

Lao People's Democratic Republic
Peace Independence Democracy Unity Prosperity

Prime Minister

No. 603/PM

Vientiane Capital, Date 15/10/21

Decree on

Ministry of Agriculture and Forestry Organizational Structure and Operations

- Based on the Law on Government, No. 04/NA, dated 8 November, 2016.
- Based on the Decision of the Prime Minister on Government Work Arrangements No 17/PM, dated 11 March, 2021.
- Based on the National Assembly Resolution on the Approval of Government Structure and Personnel No. 09/NA, dated 22 March 2021.
- Based on the proposal of the Ministry of Home Affairs No 304/MHA dated 05 October, 2021.

The Prime Minister Issues the Decree:

Part 1
General Provisions

Article 1 Objective

This decree defines the Ministry's location, roles, responsibilities, the scope of rights, structure, principles and working approach. It is intended to provide a reference for organizational structure and operations of the Ministry of Agriculture and Forestry to disseminate the Party's policy direction, implement laws and regulations of the State in management, promote, develop and inspect agriculture, forestry and rural development work.

Article 2 Location and Roles

The Ministry of Agriculture and Forestry (MAF) is part of the government structure. It has the role as a secretariat for the government and for macro-management of agriculture, forestry, primary agricultural processing, technical science research, biotechnology, agricultural and forest biodiversity and rural development across the country.

Part 2 Scope of Rights and Responsibilities

Article 3 Responsibilities

The Ministry of Agriculture and Forestry has the following responsibilities:

1. Follow the Constitution, Laws and National Assembly Resolution, Presidents Decisions, Decrees, Resolution and Government and Prime Ministers Legislation;
2. Study and disseminate the Party's Policy Direction, Government Strategic Plan and Agreements on Agriculture, Forestry and Rural Development and integrate these into plans, programs and projects of the Ministry, as well as ensuring effective implementation;
3. Research, develop and improve laws and subordinate regulations which are required for sector management and propose them to the government for consideration;
4. Make every effort to promote sufficient food production for food security and nutrition, availability of raw materials for processing factories, fresh, clean and safe products for domestic consumption to substitute for imports;
5. Promote commercial agriculture and forest productivity by identifying productive zones with processing and marketing based on the comparative advantage of the local areas and regions, promote enterprise development, farming, model families in cash crops, natural/organic production and clean production, cultivation based on comparative advantage of products for export, in line with crop and livestock hygiene standards of trading partners;
6. Research, identify technical and quality standards for agricultural and forest products, production factors, materials and agricultural machinery, agricultural and forest processing factories; develop and improve the technical infrastructure for research and pilot agricultural and forestry certification standards for domestic use and for import and export; promote the development of zones for industry and agriculture, the wholesale or retail market for agricultural and forest products according to laws and regulations;
7. Manage, inspect and certify clean agriculture, crop and livestock hygiene in the import and export of agricultural and forest products and non-timber forest products including the management of import and export production factors, for example fertilizer, pesticides, agricultural chemicals and veterinary medicines, vaccines, animal feed, seeds and breeding stock, fingerlings, machinery, agricultural equipment according to laws and regulations; facilitate the transit of agricultural and forest products from the country of origin to the destination country according to laws and regulations;
8. Manage, promote and develop agricultural and forest processing factories such as rice mills, cassava processing factories, sugar cane processing factories, slaughter houses, animal feed mills, factories for vaccine, pesticide, veterinary medicine and veterinary equipment, timber processing factories, saw mills, furniture factories, rubber and non-timber forest product processing factories, compost and fertilizer factories, seed and agricultural product packaging factories, agricultural equipment and machinery factories, develop agricultural and forestry supply chain logistics to integrate the management of production plans, processing and marketing;

9. Manage the use of chemicals in agricultural production, for example chemical fertilizers, pesticides and herbicides and growth promoters, genetically modified crops and other chemicals to meet clean agricultural standards;
10. Manage and develop a variety of irrigation systems, including drip irrigation and permaculture, use renewable energy to pump water where possible and build infrastructure to store/ release water to manage drought/flooding, and to maximize the use of the water for agricultural irrigation, to promote industrious, modern and sustainable agriculture;
11. Promote techniques, technology for cultivation, livestock raising and processing; organize farmers in groups or cooperatives; organize modern agricultural skills training for individuals or group members in administration, access to markets and funds, use of machinery, support processing infrastructure, packaging, storage and marketing where needed;
12. Develop and strengthen existing agricultural technical extension centers. Ensure the effective operations by providing funding, capable technical support, provide materials, techniques and modern technology to the centers, for knowledge transfer, technology on cultivation and livestock and also to be a demonstration center for farmers, entrepreneurs, students and the general public;
13. Soil Analysis, develop agricultural land mapping, production zone management (cultivation zone, animal raising and forestry zone), develop agricultural land, demarcation to conserve land for agriculture and land use planning and study legislation on agricultural land management;
14. Manage and maintain forests according to three types of forests (national conservation forest, national defense forest and production forest), identify measures for forest restoration and water source protection/biodiversity and protected species; promote forest restoration and commercial tree plantations as well as promote natural tourism, and integrated development of agriculture, forestry and livestock, and reduction in greenhouse gas emissions from deforestation and forest degradation, and promote carbon credit trading where possible, under the green sustainable direction; coordinate with relevant sectors to mobilize funding for forest preservation fund and effective management;
15. Develop agricultural and forestry infrastructure in rural areas, develop occupations and improve the organization of production systems for income generation and livelihood improvement; address poverty of rural people; be a center for coordination with other Ministries, Ministry equivalent organizations and local authorities for holistic rural development based on the roles and responsibilities of the sectors and local authorities; to define national criteria and indicators for new rural development (criteria for families and villages graduating from poverty and developed village criteria, criteria for large villages transitioning to township status in rural areas, and criteria for districts graduating from poverty to developed district status) under three builds policy; research, identify focal areas for rural development in each period to reflect the situation on the ground, for example resettlement, focal areas for village development, transition of large villages to township status in rural areas and other focal areas to ensure agreement between local and national level on the implementation of plans including promoting, monitoring and evaluation of the implementation in each period;
16. Coordinate with other sectors to mobilize funding and provide funding for the implementation of rural development and poverty eradication projects, set up measures for the management, use of poverty reduction funds, provide credit through Nayobay Bank as

well as promoting, monitoring and inspecting the implementation to ensure it is in line with laws and regulations;

17. Research, pilot science and technology related to agriculture, forestry, ecology and eco-technology, rural development, improve, select and produce seed, timber species, livestock, aquatics as well as produce them commercially including disseminate successful research outcomes to the public; manage native crops and livestock of Lao PDR as stated in the law and protect research results; develop and improve research infrastructure related to science by providing equipment-techniques, materials and tools, laboratory space for institutions, centers and research stations to strengthen them;
18. Promote and facilitate the investment of entrepreneurs both within the country and overseas, manage and encourage State enterprises under the Ministry of Agriculture and Forestry; cooperate, mobilize assistance and investment within the country and overseas based on the law and also implement the obligations to international conventions to which Lao PDR is a party to enhance their contribution to the development of agriculture, forestry, rural development and to addressing poverty;
19. Improve personnel plan and strategies, develop a plan for upgrading personnel, plan for leadership succession, prepare and allocate personnel to work at ground level, in the center and stations; develop new personnel and upgrade existing personnel to become qualified personnel and suitable for the job to meet future demands in the long term and have officials prepared for leadership roles; consider a reward policy for specialized personnel; reward personnel who work at the grassroots level, for example awards recognizing those with skills, award and recognize seniors and pensioners based on the State and Party policies; provide comments to provincial and district authorities in appointing or allocating personnel in their sector under the law and regulations;
20. Develop, manage, improve and expand the statistical database system and agriculture, forestry and rural development information, consolidate lessons learned and models for good practice, positive research outcomes, as well as disseminate to the public;
21. Manage Ministry finances and property including planning, budgeting and reporting according to the law and regulations;
22. Guide, promote, monitor, inspect and evaluate the implementation of regulations, strategy, plans, programs, government investment projects or loans and grants; inspect and prevent illegal forest encroachment, cutting timber, moving timber, trading timber, wild animals and aquatic resources, non-timber forest products and protected species, to prosecute the perpetrators including changing forest land, agricultural land and irrigated land as specified in the law and regulations; prevent and stop corruption, address the proposals of citizens related to agriculture and forestry;
23. Coordinate with sectors at national level and local authorities on the implementation of the roles and responsibilities of the Ministry of Agriculture and Forestry consistently in each period;
24. Other duties as specified in the law, regulations and as assigned by the Government.

Article 4 Scope of Rights

The Ministry of Agriculture and Forestry has the following rights:

1. Propose to improve the organizational structure to the government, define positions, recruit and allocate personnel in the agriculture and forestry sector according to management level as specified in the law and regulations under the direction of concise, strong and effective;
2. Lead and manage horizontally related to technical areas, by dividing the management level, responsibility and rights in making decisions for local authorities clearly;
3. Call for meetings of leadership personnel and technical staff of the Ministry of Agriculture and Forestry or conduct work appraisals in each period; provide approval to departments, institutions and centers to organize meetings, agricultural products and machinery fairs, training, seminars and work at grassroots level as specified in the relevant laws and regulations;
4. Develop or improve legislation, guidelines, identify techniques and criteria for agricultural production for macro-management of the agriculture and forestry sectors;
5. Issue orders, decisions, guidelines and announcements related to agriculture and forestry sectors; disseminate policies, laws and regulations and criteria that are related to the responsibilities of the agriculture and forestry sectors; stop the implementation, cancel orders, decisions, guidelines and notices within the Ministries authority at lower ranks;
6. Propose to the government to improve, stop the implementation, cancel the legislation of other sectors and local authorities that are not consistent with their laws and regulations;
7. Research and provide comment and agreement on the agricultural, forestry and rural development investment both domestic and overseas under the law and regulations in each period;
8. Sign contracts, protocols and agreements on international cooperation, international organizations, civil society organizations related to receiving assistance for agriculture and forestry sectors under the higher authority approval;
9. Manage and use budget, State property, implement roles and responsibilities of the agriculture and forestry sector as specified in the law and regulations;
10. Other rights as specified in the law and regulations and as assigned by the government.

Part 3**Organizational Structure****Article 5 Structure**

The structure of the Ministry of Agriculture and Forestry consists of:

1. Office
2. Department of Organization and Personnel

3. Department of Inspection
4. Department of Planning and Finance
5. Department of Agriculture
6. Department of Livestock and Fisheries
7. Department of Irrigation
8. Department of Forestry
9. Department of Forestry Inspection
10. Department of Agricultural Land Management
11. Department of Agricultural Extension and Cooperatives
12. Department of Rural Development
13. Agricultural and Forestry Research and Rural Development Institute
14. Council for Ecology and Eco-Technology

The Technical Unit Level 2 under the Ministry:

1. Poverty Reduction Fund (PRF);
2. Development Centre and Huayson-Huaysua Agricultural Service;
3. Demonstration Centre and Lao-China Agricultural Technique Service;
4. Lao-Korea Agricultural Technical Training Centre and Rural Development;

The Technical Unit Level 2 under the Department:

- Department of Organization and Personnel;
1. Northern Agriculture and Forestry College;
 2. Bolikhamxay Agriculture and Forestry College;
 3. Savannakhet Agriculture and Forestry College;
 4. Champasack Agriculture and Forestry College;
 5. Thangnon Irrigation School;

The Ministry of Agriculture and Forestry provides technical organizational structure at local level where feasible and with agreement of local authorities, with consent of the Ministry of Agriculture and Forestry and Ministry of Home Affairs.

Article 6 Personnel Structure

The personnel of the Ministry of Agriculture and Forestry consists of:

1. One Minister who is accountable to the government, Prime Minister and Vice Prime Minister. The Minister takes the lead for Agriculture and Forestry in macro-management of the sector. The rights and duties of the Minister are defined in the Law on Government; When the Minister is absent or unavailable the Minister shall give their authority to the Vice Minister to be Officer in Charge.
2. Vice Ministers assist the Minister to lead the sector and be responsible in specific areas as assigned by the Minister; The Vice Minister is the Officer in Charge when the Minister is absent or unavailable.
3. The Head of the Office, General Director and the Head of State organizations equivalent to a department, Head of the Division, Head of State organization equivalent to a division, the

Deputy Head of the Division, The Deputy Head of the State organization equivalent to a division and the technical personnel as per position.

To recruitment, re-structure, appoint, relocate or downgrade position is to follow the law and regulations.

Part 4 Principles and Approach

Article 7 Principles

The Ministry of Agriculture and Forestry adheres to the following principles:

1. Democratic Principles, group decision making on general issues of the Ministry of Agriculture and Forestry;
2. Follow the one leader policy, clear job responsibilities and encourage creativity of personnel at all levels, using their full capacity to undertake their jobs as assigned, with respect and strictly follow laws and regulations;
3. All the functions of the Ministry of Agriculture and Forestry and its personnel are referred to in the law, regulations and principles of the government and also implement Party and Government policy.

Article 8 Approach

The approach of the Ministry of Agriculture and Forestry is as follows:

1. Planning, programming; work with a clear focus and goals in each period, closely coordinate with other sectors and local authorities using the resources of all sectors to develop agriculture and forestry;
2. Organize monthly meetings, tri-monthly, bi-annually and annually or technical meetings and regularly report to the government and Prime Minister;
3. Inspect, monitor, promote, draw lessons learned and analyze the strengths and weaknesses as well as provide feedback;
4. Coordinate internally and internationally, in line with regulations.

Part 5 Final Provisions

Article 9 Budget and Stamp

The Ministry of Agriculture and Forestry has its own budget and stamp to use in its official capacity, based on relevant laws and regulations.

Article 10 Dissemination

The Minister of Agriculture and Forestry issues the agreement on the structure and operations of the office, department, institute, funds, center, colleges and local organizational structure under the technical leadership as defined in Article 5 of this Decree under the delegation of management, gives clear and suitable responsibilities to local authorities to facilitate the operations.

Article 11 Implementation

The Ministry of Agriculture and Forestry, the Prime Minister's Office, Ministries, State organizations equivalent to Ministries, Province and Capital acknowledge and strictly implement this decree.

Article 12 Effectiveness

This decree is the replacement of the decree of the Prime Minister on the Organization and Operation of the Ministry of Agriculture and Forestry No. 99/PM Dated 09 March 2017 and shall enter into force upon signing.

Prime Minister

Phankham Vipavnh