

Ha Noi, 08 March 2018

No: 823 /QD-BNN-TCCB

DECISION

On Establishment of State Steering Committee office for the Target Program on Sustainable Forest Development for 2016-2020 and REDD+ implementation by merging State Steering Committee office for Forest protection and development plan for 2011-2020 and Vietnam REDD+ Office

MINISTER OF MARD

Pursuant to the Decree No 15/2017/ND-CP dated 17/02/2017 of Government defining the functions, tasks, powers and organizational structure of MARD;

Pursuant to the Prime Minister's Decision No.886/QD-TTg dated 16th June 2017 approving the program on sustainable forest development for the 2016-2020 period;

Pursuant to the Prime Minister's Decision No.419/QD-TTg dated 5th April 2017 approving the National Action Programme on the Reduction of Green-house Gas Emissions through the reduction of Deforestation and Forest Degradation, Sustainable Management of Forest Resources, and Conservation and Enhancement of Forest Carbon Stocks (REDD+) by 2030;

Pursuant to the Prime Minister's Decision No 1857/QD-TTg dated 23/11/2017 on approval of establishing the State Steering Committee for the Target Program on Sustainable Forest Development for 2016-2020;

Upon request of the General Director of VNFOREST at document No 58/TCLN-KHTC dated 15/01/2018 on consolidating State Steering Committee office for Forest protection and development plan for 2011-2020 and Vietnam REDD+ Office;

DECIDES:

Article 1. Establish State Steering Committee office for the Target Program on Sustainable Forest Development for 2016-2020 and REDD+ implementation by merging State Steering Committee office for Forest protection and development plan for 2011-2020 and Vietnam REDD+ Office (hereafter referred to the Steering Committee Office);

1. Steering Committee Office has the function of assisting State Steering Committee office for the Target Program on Sustainable Forest Development for 2016-2020 (hereafter referred to Steering Committee); and Minister of MARD on the

management, implementing organization and monitoring of the Target Program on Sustainable Forest Development for 2016-2020 (hereafter referred to Target Program on Sustainable Forest Development) implementation process and National Action Programme on the Reduction of Green-house Gas Emissions through the reduction of Deforestation and Forest Degradation, Sustainable Management of Forest Resources, and Conservation and Enhancement of Forest Carbon Stocks (REDD+) by 2030 (hereafter referred to REDD+ program) approved at Decision No.886/QD-TTg dated 16th June 2017 and Decision No.419/QD-TTg dated 5th April 2017

2. Steering Committee Office has its legal status, own seal and can open account at the State Treasury and Bank for functioning in compliance with laws.
3. The operation budget for Steering Committee Office is arranged in the annual budget of MARD and legal aid (if any). Specific activities will be implemented based on the approved budget of Target Program on Sustainable Forest Development and REDD+ program.
4. Steering Committee Office is located at VNFOREST, MARD, No 2 Ngoc Ha, Ba Dinh, Hanoi.

Article 2. Tasks and Authority of the Steering Committee Office

1. Develop work plans and programs of the Steering Committee; prepare the substance of relevant conferences, seminars and reports as requested by the Chairperson of the Steering Committee;

2. Study, summarize and propose to Minister of MARD to report to Steering Committee for solving important and inter-ministerial issues, and implement report regime on organization of Steering Committee; mechanism and policy on collaboration of inter-ministerial activities in order to effectively implement the Target Program on Sustainable Forest Development and REDD+ program

3. Advise, develop and submit to Steering Committee, Minister of MARD the 3 - year and annual plan of the Target Program on Sustainable Forest Development and REDD+ program; the plan for collaboration, monitoring and guidance for relevant agencies and localities to participate in the implementation of the Target Program on Sustainable Forest Development and REDD+ program

4. Guide the relevant agencies and localities to develop the plan, integrated plan and implementing organization of the Target Program on Sustainable Forest Development and REDD+ program

5. Advise and propose to Steering Committee, Minister of MARD to lead and collaborate to implement active measures to prevent and response to urgent situation in forest protection and forest fire prevention and fighting; to collaborate in monitoring and

urging localities, agencies and forest owners in forest protection and development.

6. Advise and help Steering Committee on negotiation, receiving and distributing supporting resources to implement REDD+ from national and oversea organizations; technical assistance; REDD+ program's information management.

7. Focal point to receive, advise and propose the solutions to figure out documents relating to Program; documents of Steering Committee's members to submit to Chairman and Vice Chairman of Steering Committee.

8. Monitor and summarize the implementation progress of criteria and tasks of 02 Programs according to the annual plan which is assigned to relevant departments, agencies and localities; periodically organize the preliminary and summary workshop to assess the performance of the Program.

9. Develop and manage the database system; organize to implement information and communication tasks on the activities of the Target Program on Sustainable Forest Development and REDD+ program.

10. Develop budget plan for activities of Steering Committee and its office to submit to authorities for approval. Manage the government staff; implement the salary regime and other remuneration regimes, compliment; discipline; finance; properties and other resources which are assigned in compliance with the laws,

11. Implement other tasks designated by the Chairman of Steering Committee and Minister of MARD.

Article 3. Steering Committee Office's Structure & Staff

1. Leaders of Steering Committee Office includes Director and Deputy Director.
 - a) General Director of VNFOREST – Member of State Steering Committee on the Target Program on Sustainable Forest Development for 2016-2020, acting as the director on the part-time basis. The Director will lead all the activities of Steering Committee Office, be responsible to the Chairman of Steering Committee, Minister of MARD and law for all the activities of Steering Committee Office; leading the development, submission to MARD for approval and implementing organization of Steering Committee Office' working regulation; allocate the government staff in appropriate with assigned tasks and functions and approved employment scheme.
 - b) General Director of VNFOREST will determine the Deputy Director after written approval of Minister of MARD. Deputy Director will assist General Director in implementing a number of tasks assigned by General Director and be responsible to General Director and laws for the implementation of those assigned tasks.

2. Staff of Steering Committee Office are allocated by General Director of VNFOREST within the quota to work full time or part time; can mobilize the fixed term contractual staff to implement specific activities in compliance with the laws; and at right purpose and demand approved by Minister of MARD.

Article 4. Responsibilities of General Director of VNFOREST

1. Lead to merge State Steering Committee office for Forest protection and development plan for 2011-2020 and Vietnam REDD+ Office; implement and receive the handing over of tasks, organization, staff, properties, equipment, document, finance and other resources; arrange the number of Deputy Director will not exceed two to 31/12/2018; arrange the office and facilities, equipment and other resources to properly function the Steering Committee Office.
2. Guide, check and monitor the operation of Steering Committee Office.
3. Submit MARD for approval of employment scheme as regulated.
4. Make a change, registration, utilization and management of seal in compliance with the laws.

Article 5. Entry into Force

The Decision shall become effective on the date of signature and replace Decision No 205/QĐ-BNN-TCCB dated 07/02/2012 of Minister of MARD on establishment of State Steering Committee office for Forest protection and development plan for 2011-2020; and Decision No 106/QĐ-TCLN-VP dated 05/3/2015 of General Director of VNFOREST on the establishment of Viet Nam REDD+ Office.

Article 6. Implementation Responsibility

Director of MARD's office, Director of Department of Personnel and Organization, General Director of VNFOREST, Director of Steering Committee Office and Heads of relevant departments and agencies shall be responsible for implementing this Decision./.

Recipients:

- as mentioned in Article 6;
- Chairman of State Steering Committee (for reporting)
- Members of Steering Committee
- VNFOREST;
- Other departments;
- Filing: Archives, TCCB,

MINISTER

(signed and stamped)

Nguyen Xuan Cuong