

PUBLIC ADMINISTRATION BULLETIN

PUBLIC ADMINISTRATION DIVISION U.S.O.M.-SAIGON

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NEW DECREES ISSUED

Of arretes promulgated since publication of the last Bulletin, the following will be of general interest.

Decree No. 300-e/TTP dated October 14, 1964

Art. 1 - As of November 1, 1964, the salary of all cadre civil servants and non-cadre personnel (contractual, journalier, floaters, standard salary) will be uniformly increased 10%.

For all personnel herewith affected, the 10% increase will be calculated using each employee's base salary.

Personnel receiving a standard salary greater than 14,500\$ (the base salary of a civil servant benefiting from a salary index of 1,200), the 10% increase will be calculated using a base of 14,500\$.

Art. 2 - The Vice Prime Minister for Economic and Finance Affairs, ministers, secretaries of state, commissioners general and special commissioners are charged, each to that which concerns him, with the execution of this decree.

Decree No. 300-g/TTP dated October 14, 1964

Art. 1 - Effective November 1, 1964, civil servants of all categories

(A, B, C) will receive the same cost-of-living allowance, computed in accordance with the following scale:

A. Civil servants serving in the Northern provinces of Central Vietnam (from Tuy Hoa to Quang Tri), highland provinces and provinces of Phuoc Thanh, Phuoc Long, Binh Long and Con Son (South Vietnam):

- cost-of-living allowance for
a single person.....1,400\$ per month
- wife..... 420\$ per month
- each child (up to 5th child)..... 420\$ per month

B. Civil servants serving in other regions:

- cost-of-living allowance for
a single person.....1,200\$ per month
- wife..... 350\$ per month
- each child (up to 5th child)..... 350\$ per month

Art. 2 - All provisions contrary to this decree are hereby abrogated.

Art. 3 - The Vice Prime Minister for Economic and Finance Affairs, ministers, secretaries of state, commissioners general, special commissioners are charged, each as to that which concerns him, with the execution of this decree.

Decree No. 1992-d/TTP/VP dated October 14, 1964

Art. 1 - Effective November 1, 1964:

a. All floating personnel presently on active service will receive a salary calculated on the base of a 30-day month;

b. Floating personnel of category D will receive a family allowance computed as follows:

- wife..... 300\$ per month
- each child (no limit as to
number of children)..... 100\$ per month

Art. 2 - All provisions contrary to this decree are hereby abrogated.

Art. 3 - The Vice Prime Minister for Economic and Finance Affairs, ministers, secretaries of state, commissioners general, special commissioners are charged, each as to that which concerns him, with the execution of this decree.

Decree No. 1417-BNV/NG/2 dated November 11, 1964, establishes the position of training director in each province. Appointed by the Minister of Interior upon nomination of the province chief, the training director has responsibilities for studying, preparing and implementing training and in-service training programs for government employees and cadres in accordance with the needs and requirements of the province. In approving nominations, the Ministry will give priority to twelve pilot provinces.

Copies of the above decrees are available at PAD's Office (20366).

SUMMARY OF DUTIES OF THE PROVINCE CHIEF

Because of increased demand at PAD's office for information concerning responsibilities and duties of a province chief, this division has prepared the following summary:

- A. Administrative Duties As the central government's representative in the province, the province chief:
- (1) helps the Ministries' representatives in the province to administer specialized public services (if a ministry has no representative, the province chief assumes responsibility for that specialized affairs);
 - (2) promulgates regulations governing the province;
 - (3) administers execution of laws and regulations;
 - (4) oversees the administration of cantons, districts and villages, and manages all public services (administrative and technical); and,

- (5) supervises personnel, approves promotions and proposes disciplinary action (the province chief has power to transfer subordinate administrative personnel from the province to district or vice-versa).

B. Military Duties

Here, the province chief is not empowered to intervene directly, but he can make recommendations concerning military and defense matters. In case of emergencies, he may employ the military forces. [Decree No. 98-Defense, April 13, 1961, abolished military areas and divided the national territory into 3 tactical zones. Each zone was further portioned into tactical sectors, and sectors were sub-divided into provinces. Each province was a sub-sector. In cases where the province chief was a military officer, he also assumed the responsibility of a sector chief]. Currently there are 4 tactical zones and the Capital Military District of Gia Dinh and Saigon. Districts are considered to be sub-sectors.

In addition, the province chief is authorized to maintain law and order generally through the coordination of the military police, regional forces, and self-defense corps.

C. Financial Duties

- (1) directs preparation of the provincial budget;
- (2) approves the provincial budget;
- (3) supervises the execution of the national budget concerning appropriations for ministry operations in the province;
- (4) ratifies village budgets if less than 500,000 piasters; and,
- (5) intervenes directly to control receipts and disbursement in cases of regularities (theft, pillage,

etc.) and reports such instances to the prime minister and the Ministry of Finance.

D. Judicial Duties

- (1) acts as a judicial police officer assistance to the public prosecutor;
- (2) supervises the Provincial Correctional Center and manages affairs relating to correction, rehabilitation, parole, and release of inmates; and,
- (3) advises the prime minister on judicial matters.

CIVIL SERVICE HIGH COUNCIL ESTABLISHED

The Prime Minister signed decree No.341-TTP on November 27, 1964, thus creating the High Council of Civil Service. This Council is composed of:

- | | |
|---|--------------------------------|
| - Prime Minister or Minister in charge of Fonction Publique or his representative | Chairman |
| - Ministers or their representatives | Members |
| - One representative elected by the personnel of each Ministry | Members |
| - Director General of Civil Service or his representative | Rapporteur
(without a vote) |

The Council's role is to make recommendations on important civil service matters, particularly recruitments, assignments, promotions and pay.

When the Council is called in to settle a problem affecting a ministry, its composition will include only the chairman, the rapporteur, plus the minister and a personnel representative of the ministry concerned.

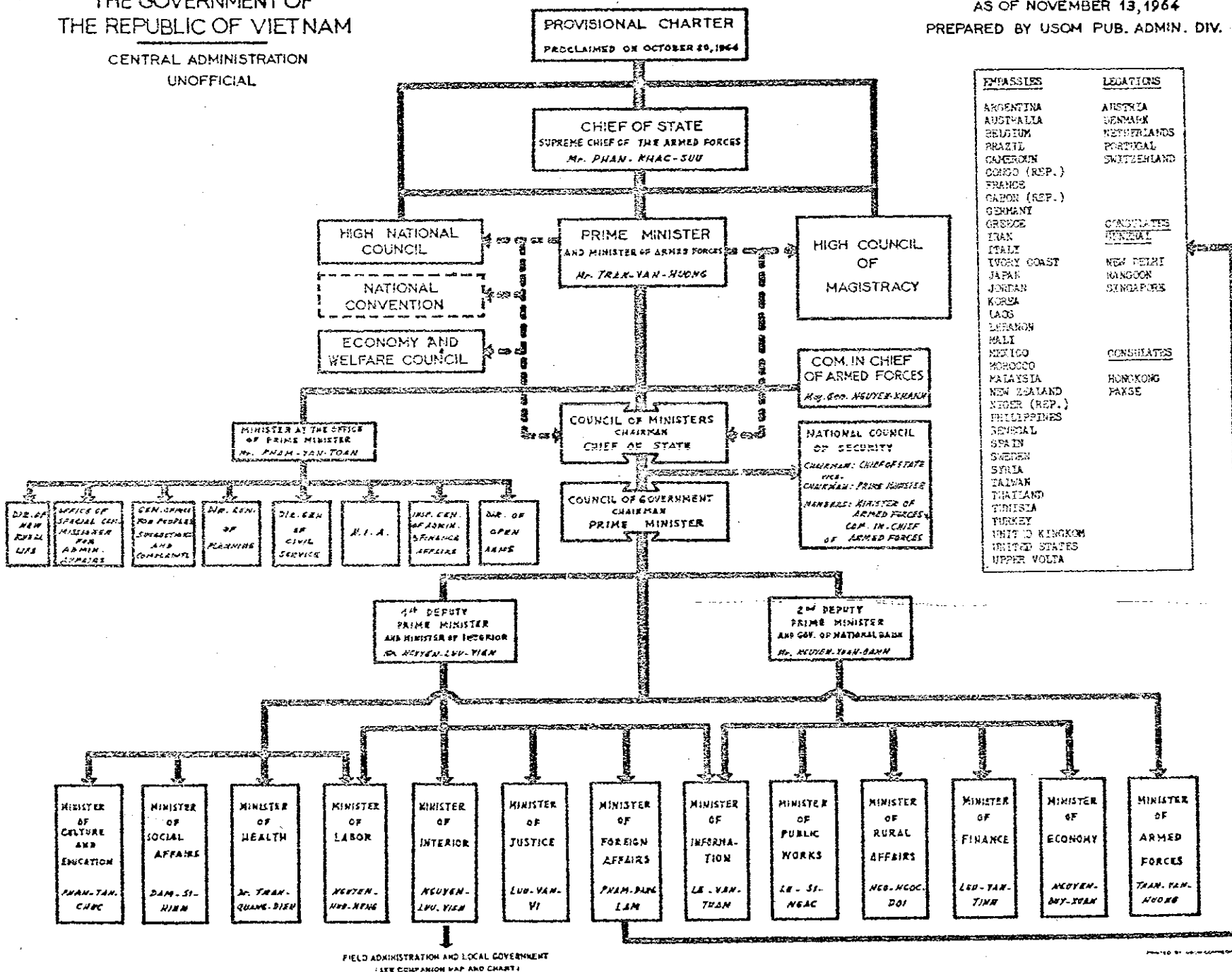
UPDATED GOVERNMENT ORGANIZATION CHARTS
AND RELATED ILLUSTRATIONS

With the promulgation of the Provisional Charter on October 20, the revised attachments by PAD illustrates the new GVN organization, lines of government authority, province and local civil administrative organization, and categories of GVN employees.

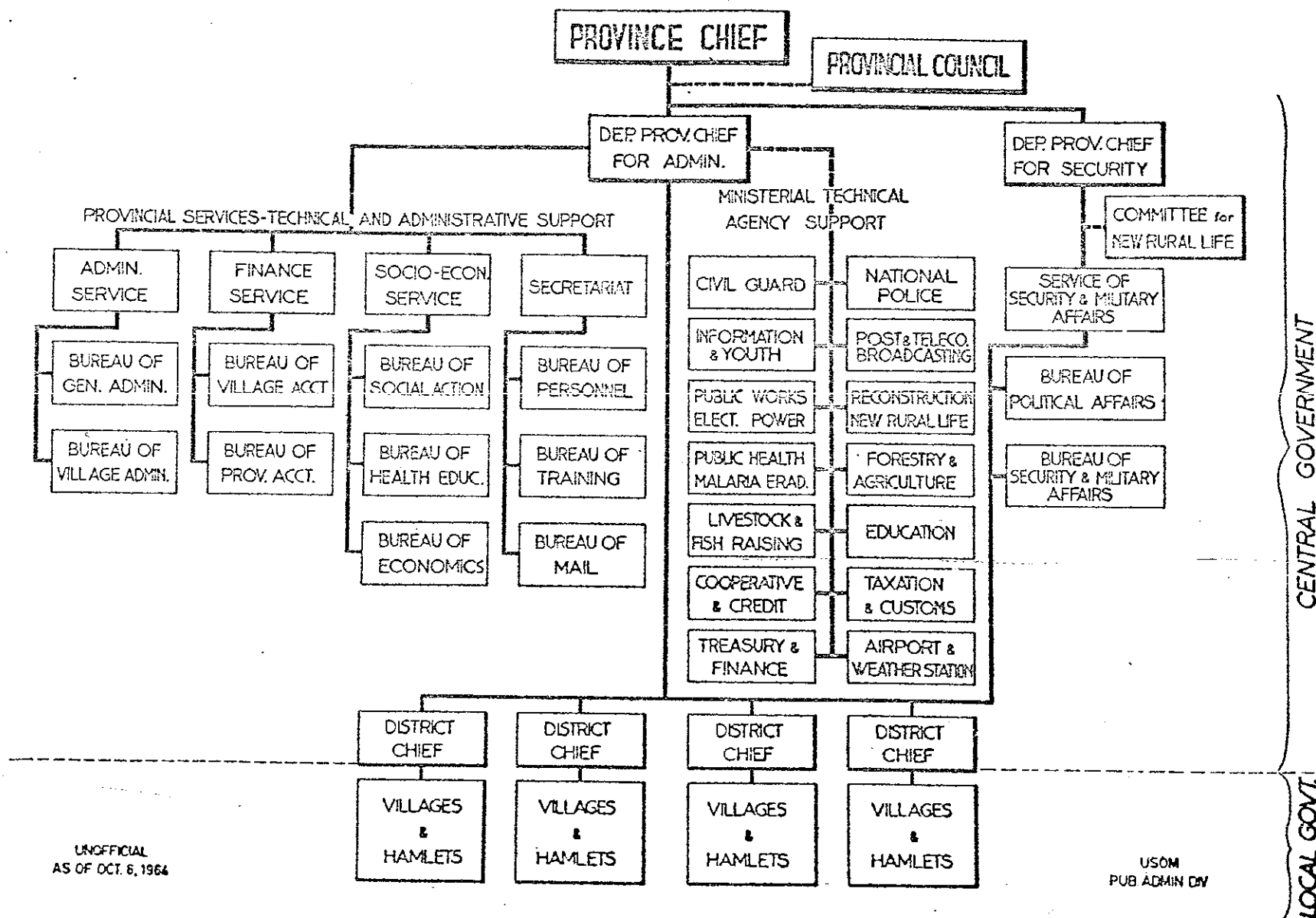
THE GOVERNMENT OF THE REPUBLIC OF VIETNAM

CENTRAL ADMINISTRATION
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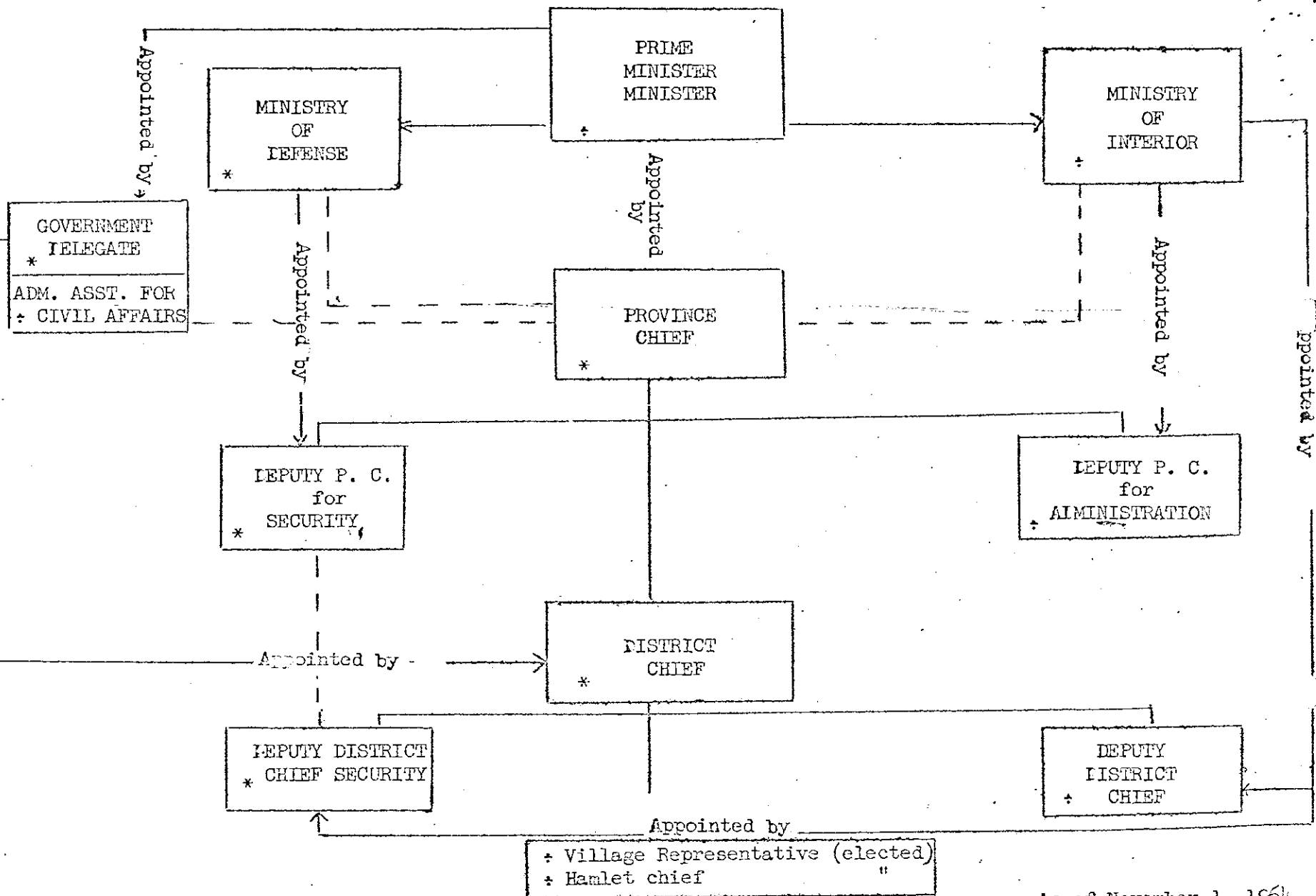
AS OF NOVEMBER 13, 1964
PREPARED BY USOM PUB. ADMIN. DIV.



PROVINCE AND LOCAL CIVIL ADMINISTRATIVE ORGANIZATION



LINES OF AUTHORITY



* Military
 + Civilian

As of November 1, 1964
 Prepared by USCM/PAC

CATEGORIES OF G.V.N. EMPLOYEES

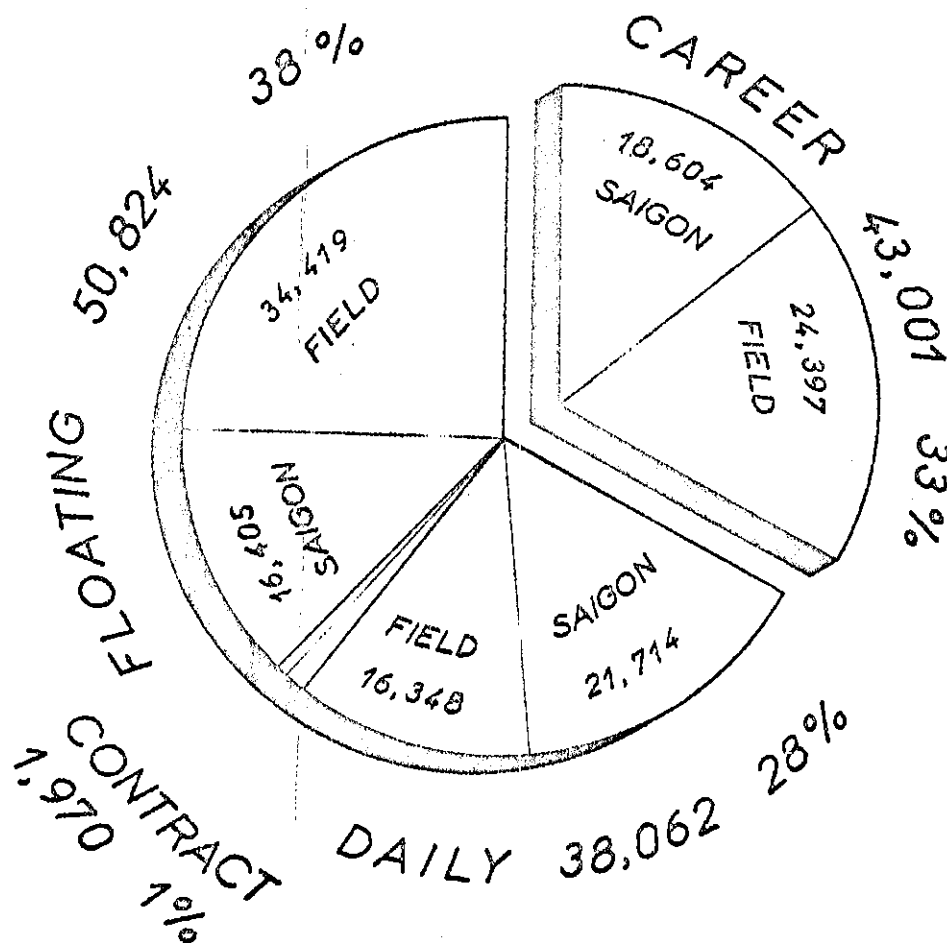
CAREER : 43,001 : 33%

CONTRACT : 1,970 : 1%

DAILY : 38,062 : 28%

FLOATING : 50,824 : 38%
(25 DAYS)

TOTAL : 133,857



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