

**MINISTRY OF AGRICULTURE
AND RURAL DEVELOPMENT**

THE SOCIALIST REPUBLIC OF VIETNAM
Independence - Freedom - Happiness

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Hanoi, September 04th 2003

**DECISION OF THE MINISTER OF AGRICULTURE AND
RURAL DEVELOPMENT**

**Functions, tasks, authorities and organizational structure of
the Department of Agro-Forestry Product Processing and Salt Industry**

THE MINISTER OF AGRICULTURE AND RURAL DEVELOPMENT

- Based on the Government Decree No. 86/2003/ND-CP dated July 18th 2003 defining functions, tasks, authorities and organizational structure of the Ministry of Agriculture and Rural Development (MARD);
- Based on the Article 19 of the Government Decree No. 86/2002/ND-CP dated November 05th 2002 defining functions, tasks, authorities and organizational structure of Ministries and ministerial-level agencies;
- In consideration of the proposal by the Director of the Personnel and Organization Department.

DECIDES:

Article 1. Position and functions

The Department of Agro-Forestry Product Processing and Salt Industry is an agency under the management of the Ministry of Agriculture and Rural Development to perform the State specialized management functions of the agro-forestry product processing and preservation and salt industry countrywide.

The Department of Agro-Forestry Product Processing and Salt Industry has its legal status, stamp, operational budget, and is entitled to open accounts according to regulations.

The headquarter of the Department is in Hanoi.

Article 2. Tasks and authorities

The Department of Agro-Forestry Product Processing and Salt Industry is assigned by the Minister to perform specialized management tasks on the **agro-forestry and irrigation electricity and mechanization**, agro-forestry product processing and preservation, rural careers and salt industry countrywide within the State management scope of the Ministry as follows:

1. Submit to the Minister draft law, ordinance and legal normative documents under the specialized management scope of the Department.
2. Submit to the Minister strategies, projections, policies, five-year and annual plans, programs, projects, proposals under the specialized management scope of the Department as assigned by the Minister.
3. Issuance of legal documents on management skills; guidelines on professional expertise, skills within the sub-sector as assigned by the Minister.
4. Steer, guide, inspect and be responsible for implementation of legal normative documents; projection, plans; programs, projects; standards, procedures, specialized economic-technical norms after approval and carry out dissemination, propagation, legal training on specialized management of the Department.
5. Specialized management
 - a. Unified management of mechanization, electrification and automation in the agriculture, forestry, salt industry and irrigation;
 - b. Carry out the State management of agro-forestry product preservation;
 - c. Unified management of the agro-forestry product processing industry and other products within the mandate of the Department;
 - d. Unified management of rural careers and traditional villages;
 - e. Salt industry
 - Carry out the State management on salt production and preservation and products from salt;
 - Unified management of salt production and products from salt.
 - Manage and monitor the national salt conservation.
 - f. Propose and appraise investment projects under the specialized management scope of the Ministry as assigned by the Minister;
 - g. Take part in steering and implementation of salt extension, agricultural extension and handicraft development in rural areas as assigned by the Minister;
 - h. Manage the quality verification of materials, equipment, technologies within the mandate of the Department;
 - i. Organize the implementation of registration, verification and issuance of certificates for equipment of strict work safety requirements within the mandate of the Department and according to the law.
 - j. Issue and withdraw certificates concerning specialized management of the Department according to its authorities
 - k. Collect information, produce statistics and reports, set up a database to assist specialized management of the Department;

6. Scientific and technology:
 - a. Formulate and submit to the Minister programs, plans, scientific studies, technical and technological application; manage and realize the application of research results, scientific and technological advancement within the specialized management scope of the Department;
 - b. Unified management of the new technology application to agro-forestry and salt product processing and preservation according to regulations;
 - c. Submit to the Minister for issuance of the sector quality standard as for agricultural, forestry and irrigational mechanization, processed agro-forestry products and salt according to regulations;
 - d. Collect and manage scientific and technological information of the specialized field under the Department management.
 - e. Propose intellectual property ownership within the mandate of the Department.
7. Take part in training and upgrading professional expertise and skills for civil servants and employees within the management of the Department as assigned by the Minister.
8. Trade promotion:
 - a. Take part in forecasting market development orientation of machines and equipment to assist production, mechanization, electrification and automation in the agriculture, forestry, irrigation and salt industry; develop agro-forestry, salt products and products produced by rural traditional villages within the management scope of the Department;
 - b. Take part in formulation of market development mechanisms and policies for the agricultural product consumption;
 - c. Organize and take part in fairs and exhibitions on products concerning the management scope of the Department.
9. Formulate international cooperation programs and projects on cooperatives and rural development; take part in negotiations for signing and adhering to international treaties, organizations concerned; organize the implementation of international treaties and international cooperation projects as assigned by the Minister.
10. Manage public service providers within the mandate of the Department as assigned by the Minister.
11. Participate in the operation management of associations and non-governmental organizations within the mandate of the Department as assigned by the Minister.
12. Inspect, check and handle complaints and denouncements; carry out anti- corruption and anti-negatives; handle violations under the Department authorities.
13. Formulate and implement public administration reform of the Department in line with objectives and contents of the public administration reform of the Ministry.
14. Being a permanent member of agricultural and rural industrialization and modernization program as assigned by the Minister.
15. Manage the organization and staff of the Department according to regulations; carry out salary mechanism, incentives, commendation and punishment as for civil servants, employees under management scope of the Department.

16. Manage finance, assets and other assigned resources; use the distributed budget according to regulations
17. Carry out other tasks assigned by the Minister.

Article 3. Organizational structure

1. Leadership:

The Department leadership consists of the Director and his/her Deputies who are appointed by the Minister of the Ministry of Agriculture and Rural Development under the law.

The Director is responsible for managing the operation of the Department and responsible to the Minister and under the law for the operation of the Department and the assigned tasks.

The Deputy Directors, as assistants to the Director, are assigned by the Director with specific tasks and responsible to the Director and under the law for the assigned tasks. The number of Deputy Directors shall not exceed 3; exceptions will be reported to the Minister for approval.

2. Department organization structure

- a. Administration -General Division (Organization, finance);
- b. Planning Division (Science, international cooperation);
- c. Electrical and Mechanical Division;
- d. Division of Agro-forestry Products Processing and Preservation;
- e. Division of Salt Industry;
- f. Division of Rural Careers;
- g. Representative Office in Ho Chi Minh City.

3. Units under the Department:

Center for Safety Technical Verification of agriculture and rural development sector.

The Director of Agro-Forestry Product Processing and Salt Industry defines functions, tasks of each Division; drafts Working Regulation of the Department and submit them to the Minister for approval and is responsible for the implementation arrangements.

Article 4. Enforcement

This Decision will come into effect 15 days after being published on the Government Official Gazette, replace the Decision No 817 NN-TCCB/QD dated June 14th, Decision No 3044/QD-BNN-TCCB dated November 10th and Decision No 81/1999/QD-TCCB dated May 21st by the Minister of Agriculture and Rural Development defining establishment of Divisions under the Department of Agro-Forestry Product Processing and Rural Careers and other previously issued legal documents of the Ministry which are against this Decision.

Article 5. Enforcement responsibility

1. The Director of Agro-Forestry Product Processing and Rural Careers is responsible for handing over the Department of Agro-Forestry Product Processing and Rural Careers in its status quo to the Director of Agro-Forestry Product Processing and Salt Industry.

2. The Director of Agro-Forestry Product Processing and Salt Industry, other Directors, Chief of the Ministry Inspectorate, Presidents of Provincial People's Committee and centrally-administered cities, Directors of Provincial Department of Agriculture and Rural Development

and heads of other concerned agencies and units under the Ministry are responsible for the implementation of this Decision./.

**MINISTER OF AGRICULTURE AND
RURAL DEVELOPMENT**

To Whom It May Concern:

- *Prime Ministers, Vice Prime Ministers;*
- *Ministries, Ministerial-level agencies;
Government-attached agencies;*
- *People's Councils, People's Committees of
provinces and centrally-run cities,
Provincial Department of Agriculture and
Rural Development;*
- *People's Supreme Court;*
- *People's Supreme Procuracy;*
- *Central Mass Organizations;*
- *The Office of the Government;*
- *Ministers, Vice Ministers;*
- *Departments, Inspectorate, and Office of
the Ministry;*
- *Units under the Ministry management;*
- *Trade Union of Agriculture and Rural
Development Sector;*
- *Party Committee, Trade Union of the
Ministry;*
- *Government Gazette;*
- *Archived at the Office of the Ministry,
Organization and Personnel Department.*

Le Huy Ngo