ARRETE No 33-KT/TTK/ND

covering organization of the Department of Economic Affairs

THE MINISTER OF FINANCE AND OF ECONOMIC
AFFAIRS

(cross references not translated)

ARRETE:

ARTICLE I. Arrete # 18-KT/TTK/ND, April 2, 1955 concerning the organization of the Ministry of National Economy is abrogated and replaced with the following:

ARTICLE 2. The Department of Economic Affairs performs those duties given it in conformance with Decree # 22-KT, January 19, 1955, cited above.

It includes the following components:

a/ a Central Administration including:

1. - a Direction of Cabinet
2. - a General Secretariat

b/ Two general Directions including:

1. - The General Direction of Commerce
2. - The General Direction of Mines, Industry, and Handicrafts

c/ The Institute of Statistics and Economic studies

TITLE I

CABINET

ARTICLE 3. The Direction of Cabinet is placed under the authority of a Director of Cabinet.

It includes:

1. - The Director;
2. - The private secretary;
3. - An attaché of Cabinet and a Charge of Mission.

ARTICLE 4. The duties of the Direction of Cabinet are allocated as follows:
DIRECTION OF CABINET

The Director of Cabinet is the permanent representative of the Minister. With this title he has, in principle, supervision of all the affairs of the Ministry. However, in practice, he limits his duties to problems having general importance and especially a confidential character.

- Questions concerning the political economy of the government;
- Questions concerning economic relations with foreign countries;
- Questions involving several ministerial departments;
- Relations with parliamentary assemblies;
- Private and confidential matters;
- Recipient and sender of confidential mail;
- Private records;
- Missions;
- Press and information;

PRIVATE SECRETARY

- Personal correspondence of the Minister;
- Audiences;
- Official ceremonies and receptions;
- Official trips.

CHARGE OF MISSION AND ATTACHE OF CABINET

- Study and execute special tasks entrusted by the Minister;
- Special missions entrusted by the Minister.

TITLE II

ARTICLE 5. The general Secretariat is placed under the authority of a Secretary General whose duties follow:

- General administration of the several services of the Ministry, especially Budget and Personnel;
- Organization of the different services and coordination of the activities of these services under the administrative and technical plan.

The general Secretariat includes the following central services:

1. - Administrative Services;
2. - Services of studies, Legislation, Disputes (Contentieux), and general Documentation;
3. - Service of Programs and foreign economic relations.

ARTICLE 6. The Administrative Service includes a Bureau of Order (Bureau d'Ordre) and a Bureau of Personnel, Materiel, and Accounting.
BUREAU OF ORDER
- Registering and opening arriving mail;
- Registering departing mail;
- Press and information;
- Periodic reports;
- Centralization of letters for signature;
- Certification of texts, translations;
- Records.

BUREAU OF PERSONNEL, MATERIEL, AND ACCOUNTING
- Personnel of general Secretariat and general Directions;
- Salaries of personnel - Honors;
- Preparation of Budget for the Ministry;
- Commitment and liquidation of expenditures;
- Ordering and control of supplies;
- Materiel.

ARTICLE 7. The Services of Studies, Legislation, Disputes, and general Documentation includes two bureaus.

a/ Bureau of Legislation and Disputes.
- Study of proposed texts of legislation and regulations coming from other Ministerial departments;
- Study of proposed texts of legislation and regulations emanating from the Minister of National Economy and elaboration for interested technical services;
- Distribution of regulatory instructions;
- Administrative disputes;
- Civil disputes.

b/ Bureau of Studies and General Documentation.
- Centralization of studies and studies of economic problems in liaison with the General Directions and the Institute of Statistics and Economic Studies;
- Establishment and administration of a central library;
- Centralization of economic documentation in liaison with the bureaus of documentation and the General Directions and the Institute of Statistics and Economic Studies.

ARTICLE 8. Service of Programs and Foreign Economic Relations includes three bureaus.

a/ Bureau of Commercial Agreements.
- Preparation of commercial agreements with European countries
including therein the franc zone;
- Preparation of commercial agreements with countries of Asia and Southeast Asia;
- Preparation of commercial agreements with American countries and other countries;
- Commercial documentation in foreign countries;
- Documentation on the principal local and foreign products (production and markets).

b/ Bureau of Import and Export Programs and Foreign Financing.

- Development of import programs;
- Development of export programs;
- Relations with the administration and inspection of foreign economic aid;
- Questions relative to financing import programs and commercial agreements;
- Relations with organizations charged with foreign financing, notably the National Bank and the National Foreign Exchange office;
- Balances of trade and balances of payments.

c/ Bureau of International Conferences and Fairs and Expositions.

- Organization of the participation of Vietnam in international economic conferences (ESCAFE, FAO, Colombo Plan, etc) in relation with the Ministry of Foreign Affairs and interested technical departments;
- Organization of Fairs and National Expositions in liaison with interested technical department;
- Organization of International Fairs and Expositions in liaison with the Minister of Foreign Affairs and the interested technical departments.

T I T L E  III
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THE GENERAL DIRECTIONS

CHAPTER I

A. General Direction of Commerce.

ARTICLE 9. The General Direction of Commerce is placed under the authority of a Director General.

The Director General exercises directly the functions given his Services or, in fact, assures their exercise by the personnel he directs. He establishes the
proposed budget of his Services and liquidates their expenses. He transmits advices and
and formulate proposals concerning affairs which, under the jurisdiction of his Services,
are reserved for the decision of the Minister.

The General Direction of Commerce includes:

I. - the Secretariat;
2. - the Direction of External Commerce;
3. - the Service of Internal Commerce.

ARTICLE IO. The Secretariat, placed under the responsibility of a Chief of Bureau, is
charged with:
- Arriving and departing mail;
- General correspondence and typing;
- Records;
- Control of personnel and materiel, preparation of the budget and liqui-
dation of expenditures of the General Direction.

ARTICLE II. The Direction of External Commerce, headed by a Director of Service, is
charged with the application (development ?) of legislation and regulation of matters of
external commerce: exports, imports, balance of payments (échanges compenses), etc....

The Direction of External Commerce includes four bureaus:

a/ Bureau of exports.
- Section of rice and derivatives, other cereals, and rubber;
- Section of other products and balance of payments;
- Section of quality central and condition;
- Classification of export products.

b/ Bureau of Imports.
- Section of imports with allocation of exchange by auction;
- Section of imports with the direct allocation of exchange;
- Section of imports without allocation of exchange and with exchange EFAC
  (Economic and Financial aid Committee ?).

c/ Bureau of Recording Imports and Exports.
- Recording imports a chieved outside commercial agreements;
- Recording purchases under commercial agreements;
- Recording actual exports.

d/ Bureau of Studies, Documentation, Legislation.
- Development of proposed legislative and regulatory materials concern-
ing foreign commerce;
- Studies of all texts and proposals relative to internal and external
  commerce;
- Preparation of monthly and annual reports and articles of information
  and propaganda;
- Centralization of opinions, and preparation of proposed decisions and
  replies;
- Technical studies concerning commerce and before being presented at international conferences;
- Acquisition of technical works, periodicals concerning external and internal commerce;
- Library.

ARTICLE I2. The Service of Internal Commerce is charged with the application of legislation and regulation in Internal Commerce, especially in matter of supply, of division and distribution of products, and of price control.

The Service of Internal Commerce is placed under a Chief of Service and is composed of three bureaus.

a/ Bureau of Supply.
- Division and distribution of controlled imported products, in liaison with various administrative and technical services;
- Supply of regions and major centers in liaison with competent regional services.

b/ Bureau of Prices and Taxes.
- Confirmation of internal prices of products and services;
- Confirmation of prices of imported products;
- Making prices uniform (Rééquation des prix);
- Price control and suppression of cheating (price gouging ?);
- Secretariat of National Price Committee;
- In general, all questions relating to prices, duties, and taxes.

c/ Bureau of Professional Organizations.
- Ordinances of Chambers of Commerce, Trade associations, and relations with these organizations;
- Establishing and maintaining an up-to-date file of traders (general information on the identity and commercial activity, numbers and dates of import and export authorizations and their use).

CHAPTER II

GENERAL DIRECTION OF MINES, INDUSTRY, AND HANDICRAFT

ARTICLE I3. The general Direction of Mines, Industry, and Handicrafts, placed under the authority of a Director General, is charged to study, to propose, to develop or to have developed all regulatory, administrative, technical, economic, and financial measures concerning the functioning and the development of extractive industries and the transformation of their products.

The Director General of Mines, Industry, and Handicrafts exercises directly the tasks delegated to the services he directs or ascertains their performance by per-
sonnel placed under his orders. He establishes the proposed budget of his services and liquidates their expenditures. He has charge of the execution of industrial development. He gives advice and formulates proposals concerning affairs which, while coming under the jurisdiction of his services, are reserved for the Minister for decision. He is expected to be regularly informed by the Director of Mines of the activity he undertakes as labor inspector in the mines and quarries.

The General Direction of Mines, Industry, and Handicrafts includes:

- the Secretariat
- the Service of Studies, Legislation, and Documentation
- the Service of Industrial Rights (la Propriété Industrielle)

**ARTICLE IV.** The Secretariat, directed by a Chief of Bureau, is charged with:

- Arriving and departing mail;
- General, confidential, and private correspondence;
- Typing;
- Records;
- Control of personnel, material, preparation of the budget of the General Direction and the liquidation of expenses.

**ARTICLE V.** The Services of Studies, of Legislation, and of Documentation, directed by a Chief of Service, includes two bureaus:

a/ Technical Bureau

- General studies on industrial production and handicrafts and their development;
- Centralization of advice and development of proposals, decisions, and replies;
- Contributor to the development of a plan for industrialization;
- So far as is needed, assistance in professional and technical instruction.

b/ Bureau of Legislation and Documentation.

- Questions of general administration, legislation, and regulation;
- Rendering of monthly and annual reports and statistics, articles, and accountings for information and propaganda;
- Acquisition of technical works, technical periodicals, professional or statistical, establishment of a library.

**ARTICLE VI.** The Service of Industrial Rights, placed under the responsibility of a Chief of Service, includes two bureaus:

I/ Bureau of Conservation of Industrial Rights.

- Administration of legislation and regulation of industrial rights and proposal of necessary improvements;
- Establishment of a central depository of patents, trade marks, designs and models, etc.... examine and issue of patents, verification of trade marks and designs and models deposited, keep registers and indexes of registration and deliverance of certificates.
2/ Bureau of Bulletin of Industrial Rights.

- Publication of the Bureau of Industrial Rights;
- Centralization and putting at the disposition of the public the publications and information concerning industrial property;
- "Rights" while not a good word seems to fit better than property;
- Relations with international organizations or foreign organizations concerned with industrial rights.

**ARTICLE II.** The Direction of Mines, Industry, and Handicrafts, directed by a mining engineer includes four bureaus and a laboratory–workshop.

**1st Bureau:** Mineral rights, control of mines, and geological and geophysical research. Directed by a Mining Engineer with the following duties:

- Application of legislation regulating mineral rights, investigation of requests, acceptance or with drawal of personal authorizations and permits to explore, preparation of instructional decrees, or of withdrawal of general permissions and of concessions;
- Keeping of registers of mineral rights;
- Proportional royalties and fixed (superficier) of mines;
- Application of regulations concerning the exploration and exploitation of mines and sources of mineral waters (rational exhaustion of deposits of mineral substances according to the rules of the art, inspector of work in the mines (et mineré), inspection of quarries;
- Fix the prime cost (prix de revient) of coals and minerals.
- Study the manufacture of cements and lime (in liaison with the Minister of Public Works), ceramics, refractions, and glass;
- Preparation eventually the mobilization (development?) relevant to the competence of the control of mines;
- Prospecting, explorations of useful substances, indexing of deposits, geological studies of river soundings, classification of documents geophysical, stratigraphic, tectonic, paleographic, lithologic, volcanologic, cogenetic, etc.... paleontologic and anthropologic of prehistory;
- Completing and publishing a geologic map of Vietnam.

**2d Bureau:** Industrial Supply.

Directed by a Mining Engineer with the following duties:

- Distribution and control of the utilization of coal, resin, of hydrocarbons, and raw materials and industrial products of great importance for industry and handicrafts;
- Control and holding of precious metals, stamping evidence of ownership.
3d Bureau: Industrial control.

Directed by an engineer of industrial techniques with the following duties:

- Application of regulations concerning land-based steam engines, turbines, and the manufacture, distribution, and storage of explosives, hydrocarbons and derivatives (succédanés);
- Control of establishments unhealthy or uncomfortable;
- Studies and development of measures or arrangements of concern to primary or secondary metallurgical industries, the shops of mechanical construction and repair, the rubber industry, the paper industry, and the food, clothing, and housing industries.
- Investigation requests for the creation, expansion, and transfer of industrial establishments, commercial establishments, handicraft establishments, of reconstruction of destroyed industries.
- Studies of questions of machinery, hand labor, the framework of organization and functioning of factories and handicraft shops, the process of manufacture, and prime costs of manufactured goods;
- Establish and maintain an index of industrial establishments and of handicraft shops (basic information - on principal and secondary products of the establishments, general organization of manufacturing, processes used, effective personnel, power utilized, materials used, periodic basic up-to-date information on production, sales, and inventories);
- Preparation eventually of the mobilization relative to the competency of Industrial Control.

4th Bureau: Handicraft.

Directed by a Chief of Bureau and charged with studies and development of all measures or arrangements for:

- The multiplication of handicraft cooperatives and the organization of their common services;
- The improvement of tools and production (quality and price) of handicrafts;
- Contribute to the establishment of an index of industrial and handicraft establishments in liaison with the third bureau.

Laboratory - workshop

Directed by an engineer chief of service charged with:

- Studies and research concerning extractive industries (analysis of minerals, cements...), the use of combustibles (analysis of coals), of carbides, and lubricants;
- Extraction of things in precious metals (Tirage des objets en métaux précieux).
ARTICLE 18. The Institute of Statistics and Economic Studies of Vietnam is placed under the authority of a Director of Service.

He is charged:

1/ To establish, to assemble, to develop and to keep up to date statistics of all kinds and, especially, to the responsibility of general or particular aspects.

2/ To coordinate, in collaboration with specialists of each area, the methods, the means, and statistical work of public administration and of private organization subject to or controlled by the government in order to centralize statistical documentation.

3/ To observe the evolution of the economic situation and to keep a permanent inventory of it.

4/ To undertake research and studies in statistical and economic questions.

5/ To disseminate or to publish the results of these works, in particular a statistical annual.

6/ To assure the dissemination of statistical methods conforming to the norms adapted by the United Nations and by the French Union, to encourage economic research relevant to its competence, and to participate in the formation of specialized personnel in statistical material and economic studies.

7/ To assure coordination of the use of machanical measure used by the public administrations and private organizations cited in paragraph 2 of the present article.

ARTICLE 19. The Institute of Statistics and Economic Studies includes:

- The Bureau of Order
- The Service of General Statistics
- The Bureau of Economic Documentation.

ARTICLE 20. The Bureau of Order directed by a Chief of Bureau is charged with:

- Mail - Typing - Duplicating - Diffusion of publications of the Institute
- Personnel - Accounting; - Material
- Relations with ministenal departments for information and preparation of conferences and commissions
- Exchange of publications and information.

ARTICLE 21. The Service of General Statistics directed by a Chief of Service is charged with the organization and the direction of statistical works.
It includes five bureaus directed each per a Chief of Bureau whose duties are fixed as follows:

- Study of proposed inquiries and census.
- Development of plans of execution.
- Establishing programs of country and calculation.
- Centralization of statistics.

**Bureau of Agricultural Statistics**

- Establishment and centralization of agricultural statistics.
- Relations with the Ministry of Agriculture for establishing the methods of acquiring statistics.
- Agricultural censuses and inquiries.

**Three Bureaus of Statistics at DALAT, TOURAN, CAN THO**

- Establishment and centralization of regional statistics
- Execute of statistical inquiries (family budgets, salaries, prices, industry, commerce, population).
- Keep graphs up to date.

**ARTICLE 22.** The Bureau of Economic Documentation is directed by a Chief of Bureau, charged with:

- Centralization of economic information
- Research in general economic documentation
- Studies - Monographs - Reports

**ARTICLE 23.** All provisions contrary to those in the present arrete are and will remain abrogated.

**ARTICLE 24.** The Director of Cabinet and the Secretary General are charged, as each is concerned, with the execution of the present arrete.

Saigon, 7 June 1955

Minister of Finance