

**ADMINISTRATIVE ARRANGEMENT FOR THE  
IMPLEMENTATION OF THE AGREEMENT BETWEEN THE  
REPUBLIC OF KOREA AND THE REPUBLIC OF CROATIA ON  
SOCIAL SECURITY**

The Competent Authority of the Republic of Korea and the Competent Authority of the Republic of Croatia,

In conformity with paragraph 1 of Article 17 of the Agreement between the Republic of Korea and the Republic of Croatia on Social Security, signed at Seoul on the 18<sup>th</sup> day of December 2018, (hereinafter referred to as the "Agreement"),

Have reached the following arrangement:

**PART I  
General Provisions**

**Paragraph 1  
Definitions**

The terms used in this Administrative Arrangement will have the same meaning as in the Agreement.

**Paragraph 2  
Liaison Bodies and Competent Institutions**

1. The Liaison Bodies and the Competent Institutions referred to in paragraph 2 of Article 17 of the Agreement will be:
  - a. for Korea, the National Pension Service;
  - b. for Croatia, the Croatian Pension Insurance Institute.

2. The Liaison Bodies will jointly decide on the procedures and forms necessary for the implementation of the Agreement and this Administrative Arrangement.

## **PART II**

### **Applicable Legislation**

#### **Paragraph 3**

#### **Certificate on Applicable Legislation**

1. Where the legislation of one Contracting Party is applicable in accordance with any of the provisions of Part II of the Agreement, the Competent Institution of that Contracting Party will issue, upon the request of an employer or a self-employed person, a certificate stating that the employee or self-employed person is subject to the legislation of that Contracting Party and indicating the duration for which the certificate will be valid. This certificate will be proof that the employee or self-employed person is exempt from the legislation on compulsory coverage of the other Contracting Party.
2. The Competent Institution of one Contracting Party which issues the certificate referred to in subparagraph 1 of this Paragraph will furnish one copy of this certificate to the employee or self-employed person in question as well as to the employer of the employee and the Liaison Body of the other Contracting Party.

## **PART III**

### **Provisions on Benefits**

#### **Paragraph 4**

#### **Processing a Claim**

1. If the Competent Institution of one Contracting Party receives a claim for a benefit under the legislation of the other Contracting Party, it will send the claim to the

Competent Institution of the other Contracting Party, indicating the date on which the claim was received.

2. Along with the claim, the Competent Institution of the first Contracting Party may, in exceptional cases, where indispensable, transmit any documentation available to it for the Competent Institution of the other Contracting Party to establish the claimant's eligibility for the benefit.
3. The personal data regarding a claimant and his/her family members contained in the claim will be verified by the Competent Institution of the first Contracting Party, which will confirm that the information is corroborated by documentary evidence.
4. In addition to the claim and documentation referred to in subparagraphs 1 and 2 of this Paragraph, the Competent Institution of the first Contracting Party will send to the Competent Institution of the other Contracting Party a liaison form which will indicate the period of insurance completed under the legislation of the first Contracting Party.
5. The Competent Institution of the other Contracting Party will subsequently determine the claimant's eligibility and notify the claimant and the Competent Institution of the first Contracting Party of its decision.

#### **Paragraph 5**

#### **Payment of Benefits**

1. The Competent Institutions will pay benefits directly to the beneficiaries.
2. When the Competent Institution of one Contracting Party pays benefits in a foreign currency other than that Contracting Party, the conversion rate will be the rate of exchange in effect on the day when the payment is made.

### **PART IV**

#### **Miscellaneous Provisions**

**Paragraph 6**  
**Administrative Assistance**

1. Where administrative assistance is requested under paragraph 1 of Article 17 of the Agreement, regular personnel and operating costs of the Competent Institution providing the assistance will be provided free of charge. Reimbursement may be sought for other costs, except as may be jointly decided upon by the Competent Authorities or Competent Institutions of both Contracting Parties.
2. The Competent Institution of one Contracting Party will provide, upon request, without cost, to the Competent Institution of the other Contracting Party any medical information and documentation in its possession relevant to the disability of a claimant or beneficiary.
3. If the Competent Institution of one Contracting Party requires that a claimant or a beneficiary who resides or stays in the territory of the other Contracting Party undergo a medical examination, the Competent Institution of the other Contracting Party, at the request of the Competent Institution of the first Contracting Party, will make arrangements for carrying out this examination in accordance with its rules and at the expense of the Competent Institution which requests the examination.
4. On receipt of a detailed statement of the costs incurred, the Competent Institution of the first Contracting Party will, without delay, reimburse the Competent Institution of the other Contracting Party for the amounts due as a result of applying subparagraph 3 of this Paragraph.
5. The Competent Institution of each Contracting Party will inform the Competent Institution of the other Contracting Party on events affecting the right of relevant beneficiaries, to the extent regulated by its respective legislation, including death, change of address, change of marital or civil partnership status and insurance status. The detailed procedures will be determined between the Liaison Bodies.

**Paragraph 7**  
**Exchange of Statistics**

The Liaison Bodies of the Contracting Parties will exchange statistics on an annual basis regarding the number of certificates which each Competent Institution has issued under Paragraph 3 of this Administrative Arrangement and the payments which each has made under the Agreement. These statistics will include data on the number of beneficiaries and the total amount of benefits paid, by type of benefit. These statistics will be furnished in a form to be jointly decided upon by the Liaison Bodies.

**Paragraph 8**  
**Entry into Effect**

This Administrative Arrangement will take effect on the date of entry into force of the Agreement and will have the same period of duration.

**Paragraph 9**  
**Additional Principles**

This Administrative Arrangement is not intended to create any legally binding obligations. This Administrative Arrangement will be carried out only within the framework of the Agreement and the respective legislation of the two countries.

Signed in duplicate, in the Korean, Croatian and English languages, each text being equally valid. In case of any divergence of interpretation, the English text will prevail.

**For the Competent Authority of the  
Republic of Korea**

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**Date :**

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**Place :**

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**For the Competent Authority of the  
Republic of Croatia**

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**Date :**

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**Place :**

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