

LAO PEOPLE'S DEMOCRATIC REPUBLIC
PEACE INDEPENDENCE DEMOCRACY UNITY PROSPERITY

MINISTRY OF AGRICULTURE AND FORESTRY

File No. 0353/MAF

ROLES, TASKS AND AUTHORITY
OF THE DEPARTMENT OF ANIMAL HUSBANDRY
AND VETERINARY SCIENCE (DAHVS)

On the basis of the Prime Minister's decree No. 84/PM dated 22/11/91 concerning the organization and activities of the Ministry of Agriculture and Forestry (MAF). Minister of the MAF has determined the roles, authority and tasks of DAHVS as follows:

CHAPTER I

BASIS AND ROLES

Article 1 : The Department of Animal Husbandry and Veterinary Science (DAHVS) is a Department to administer at macro level concerning the development of AHVS sector, which have the same status as various Departments of MAF.

Article 2: DAHVS has a role as a direct mensuration for the MAF to study, guide, plan, monitor, organize and administer at the macro level, by following the vertical line, concerning animal husbandry and veterinary affair from the central to the local areas within the country.

* THE MAIN ROLES ARE:

2.1 To study and implement strategies, policies, plans, laws and regulations about the organization, management and development of animal husbandry and veterinary, and establish AHVS network throughout the country; on the basis of the Party's and Government's policies and plans of MAF.

2.1.1 To modify the natural ways of animal husbandry and veterinary to modern one. To raise animal for commodity of the people, and strenghten this field of work.

- 2.1.2 To make an active contribution in solving problems of cereal and foodstuffs, by steadily developing Animal Husbandry and Veterinary work
- 2.1.3 To concretize reasonable components of AHVS network step by step.
- 2.1.4 To coordinate with different relevant Department in MAF or other Ministries and local authority, to do survey and define industrial way of husbandry and enlarge people's area of husbandry. And demarcate integrated production area i.e husbandry-forestry, husbandry-cultivation, or husbandry-cultivation-forestry systems. In order to accord capability and peculiarity of each region, area and ethnic groups of the people.
- 2.1.5 To study and try extensively applying the appropriate scientific and technological progress into the development of the AHVS; in order to have sufficient amount of livestock for domestic consumption, labour use, manure supply as well as export in types of living animal or ready made products;
- 2.1.6 To offer/allocate the surveyed area for husbandry To farmers and domestic and foreign investors to legally and reasonably utilize.
- 2.1.7 To encourage and coordinate with banks to extend credit to farmers in rural areas, which are regarded as direct quarter of production or animal husbandry.
- 2.1.8 To stimulate and initiate the farmers associations, groups, units; farms specifically for animal raising; to be pilot operation and then extend extracted lessons throughout the country.
- 2.1.9 To captivate and utilize international and domestic funds, to enlarge the development of animal raising and veterinary work, in order to meet high effectiveness.
- 2.2 To form and upgrade technical staff and veterinarians and help them to be active personnels of AHV development; and grasp government strategies and policies on animal husbandry-veterinary science; know how to excite, organize and help people to have competence in raising and vaccinating animal. Those staff should have high competence in specialty and guiding and leading people by themselves.

CHAPTER II

TASKS AND AUTHORITY

Article 3: The main tasks:

- 3.1 To enhance the course, strategies and plans of the central Party and Government to be action plans, regulation and laws in order to administer the animal raising and veterinary endeavour.
- 3.2 To organize the monitoring and evaluation of the implementation of plans, projects, regulations and laws mentioned in 3.1; and also to investigate the positive impacts to be extended and instantly restrict the negative ones.
- 3.3 To systematically form and upgrade technical staff for all fields of meteorology and hydrology. And help them to be assimilated with policies and qualified with skills and proficiency in specialty. to assign and administer them and assure their interests and benefit; according to the policies on administration of staff, formulated by the Government such as policies for selecting staff with good conscience, ability; awarding and promoting outstanding staff, transferring positions, leave of absence or health care, retiring, pensioning and so on.
- 3.4 To establish the network of statistical data and information on animal raising and veterinary work in order to contribute to effectively defining courses, policies. To collect, assess, analyze the mentioned data, on the one hand to regularly report the innovative information about animal raising and veterinary work to the Leading Group of MAF, on the other hand to instantly introduce and notify the information to the animal raising association, farms, groups, private or state animal raising units, relevant organizations and people by different means and methods i.e diseases epidemic, different kinds of diseases, obstrucles in the work and increase or decrease of livestocks and so on.
- 3.5 To prevent, restrict epidemic, diseases including which are contagious from animal to humanbeings; by means of enlarging vet network throughout the country.
- 3.6 To study, propose to establish, the institutes, groups, centres, veterinary stations, in different possible regions; for for the purposes of research and development of people's animal raising with proper raising

techniques.

- 3.7 To study and enforce the working methods, regulations for administration within the Department and for the whole organization vertically from the central to the local level. To define the needed number of the permanent staff excluding the part time worker or daily payment basis labourers.
- 3.8 To encourage and facilitate the institutes, centres, veterinary stations, projects, other technical and business units to fulfil their tasks. And to monitor, inspect different organizations concerning the work efficiency, advantages and disadvantages in administering budget, vehicles, equipment, labour employment and other issues; on the basis of the laws, regulations, rules and technical economic stipulation formulated by the Government and MAF.
- 3.9 To strictly stimulate staff to go and work in local areas, according to the Government and MAF policies.
- 3.10 To communicate with foreign countries and international organizations, in order to get assistance and cooperation in animal raising and veterinary endeavour, according to the Government policy and MAF regulations.

Article 4: Authority

The main authorities are:

- 4.1 To study, propose to establish, improve and abolish the institutes, groups, centres, veterinary stations, projects, technical units depending on the vertical line of administration of DAHV.
- 4.2 To study and propose the MAF to nominate, promote, transfer, deposition, chasten and award the heads of the Sections of the Department, the head of the meteorology and hydrology sections in the provinces, municipality and Districts, the head of the institutes, centres, groups, stations, projects and the head of the technical units as well as all professional (high level) staff.
- For the low level staff further than the above mention it must be directly managed by the DMH in coordination with the PAFS and DAFO and other relevant technical units; by reporting the matter to the Personnel Department or discussing with the governors of the Districts and provinces before hand if it is necessary.

- 4.3 To study and submit domestic and foreign investors' investment requests to MAF for approval; to use land for the purpose of animal raising, breeding, manufacturing business and services for animal raising and veterinary work in any regions, according to the laws, regulations and rules formulated and enforced by the Government.
- 4.4 To study and propose to MAF to establish and abolish the animal raising associations, groups, units of farmers.
- 4.5 To study and request for approval of the establishment and abolishment of animal product manufacturing factories of domestic and foreign investors.
- 4.6 To study, scrutinize, notify and advise institutes, groups, stations, projects and other technical units as well as provincial and district AHV Sections, and other business units dealing with animal raising and veterinary activities.
- 4.7 To scrutinize and hand over plans, which are already approved by MAF, to institutes, groups, stations, veterinary posts, projects and other technical units to implement them.
- 4.8 To certify the qualified breeds and approve achievements of the research, from the advisory council of the institutes, groups, centres, stations or other organizations to apply in the practical activities of animal production.
- 4.9 To examine the certification from institutes, groups, centres, veterinary posts, concerning animal health, quality, and sanitary of animal products to be imported, exported and in transit to third countries.
- 4.10 To examine training certification of schools, AHV training centres. The authority to sign decree on certifications, it has to be executed by the MAF and those certificates must be signed by the schools or centres.
- 4.11 To give permission to staff within DAHV to go on mission and have leave of absence within the country; in case of necessity to go abroad it must be approved by MAF.

CHAPTER III

GUIDANCE, ORGANIZATION STRUCTURE AND SUBORDINATE ORGANIZATIONS OF DAHV

Article 5: Technical guidance:

- DAHV comprises of 1 Director and 2 Vice Directors which are nominated by the Minister, on the basis of defined consciences and technical standards.
- The Director and Vice Directors have functions to assist the Minister in administering and conducting implementation of animal raising and veterinary affair. The Director is directly responsible for all the achievements, failures, shortcomings or mistakes occurred in actions; the vice Directors are responsible for any specific Sections of the Department.

Article 6: Organization structure

* The organization structure of the DAHV is drawn up as follows.

- 6.1 The Administration Section,
- 6.2 The Finance, Planning and Cooperation Section.
- 6.3 The Technical Administration Section.
- 6.4 Apart from the different Sections, DMH organization are comprised with various technical units which function accordingly to the organizational lines related to meteorology and hydrology, they are

- The Veterinary Unit.
- The Livestock Raising Extention Group.
- The Fish and small Animal Raising Extention groups.
- The Export Promotion and Animal protection Group.

And there are also centre, stations, veterinary posts, projects which depending on the above mentioned groups. There are AHV Sections in different provinces and districts.

- 6.5 All improvement, amendment of the organization structure both in Department level as well as the local level further than that already mentioned in this document, it must be proposed to MAF for consideration and approval.

CHAPTER IV

WORKING METHODS

Article 7: DAHV executes its tasks on the basis of the following principles:

- 7.1 To preserve the one-head system, on the basis of centralized democracy. Leading in group on the basis of the definite division of work scope; and there will be exact authorization for making decisions reasonably and individually.
- 7.2 All execution of activities is in accordance with the strategies, course, plans and general policies of the Government concerning the agriculture and forestry. And those strategies...are assumed as guiding line. And implement the long term, yearly and periodic plans by regarding the action plans of MAF as a starting point for all animal raising and veterinary activities. DAHV has to create the projects and a wide range of activities in order to effectively enhance the above-mentioned plans of MAF.
- 7.3 To administer at the macro level, DAHV has to monitor, inspect and regularly encourage all AHV Sections in provinces and districts, technical and business units, especially farmers' families, associations, groups and units of animal raising; concerning organizing plans and activities in the projects throughout the country, which are sub-ordinated to DAHV .
- 7.4 To preserve the meeting, inspecting and reporting systems such as the weekly meeting and discussion of the Director, Vice Directors, heads of institutes, centres, stations, veterinary posts, projects, other technical units... to follow up and evaluate all carried out activities, draw up experience, develop the highlight of achievement and treat the failures, and regularly report to the Leading Group of MAF.
- 7.5 The Director of DAHV is generally responsible for all animal raising and veterinary activities and is only the person to give a sign on all official documents, according to the given roles and coordinate with Leading Group of MAF.

In case of being busy or absence for mission in remote areas the Director's tasks must be temporarily acted by any of the Vice Directors.

CHAPTER VI

THE LAST ISSUES

Article 8: DAHV of the MAF has its specific stamp for official use. Concerning the specific stamps for the institutes, groups, centres, stations, veterinary posts, projects and the relevant Sections and other technical units, the DAHV has to study and propose them to MAF for approval.

Article 9: This prescription of roles, tasks and responsibility of the Department of Animal Husbandry and Veterinary Science (DAHV) is valid and enforced from the date of its signature. Any contradictions from the earlier prescription have to be cancelled.

Vientiane, dated 22/05/1992

Minister of Ministry of
Agriculture and Forestry

(Stamped and signed)

Sisawath KEOBOUNPHANH