionalno ponašanje zaposlenih |

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| izvršni direktor |
| odgovorno lice za prijem i postupanje po prijavi zviždača |

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| Neprijavljivanje korupcije i drugih nezakonitih radnji |

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| Zakon o sprječavanju korupcije |

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| Narušavanje zaštite identiteta i prava zviždača |

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| Obezbjediti zaštitu zviždača od svih oblika diskriminacije i ograničenja i uskraćivanja prava zviždača | izvršni direktor | kontinuirano |

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| odgovorno lice za prijem i postupanje po prijavi zviždača |
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| Obavještavati zviždača o mjerama koje su preduzete po njihovoj prijavi | odgovorno lice za prijem i postupanje po prijavi zviždača | kontinuirano |  |
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| Postupati po preporukama Agencije za spriječavanje korupcije (u slučajevima kad Agencija sprovodi postupak po prijavi) izvještavati Agenciju o preduzetim radnjama | izvršni direktor | kontinuirano |  |
| odgovorno lice za prijem i postupanje po prijavi zviždača |
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| 2.7 | Kadrovska politika, etično i profesionalno ponašanje zaposlenih |

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| izvršni direktor |
| odgovorno lice za prijem i postupanje po prijavi zviždača |

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| Neprijavljivanje korupcije i drugih nezakonitih radnji |

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| Zakon o sprječavanju korupcije |

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| Narušavanje zaštite identiteta i prava zviždača |

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| 2.8 | Kadrovska politika, etično i profesionalno ponašanje zaposlenih |

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| izvršni direktor |
| rukovodioc sektora ekonomsko-pravnih poslova |
| rukovodilac sektora tehnike |
| svi zaposleni |

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| Povrede profesionalnih, etičkih pravila i pristrasno ponašanje |

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| postojeći zakoni |
| interna akta Društva |

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| Nepoštovanje etičkih standardaPovreda etičkog kodeksaPovreda radne disciplineNedostatak stručnog znanja |

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| Pratiti postupke sprovođenja etičkog kodeksa | izvršni direktor | kontinuirano |

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| rukovodilac sektora tehnike |
| rukovodioc sektora ekonomsko-pravnih poslova |
| lice za upravljanje i kontrolu |
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| 2.9 | Kadrovska politika, etično i profesionalno ponašanje zaposlenih |

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| izvršni direktor |
| svi zaposleni |

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| Zloupotreba korišćenja privremene spriječenosti za rad od strane zaposlenih |

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| Zakon i podzakonska akta |

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| Ne vrši se provjera privremene spriječenosti za rad |

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| Sprovođenje kontrole privremene spriječenosti za rad | izvršni direktor | kontinuirano |

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| lice za upravljanje i kontrolu |
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| 2.10 | Kadrovska politika, etično i profesionalno ponašanje zaposlenih |

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| svi zaposleni |

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| Zlostavljanje, mobing i drugi oblici neprihvatljivog ponašanja u odnosima između zaposlenih ili od strane trećih lica |

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| Zakon o zabrani diskriminacije |
| Zakon o zabrani zlostavljanja na radu |
| postupanje i reagovanje lica za posredovanje u slučajevima zlostavljanja na radu |

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| Diskriminacija, zlostavljanje i drugi faktori psihosocijalnog rizika u radnom okruženjuNedostatak posrednika i drugih uslova za otklanjanje psihosocijalnog rizika u skladu sa zakonima i standardima bezbjednosti i zdravlja na radnom mjestu |

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| Upoznati sve zaposlene sa mogućnošću prijavljivanja slučajeva mobinga licu zaduženom za posredovanje u tim slučajevima, kao i sa obavezama i odgovornostima u vezi sa mobingom, u skladu sa Zakonom o zabrani zlostavljanja na radu | izvršni direktor |  |

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| lice zaduženo za posredovanje u slučajevima zlostavljanja na radu (mobing) |
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| Sprovoditi postupak posredovanja u skladu sa Zakonom o zabrani zlostavljanja na radu i izvještavati o broju slučajeva zlostavljanja na radu i preduzetim radnjama  | lice zaduženo za posredovanje u slučajevima zlostavljanja na radu (mobing) | kontinuirano |  |
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| Uspostaviti rad na radnom mjestu i radnoj okolini pod uslovima  | izvršni direktor | kontinuirano |  |
| lice zaduženo za  |  |
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| 2.10 | Kadrovska politika, etično i profesionalno ponašanje zaposlenih |

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| svi zaposleni |

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| Zlostavljanje, mobing i drugi oblici neprihvatljivog ponašanja u odnosima između zaposlenih ili od strane trećih lica |

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| Zakon o zabrani diskriminacije |
| Zakon o zabrani zlostavljanja na radu |
| postupanje i reagovanje lica za posredovanje u slučajevima zlostavljanja na radu |

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| Diskriminacija, zlostavljanje i drugi faktori psihosocijalnog rizika u radnom okruženjuNedostatak posrednika i drugih uslova za otklanjanje psihosocijalnog rizika u skladu sa zakonima i standardima bezbjednosti i zdravlja na radnom mjestu |

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| kojima se obezbjeđuje poštovanje, dostojanstva, integriteta i zdravlja zaposlenih i preduzeti druge potrebne mjere u cilju zaštite zaposlenih od mobinga | posredovanje u slučajevima zlostavljanja na radu (mobing) |  |

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| 3.1 | Planiranje i upravljanje finansijama |

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| izvršni direktor |
| članovi odbora direktora |
| šef računovodstva |
| rukovodioc sektora ekonomsko-pravnih poslova |

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| Neadekvatno planiranje i izvršavanje budžeta |
| Zloupotreba sredstava iz Budžeta |

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| Zakon i podzakonska akta |
| Opšta akta Društva |

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| Neadekvatno planiranje Budžeta-finansijskog plana.Neadekvatno i nedovoljno transparentno trošenje budžetskih sredstavaNedovoljna transparentnost trošenja sredstava i zapošljavanja u toku izborne kampanje. |

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| Redovno sprovođenje unutrašnjih finansijskih kontrola | izvršni direktor | kontinuirano |

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| rukovodioc sektora ekonomsko-pravnih poslova |
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| Postupati po preporukama iz izvještaja o izvršenoj reviziji | izvršni direktor | kontinuirano |  |
| rukovodioc sektora ekonomsko-pravnih poslova |
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| Redovno u toku izborne kampanje objavljivati i dostavljati Agenciji za spriječavanje korupcije sva dokumenta shodno zakonu o finansiranju političkih partija i izbornih kampanja (analitičke kartice, putne naloge i odluke o zapošljavanju sa pratećom dokumentacijom) | rukovodioc sektora ekonomsko-pravnih poslova | kontinuirano |  |
| šef računovodstva |
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| 3.2 | Planiranje i upravljanje finansijama |

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| izvršni direktor |
| službenik za javne nabavke |

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| neadekvatno planiranje nabavki |
| Česte izmjene plana javnih nabavki i dopune u toku godine |

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| Zakon o javnim nabavkama ("Službeni list CG"br.074/19, od 30.12.2019.godine) |
| Pravilnik o metodologoji za procjenu vrijednosti  |

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| Planiranje nepotrebnih predmeta nabavkiPrecijenjena vrijednost predmeta nabavkePodcjenjivanje potrebnog kvaliteta predmeta nabavke podcijenjenom  |

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| Procjenjivati vrijednost predmeta nabavke na osnovu stvarnih potreba i obezbijediti blagovremenu koordinaciju sa unutrašnjim organizacionim jedinicama naručioca radi prikupljanja  | službenik za javne nabavke | januar tekuće godine |

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| 3.2 | Planiranje i upravljanje finansijama |

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| izvršni direktor |
| službenik za javne nabavke |

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| neadekvatno planiranje nabavki |
| Česte izmjene plana javnih nabavki i dopune u toku godine |

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| predmeta javne nabavke 8"Službeni list CG" br. 057/20, od 18.06.2020.godine |

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| vrijednosću predmeta |

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| potreba koje se obezbjeđuju preko javnih nabavki |  |  |

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| Dobijanje saglasnosti od Odbora direktora,  | izvršni direktor | januar tekuće godine |  |
| službenik za javne nabavke |
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| Ispitivanje tržita radi procjene troškova i objektivnog izračunavanja procijenjene vrijednosti javne nabavke, u skladu sa članom 85 Zakona o avnim nabavkama („Službeni list CG“ br- 074/19, od 30.12.2019. godine | službenik za javne nabavke | januar tekuće godine i u toku kalendarske godine ukoliko se razmatra  |  |
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| 3.3 | Planiranje i upravljanje finansijama |

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| izvršni direktor |
| službenik za javne nabavke |
| komisija za sprovođenje postupka javnih nabavki |

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| Neadekvatno sprovođenje postupka javne nabavke |
| Prekoračenje i zloupotreba službenih nadležnosti nabavke |

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| Zakon o javnim nabavkama ("Službeni list CG"br.074/19, od 30.12.2019.godine) |
| Obaveza sastavljanja izvještaja |
| Ugovor o javnoj nabavci |

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| Odstupanje od plana javnih nabavki |

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| Blagovremena i profesionalna saradnja starješine organa,rukovodilaca organizacionih jedinica i službenika za javne nabavke | izvršni direktor | kontinuirano |

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| službenik za javne nabavke |
| komisija za sprovođenje postupka javne nabavke |
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| Pratiti i izvještavati rukovodstvo o sprovođenju i realizaciji planiranih javnih nabavki | službenik za javne nabavke | kvartalno,polugodišnje |  |
| komisija za sprovođenje postupka javne nabavke |
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| 3.4 | Planiranje i upravljanje finansijama |

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| izvršni direktor |
| službenik za javne nabavke |
| komisija za sprovođenje postupka javnih  |

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| Nedozvoljeni uticaji i drugi oblici kršenja principa transparentnosti |
| Nedovoljna transparentnost nabavki |

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| Zakon o javnim nabavkama ("Službeni list CG"br.074/19, od 30.12.2019.godine) |

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| Neobjavljivanje plana javnih nabavkiNeobjavljivanje poziva za nadmetanje, tenderske dokumentacije na ESJN  |

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| Objaviti plan javnih nabavki za tekuću godinu, do 31. januara tekuće godine | izvršni direktor | 31.01. na godišnjem nivou |

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| službenik za javne nabavke |
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| 3.4 | Planiranje i upravljanje finansijama |

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| nabavki |

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| Nedozvoljeni uticaji i drugi oblici kršenja principa transparentnosti |
| Nedovoljna transparentnost nabavki |

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| Portal javnih nabavki |
| Inspekcijska kontrola |

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| (www.ujn.gov.me) radi podnošenja ponuda ili prijava za kvalifikaciju |

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| Objavljivati pozive za nadmetanje, tenderske dokumentacije na ESJN (www.ujn.gov.me) radi podnošenja ponuda ili prijava za kvalifikaciju | izvršni direktor | Kontinuirano |

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| službenik za javne nabavke |
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| Objavljivati zahtjeve za dostavljanje ponuda za jednostavne nabavke i obavještenja o ishodu postupka jednostavnih nabavki | izvršni direktor | kontinuirano |  |
| službenik za javne nabavke |
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| 3.5 | Planiranje i upravljanje finansijama |

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| izvršni direktor |
| službenik za javne nabavke |
| komisija za sprovođenje postupka javne nabavke |

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| Donošenje nezakonitih odluka |
| Nezakonitosti i narušavanje integriteta u postupcima javnih nabavki |

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| Postojeći zakoni i podzakonska akta |
| mogućnost ulaganja žalbe na odluke/rješenja |

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| Mogućnost davanja prednosti određenim firmama kroz neobjektivno bodovanje pristiglih ponuda zbog prijateljskih i rođačkih veza ili sukoba interes |

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| Pratiti poštovanje Zakona o javnim nabavkama („Službeni list CG“ br. 074/19, od 30.12.2019. godine), Pravilnika o načinu sprovođenja jednostavnih nabavki („Službeni list CG“ br. 061/20, 65/20) i svih podzakonskih akta (pravilnici donijeti od strane Ministarstva finansija) | izvršni direktor | kontinuirano |

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| službenik za javne nabavke |
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| Praćenje poštovanja obaveze potpisivanja izjava o nepostojanju sukoba interesa ovlašćenog lica naručioca, službenika za javne nabavke i lica koje je učestvovalo u pripremi plana javnih nabavki, kao i predsjednika i članova Komisije za sprovođenje postupka javnih nabavki | izvršni direktor | kontinuirano |  |
| službenik za javne nabavke |
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| Obezbijediti da tehnička specifikacija sadrži sve bitne karakteristike  | službenik za javne nabavke | kontinuirano |  |
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| 3.5 | Planiranje i upravljanje finansijama |

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| izvršni direktor |
| službenik za javne nabavke |
| komisija za sprovođenje postupka javne nabavke |

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| Donošenje nezakonitih odluka |
| Nezakonitosti i narušavanje integriteta u postupcima javnih nabavki |

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| Postojeći zakoni i podzakonska akta |
| mogućnost ulaganja žalbe na odluke/rješenja |

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| Mogućnost davanja prednosti određenim firmama kroz neobjektivno bodovanje pristiglih ponuda zbog prijateljskih i rođačkih veza ili sukoba interes |

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| predmeta nabavke u pogledu kvaliteta, dimenzija i drugih performansi |  |  |

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| 3.6 | Planiranje i upravljanje finansijama |

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| izvršni direktor |
| službenik za javne nabavke |
| komisija za sprovođenje postupka javne nabavke |

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| Iskorišćavanje javne funkcije ili službenog položaja |
| Sukob interesa između naručioca i privrednog subjekta |

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| Zakon o javnim nabavkama ("Službeni list CG"br.074/19, od 30.12.2019.godine) |

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| Nedozvoljeni uticaj na planiranje i sprovođenje javnih nabavki |

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| Uključivanje antikorupcijske klauzule u sve ugovore o javnim nabavkama, ugovore o jednostavnim nabavkama, odnosno sve ugovore zaključene nakon nabavne procedure. | službenik za javne nabavke | kontinuirano |

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| Izuzimanje lica iz postupka javne nabavke ukoliko se utvrdi da postoji sukob interesa; isključivanje ponude ako se utvrdi da postoji sukob interesa ili je prekršeno antikorupcijsko pravilo;kontinurano praćenje i izvještavanje direktora o svim sumnjama | izvršni direktor | kontinuirano |  |
| službenik za javne nabavke |
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| 4.1 | Čuvanje i bezbjednost podataka i dokumenata |

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| izvršni direktor |
| sefovi sluzbi |
| rukovodioc sektora ekonomsko-pravnih poslova |
| rukovodilac sektora |

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| Curenje informacija |
| Iskorišćavanje javne funkcije ili službenog položaja |
| Ugrožavanje zaštite podataka |
| Nedozvoljeno davanje dokumentacije na uvid trećim licima |

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| interna akta Društva |
| Pojačan službeni i stručni nadzor |

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| Nedovoljna IT bezbjednost podataka, kao i njihovo korišćenje u privatne svrhe |

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| Obezbjediti kontinuirani stručni nadzor nad podacima | izvršni direktor | kontinuirano |

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| lice za upravljanje i kontrolu |
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| 4.2 | Čuvanje i bezbjednost podataka i dokumenata |

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| izvršni direktor |
| rukovodioc sektora ekonomsko-pravnih poslova |
| rukovodilac sektora tehnike |
| svi šefovi |

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| Curenje informacija |
| Nesavjestan i nestručan rad |
| Nedozvoljeno davanje dokumentacije na uvid trećim licima |

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| Edukacija |
| interna akta Društva |
| Podzakonska akta |

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| Neadekvatan i neefikasan sistem kontrole nad prijemom i razvrstavanjem dokumentacijeGubitak dokumentacije |

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| Vršiti redovne kontrole nad prijemom i razvrstavanjem dokumentacije u cilju spriječavanja i gubljenja , oštećenja i neevidentiranja dokumentacije | izvršni direktor | kontinuirano |

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| 4.2 | Čuvanje i bezbjednost podataka i dokumenata |

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| izvršni direktor |
| rukovodioc sektora ekonomsko-pravnih poslova |
| rukovodilac sektora tehnike |
| svi šefovi |

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| Curenje informacija |
| Nesavjestan i nestručan rad |
| Nedozvoljeno davanje dokumentacije na uvid trećim licima |

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| Edukacija |
| interna akta Društva |
| Podzakonska akta |

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| Neadekvatan i neefikasan sistem kontrole nad prijemom i razvrstavanjem dokumentacijeGubitak dokumentacije |

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| 5.1 | ODNOSI SA JAVNOŠĆU |

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| izvršni direktor |
| svi zaposleni |

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| krsenje principa transparentnosti |
| narušavanje integriteta Ddruštva |
| Gubitak povjerenja građana u rad službenika i Društva |

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| postojeći zakoni |
| Podzakonska akta |

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| Nedovoljna informisanost javnosti o radu DruštvaNedovoljna i nekoordinisana saradnja između različitih organizacionih jedinica |

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| Povećati broj informacija o radu Društva po sopstvenoj inicijativi na zahtjev medija i javnosti | izvršni direktor | kontinuirano |

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| Unaprijediti kvalitet i kvantitet informacija na web stranici Društva | koordinator za informacione tehnologije | kontinuirano |  |
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| Redovno i blagovremeno dostavljati informacije PR | izvršni direktor | kontinuirano |  |
| svi zaposleni |
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| Unaprijed pripremljen predlog odgovora u odnosu na moguća pitanja koja su od javnog interesa ili izazivaju posebno interesovanje medija i javnosti | rukovodioc sektora ekonomsko-pravnih poslova | kontinuirano |  |
| rukovodilac sektora tehnike |
| svi šefovi |
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| 6.1 | Slobodan pristup informacijama  |

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| izvršni direktor |
| službenik za slobodan pristup informacijama |

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| krsenje principa transparentnosti |

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| Zakon o slobodnom pristupu informacijama |

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| Neobjavljivanje dokumenata shodno Zakonu o slobodnom pristupu informacijamaneosnovano uskraćivanje podnosiocu zahtjeva pristupu informacijama |

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| Izvještavati o broju podnijetih i tiješenih zahtjeva | službenik za slobodan pristup informacijama | kontinuirano |

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