



GOVERNANCE OF THE DEMOCRATIC REPUBLIC OF TIMOR-LESTE

Accountability Mechanism of Key Institutions

Democratic Governance Support Unit - DGSU
United Nations Integrated Mission in Timor-Leste - UNMIT
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4.3. Timor-Leste Press Club

4.4. Association of Journalists Timor-Leste [Associação de Jornalistas de Timor-Leste]

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1.1. THE REPUBLIC OF TIMOR-LESTE [A REPÚBLICA DE TIMOR-LESTE]



Section 1 (The Republic)

1. The Democratic Republic of East Timor is a democratic, sovereign, independent and unitary State based on the rule of law, the will of people and the respect for dignity of the human person.
2. The 28th of November 1975 is the Day of Proclamation of Independence of the Democratic Republic of East Timor.

Section 2 (Sovereignty and constitutionality)

1. Sovereignty rests with the people, who shall exercise it in the manner and form laid down in the Constitution.
2. The State shall be subject to the Constitution and to the law.
3. The validity of laws and other actions of the State and local Government depends upon their compliance with the Constitution.
4. The State shall recognize and value the norms and customs of East Timor that are not contrary to the Constitution and to any legislation dealing specifically with customary law.

(Source: Constitution of the Democratic Republic of Timor-Leste, Sections 1-2)

1.2. PRESIDENT OF THE REPUBLIC [PRESIDENTE DA REPÚBLICA]

- “1. The President of the Republic is the Head of State and the symbol and guarantor of national independence and unity of the State and of the smooth functioning of democratic institutions.
2. The President of the Republic is the Supreme Commander of the Defence Force.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 74)



INSTITUTION ESTABLISHED BY Constitution of the Democratic Republic of Timor-Leste, Sections 74-89	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Law 04/2006 of 26 May 2006 on the Organic Structure of the Office of the President • Law 07/2006 of 28 December 2006 on the Election of President of the Republic, amended by Law 05/2007 of 26 March 2007 	
PRESIDENT OF THE REPUBLIC José Manuel Ramos-Horta	
ELECTED ON 9 May 2007	SWORN-IN 20 May 2007
DURATION OF MANDATE “(…) 2.The President of the Republic has a term of office of 5 years and shall cease his or her functions with the swearing-in of the new President-elect. 3. The President of the Republic’s term of office may be renewed only once.” <i>(Source: Constitution of the Democratic Republic of Timor-Leste, Section 75)</i>	
DEFINITION ACCORDING TO THE CONSTITUTION “1. The President of the Republic is the Head of State and the symbol and guarantor of national independence and unity of the State and of the smooth functioning of democratic institutions. 2. The President of the Republic is the Supreme Commander of the Defence Force.” <i>(Source: Constitution of the Democratic Republic of Timor-Leste, Section 74)</i>	
MAIN MANDATE / COMPETENCIES ACCORDING TO THE CONSTITUTION "It is exclusively incumbent upon the President of the Republic: <ol style="list-style-type: none"> To promulgate statutes and order the publication of resolutions by the National Parliament approving agreements and ratifying international treaties and conventions; Exercise competencies inherent in the functions of Supreme Commander of the Defence Force; To exercise the right of veto regarding any statutes within 30 days from the date of their receipt; To appoint and swear in the Prime Minister designated by the party or alliance of parties with parliamentary majority after consultation with political parties sitting in the 	

National Parliament;

e) To request the Supreme Court of Justice to undertake preventive appraisal and abstract review of the constitutionality of the rules, as well as verification of unconstitutionality by omission.

f) To submit relevant issues of national interest to a referendum as laid down in Section 66;

g) To declare the state of siege or the state of emergency following authorization of the National Parliament, after consultation with the Council of State, the Government and the Supreme Council of Defence and Security;

h) To declare war and make peace following a Government proposal, after consultation with the Council of State and the Supreme Council of Defence and Security, under authorization of the National Parliament;

i) To grant pardons and commute sentences after consultation with the Government;

j) To award honorary titles, decorations and merits in accordance with the law.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 85)

MECHANISM OF ACCOUNTABILITY

“1. The President of the Republic shall enjoy immunity in the exercise of his or her functions.

2. The President of the Republic shall be answerable before the Supreme Court of Justice for crimes committed in the exercise of his or her functions and for clear and serious violations of his or her constitutional obligations.

3. It is incumbent upon the National Parliament to initiate the criminal proceedings, following a proposal made by one-fifth, and deliberation approved by a two-third majority, of its members.

4. The Plenary of the Supreme Court of Justice shall issue a judgment within a maximum of three days.

5. Conviction shall result in forfeiture of office and disqualification from re-election.

6. For crimes not committed in the exercise of his or her functions, the President of the Republic shall also be answerable before the Supreme Court of Justice, and forfeiture of office shall only occur in case of sentence to prison.

7. In the cases provided for under the previous item, immunity shall be withdrawn at the initiative of the National Parliament in accordance with the provisions of item 3 of this Section.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 79)

ORGANIZATIONAL STRUCTURE

“1. The Office of the President is comprised of the services as follows:

(a) the Direct Support Services of the President of the Republic;

(b) the Management Services.

2. The Direct Support Services of the President of the Republic are comprised of the following services and bodies:

(a) the President’s Office;

(b) the Advisory Body for General Affairs;

(c) the Advisory Body for Military Affairs;

(d) the Support Secretariat of the President of the Republic.

3. The Management Service is constituted of the following services and bodies:

(a) The Directorate of Administration;

(b) The Administrative Board.”

(Source: Law 04/2006 of 26 May 2006 on the Organic Structure of the Office of the President, Chapter 1)

<p>STAFFING PROFILE¹</p> <p>PERMANENT: 67</p> <p>TEMPORARY: 20</p> <p>TEMPORARY POLITICAL APPOINTMENT: -</p>
<p>2009 STATE BUDGET APPROVED: USD 5,533'000</p>
<p>2010 STATE BUDGET APPROVED: USD 4,493'000</p>
<p>CONTACT</p> <p>Joel Maria Pereira, Social Communication & Media Relations</p> <p>Tel.: +6707236733/ +6707230160</p> <p>E-Mail: riko.joel@gmail.com</p> <p>Website: www.presidencia.tl</p> <p>Palácio Presidencial – Av. Mártires da Pátria, Dili - Timor-Leste</p>

¹ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) (*Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334*)

1.3. COUNCIL OF STATE [CONSELHO DE ESTADO]

“The Council of State is the political advisory body of the President of the Republic and shall be headed by him or herself.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 90)

<p>INSTITUTION ESTABLISHED BY Constitution of the Democratic Republic of Timor-Leste, Sections 90-91</p>																													
<p>OTHER LEGAL REFERENCES</p> <ul style="list-style-type: none"> • Law 01/2005 of 3 February 2005 on the Council of State • Rules of Procedure of the Council of State published in <i>Jornal da República</i> nr 8, Série I of 4 April 2007 																													
<p>STRUCTURE OF THE COUNCIL OF STATE</p> <p>“The Council of State shall comprise:</p> <ul style="list-style-type: none"> (a) former Presidents of the Republic who were not removed from office; (b) the Speaker of the National Parliament; (c) the Prime Minister; (d) five citizens elected by the National Parliament in accordance with the principle of proportional representation and for the period corresponding to the legislative term, provided that they are not members of the organs of sovereignty; (e) five citizens designated by the President of the Republic for the period corresponding to the term of office of the President, provided that they are not members of the organs of sovereignty.” <p><i>(Source: Law 01/2005 of 3 February 2005 on the Council of State, Article 1)</i></p>																													
<p>CURRENT MEMBERS OF THE COUNCIL OF STATE</p> <table> <tbody> <tr> <td>José Manuel Ramos-Horta</td> <td>President of the Republic</td> </tr> <tr> <td>Fernando “La Sama” de Araújo</td> <td>Speaker of the National Parliament</td> </tr> <tr> <td>Kay Rala Xanana Gusmão</td> <td>Prime-Minister</td> </tr> <tr> <td>Francisco Xavier do Amaral</td> <td>Former President of the Republic</td> </tr> <tr> <td>Leovigildo da Costa Hormai</td> <td>Appointed by the President of the Republic</td> </tr> <tr> <td>João Viegas Carrascalão</td> <td>Appointed by the President of the Republic</td> </tr> <tr> <td>Merita de Jesus Marques</td> <td>Appointed by the President of the Republic</td> </tr> <tr> <td>Rui Maria de Araújo</td> <td>Appointed by the President of the Republic</td> </tr> <tr> <td>Benjamin Carte-Real</td> <td>Appointed by the President of the Republic</td> </tr> <tr> <td>Feliciano Alves de Fátima</td> <td>Appointed by the National Parliament</td> </tr> <tr> <td>Francisco Martins</td> <td>Appointed by the National Parliament</td> </tr> <tr> <td>Cirilo Cristóvão</td> <td>Appointed by the National Parliament</td> </tr> <tr> <td>Benevides Correia de Barros</td> <td>Appointed by the National Parliament</td> </tr> <tr> <td>Victor Manuel Alves</td> <td>Appointed by the National Parliament</td> </tr> </tbody> </table>		José Manuel Ramos-Horta	President of the Republic	Fernando “La Sama” de Araújo	Speaker of the National Parliament	Kay Rala Xanana Gusmão	Prime-Minister	Francisco Xavier do Amaral	Former President of the Republic	Leovigildo da Costa Hormai	Appointed by the President of the Republic	João Viegas Carrascalão	Appointed by the President of the Republic	Merita de Jesus Marques	Appointed by the President of the Republic	Rui Maria de Araújo	Appointed by the President of the Republic	Benjamin Carte-Real	Appointed by the President of the Republic	Feliciano Alves de Fátima	Appointed by the National Parliament	Francisco Martins	Appointed by the National Parliament	Cirilo Cristóvão	Appointed by the National Parliament	Benevides Correia de Barros	Appointed by the National Parliament	Victor Manuel Alves	Appointed by the National Parliament
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<p>DURATION OF MANDATE</p> <p>“1.The functions of Council of State members commence upon their swearing in before the President of the Republic, and terminate once their successors have been sworn in, as in the cases provided under article 2.</p> <p>2. The functions of Council of State members may also cease by means of resignation, death, permanent disability, suspension or subsequent incompatibility”</p> <p><i>(Source: Law 01/2005 of 3 February 2005 on the Council of State, Article 11)</i></p>																													

DEFINITION ACCORDING TO THE CONSTITUTION

“1. The Council of State is the political advisory body of the President of the Republic and shall be headed by him or herself.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 90)

MAIN MANDATE / COMPETENCIES ACCORDING TO THE CONSTITUTION

“1. It is incumbent upon the Council of State to:

- a) Express its opinion on the dissolution of the National Parliament;
 - b) Express its opinion on the dismissal of the Government;
 - c) Express its opinion on the declaration of war and the making of peace;
 - d) Express its opinion on any other cases set out in the Constitution and advise the President of the Republic in the exercise of his or her functions, as requested by the President;
 - e) To draft its Rules of Procedures;
2. The meetings of the Council of State shall not be open to the public.
3. The organisation and functioning of the Council of State shall be established by law.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 91)

MECHANISM OF ACCOUNTABILITY

- “1. Council of State meetings are not open to the public.
2. Council of State members and the secretary have the duty of secrecy with respect to the object and contents of the meetings and with respect to the decisions taken.
3. The President may, with the endorsement of the Council, issue a press release on the content of any meeting at the end of such meeting, where publication is not compulsory.”

(Source: Law 01/2005 of 3 February 2005 on the Council of State, Article 9)

2009 STATE BUDGET APPROVED

“Expenses (...) shall be paid from state budget appropriations to the Office of the President of the Republic”

(Source: Law 01/2005 of 3 February 2005 on the Council of State, Article 14)

2010 STATE BUDGET APPROVED

“Expenses (...) shall be paid from state budget appropriations to the Office of the President of the Republic”

(Source: Law 01/2005 of 3 February 2005 on the Council of State, Article 14)

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1.4. NATIONAL PARLIAMENT [PARLAMENTO NACIONAL]

“The National Parliament is the organ of sovereignty of the Democratic Republic of East Timor that represents all Timorese citizens and is vested with legislative supervisory and political decision making powers.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 92)



INSTITUTION ESTABLISHED BY Constitution of the Democratic Republic of Timor-Leste, Sections 92-102	
OTHER LEGAL REFERENCES	
<ul style="list-style-type: none"> • Law 06/2006 of 28 December 2006 on Election of National Parliament, amended by Law 06/2007 of 29 May 2007 • Deliberation of the National Parliament nr 4/II of 7 August 2007 that creates Specialized Standing Committees, determines their jurisdiction, number of members and distribution across Parliamentary parties • Law 15/2008 of 24 December 2008 Governing the Organization and Functioning of Parliamentary Administration • Parliament Resolution on the Rules of Procedure of the National Parliament of the Democratic Republic of Timor-Leste (published in Jornal da República nr 40 of 11 November 2009) 	
SPEAKER OF THE NATIONAL PARLIAMENT Fernando “Lasama” de Araújo	
CURRENT COMPOSITION OF THE NATIONAL PARLIAMENT ²	
65 members	
ASDT	5 MPs
CNRT	18 MPs
FRETILIN	21 MPs
KOTA	1 MP
PD	8 MPs
PPT	1 MP
PSD	6 MPs
PUN	2 MPs
UNDERTIM	2 MPs
Independent	1 MP

² “The National Parliament shall be made up of a minimum of fifty-two and a maximum of sixty-five members.” (Source: Constitution of the Democratic Republic of Timor-Leste, Section 93)

SPECIALIZED STANDING COMMITTEES ³		
Committee A	Constitutional Issues, Justice, Public Administration, Local Power and Government Legislation	12 members
Committee B	Foreign Affairs, Defence and National Security	10 members
Committee C	Economy, Finance and Anti-Corruption	13 members
Committee D	Agriculture, Fisheries, Forest, National Resources and Environment	11 members
Committee E	Poverty Elimination, Rural and Regional Development and Gender Equality	9 members
Committee F	Health, Education and Culture	8 members
Committee G	Infrastructures and Social Equipments	7 members
Committee H	Youth, Sports, Employment and Professional Training	5 members
Committee I	Internal Regulation, Ethics and Mandate of the Members of Parliament	5 members
DURATION OF MANDATE "Members of the National Parliament shall have a term of office of five years"		
<i>(Source: Constitution of the Democratic Republic of Timor-Leste, Section 93)</i>		
LEGISLATIVE TERM ⁴ 2007-2012		
MAIN MANDATE / COMPETENCIES ACCORDING TO THE CONSTITUTION "1) It is incumbent upon the National Parliament to make laws on basic issues of the country's domestic and foreign policy. 2. It is exclusively incumbent upon the National Parliament to make laws on: a) The borders of the Democratic Republic of East Timor, in accordance with Section 4; b) The limits of the territorial waters, of the exclusive economic area and of the rights of		

³ "Parliament has specialized standing committees and ad hoc committees." *(Source: Parliament Resolution on the Rules of Procedure of the National Parliament of the Democratic Republic of Timor-Leste, Article 26)*

⁴ "The parliamentary term has a duration of five years and in the case of dissolution the elected National Parliament shall initiate a new term, the duration of which shall be given the time required to complete the period corresponding to the ongoing parliamentary term on the date of the election, under the terms and provisions set out in no. 5 of article 99 of the Constitution." *(Source: Parliament Resolution on the Rules of Procedure of the National Parliament of the Democratic Republic of Timor-Leste, Article 44)*

- East Timor to the adjacent area and the continental shelf;
- c) National symbols, in accordance with item 2 of Section 14;
 - d) Citizenship;
 - e) Rights, freedoms and guarantees;
 - f) The status and capacity of the person, family law and inheritance law;
 - g) Territorial division;
 - h) The electoral law and the referendum system;
 - i) Political parties and associations;
 - j) The status of Members of the National Parliament;
 - k) The status of office holders in the organs of State;
 - l) The bases for the education system;
 - m) The bases for the health and social security system;
 - n) The suspension of constitutional guarantees and the declaration of the state of siege and the state of emergency;
 - o) The Defence and Security policy;
 - p) The tax policy;
 - q) The budget system.
3. It is also incumbent upon the National Parliament:
- a) To ratify the appointment of the President of the Supreme Court of Justice and of the High Administrative, Tax and Audit Court;
 - b) To deliberate on progress reports submitted by the Government;
 - c) To elect one member for the Superior Council for the Judiciary and the Superior Council for the Public Prosecution;
 - d) To deliberate on the State Plan and Budget and the execution report thereof;
 - e) To monitor the execution of the State budget;
 - f) To approve and denounce agreements and ratify international treaties and conventions;
 - g) To grant amnesty;
 - h) To give consent to trips by the President of the Republic on State visits;
 - i) To approve revisions of the Constitution by a majority of two-thirds of the Members of Parliament;
 - j) To authorize and confirm the declaration of the state of siege or the state of emergency;
 - k) To propose to the President of the Republic the submission to referendum of issues of national interest.
4. It is also incumbent upon the National Parliament:
- a) To elect its Speaker and other members of the Chair;
 - b) To elect five members for the Council of State;
 - c) To prepare and approve its Rules of Procedure;
 - d) To set up the Standing Committee and establish the other parliamentary Committees.”

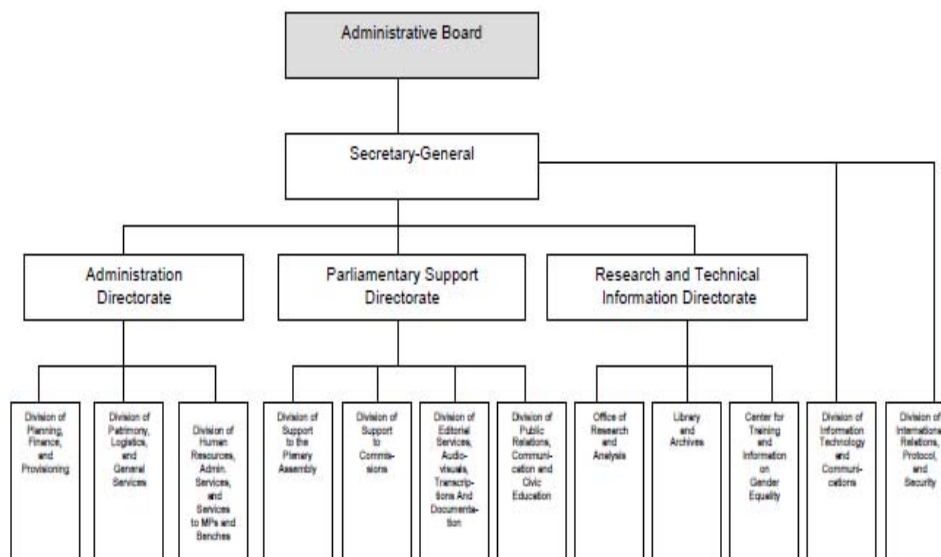
(Source: Constitution of the Democratic Republic of Timor-Leste, Section 95)

MECHANISM OF ACCOUNTABILITY

“The National Parliament shall be elected by universal, free, direct, equal, secret and personal suffrage”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 95)

ORGANIZATIONAL STRUCTURE OF THE ADMINISTRATION OF THE NATIONAL PARLIAMENT



(Source: Law 15/2008 of 24 December 2008 Governing the Organization and Functioning of Parliamentary Administration)

STAFFING PROFILE⁵

PERMANENT: 128

TEMPORARY: -

TEMPORARY POLITICAL APPOINTMENT: -

2009 STATE BUDGET APPROVED: USD 9,583'000

2010 STATE BUDGET APPROVED: USD 12,000'000

CONTACT

João Rui Amaral, Secretariat of the National Parliament

Tel.: +6707230167

Parlamento Nacional - Rua Formosa -Dili, Timor-Leste

⁵ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) (Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)

1.5. GOVERNMENT [GOVERNO]

“The Government is the organ of sovereignty responsible for conducting and executing the general policy of the country and is the supreme organ of Public Administration”.

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 103)



INSTITUTION ESTABLISHED BY Constitution of the Democratic Republic of Timor-Leste, Sections 103-117	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009 	
PRIME-MINISTER Kay Rala Xanana Gusmão	
Legislative Elections 30 June 2007	Swearing In 8 August 2007
DURATION OF MANDATE 5 years	
MAIN MANDATE / COMPETENCIES ACCORDING TO THE CONSTITUTION “1. It is incumbent upon the Government: <ul style="list-style-type: none"> a) To define and implement the general policy of the country, following its approval by the National Parliament; b) To guarantee the exercise of the fundamental rights and freedoms of the citizens; c) To ensure public order and social discipline; d) To prepare the State Plan and the State Budget and execute them following their approval by the National Parliament; e) To regulate economic and social sector activities; f) To prepare and negotiate treaties and agreements and enter into, approve, accede and denounce international agreements which do not fall under the competence of the National Parliament or of the President of the Republic; g) To define and implement the foreign policy of the country; h) To ensure the representation of the Democratic Republic of East Timor in the international relations; i) To lead the social and economic sectors of the State; j) To lead the labor and social security policy; k) To guarantee the defence and consolidation of the public domain and the property of the State; l) To lead and co-ordinate the activities of the ministries as well as the activities of the 	

- remaining institutions answerable to the Council of Ministers;
- m) To promote the development of the co-operative sector and the support for household production;
 - n) To support private enterprise initiatives;
 - o) To take actions and make all the arrangements necessary to promote economic and social development and to meet the needs of the Timorese people;
 - p) To exercise any other competencies as provided by the Constitution and the law.
2. It is also incumbent upon the Government in relation with other organs :
- a) To submit bills and draft resolutions to the National Parliament;
 - b) To propose to the President of the Republic the declaration of war or the making of peace;
 - c) To propose to the President of the Republic the declaration of the state of siege or the state of emergency;
 - d) To propose to the President of the Republic the submission to referendum of relevant issues of national interest;
 - e) To propose to the President of the Republic the appointment of ambassadors, permanent representatives and special envoys;
3. The Government has exclusive legislative powers on matters concerning its own organisation and functioning, as well as on the direct and indirect management of the State.”

(Source: Constitution of the Democratic Republic of Timor-Leste Section 115)

MECHANISM OF ACCOUNTABILITY

“The Government shall be accountable to the President of the Republic and to the National Parliament for conducting and executing the domestic and foreign policy in accordance with the Constitution and the law.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 107)

ORGANIZATIONAL STRUCTURE

“The Government consists of the Prime Minister, two Vice Prime Minister, the Ministers, Vice Ministers and Secretaries of State.”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 1)

2009 STATE BUDGET APPROVED

[The total budget for the Government amounts to the total of provisions in the General State budget allocated to Prime Minister and Council of Ministers, Vice Prime Ministers, the Ministers, Vice Ministers and Secretaries of State]

2010 STATE BUDGET APPROVED

[The total budget for the Government amounts to the total of provisions in the General State budget allocated to Prime Minister and Council of Ministers, Vice Prime Ministers, the Ministers, Vice Ministers and Secretaries of State]

CONTACT

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Palácio do Governo - Dili, Timor-Leste

1.6. COURTS [TRIBUNAIS]**1.6.1. SUPREME COURT OF JUSTICE [SUPREMO TRIBUNAL DE JUSTIÇA]⁶**

“The Supreme Court of Justice is the highest court of law and the guarantor of a uniform enforcement of the law, and has jurisdiction throughout the national territory. It is also incumbent on the Supreme Court of Justice to administer justice on matters of legal, constitutional and electoral nature.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 124)

<p>INSTITUTION ESTABLISHED BY Constitution of the Democratic Republic of Timor-Leste, Sections 124-127</p>
<p>PRESIDENT OF THE SUPREME COURT OF JUSTICE “The President of the Supreme Court of Justice shall be appointed by the President of the Republic from among judges of the Supreme Court of Justice for a term of office of four years” <i>(Source: Constitution of the Democratic Republic of Timor-Leste, Section 124)</i></p>
<p>DURATION OF MANDATE 4 years</p>
<p>MAIN MANDATE/COMPETENCIES ACCORDING TO THE CONSTITUTION “1. It is incumbent upon the Supreme Court of Justice, on legal and constitutional matters: a) To review and declare the unconstitutionality and illegality of normative and legislative acts by the organs of the State; b) To provide an anticipatory verification of the legality and constitutionality of the statutes and referenda; c) To verify cases of unconstitutionality by omission; d) To rule, as a venue of appeal, on the suppression of norms considered unconstitutional by the courts of instance; e) To verify the legality regarding the establishment of political parties and their coalitions and order their registration or dissolution, in accordance with the Constitution and the law; f) To exercise all other competencies provided for by the Constitution or the law. 2. It is incumbent upon the Supreme Court of Justice, in the specific field of elections: a) To verify the legal requirements for candidates for the office of President of the Republic; b) To certify at last instance the regularity and validity of the acts of the electoral process, in accordance with the respective law; c) To validate and proclaim the results of the electoral process.” <i>(Source: Constitution of the Democratic Republic of Timor-Leste, Section 126)</i></p>
<p>MECHANISM OF ACCOUNTABILITY “Courts are independent and subject only to the Constitution and the law” <i>(Source: Constitution of the Democratic Republic of Timor-Leste, Section 119)</i></p>

⁶ The Supreme Court of Justice has not been established yet.

ORGANIZATIONAL STRUCTURE

“1. The Supreme Court of Justice shall operate:

- a) In sections, like a court of first instance, in the cases provided for in the law;
- b) In plenary, like a court of second and single instance, in the cases expressly provided for in the law;

2. The Supreme Court of Justice shall consist of career judges, magistrates of the Public Prosecution or jurists of recognized merit in number to be established by law, as follows:

- a) One elected by the National Parliament;
- b) And all the others designated by the Superior Council for the Judiciary.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 125)

1.6.1.1 COURT OF APPEAL [TRIBUNAL DE RECURSO]

“There shall be established a Court of Appeal for East Timor. The court shall have its seat in Dili.”

(Source: UNTAET Regulation 2000/11 of 6 March 2000 on the organization of Courts in East Timor, Section 14)



<p>INSTITUTION ESTABLISHED BY UNTAET Regulation 2000/11 of 6 March 2000 on the organization of Courts in East Timor, modified by UNTAET Regulations 2000/14, of 10 May 2000, 2001/18, of 21 June 2001 and 2001/25 of 14 September</p>	
<p>OTHER LEGAL REFERENCES</p> <ul style="list-style-type: none"> • Presidential Decree 04/2003 of 10 March 2003 appointing the President of the Court of Appeal, Cláudio Ximenes 	
<p>PRESIDENT OF THE COURT OF APPEAL Cláudio Ximenes</p>	
<p>APPOINTED ON 10 March 2003</p>	<p>APPOINTED BY José Manuel Ramos-Horta, President of the Republic</p>
<p>DURATION OF MANDATE 4 years (renewable)</p>	
<p>MAIN MANDATE / COMPETENCIES “The Court of Appeal shall have jurisdiction to hear appeals of decisions rendered by any District Court in East Timor, and such other matters as are provided for in the present or any other UNTAET regulation. (Source: UNTAET Regulation 2000/11 of 6 March 2000 on the organization of Courts in East Timor, Section 14)</p>	
<p>MECHANISM OF ACCOUNTABILITY “Judges shall perform their duties independently and impartially, and in accordance with applicable laws in East Timor and the oath or solemn declaration given by them to the Transitional Administration pursuant to UNTAET Regulation No. 1999/3.” (Source: UNTAET Regulation 2000/11 of 6 March 2000 on the organization of Courts in East Timor, Section 14)</p>	

<p>ORGANIZATIONAL STRUCTURE</p> <p>“The Court of Appeal shall be composed of judges appointed by the Transitional Administrator to the Court of Appeal in accordance with UNTAET Regulation No. 1999/3.”</p> <p><i>(Source: UNTAET Regulation 2000/11 of 6 March 2000 on the organization of Courts in East Timor, Section 15)</i></p>
<p>STAFFING PROFILE⁷</p> <p>PERMANENT: 66 [overall numbers for all Courts in Timor-Leste]</p> <p>TEMPORARY: 39 [overall numbers for all Courts in Timor-Leste]</p> <p>TEMPORARY POLITICAL APPOINTMENT: - [overall numbers for all Courts in Timor-Leste]</p>
<p>2009 STATE BUDGET APPROVED: USD 1,210'000</p>
<p>2010 STATE BUDGET APPROVED: USD 868'000</p>
<p>CONTACT</p> <p>José Simões, Chief of Administration Department</p> <p>Tel.: +6707305218 / +6703331148</p> <p>Caicoli - Dili, Timor-Leste</p>

⁷ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*.

1.6.2. SUPERIOR COUNCIL OF THE JUDICIARY [CONSELHO SUPERIOR DA MAGISTRATURA JUDICIAL]

“The Superior Council for the Judiciary is the organ of management and discipline of the judges of the courts and it is incumbent upon it to appoint, assign, transfer and promote the judges.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 128)

<p>INSTITUTION ESTABLISHED BY Constitution of the Democratic Republic of Timor-Leste, Section 128</p>
<p>OTHER LEGAL REFERENCES</p> <ul style="list-style-type: none"> • Law 08/2002 of 9 September 2002 approving the Statutes of Judicial Magistrates, amended by Law 11/2004 of 29 December 2004
<p>STRUCTURE OF THE SUPERIOR COUNCIL OF THE JUDICIARY</p> <p>“1.The Superior Council for the Judiciary shall be presided over by the President of the Supreme Court of Justice and composed of the following representative members:</p> <ol style="list-style-type: none"> a) One designated by the President of the Republic; b) One elected by the National Parliament; c) One designated by the Government; d) One judicial magistrate elected by his or her peers; <p>2. Each of the entities mentioned in item 1 above shall also either designate or elect an alternate member, who replaces the full member in his or her absences or inability to act.</p> <p>3. The Council shall, at its first meeting, elect its Vice-President by secret ballot and simple majority. “</p> <p><i>(Source: Law 08/2002 of 9 September 2002 approving the Statutes of Judicial Magistrates, amended by Law 11/2004 of 29 December 2004, Section 9)</i></p> <hr/> <p style="text-align: center;"><i>Provisional composition of the Superior Council for the Judiciary</i></p> <p>“Until such time as it is possible to appoint career judicial magistrates and establish the Supreme Court of Justice, the Superior Council for the Judiciary shall be presided over by the President of the Court of Appeal and composed of the latter and the following representative members:</p> <ol style="list-style-type: none"> a) one designated by the President of the Republic; b) one elected by the National Parliament; c) one designated by the Government; d) a tenured or probationary judge elected by all tenured and probationary judges” <p><i>(Source: Law 08/2002 of 9 September 2002 approving the Statutes of Judicial Magistrates, amended by Law 11/2004 of 29 December 2004, Section 109)</i></p>

<p>CURRENT MEMBERS OF THE SUPERIOR COUNCIL OF THE JUDICIARY Cláudio de Jesus Ximenes, President⁸ Dionísio Babo, Vice-President Nélson de Carvalho Napoleão Soares Guilhermino da Silva</p>
<p>DURATION OF MANDATE 5 years</p>
<p>MAIN MANDATE / COMPETENCIES “1. It shall be incumbent upon the Superior Council of the Judiciary: a) to appoint, assign, re-assign, promote, dismiss and appreciate professional merits of, exercise disciplinary action over, and generally conduct all acts of a similar nature regarding, judicial magistrates; b) to appreciate professional merits of, and exercise disciplinary action over, judicial officers, without prejudice to disciplinary competencies given to judges; c) to appoint the Council Secretary, judicial inspectors, accounting inspectors and inspection secretaries; d) to order the conduction of special inspections, investigations and inquiries into courts; e) to prepare and approve the rules of procedure of the Council; f) to advise on retirement requests submitted by judicial magistrates; g) to perform other functions given by law. 2. It is also incumbent upon the Superior Council of the Judiciary to appoint on an exceptional basis assistant judges for courts, where there is a prolonged absence of an incumbent causing serious disruption of services or an excessive accumulation of workload.” <i>(Source: Law 08/2002 of 9 September 2002 approving the Statutes of Judicial Magistrates, amended by Law 11/2004 of 29 December 2004, Section 15)</i></p>
<p>MECHANISM OF ACCOUNTABILITY “Judicial magistrates shall adjudicate in accordance with the Constitution, the law and their conscience and they shall not be subject to orders, instructions or directions, except for the duty of lower courts to obey to decisions awarded by higher courts on cases appealed against.” <i>(Source: Law 08/2002 of 9 September 2002 approving the Statutes of Judicial Magistrates, amended by Law 11/2004 of 29 December 2004, Section 4)</i></p>
<p>2009 STATE BUDGET APPROVED: USD 53'000</p>
<p>2010 STATE BUDGET APPROVED: USD 23'000</p>

⁸ “Until such time as it is possible to appoint career judicial magistrates and establish the Supreme Court of Justice, the Superior Council for the Judiciary shall be presided over by the President of the Court of Appeal (...)” *(Source: Law 08/2002 of 9 September 2002 approving the Statutes of Judicial Magistrates, amended by Law 11/2004 of 29 December 2004, Article 109)*

1.6.3. HIGH ADMINISTRATIVE, TAX AND AUDIT COURT [TRIBUNAL SUPERIOR ADMINISTRATIVO, FISCAL E DE CONTAS]⁹

“The High Administrative, Tax and Audit Court is the highest body in the hierarchy of the administrative, tax and audit courts, without prejudice to the competence of the Supreme Court of Justice.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 129)

<p>INSTITUTION ESTABLISHED BY Constitution of the Democratic Republic of Timor-Leste, Section 129</p>
<p>PRESIDENT OF THE HIGH ADMINISTRATIVE, TAX AND AUDIT COURT “The President of the High Administrative, Tax and Audit Court is elected from among and by respective judges (...)” <i>(Source: Constitution of the Democratic Republic of Timor-Leste, Section 129)</i></p>
<p>DURATION OF MANDATE 4 years</p>
<p>MAIN MANDATE / COMPETENCIES 1. “The High Administrative, Tax and Audit Court is the highest body in the hierarchy of the administrative, tax and audit courts, without prejudice to the competence of the Supreme Court of Justice.” (...) 2. It is incumbent upon the High Administrative, Tax and Audit Court as a single instance to monitor the lawfulness of public expenditure and to audit State accounts. 4. It is incumbent upon the High Administrative, Tax and Audit Court and the administrative and tax courts of first instance: a) To judge actions aiming at resolving disputes arising from legal, fiscal and administrative relations; b) To judge contentious appeals against decisions made by State organs, their respective office holders and agents; c) To perform all the other functions as established by law.” <i>(Source: Constitution of the Democratic Republic of Timor-Leste, Section 129)</i></p>
<p>MECHANISM OF ACCOUNTABILITY “Courts are independent and subject only to the Constitution and the law” <i>(Source: Constitution of the Democratic Republic of Timor-Leste, Section 119)</i></p>

⁹ The High Administrative, Tax and Audit Court has not been established yet.

1.6.4. MILITARY COURTS [TRIBUNAIS MILITARES]¹⁰

“It is incumbent upon military courts to judge in first instance crimes of military nature.”

(Source: *Constitution of the Democratic Republic of Timor-Leste, Section 130*)

<p>INSTITUTION ESTABLISHED BY Constitution of the Democratic Republic of Timor-Leste, Section 130</p>
<p>MAIN MANDATE / COMPETENCIES “1. It is incumbent upon military courts to judge in first instance crimes of military nature. 2. The competence, organization, composition and functioning of military courts shall be established by law” (Source: <i>Constitution of the Democratic Republic of Timor-Leste, Section 130</i>)</p>
<p>MECHANISM OF ACCOUNTABILITY “Courts are independent and subject only to the Constitution and the law” (Source: <i>Constitution of the Democratic Republic of Timor-Leste, Section 119</i>)</p>

1.6.5. MARITIME COURTS [TRIBUNAIS MARÍTIMOS]¹¹**1.6.6. ARBITRATION COURTS [TRIBUNAIS ARBITRAIS]¹²** ERROR! BOOKMARK NOT DEFINED.

“There shall be the following categories of courts in the Democratic Republic of East Timor: (...)
There may be Maritime Courts and Arbitration Courts”

(Source: *Constitution of the Democratic Republic of Timor-Leste, Section 123*)

<p>INSTITUTION ESTABLISHED BY Constitution of the Democratic Republic of Timor-Leste, Section 123</p>
<p>MAIN MANDATE / COMPETENCIES “The law shall determine the establishment, organization and functioning of the (...) [Maritime Courts and Military Courts]” (Source: <i>Constitution of the Democratic Republic of Timor-Leste, Section 123</i>)</p>
<p>MECHANISM OF ACCOUNTABILITY “Courts are independent and subject only to the Constitution and the law” (Source: <i>Constitution of the Democratic Republic of Timor-Leste, Section 119</i>)</p>

¹⁰ No Military Courts have been yet established.

¹¹ No Maritime Courts have been yet established.

¹² No Arbitration Courts have been yet established.

1.6.7. DISTRICT COURTS [TRIBUNAIS DISTRITAIS]¹³

“The judiciary in East Timor shall be composed of District Courts, as determined by the present regulation, and one Court of Appeal.”

(Source: UNTAET Regulation 2000/11 of 6 March 2000 on the organization of Courts in East Timor, Section 14)

INSTITUTION ESTABLISHED BY UNTAET Regulation 2000/11 of 6 March 2000 on the organization of Courts in East Timor, modified by UNTAET Regulations 2000/14, of 10 May 2000, 2001/18, of 21 June 2001 and 2001/25 of 14 September	
OTHER LEGAL REFERENCES N/A	
DILI DISTRICT JUDGE ADMINISTRATOR Maria Natércia Gusmão Pereira	
APPOINTED ON 3 October 2006	APPOINTED BY Cláudio Ximenes, President of the Court of APPEAL
BAUCAU DISTRICT JUDGE ADMINISTRATOR Edite Palmira dos Reis	
APPOINTED ON 3 October 2006	APPOINTED BY Cláudio Ximenes, President of the Court of APPEAL
OECUSSE DISTRICT JUDGE ADMINISTRATOR Antonio Helder Viana do Carmo	
APPOINTED ON 3 October 2006	APPOINTED BY Cláudio Ximenes, President of the Court of APPEAL
SUAI DISTRICT JUDGE ADMINISTRATOR Jose Maria de Araujo	
APPOINTED ON 3 October 2006	APPOINTED BY Cláudio Ximenes, President of the Court of APPEAL
DURATION OF MANDATE N/A	
MAIN MANDATE / COMPETENCIES N/A	

¹³ District Courts are not a Constitutional Institution but are formally part of Timor-Leste’s Judiciary system, and therefore included in this section.

<p>MECHANISM OF ACCOUNTABILITY</p> <p>“Judges shall perform their duties independently and impartially, and in accordance with applicable laws in East Timor and the oath or solemn declaration given by them to the Transitional Administration pursuant to UNTAET Regulation No. 1999/3.”</p> <p><i>(Source: UNTAET Regulation 2000/11 of 6 March 2000 on the organization of Courts in East Timor, Section 14)</i></p>			
<p>ORGANIZATIONAL STRUCTURE</p> <p>“Each District court shall be composed of judges who are appointed to the respective court by the Transitional Administrator in accordance with Regulation No. 1999/3.”</p> <p><i>(Source: UNTAET Regulation 2000/11 of 6 March 2000 on the organization of Courts in East Timor, Section 9)</i></p>			
<p>STAFFING PROFILE¹⁴</p> <p>PERMANENT: 66 [overall numbers for all Courts in Timor-Leste]</p> <p>TEMPORARY: 39 [overall numbers for all Courts in Timor-Leste]</p> <p>TEMPORARY POLITICAL APPOINTMENT: - [overall numbers for all Courts in Timor-Leste]</p>			
<p>2009 STATE BUDGET APPROVED: USD 951'000 [total allocation for all district courts]</p>			
<p>2010 STATE BUDGET APPROVED: USD 1,686'000 [total allocation for all district courts]</p>			
<p>CONTACT</p> <table border="0"> <tr> <td style="vertical-align: top;"> <p>Dili: Malena Piedade, Secretary Tel.: +6707305214 Dili, Timor-Leste</p> <p>Oecussi: Vasco Kehi, Secretary Tel.: +6707305215 Oecussi, Timor-Leste</p> </td> <td style="vertical-align: top;"> <p>Baucau: Augusto Soares, Secretary Tel.: +6707305172 Baucau, Timor-Leste</p> <p>Suai: Marcelino Sarmento, Secretary Tel.: +6707305212 Suai, Timor-Leste</p> </td> </tr> </table>		<p>Dili: Malena Piedade, Secretary Tel.: +6707305214 Dili, Timor-Leste</p> <p>Oecussi: Vasco Kehi, Secretary Tel.: +6707305215 Oecussi, Timor-Leste</p>	<p>Baucau: Augusto Soares, Secretary Tel.: +6707305172 Baucau, Timor-Leste</p> <p>Suai: Marcelino Sarmento, Secretary Tel.: +6707305212 Suai, Timor-Leste</p>
<p>Dili: Malena Piedade, Secretary Tel.: +6707305214 Dili, Timor-Leste</p> <p>Oecussi: Vasco Kehi, Secretary Tel.: +6707305215 Oecussi, Timor-Leste</p>	<p>Baucau: Augusto Soares, Secretary Tel.: +6707305172 Baucau, Timor-Leste</p> <p>Suai: Marcelino Sarmento, Secretary Tel.: +6707305212 Suai, Timor-Leste</p>		

¹⁴ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*.

1.7. OFFICE OF THE PROSECUTOR-GENERAL [PROCURADORIA-GERAL DA REPÚBLICA]

“The office of the Prosecutor-General is the highest Authority in public prosecution (...)”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 133)



INSTITUTION ESTABLISHED BY Constitution of the Democratic Republic of Timor-Leste, Sections 133-134	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Law 14/2005 of 16 September 2005 on the Statute of the Public Prosecution Service • Presidential Decree 07/2009 of 26 March 2009 appointing the Prosecutor-General, Ana Pessoa 	
PROSECUTOR-GENERAL Ana Pessoa	
APPOINTED ON 26 March 2009	APPOINTED BY ¹⁵ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE “The term of office of the Prosecutor-General has 4-year duration and is renewable, only once, for an equal period, after consultations with the Government as well.” (Source: Law 14/2005 of 16 September 2005 on the Statute of the Public Prosecution Service, Article 12)	
MAIN MANDATE / COMPETENCIES “1. It is incumbent upon the Prosecutor-General: <ol style="list-style-type: none"> (a) to preside over the Prosecutor-General’s Office; (b) to represent the Public Prosecution Service in courts; (c) to request the Constitutional Court to make a generally binding declaration of unconstitutionality or illegality of any law ruled unconstitutional in three specific cases; (d) to be accountable to the Head of State and report to the National Parliament on an annual basis. 2. It is also incumbent upon the Prosecutor-General: <ol style="list-style-type: none"> (a) to promote the defence of democratic legality; (b) to coordinate and monitor the activity being carried out by the Public Prosecution Service and issue directives, orders and instructions that will govern the action of the 	

¹⁵ “The Prosecutor-General is appointed, from among Public Prosecution Service magistrates, tenured judges or lawyers of recognized merit, and removed from office by the President of the Republic, after consultations with the Government.” (Source: Law 14/2005 of 16 September 2005 on the Statute of the Public Prosecution Service, Article 12)

magistrates thereof;

(c) to convene the Superior Council for the Public Prosecution and preside over the meetings thereof;

(d) to inform the Government, through the Minister of Justice, of the need for legislative measures aimed at rendering constitutional provisions feasible;

(e) to direct and monitor the activity being carried out by the criminal police organs in the course of enquiries;

(f) to inspect or have the services of the Public Prosecution Service inspected and order that enquires, investigations or criminal or disciplinary proceedings be initiated in connection with Public Prosecution Service

magistrates;

(g) to propose to the Government, through the Minister of Justice, legislative measures aimed at rendering the Public Prosecution Service more efficient or at improving the judicial institutions or remedying divergent decisions issued by the courts or by the Public Administration agencies;

(h) to opine on contracts to which the State is a party, as and when required by law;

(i) to supervise the inspection services of the Public Prosecution Service;

(j) to install the Heads of the Offices of the District Prosecutors and public prosecutors;

(k) to exert on the staff of the technical and administrative support services of the Prosecutor-General's Office and of the services that fall under the purview thereof such competencies as vested in cabinet ministers;

(l) to exercise such other functions as prescribed by law.

3. In the exercise of his or her functions, the Prosecutor-General is assisted by an office the statutes and organization of which shall be defined in a specific decree-law."

(Source: Law 14/2005 of 16 September 2005 on the Statute of the Public Prosecution Service, Article 11)

MECHANISM OF ACCOUNTABILITY

"It is incumbent upon the Prosecutor-General (...) to be accountable to the Head of State and report to the National Parliament on an annual basis."

(Source: Law 14/2005 of 16 September 2005 on the Statute of the Public Prosecution Service, Article 11)

ORGANIZATIONAL STRUCTURE

"Organs

The organs of the Public Prosecution Service comprise:

(a) the Prosecutor-General's Office; (b) The Offices of the District Prosecutors.

Public Prosecution Service agents

1. Public Prosecution Service agents include:

(a) the Prosecutor-General; (b) the Deputy Prosecutors-General; (c) the Heads of the Offices of the District Prosecutors; (d) the Public Prosecutors; (e) the probational Public Prosecutors; (f) the representatives of the Public Prosecution Service.

2. Public Prosecution Service agents may be assisted by advisers under the terms of the law."

(Source: Law 14/2005 of 16 September 2005 on the Statute of the Public Prosecution Service, Article 7)

STAFFING PROFILE ¹⁶ PERMANENT: 32 TEMPORARY: 107 TEMPORARY POLITICAL APPOINTMENT: -
2009 STATE BUDGET APPROVED: USD 3,469'000
2010 STATE BUDGET APPROVED: USD 2,550'000
CONTACT Vicente Fernandes Brites, Deputy Prosecutor-General Tel. +6707311745 Rua de Colmera - Dili, Timor-Leste

¹⁶ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) (*Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334*)

1.8. CENTRAL BANK [BANCO CENTRAL]¹⁷

“The State shall establish a national central bank jointly responsible for the definition and implementation of the monetary and financial policy.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 143)

INSTITUTION ESTABLISHED BY
Constitution of the Democratic Republic of Timor-Leste, Section 143
MAIN MANDATE / COMPETENCIES
<p>“1. The State shall establish a national central bank jointly responsible for the definition and implementation of the monetary and financial policy.”</p> <p>2. The Central Bank functions and its relationship with the National Parliament and the Government shall be established by law, safeguarding the management autonomy of the financial institution.</p> <p>3. The Central Bank shall have exclusive competence for issuing the national currency.”</p>
<i>(Source: Constitution of the Democratic Republic of Timor-Leste, Section 143)</i>

¹⁷ The Central Bank has not yet been established.

1.9. NATIONAL DEFENCE AND SECURITY [DEFESA E SEGURANÇA NACIONAIS]

1.9.1. DEFENCE FORCE [FORÇAS ARMADAS]

“The East Timor defence force, FALINTIL-ETDF, composed exclusively by national citizens, has the responsibility of providing military defence for the Democratic Republic of East Timor and shall have a single system of organization for the whole national territory (...)”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 146)



INSTITUTION ESTABLISHED BY Constitution of the Democratic Republic of Timor-Leste, Section 146	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Decree-Law 15/2006 of 8 November 2006 approving the Organic Statute of FALINTIL-FDTL. • Presidential Decree 27/2009 of 26 November 2009 appointing the Chief of the General Staff of F-FDTL, Taur Matan Ruak 	
CHIEF OF THE GENERAL STAFF OF F-FDTL Taur Matan Ruak	
APPOINTED ON 26 November 2009	APPOINTED BY ¹⁸ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the President of the Republic	
MAIN MANDATE / COMPETENCIES <p>“1. The generic mission of F-FDTL shall be to guarantee national independence, territorial integrity and the freedom and security of the populations against any aggression or external threat, in respect for the constitutional order.</p> <p>2. In addition to the generic mission referred to in paragraph 1 above, F-FDTL shall also accomplish the following missions:</p> <ol style="list-style-type: none"> a) Guarantee the vigilance and the defence of land, maritime, and air borders; b) Guarantee the activities of search and rescue in the sea; c) Support civilian authorities in their search for meeting the basic needs and improve the quality of life of the populations; d) Support the constitutional order in the framework of its participation in situations where there is a declaration of a State of Siege or a State of Emergency; 	

¹⁸ “The Chief of the General Staff of F-FDTL shall be appointed and dismissed by the President of the Republic on proposal of the Government.” (Source: Decree-Law 15/2006 of 8 November 2006 approving the Organic Statute of FALINTIL-FDTL, Article 8)

<p>e) Support the foreign policy of the State through activities of a technical and military cooperation nature and participate in Peace Operations, Humanitarian Operations, as well as in other operations established in the framework of international agreements.</p> <p>3. From the missions referred to in the previous paragraphs, F-FDTL shall be entrusted with Specific Missions the definition of which shall result from the presentation by the Chief of the General Staff of the respective initial plans which, once submitted by the Minister of Defence in the form of proposals, shall be approved by the Council of Ministers.</p> <p>4. The use of F-FDTL in situations of State of Siege or State of Emergency shall be regulated by a specific statute.</p> <p><i>(Source: Decree-Law 15/2006 of 8 November 2006 approving the Organic Statute of FALINTIL-FDTL, Article 2).</i></p>
<p>MECHANISM OF ACCOUNTABILITY</p> <p>“F-FDTL shall owe obedience to the competent organs of sovereignty in accordance with the Constitution and the laws, and shall be integrated in the direct administration of the State through the Ministry of Defence.”</p> <p><i>(Source: Decree-Law 15/2006 of 8 November 2006 approving the Organic Statute of FALINTIL-FDTL, Article 3)</i></p>
<p>ORGANIZATIONAL STRUCTURE</p> <p>“1. The structure of the Defence Force shall comprise:</p> <ul style="list-style-type: none"> a) The General Staff of F-FDTL; b) The military organs of Command of the Defence Force; c) The Components Commands. <p>2. The General Staff of F-FDTL shall comprise:</p> <ul style="list-style-type: none"> a) The Chief of the General Staff of the Defence Force; b) The Joint Coordinating Staff; c) The Defence Force Operations Centre; d) The Components Commands” <p><i>(Source: Decree-Law 15/2006 of 8 November 2006 approving the Organic Statute of FALINTIL-FDTL, Article 10)</i></p>
<p>STAFFING PROFILE¹⁹</p> <p>PERMANENT: 1317</p> <p>TEMPORARY: -</p> <p>TEMPORARY POLITICAL APPOINTMENT: -</p>
<p>2009 STATE BUDGET APPROVED: USD 34,753'000</p>
<p>2010 STATE BUDGET APPROVED: USD 17,713'000</p>
<p>CONTACT</p> <p>Solange Filipe, Executive Secretary for Chief of Defence Force</p> <p>Tel.: +6707258350 / +6707312457</p> <p>F-FDTL Headquarters - Tasi Tolu - Dili, Timor-Leste</p>

¹⁹ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*

1.9.2. POLICE AND SECURITY FORCES [POLÍCIA E FORÇAS DE SEGURANÇA]

“The police shall defend the democratic legality and guarantee the internal security of the citizens, and shall be strictly non partisan.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 147)



INSTITUTION ESTABLISHED BY Constitution of the Democratic Republic of Timor-Leste, Section 147	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Decree-Law 09/2009 of 18 February 2009 approving the Organic Law of Timor-Leste’s National Police (PNTL) • Government Resolution 13/2009 of 26 March 2009 appointing the PNTL General Commander, Longuinhos Monteiro 	
PNTL GENERAL COMMANDER Longuinhos Monteiro	
APPOINTED ON 26 March 2009	APPOINTED BY Kay Rala Xanana Gusmão, Prime-Minister
DURATION OF MANDATE 2 years	
MAIN MANDATE / COMPETENCIES <p>1. The powers of PNTL shall be those deriving from legislation on national security and internal security, except in exceptional cases related to State of Siege and State of Emergency, as provided for in the Constitution, and in those cases resulting from legislation on national defense.</p> <p>2. Within the framework of the Permanent Objectives as defined in the Law on National Security and within the framework of the internal security policy, and without prejudice to the legal powers resulting from other legislation, the fundamental objectives of PNTL shall be: a) To promote security conditions that will ensure the normal functioning of democratic institutions and the exercise of rights, liberties and guarantees by citizens;</p> <p>b) To ensure maintenance of order, security and public tranquility;</p> <p>c) To prevent crime and other actions that is contrary to the law and the regulations;</p> <p>d) To fight organized crime and terrorism in coordination with the other security and defence forces and services, namely F-DFTL and the National Intelligence Service (<i>Serviço Nacional de Inteligência, SNI</i>);</p> <p>e) To ensure the surveillance and monitoring of land and maritime borders as well as the control of the movement of people and goods in coordination with other relevant structures, namely the F-FDTL and the Migration Service;</p> <p>f) To ensure and monitor the compliance with laws and regulations within the maritime areas</p>	

under national jurisdiction, without prejudice to the powers assigned to other entities within the framework of the competences of the Maritime Authority System, in accordance with International Law and other applicable legislation;

- g) To promote the execution of administrative acts emanating from the competent authorities;
- h) To exercise the competences ascribed to it by law on matters of criminal proceeding and, namely to collect notices on crimes, prevent their consequences and find their perpetrators, acting under the tutelage of the competent judicial authority, pursuant to the criminal procedure law;
- i) To collect, process and disseminate information relevant to the prevention and combat of crime by actively cooperating with SNI and the F-FDTL Military Intelligence Services;
- j) To act as the national INTERPOL desk;
- k) To ensure road safety by planning, monitoring and directing traffic in coordination with the Ministry for Infrastructure;
- l) To ensure security at sporting and similar events;
- m) To participate in the provision of security at airports, ports and maritime security in coordination with the Ministry of Infrastructure, pursuant to the law;
- n) To ensure the personal security of eminent persons and dignitaries, both national and foreign, paying visits to Timor-Leste;
- o) To provide help to members of the public and assist victims of accidents;
- p) To participate in international missions, under the terms defined by the Government;
- q) To cooperate with the security and defence forces and services that are part of the Integrated National Security System, provided for in the Law on National Security, with a view to promoting security;
- r) To contribute towards the training and information on matters of citizens' security;
- s) To ensure the security of people and property in case of fires, floods, landslides, earthquakes as well as in all situations susceptible of jeopardizing people and property;
- t) To collaborate in the presentation of State honors;
- u) To collaborate with and support SNI in preventing and combating subversive actions against the institutionally established order and the democratically elected organs;
- v) To collaborate with and support F-FDTL in defending national sovereignty and territorial integrity;
- x) To fulfill all the other responsibilities as determined by law."

(Source: Decree-Law 09/2009 of 18 February 2009 approving the Organic Law of Timor-Leste's National Police (PNTL), Article 2)

MECHANISM OF ACCOUNTABILITY

"PNTL shall have its own legal personality, shall be directly subordinated to the Ministry of Defense and Security, and shall have a single system of organization for the whole national territory."

(Source: Decree-Law 09/2009 of 18 February 2009 approving the Organic Law of Timor-Leste's National Police (PNTL), Article 1)

ORGANIZATIONAL STRUCTURE

“The PNTL Command shall comprise the following:

- a) The General Commander;
- b) The Deputy General Commander;
- c) The advisory and inspection bodies;
- d) The General Command;
- e) The Units and Services;
- f) The District Commands;
- g) The Police Training Centre

The following shall be advisory and inspection bodies:

- a) The Superior Council of the Police;
- b) The Office of General Inspection

The General Command shall be located in Dili and shall comprise the following:

- a) The Operational Command;
- b) The Administrative Command;
- c) The Office of the General Commander;
- d) The Interpol Desk;
- e) The Department of Justice.

PNTL shall have the following Units and Services:

- a) The Special Police Unit;
- b) The Maritime Unit;
- c) The Border Patrol Unit;
- d) The Police Intelligence Service;
- e) The Criminal Investigation Service.”

(Source: Decree-Law 09/2009 of 18 February 2009 approving the Organic Law of Timor-Leste’s National Police (PNTL), Articles 9, 12, 15 and 25)

STAFFING PROFILE²⁰

PERMANENT: 3500

TEMPORARY: -

TEMPORARY POLITICAL APPOINTMENT: -

2009 STATE BUDGET APPROVED: USD 22,476’000

2010 STATE BUDGET APPROVED: USD 20,034’000

CONTACT

Basilio de Jesus, Commander of Administration

Tel.: +670230192

Caicoli Headquarters - Av. Jacinto Cândido - Dili, Timor-Leste

²⁰ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*

1.9.3. SUPERIOR COUNCIL FOR DEFENCE AND SECURITY [CONSELHO SUPERIOR DE DEFESA E SEGURANÇA]ERROR! BOOKMARK NOT DEFINED.

“1. The Superior Council for Defence and Security is the consultative organ of the President of the Republic on matters relating to defence and sovereignty.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 148)

<p>INSTITUTION ESTABLISHED BY Constitution of the Democratic Republic of Timor-Leste, Section 147</p>																											
<p>OTHER LEGAL REFERENCES</p> <ul style="list-style-type: none"> • Law 02/2005 of 17 February 2005 on the Superior Council For Defence and Security • Law 04/2006 of 26 May 2006 on the Organic Structure of the Office of the President 																											
<p>STRUCTURE OF THE SUPERIOR COUNCIL FOR DEFENCE AND SECURITY</p> <p>“The Superior Council for Defence and Security is presided over by the President of the Republic and is composed as follows:</p> <ul style="list-style-type: none"> (a) the Prime Minister; (b) the Ministers or Secretaries of State responsible for the areas of defence, justice, interior, and foreign affairs; (c) three representatives from the National Parliament; (d) the Joint Chief of Staff of the Defence Force, or whoever performs such functions; (e) the PNTL General Commander; (f) the National State Security Officer; (g) two citizens appointed by the President of the Republic. “ <p>(Source: Law 02/2005 of 17 February 2005 on the Superior Council For Defence and Security , Article 2)</p>																											
<p>MEMBERS OF THE SUPERIOR COUNCIL FOR DEFENCE AND SECURITY</p> <table border="0"> <tr> <td>José Manuel Ramos-Horta</td> <td>President of the Republic</td> </tr> <tr> <td>Fernando “La Sama” de Araújo</td> <td>Speaker of the National Parliament</td> </tr> <tr> <td>Kay Rala Xanana Gusmão</td> <td>Prime-Minister</td> </tr> <tr> <td>Zacarias Albano da Costa</td> <td>Minister of Foreign Affairs</td> </tr> <tr> <td>Lúcia Lobato</td> <td>Minister of Justice</td> </tr> <tr> <td>Júlio Tomás Pinto</td> <td>Secretary of State for Defence</td> </tr> <tr> <td>Francisco Guterres</td> <td>Secretary of State for Security</td> </tr> <tr> <td>Taur Matan Ruak</td> <td>Chief of the General Staff of F-FDTL</td> </tr> <tr> <td>Longuinhos Monteiro</td> <td>PNTL General Commander</td> </tr> <tr> <td>Roque Rodrigues</td> <td>Appointed by the President of the Republic</td> </tr> <tr> <td>Alcino Barris</td> <td>Appointed by the President of the Republic</td> </tr> <tr> <td>David Ximenes</td> <td>Appointed by the National Parliament</td> </tr> <tr> <td>Fernanda Borges</td> <td>Appointed by the National Parliament</td> </tr> </table>		José Manuel Ramos-Horta	President of the Republic	Fernando “La Sama” de Araújo	Speaker of the National Parliament	Kay Rala Xanana Gusmão	Prime-Minister	Zacarias Albano da Costa	Minister of Foreign Affairs	Lúcia Lobato	Minister of Justice	Júlio Tomás Pinto	Secretary of State for Defence	Francisco Guterres	Secretary of State for Security	Taur Matan Ruak	Chief of the General Staff of F-FDTL	Longuinhos Monteiro	PNTL General Commander	Roque Rodrigues	Appointed by the President of the Republic	Alcino Barris	Appointed by the President of the Republic	David Ximenes	Appointed by the National Parliament	Fernanda Borges	Appointed by the National Parliament
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Alcino Barris	Appointed by the President of the Republic																										
David Ximenes	Appointed by the National Parliament																										
Fernanda Borges	Appointed by the National Parliament																										
<p>DURATION OF MANDATE</p> <p>5 years</p>																											
<p>MAIN MANDATE / COMPETENCIES</p> <p>“1. It is incumbent upon the Superior Council for Defence and Security to advise the President of the Republic on:</p> <ul style="list-style-type: none"> (a) matters relating to the defence and security policy; (b) the review of legislation and the implementation of laws concerning the organization, functioning and discipline of the defence force, the police, and all 																											

- other security forces;
- (c) the process of entering into international agreements in the area of defence and security;
 - (d) the decision to declare war or to make peace;
 - (e) the decision to declare the state of siege or the state of emergency;
 - (f) the decision to propose the appointment or dismissal of the Joint Chief of Staff of the Defence Force and the Deputy Joint Chief of Staff of the Defence Force;
 - (g) the decision to appoint or dismiss the Chiefs of Staff of the different branches of the Defence Force;
 - (h) the decision on other matters relating to defence and security as may be raised by the President of the Republic or by any of the Council members.
2. It is also incumbent upon the Superior Council for Defence and Security to approve and amend its rules of procedure.”

(Source: Law 02/2005 of 17 February 2005 on the Superior Council For Defence and Security , Article 3)

MECHANISMS OF ACCOUNTABILITY

- “1. Meetings of the Superior Council for Defence and Security are not open to the public.
2. Members of the Superior Council for Defence and Security and its Secretary have the duty of secrecy in respect of the object and content of the meetings and in respect of the decisions taken.
3. Opinions issued by the Superior Council for Defence and Security must be published in the Official Gazette concurrently with the corresponding acts, under the terms provided for under paragraphs (d) and (e) of article 3.
4. As for all other cases, opinions shall only be published where the Council so decides.”

(Source: Law 02/2005 of 17 February 2005 on the Superior Council For Defence and Security , Article 6)

2009 STATE BUDGET APPROVED

“Expenses arising from the application of this law shall be paid from state budget appropriations to the Office of the President of the Republic.”

(Source: Law 02/2005 of 17 February 2005 on the Superior Council For Defence and Security , Article 9)

2010 STATE BUDGET APPROVED

“Expenses arising from the application of this law shall be paid from state budget appropriations to the Office of the President of the Republic.”

(Source: Law 02/2005 of 17 February 2005 on the Superior Council For Defence and Security , Article 9)

CONTACT

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1.10. OMBUDSMAN [PROVEDOR DOS DIREITOS HUMANOS E JUSTIÇA] ERROR! BOOKMARK NOT DEFINED.

“The Ombudsman shall be an independent organ in charge to examine and seek to settle citizens’ complaints against public bodies, certify the conformity of the acts with the law, prevent and initiate the whole process to remedy injustice.”

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 27)



INSTITUTION ESTABLISHED BY Constitution of the Democratic Republic of Timor-Leste, Section 27	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Law 07/2004 of 26 May 2004 approving the Statute of the Office of the Ombudsman for Human Rights and Justice, amended by Law 08/2009 of 15 July 2009 creating the Anti-Corruption Commission 	
OMBUDSMAN Sebastião Dias Ximenes	
ELECTED ON ²¹ 10 March 2010 (second mandate)	SWORN-IN 14 April 2010
DURATION OF MANDATE “The Ombudsman for Human Rights and Justice shall be elected for a period of four (4) years and may seek re-election only once, for an equal period of time.” <i>(Source: Law 07/2004 of 26 May 2004 approving the Statute of the Office of the Ombudsman for Human Rights and Justice, Article 19)</i>	
MAIN MANDATE / COMPETENCIES “1. The Ombudsman for Human Rights and Justice shall exercise his or her functions within the scope of action of public entities, notably the Government, the PNTL, the Prison Service, and the FFDTL. 2. The action of the Ombudsman for Human Rights and Justice may also focus on the activities of public or private entities and agencies that, regardless of their origin, fulfill public functions and services or manage public funds or assets. 3. The Office shall, subject to Article 37.3, investigate all complaints relating, but not limited to acts or omissions which: <ul style="list-style-type: none"> (a) are contrary to the law or regulation; (b) are unreasonable, unfair, oppressive or discriminatory; 	

²¹ “The National Parliament shall appoint the Ombudsman for Human Rights and Justice through absolute majority votes of its members on active duty.” *(Source: Law 07/2004 of 26 May 2004 approving the Statute of the Office of the Ombudsman for Human Rights and Justice, Article 12)*

<p>(c) are inconsistent with the general course of a public entity or agency's functions;</p> <p>(d) proceed from mistake of law or an arbitrary, erroneous or mistaken ascertainment of facts;</p> <p>(e) are otherwise irregular and devoid of justification."</p> <p><i>(Source: Law 07/2004 of 26 May 2004 approving the Statute of the Office of the Ombudsman for Human Rights and Justice, Article 3)</i></p>
<p>MECHANISM OF ACCOUNTABILITY</p> <p>"1. The Ombudsman for Human Rights and Justice shall report annually to the National Parliament on the performance of his or her functions.</p> <p>2. Where circumstances so require, the Ombudsman for Human Rights and Justice may decide to address the public directly or to issue communiqués or publish information on his or her opinions, recommendations and reports on specific cases or on his or her activity.</p> <p>3. Any publicity issued by the Ombudsman for Human Rights and Justice shall be balanced, fair and true."</p> <p><i>(Source: Law 07/2004 of 26 May 2004 approving the Statute of the Office of the Ombudsman for Human Rights and Justice, Article 34)</i></p>
<p>ORGANIZATIONAL STRUCTURE</p> <p>"The Office shall be composed of the Ombudsman for Human Rights and Justice, Deputy Ombudsmen, a Chief of Staff, Officers and other staff members as deemed necessary to provide the Office with the necessary technical and administrative support."</p> <p><i>(Source: Law 07/2004 of 26 May 2004 approving the Statute of the Office of the Ombudsman for Human Rights and Justice, Article 9)</i></p>
<p>STAFFING PROFILE ²²</p> <p>PERMANENT: 12</p> <p>TEMPORARY: 107</p> <p>TEMPORARY POLITICAL APPOINTMENT: -</p>
<p>2009 STATE BUDGET APPROVED: USD 869'000</p>
<p>2010 STATE BUDGET APPROVED: USD 864'000</p>
<p>CONTACT</p> <p>Aureo José António Sávio, Director of Administration and Finance</p> <p>E-Mail: aureo_savio@yahoo.com</p> <p>Tel.: +6707230345</p> <p>Caicoli - Dili, Timor-Leste</p>

²² The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*

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2.1. PRIME-MINISTER [PRIMEIRO-MINISTRO]

“The Prime-Minister has his own competence that is delegated upon him pursuant to the Constitution and the Law.”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 6)



INSTITUTION ESTABLISHED BY Constitution of the Democratic Republic of Timor-Leste, Section 104	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 69/2007 of 8 August 2007 nominating the Prime-Minister, Kay Rala Xanana Gusmão • Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009 	
PRIME-MINISTER Kay Rala Xanana Gusmão	
APPOINTED ON 8 August 2007	APPOINTED BY ²³ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE 5 years	
MAIN MANDATE / COMPETENCIES <p>“1. The Prime-Minister has his own competence that is delegated upon him pursuant to the Constitution and the Law.</p> <p>2.It is incumbent upon the Prime Minister in particular:</p> <ul style="list-style-type: none"> a) To lead the Government and preside over the Council of Ministers; b) To direct and guide the overall policy of the Government and its actions; c) To represent the Government and the Council of Ministers in their relations with the President of the Republic and the National Parliament; <p>3. In his quality as head of Government, the Prime Minister has the power to issue instructions to any member of Government and to make decisions on matters included in the areas of</p>	

²³ “The Prime-Minister shall be designated by the political party or alliance of political parties with parliamentary majority and shall be appointed by the President of the Republic, after consultation with the political parties sitting in the National Parliament.” (Constitution of the Democratic Republic of Timor-Leste, Section 106, 1)

responsibility of any Ministry or Secretariat of State, as well as to create permanent or temporary committees or workgroups for any matters under the Government's purview.

4. The Prime Minister also has powers regarding the services, bodies and activities under the Presidency of the Council of Ministers that are not the responsibility of the other members of Government that are part of it."

(Source: Decree-Law 14/2009 of 4 March 2009, amending Decree-Law 07/2007 Approving the Organic Structure of the IV Constitutional Government, Article 6)

MECHANISM OF ACCOUNTABILITY

"The Government shall be accountable to the President of the Republic and to the National Parliament for conducting and executing the domestic and foreign policy in accordance with the Constitution and the law."

(Source: Constitution of the Democratic Republic of Timor-Leste, Section 107)

SERVICES AND BODIES UNDER THE PRIME-MINISTER

" 1.The following bodies are depend directly from the Prime Minister:

- a) National Intelligence Service;
- b) Strategic Planning Unit;

2. According to its statute, the Banking and Payments Authority also depends directly from the Prime Minister"

(Source: Decree-Law 14/2009 of 4 March 2009, amending Decree-Law 07/2007 Approving the Organic Structure of the IV Constitutional Government, Article 11)

STAFFING PROFILE [OFFICE OF THE PRIME-MINISTER]²⁴

PERMANENT: 215

TEMPORARY: 73

TEMPORARY POLITICAL APPOINTMENT: 21

2009 STATE BUDGET APPROVED²⁵: USD 59'000

2010 STATE BUDGET APPROVED²⁶: USD 86'000

CONTACT

Zeca Estevão, Executive Assistant in the Office of the Prime-Minister

Tel. +6707312220

Website: <http://timor-leste.gov.tl>

Palácio do Governo - Dili, Timor-Leste

²⁴ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*

²⁵ Expenditure of Prime-Minister's Cabinet

²⁶ Expenditure of Prime-Minister's Cabinet

2.1.1. DEPUTY PRIME-MINISTER FOR COORDINATION OF SOCIAL AFFAIRS [VICE PRIMEIRO-MINISTRO COORDENADOR DOS ASSUNTOS SOCIAIS]

“The Deputy Prime Minister for the Coordination of Social Affairs assists the Prime-Ministers in supervising the Government’s general policies in social areas (...).”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article7)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 70/2007 of 8 August 2007 nominating the Deputy Prime-Minister, José Luís Guterres 	
DEPUTY PRIME-MINISTER FOR COORDINATION OF SOCIAL AFFAIRS José Luís Guterres	
APPOINTED ON 8 August 2007	APPOINTED BY ²⁷ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “1. The Deputy Prime Minister for the Coordination of Social Affairs assists the Prime Minister in supervising the Government’s general policies in social areas. It is specifically incumbent upon the Deputy Prime Minister to oversee the work and activities of the following Secretariats of State: a) Secretary of State for Youth and Sports; b) Secretary of State for Vocational Training and Employment; c) Secretary of State for the Promotion of Equality. 2. In case of natural disasters, the Deputy Prime Minister for the Coordination of Social Affairs takes responsibility for inter-ministerial coordination. 3. The Deputy Prime Minister for the Coordination of Social Affairs coordinates the Government in the absences and impediments of the Prime Minister, whenever designated by the latter. 4. The Deputy Prime Minister for the Coordination of Social Affairs shall take part in	

²⁷ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (Constitution of the Democratic Republic of Timor-Leste, Section 106, 2)

coordination meetings every fortnight. Such meetings shall be convened and presided over by the Prime Minister and shall take place on Tuesdays, before the Council of Ministers meets.”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 7)

MECHANISM OF ACCOUNTABILITY

“The Government features two Deputy Prime Minister, who depends directly from the Prime Minister and who follows him in the hierarchy.”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 2)

ORGANIZATIONAL STRUCTURE

Details regarding organizational structure are not specified in the Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009.

STAFFING PROFILE

[Included in overall numbers presented under section 2.1]

2009 STATE BUDGET APPROVED²⁸: USD 965'000

2010 STATE BUDGET APPROVED²⁹: USD 2,225'000

CONTACT

Isilda Pereira, Chief of Staff for Deputy Prime-Minister for Coordination of Social Affairs

Tel.: +6707230092 / +6707264159

Palácio do Governo - Dili, Timor-Leste

²⁸ Cabinet of the First Deputy Prime Minister

²⁹ Cabinet of the Deputy Prime-Ministers (no separate expenditure is given in the 2010 General State Budget).

2.1.2. DEPUTY PRIME-MINISTER FOR THE COORDINATION OF AFFAIRS RELATING TO THE ADMINISTRATION OF THE STATE [VICE PRIMEIRO-MINISTRO COORDENADOR DOS ASSUNTOS DE GESTÃO DA ADMINISTRAÇÃO DO ESTADO]

“The Deputy Prime Minister for the Coordination of Affairs relating to the Administration of the State assists the Prime-Ministers in the management of State Administration (...).”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 7 A)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 02/2009 of 5 March 2009 nominating the Deputy Prime-Minister Mário Viegas Carrascalão 	
DEPUTY PRIME-MINISTER FOR COORDINATION OF COORDINATION OF AFFAIRS RELATING TO THE ADMINISTRATION OF THE STATE Mário Viegas Carrascalão	
APPOINTED ON 5 March 2009	APPOINTED BY ³⁰ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “1. The Deputy Prime Minister for the Coordination of Affairs relating to the Administration of the State assists the Prime Minister in the management of State Administration. It is specifically incumbent upon the Deputy Prime Minister to oversee the work and activities of the following entities: a) Office of the Inspector General; b) Government’s Audit Office. 2. It is further incumbent upon the Deputy Prime Minister for the Coordination of Affairs relating to the Administration of the State: a) to oversee the management of the ongoing review of processes at Ministries, namely as regards procurement and tendering;	

³⁰ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (*Constitution of the Democratic Republic of Timor-Leste, Section 106, 2*)

<p>b) to ensure supervision of the implementation of projects regarding the State's physical infrastructures;</p> <p>c) to ensure good inter-ministerial coordination;</p> <p>d) to coordinate activities with the Secretariat aimed at establishing the Civil Service Commission;</p> <p>e) to coordinate the decentralization process;</p> <p>f) to ensure cooperation with the Anti-Corruption Commission.</p> <p>3. The Deputy Prime Minister for the Coordination of Affairs relating to the Administration of the State coordinates the Government in the absences and impediments of the Prime Minister, whenever designated by the latter.</p> <p>4. The Deputy Prime Minister for the Coordination of Affairs relating to the Administration of the State shall take part in coordination meetings every fortnight. Such meetings shall be convened and presided over by the Prime Minister and shall take place on Tuesdays, before the Council of Ministers meets."</p> <p><i>(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 7 A)</i></p>
<p>MECHANISM OF ACCOUNTABILITY</p> <p>"The Government features two Deputy Prime Minister, who depends directly from the Prime Minister and who follows him in the hierarchy."</p> <p><i>(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 2)</i></p>
<p>ORGANIZATIONAL STRUCTURE</p> <p>Details regarding organizational structure are not specified in the Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009.</p>
<p>STAFFING PROFILE</p> <p>[Included in overall numbers presented under section 2.1]</p>
<p>2009 STATE BUDGET APPROVED³¹: USD 802'000</p>
<p>2010 STATE BUDGET APPROVED³²: USD 2,225'000</p>
<p>CONTACT</p> <p>Rui da Cruz, Chief of Staff for Deputy Prime-Minister for the Coordination of Affairs relating to the Administration of the State</p> <p>Tel.: +6707305124</p> <p>E-mail: ruidacrus2004@yahoo.com</p> <p>Palácio do Governo - Dili, Timor-Leste</p>

³¹ Cabinet of the Second Deputy Prime Minister

³² Cabinet of the Deputy Prime-Ministers (no separate expenditure is given in the 2010 General State Budget).

2.1.3. SECRETARY OF STATE FOR THE COUNCIL OF MINISTERS [SECRETARIA DE ESTADO DO CONSELHO DE MINISTROS]

“The Secretary of State for the Council of Ministers is the central Government body for providing judicial support and consultation to the Council of Ministers and Prime Minister (...).”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 12)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 83/2007 of 8 August 2007 nominating the Secretary of State for the Council of Ministers Hermenegildo Augusto Cabral Pereira • Decree-Law 07/2008 of 05 March 2008 approving the Organic Structure of the Office of the Secretary of State for the Council of Ministers 	
SECRETARY OF STATE FOR THE COUNCIL OF MINISTERS Hermenegildo (Agió) Pereira	
APPOINTED ON 8 August 2007	APPOINTED BY ³³ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “In pursuit of its mission, it is incumbent upon the Secretary of State for the Council of Ministers: <ol style="list-style-type: none"> To coordinate the procedure within the Government, ensuring internal legal coherence and harmony of legislative acts approved in Council of Ministers; To review and prepare draft statutes and regulations of the Government, in coordination with the ministries proposing them; To provide technical and administrative support to the Council of Ministers; To ensure compliance with the rules and procedures of the Council of Ministers; To ensure the smooth running of the litigation services of the Presidency of the Council of Ministers; 	

³³ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (Constitution of the Democratic Republic of Timor-Leste, Section 106, 2)

- f) To respond, in collaboration with line ministries, to procedures aiming to appraise constitutionality and/or legality;
- g) To coordinate the implementation of Council decisions;
- h) To ensure the publication of Government's legislation in the official gazette, *Jornal da República*;
- i) To represent the Council of Ministers and the Prime Minister, when the latter so decides, in ad hoc committees;
- j) To translate or monitor the translation of laws or other documents required for the activities of the Council of Ministers or the Prime Minister;
- k) To act as a spokesperson for the Council of Ministers;
- l) To oversee the State-owned media."

(Source: Decree-Law 07/2008 of 05 March 2008 approving the Organic Structure of the Office of the Secretary of State for the Council of Ministers, Article 2)

MECHANISM OF ACCOUNTABILITY

"Secretary of State for the Council of Ministers is within the purview of its respective Secretary of State who oversees it and is accountable for it to the Prime Minister, as provided for in the Government's Organic Law."

(Source: Decree-Law 07/2008 of 05 March 2008 approving the Organic Structure of the Office of the Secretary of State for the Council of Ministers, Article 3)

ORGANIZATIONAL STRUCTURE³⁴

"Direct state administration bodies

The direct state administration bodies, within SECM, are comprised of the following services:

- a) The Director-General;
- b) The National Directorate for Administration and Support for the Council of Ministers;
- c) The National Directorate for Translation Services;
- d) The Legal Support Unit; and
- e) The National Directorate for Information Dissemination.

Consultative Organ

The Advisory Board is the consultative organ of the Secretary of State."

(Source: Decree-Law 07/2008 of 05 March 2008 approving the Organic Structure of the Office of the Secretary of State for the Council of Ministers, Articles 5 and 6)

STAFFING PROFILE³⁵

PERMANENT: 28

TEMPORARY: 19

TEMPORARY POLITICAL APPOINTMENT: 6

³⁴ "Secretary of State for the Council of Ministers fulfils its responsibilities through direct state administration services, indirect state administration services, and consultative organs." *(Source: Decree-Law 07/2008 of 05 March 2008 approving the Organic Structure of the Office of the Secretary of State for the Council of Ministers, Article 4)*

³⁵ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*

2009 STATE BUDGET APPROVED: USD 2,975'000

2010 STATE BUDGET APPROVED: USD 3,966'000

CONTACT

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2.1.4. SECRETARY OF STATE FOR YOUTH AND SPORTS [SECRETARIA DE ESTADO DA JUVENTUDE E DO DESPORTO]

“The Office of the Secretary of State for Youth and Sports is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of promotion of the wellbeing and development of youth and sports (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 13,1)



<p>INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009</p>	
<p>OTHER LEGAL REFERENCES</p> <ul style="list-style-type: none"> • Presidential Decree 98/2007 of 29 August 2007 nominating the Secretary of State for Youth and Sports, Miguel Marques Gonçalves Manetelo • Decree-Law 13/2008 of 7 May 2008 approving the Organic Structure of Secretary of State for Youth and Sports 	
<p>SECRETARY OF STATE FOR YOUTH AND SPORTS Miguel Marques Gonçalves Manetelo</p>	
<p>APPOINTED ON 29 August 2007</p>	<p>APPOINTED BY³⁶ José Manuel Ramos-Horta, President of the Republic</p>
<p>DURATION OF MANDATE Decided by the Prime-Minister</p>	
<p>MAIN MANDATE / COMPETENCIES “In pursuit of its mission, it is incumbent upon Secretary of State for Youth and Sports:</p> <ol style="list-style-type: none"> To propose to the Government policy guidelines for Secretary of State for Youth and Sports and prepare draft regulatory procedures for the areas of Youth and Sports; To ensure the implementation of the legal and regulatory framework for youth and sports-related activities; To promote, in coordination with other competent entities, youth-oriented activities, especially in the fields of sports, arts and culture; To establish mechanisms for ensuring collaboration and coordination with other Government bodies responsible for related areas within the scope of the 	

³⁶ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (*Constitution of the Democratic Republic of Timor-Leste, Section 106, 2*)

implementation of the national youth policy.

e) To establish mechanisms for ensuring collaboration with civil society organisations concerned with the youth and sports, at both the national and international levels, in order to promote cultural exchange;

f) To set up support and funding mechanisms for projects promoted by young people;

g) To set up mechanisms for increasing knowledge and promote the dissemination thereof on the media;

h) To perform other functions required for the pursuit of Secretary of State for Youth and Sports mission;

i) To perform such other functions as may be assigned to it by law.”

(Source: Decree-Law 13/2008 of 7 May 2008 approving the Organic Structure of Secretary of State for Youth and Sports, Article 2)

MECHANISM OF ACCOUNTABILITY

“Secretary of State for Youth and Sports is within the purview of the Secretary of State for Youth and Sports who oversees it and is accountable for it to the Prime Minister.”

(Source: Decree-Law 13/2008 of 7 May 2008 approving the Organic Structure of Secretary of State for Youth and Sports, Article 3)

ORGANIZATIONAL STRUCTURE³⁷

“Indirect State Administration

1. Territorial branches of Secretary of State for Youth and Sports services may be established by a well-founded ministerial statute of the Cabinet members responsible for the areas of Youth and Sports; Finance; and State Administration.

2. On the proposal of the Prime Minister, the Council of Ministers may approve by decree-law the establishment of bodies endowed with administrative and financial autonomy and own property, within the direct purview of the Secretary of State.

Direct State Administration

The direct State administration, at Secretary of State for Youth and Sports level, is made up of the following main services:

a) The Director-Geral;

b) The National Directorate for Administration and Finance;

c) The National Directorate for Youth;

d) The National Directorate for Sports;

e) The National Directorate for Policy and Development;

f) The National Directorate for Arts; and

g) The National Directorate for Communication.”

(Source: Decree-Law 13/2008 of 7 May 2008 approving the Organic Structure of Secretary of State for Youth and Sports, Articles 5 and 6)

³⁷ “Secretary of State for Youth and Sports fulfils its responsibilities through direct administration services, indirect administration services, advisory bodies, and territorial branches.” *(Source: Decree-Law 13/2008 of 7 May 2008 approving the Organic Structure of Secretary of State for Youth and Sports, Article 4)*

STAFFING PROFILE ³⁸ PERMANENT: 35 TEMPORARY: 75 TEMPORARY POLITICAL APPOINTMENT: 6
2009 STATE BUDGET APPROVED : USD 4,346'000
2010 STATE BUDGET APPROVED: USD 4,516'000
CONTACT Filipus Pereira, Chief of Staff Tel.: +6707337446 E-mail: ninpereira30@yahoo.com Avenida dos Direitos Humanos - Dili, Timor-Leste

³⁸ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) (*Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334*)

2.1.5. SECRETARY OF STATE FOR NATURAL RESOURCES [SECRETARIA DE ESTADO DOS RECURSOS NATURAIS]

“The Secretariat of State for Natural Resources is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of mineral and natural resources, including oil and gas, as well as the activities of the mining, petroleum and chemical industries (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 14, 2)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 89/2007 of 8 August 2007 nominating the Secretary of State for Natural Resources, Alfredo Pires • <i>The Organic Structure of Secretary for Natural Resources is currently being drafted</i> 	
SECRETARY OF STATE FOR NATURAL RESOURCES Alfredo Pires	
APPOINTED ON 8 August 2007	APPOINTED BY ³⁹ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “1. The Secretary of State for Natural Resources is granted the necessary powers to carry out the duties assigned to the Secretariat of State for Natural Resources. 2. The Secretariat of State for Natural Resources is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of mineral and natural resources, including oil and gas, as well as the activities of the mining, petroleum and chemical industries, namely: <ol style="list-style-type: none"> a) for drafting policies and the legislation required for the areas under its responsibility; b) for setting up contacts with international investors so as to attract investment to the country in the areas under its responsibility; c) for drafting legislation and regulations on matters concerning the areas under its 	

³⁹ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (*Constitution of the Democratic Republic of Timor-Leste, Section 106, 2*)

<p>responsibility;</p> <p>d) for monitoring the implementation of international treaties in its area of responsibility;</p> <p>e) for determining, in view of the trends of the market, the conditions for the exploration of resources;</p> <p>f) for ensuring a transparent management of the resources, in line with internationally accepted standards;</p> <p>g) for managing oil resources and the activities of the oil industry in accordance with the legislation on oil;</p> <p>h) for authorizing and supervising production sharing contracts, authorizations and approvals;</p> <p>i) for promoting new explorations of oil resources and developing those already in existence;</p> <p>j) for maintaining an information archive on oil operations and resources;</p> <p>k) for measuring and verifying oil production and reserves;</p> <p>l) for setting up a monitoring and inspection program to ensure that operators perform in accordance with their licences, the law and the regulations;</p> <p>m) for licensing mining operators;</p> <p>n) for setting up collaboration and coordination mechanisms with other Government bodies responsible for connected areas.”</p> <p><i>(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 14)</i></p>
<p>MECHANISM OF ACCOUNTABILITY</p> <p>To the Prime-Minister</p>
<p>ORGANIZATIONAL STRUCTURE</p> <p>N/A</p>
<p>STAFFING PROFILE⁴⁰</p> <p>PERMANENT: 18</p> <p>TEMPORARY:39</p> <p>TEMPORARY POLITICAL APPOINTMENT:6</p>
<p>2009 STATE BUDGET APPROVED : USD 3,490'000</p>
<p>2010 STATE BUDGET APPROVED: USD 5,167'000</p>
<p>CONTACT</p> <p>Joaquim de Jesus Amaral, Director of Administration and Finance</p> <p>Tel.: +6707299887</p> <p>Website: www.sern-tl.org</p> <p>Edifício Fomento, 2^o andar, Rua Dom Aleixo Corte Real, Mandarim - Dili, Timor-Leste</p>

⁴⁰ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*

2.1.6. SECRETARY OF STATE FOR ENERGY POLICY [SECRETARIA DE ESTADO DA POLÍTICA ENERGÉTICA]

“The Secretariat of State for Energy Policy is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of energy resources (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 15,2)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 88/2007 of 8 August 2007 nominating the Secretary of State for Energy Policy, Avelino Maria Coelho da Silva • Decree-Law 11/2008 of 30 April 2008 approving the Organic Structure of Secretary of State for Energy Policy 	
SECRETARY OF STATE FOR ENERGY POLICY Avelino Maria Coelho da Silva	
APPOINTED ON 8 August 2007	APPOINTED BY ⁴¹ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “In pursuit of its objectives, it is incumbent upon Secretariat of State for Energy Policy: <ol style="list-style-type: none"> To prepare and propose to the Government the energy policy framework; To execute and ensure the implementation of the policy as approved by the Government under 2(a) above; To develop the legal and regulatory framework for activities related to energy resources; To promote contacts with international investors in order to attract foreign investment in the areas within its purview; To regulate, in coordination with other ministries, power generation operators; 	

⁴¹ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (Constitution of the Democratic Republic of Timor-Leste, Section 106, 2)

<p>f) To undertake studies on the capacity of energy resources and alternative energy sources;</p> <p>g) To maintain a filing system to store information on energy operations and resources;</p> <p>h) To coordinate and promote the management and upgrading of power generation infrastructure;</p> <p>i) To ensure the coordination of the energy sector and stimulate the complementarity between its various modes, as well as its competitiveness in order to better satisfy users' needs."</p> <p><i>(Source: Decree-Law 11/2008 of 30 April approving the Organic Structure of Secretary of State for Energy Policy, Article 2)</i></p>
<p>MECHANISM OF ACCOUNTABILITY</p> <p>"The Office of the Secretary of State for Energy Policy is within the purview of the Secretary of State who oversees it and is accountable for it to the Prime Minister."</p> <p><i>(Source: Decree-Law 11/2008 of 30 April 2008 approving the Organic Structure of Secretary of State for Energy Policy, Article3)</i></p>
<p>ORGANIZATIONAL STRUCTURE⁴²</p> <p><i>"Direct state administration</i></p> <p>Direct state administration, within Secretary of State for Energy Policy, comprises the following main services;</p> <p>a) The Director-General;</p> <p>b) The National Directorate for Administration and Finance;</p> <p>c) The National Directorate for Research and Alternative Energy Policy;</p> <p>d) The National Directorate for Coordination of Renewable Energy-Related Activities.</p> <p><i>Consultative organ</i></p> <p>The Advisory Board on Energy is the consultative organ of Secretary of State for Energy Policy."</p> <p><i>(Source: Decree-Law 11/2008 of 30 April 2008 approving the Organic Structure of Secretary of State for Energy Policy, Articles5 and 6)</i></p>
<p>STAFFING PROFILE⁴³</p> <p>PERMANENT: 18</p> <p>TEMPORARY: 7</p> <p>TEMPORARY POLITICAL APPOINTMENT: 6</p>
<p>2009 STATE BUDGET APPROVED: USD 3,187'000</p>
<p>2010 STATE BUDGET APPROVED: USD 5,167'000</p>
<p>CONTACT</p> <p>Eugénia Neves, Chief of Staff</p> <p>Tel.: +6707236193</p> <p>Palácio do Governo, Edifício 5 - 1^o andar, Avenida Presidente Nicolau Lobato - Dili, Timor-Leste</p>

⁴² "Secretary of State for Energy Policy fulfils its responsibilities through direct state Administration services, indirect state administration services, consultative organs, and territorial branches." *(Source: Decree-Law 11/2008 of 30 April 2008 approving the Organic Structure of Secretary of State for Energy Policy, Article4, 1)*

⁴³ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*

2.1.7. SECRETARY OF STATE FOR VOCATIONAL TRAINING AND EMPLOYMENT [SECRETARIA DE ESTADO DA FORMAÇÃO PROFISSIONAL E EMPREGO]

“The Office of the Secretary of State for Professional Training and Employment is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of labour, professional training and employment (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 16,2)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 87/2007 of 8 August 2007 nominating the Secretary of State for Vocational Training and Employment, Benedito Freitas • Decree-Law 03/2008 of 16 January 2008 approving the Organic Structure of Secretary of State for Vocational Training and Employment 	
SECRETARY OF STATE FOR VOCATIONAL TRAINING AND EMPLOYMENT Benedito Freitas	
APPOINTED ON 8 August 2007	APPOINTED BY ⁴⁴ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “In order to achieve its goals, it is incumbent upon Secretary of State for Professional Training and Employment, to: <ol style="list-style-type: none"> Propose the policy and prepare the draft regulations for the areas of labour, professional training and employment; Encourage the hiring of Timorese abroad; Regulate and monitor foreign workers in Timor-Leste; Promote and monitor Occupational Health; 	

⁴⁴ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (*Constitution of the Democratic Republic of Timor-Leste, Section 106, 2*)

- e) Establish mechanisms of collaboration and coordination with other Government bodies with responsibilities in related areas;
- f) Promote equality of rights and opportunities, as well as the full participation and integration of disabled people;
- g) Promote tripartite relationships in order to prevent labour conflicts;
- h) Develop and promote the monitoring of labour legislation and international labour covenants ratified by Timor-Leste;
- i) Provide assistance to employers and employees on matters involving labour relations;
- j) Define and implement measures for promoting employment and fighting unemployment;
- k) Any other competencies legally transferred to it.”

(Source: Decree-Law 03/2008 of 16 January 2008 approving the Organic Structure of Secretary of State for Vocational Training and Employment, Article 2)

MECHANISM OF ACCOUNTABILITY

“Secretary of State for Professional Training and Employment is under the tutelage of the Secretary of State for Professional Training and Employment, who supervises it and is accountable for it before the Prime Minister.”

(Source: Decree-Law 03/2008 of 16 January 2008 approving the Organic Structure of Secretary of State for Vocational Training and Employment, Article 3)

ORGANIZATIONAL STRUCTURE⁴⁵

“Services under direct State administration

The following central services are part of the State administration in the framework of Secretary of State for Professional Training and Employment, and come under direct administration of the State:

1. The General Director;
2. The National Directorate of Administration and Finance;
3. The National Directorate of Labour Relations;
4. The National Directorate of Labour Inspection;
5. The National Directorate of Professional Training;
6. The National Directorate of Employment;
7. The Office of Legal Affairs.

Services under indirect State administration

The following bodies, which are governed by a specific statute, shall exercise competencies of Secretary of State for Professional Training and Employment under the tutelage and superintendence of the Secretary of State for Professional Training and Employment:

- a) The National Employment and Professional Training Centre – Tibar;
- b) The National Institute for Manpower Development”

(Source: Decree-Law 03/2008 of 16 January 2008 approving the Organic Structure of Secretary of State for Vocational Training and Employment, Articles 5 and 6)

⁴⁵ “Secretary of State for Professional Training and Employment exercises its competencies through services that come under direct State administration and through bodies that are integrated in the indirect administration of the State.” *(Source: Decree-Law 03/2008 of 16 January 2008 approving the Organic Structure of Secretary of State for Vocational Training and Employment, Article 4)*

STAFFING PROFILE ⁴⁶ PERMANENT: 46 TEMPORARY: 153 TEMPORARY POLITICAL APPOINTMENT: 6
2009 STATE BUDGET APPROVED : USD 4,677'000
2010 STATE BUDGET APPROVED : USD 4,850'000
CONTACT Abreu Ximenes C., Chief of Staff Tel.: +6707353419 Estrada de Balide - Dili, Timor-Leste

⁴⁶ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) (*Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334*)

2.1.8. SECRETARY OF STATE FOR THE PROMOTION OF EQUALITY [SECRETARIA DE ESTADO DA PROMOÇÃO DA IGUALDADE]

“The Office of the Secretary of State for the Promotion of Equality is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of promotion and defence of gender equality (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 17,2)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 99/2007 of 29 August 2007 nominating the Secretary of State for the Promotion of Equality, Idelta Maria Rodrigues • Decree-Law 16/2008 of 4 June 2008 approving the Organic Structure of Secretary of State for the Promotion of Equality 	
SECRETARY OF STATE FOR THE PROMOTION OF EQUALITY Idelta Maria Rodrigues	
APPOINTED ON 29 AUGUST 2007	APPOINTED BY ⁴⁷ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “In pursuit of its mission, it is incumbent upon the Office of the Secretary of State for the Promotion of Gender Equality: <ol style="list-style-type: none"> To assist in the preparation of the overall and sectoral policies, with a focus on the promotion of gender equality and the strengthening, recognition and valorisation of the role of the Timorese women in society; To prepare proposals for drafting normative acts, issue opinions and intervene, in accordance with the law, in cross-cutting fields in all areas relevant to the promotion of gender equality, as well as set up mechanisms for reviewing government laws, policies, 	

⁴⁷ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (Constitution of the Democratic Republic of Timor-Leste, Section 106, 2)

- budgets and programmes in the areas within its respective purview;
- c) To coordinate with the various ministries, concerted actions regarding the promotion of gender equality and the strengthening of the Timorese women's role in society;
 - d) To promote multi-sectoral coordination within the Government, through the Gender Focal Point mechanism, with the aim of ensuring an integrated approach to gender issues in all gender policy development processes, namely planning, implementation and monitoring;
 - e) To develop partnerships and provide assistance to women's organisations concerned with the promotion and defence of gender equality, and ensure mechanisms for consulting civil society and national and international organisations;
 - f) To promote public sensitisation and awareness activities and the adoption of good practices regarding gender equality, the equitable participation by men and women in the economic, social, cultural, political and family life, in collaboration with competent entities, and fight against discrimination and violence against women by making use of the media and publications or other means deemed appropriate;
 - g) To ensure modalities of the participation of institutions and nongovernmental organisations assisting in the implementation of gender equality policies;
 - h) To cooperate with community-based organisations, both national and international, and with similar international bodies, with a view to contributing to the development of key international guidelines regarding gender equality and promoting the implementation thereof at the national level, in coordination with the Ministry of Foreign Affairs;
 - i) To perform all other functions required for the pursuit of the mission of the Office of the Secretary of State;
 - j) To perform any other functions as may be assigned thereto by law."

(Source: Decree-Law 16/2008 of 4 June 2008 approving the Organic Structure of Secretary of State for the Promotion of Equality, Article 2)

MECHANISM OF ACCOUNTABILITY

"The Office of the Secretary of State for the Promotion of Gender Equality is within the purview of the Secretary of State for the Promotion of Gender Equality, who oversees it and is answerable for it to the Prime Minister."

(Source: Decree-Law 16/2008 of 4 June 2008 approving the Organic Structure of Secretary of State for the Promotion of Equality, Article 3)

ORGANIZATIONAL STRUCTURE⁴⁸

"Direct State Administration

Within the Office of the Secretary of State for the Promotion of Gender Equality, the direct state administration is comprised of the following main services:

- a) The Director-General;
- b) The National Directorate for Administration and Finance;
- c) The National Directorate for Gender Policies and Development.

⁴⁸ The Office of the Secretary of State for the Promotion of Gender Equality fulfils its responsibilities through direct state administration services and consultative organs. *(Source: Decree-Law 16/2008 of 4 June 2008 approving the Organic Structure of Secretary of State for the Promotion of Equality, Article 4)*

Consultative Organs

The Advisory Board is the corporate consultative organ of the Secretary of State for the Promotion of Gender Equality.”

(Source: Decree-Law 16/2008 of 4 June 2008 approving the Organic Structure of Secretary of State for the Promotion of Equality, Articles 5 and 6)

STAFFING PROFILE ⁴⁹

PERMANENT: 22

TEMPORARY: 20

TEMPORARY POLITICAL APPOINTMENT: 6

2009 STATE BUDGET APPROVED: USD 582'000

2010 STATE BUDGET APPROVED: USD 971'000

CONTACT

Maria do Céu Soares, Chief of Staff

Tel.: +6707279474 / +6703339807

Palácio do Governo - Dili, Timor-Leste

⁴⁹ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*

2.2. MINISTRY OF DEFENCE AND SECURITY [MINISTÉRIO DA DEFESA E SEGURANÇA]

“The Ministry of Defence and Security is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of national defence, military cooperation, public security, criminal investigation and immigration (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 19)



<p>INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009</p>	
<p>OTHER LEGAL REFERENCES</p> <ul style="list-style-type: none"> • Presidential Decree 94/2007 of 29 August 2007 nominating the Minister of Defence and Security, Kay Rala Xanana Gusmão • Decree-Law 31/2008 of 13 of August 2008 approving the Organic Structure of the Ministry of Defence and Security 	
<p>MINISTER OF DEFENCE AND SECURITY Kay Rala Xanana Gusmão</p>	
<p>APPOINTED ON 29 August 2007</p>	<p>APPOINTED BY⁵⁰ José Manuel Ramos-Horta, President of the Republic</p>
<p>DURATION OF MANDATE Decided by the Prime-Minister</p>	
<p>MAIN MANDATE / COMPETENCIES “The Ministry of Defence and Security shall have the following competences:</p> <ol style="list-style-type: none"> To propose the policy and draw up the regulatory drafts necessary to the areas under its tutelage; To enter into international agreements on defence and military cooperation in coordination with the Ministry for Foreign Affairs; To administer and monitor the Timor-Leste Defence Force To promote the adequation of the military means; To monitor maritime and air navigation with military purposes; 	

⁵⁰ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (Constitution of the Democratic Republic of Timor-Leste, Section 106, 2)

<p>f) To exercise tutelage over the Timor-Leste police forces; g) To promote the adequation of the police means; h) To exercise tutelage over the Immigration Service; i) To monitor maritime and air navigation with civilian purposes; j) To ensure the security of people and goods in case of fire, inundation, landslip, earthquake, as well as in any situation putting people and goods in jeopardy; k) To develop civic education programmes to face natural or man-made disasters, thereby consolidating social solidarity; l) To establish mechanisms for collaborating and coordinating with other Government organs having tutelage over related areas.</p> <p><i>(Source: Decree-Law 31/2008 of 13 of August 2008 approving the Organic Structure of the Ministry of Defence and Security, Article 2)</i></p>
<p>MECHANISM OF ACCOUNTABILITY To the Prime-Minister</p>
<p>ORGANIZATIONAL STRUCTURE “Services under direct State Administration: Integrated Centre for Crises Management Citizens’ Support Office”</p> <p><i>(Source: Decree-Law 31/2008 of 13 of August 2008 approving the Organic Structure of the Ministry of Defence and Security, Articles 5 and 6)</i></p>
<p>STAFFING PROFILE ⁵¹ PERMANENT: N/A TEMPORARY: N/A TEMPORARY POLITICAL APPOINTMENT: N/A</p>
<p>2009 STATE BUDGET APPROVED: USD 65,585’000</p>
<p>2010 STATE BUDGET APPROVED: USD 44,954’000</p>
<p>CONTACT Zeca Estevão, Executive Assistant in the Office of the Prime-Minister Tel. +6707312220 Website: http://timor-leste.gov.tl Palácio do Governo - Dili, Timor-Leste</p>

⁵¹ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*

2.2.1. SECRETARY OF STATE FOR DEFENCE [SECRETARIA DE ESTADO DA DEFESA]

“The Secretary of State for Defence (...) shall be the central organ of the Government responsible for designing, executing, coordinating and evaluating the policy defined and approved by the Council of Ministers for the areas of national defence and military cooperation.”

(Source: Decree-Law 31/2008 of 13 of August 2008 approving the Organic Structure of the Ministry of Defence and Security, Article 7)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 85/2007 of 8 August 2007 nominating the Secretary of State for Defence, Júlio Tomás Pinto • Decree-Law 31/2008 of 13 of August 2008 approving the Organic Structure of the Ministry of Defence and Security 	
SECRETARY OF STATE FOR DEFENCE Júlio Tomás Pinto	
APPOINTED ON 8 August 2007	APPOINTED BY ⁵² José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “In the framework of the mission of Ministry of Defence and Security, Secretary of State for Defence shall have the following competences: <ol style="list-style-type: none"> To propose policies and draw-up regulatory drafts necessary to its areas of tutelage; To enter into international agreements on matters of defence and military cooperation, in coordination with the Ministry for Foreign Affairs; To administer and monitor the Timor-Leste Defence Force; To promote the adequation of the military means; To monitor maritime and air navigation with military purposes; To establish collaboration and coordination mechanisms with other Government 	

⁵² “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (*Constitution of the Democratic Republic of Timor-Leste, Section 106, 2*)

<p>organs with tutelage over related areas; g) To undertake any other tasks as entrusted to it by law or by delegation of powers”</p> <p><i>(Source: Decree-Law 31/2008 of 13 of August 2008 approving the Organic Structure of the Ministry of Defence and Security, Article 8)</i></p>
<p>MECHANISM OF ACCOUNTABILITY</p> <p>“The functional exercise of superintendence and tutelage over the organic structure of Secretary of State for Defence shall be ensured by the Secretary of State without prejudice to his or her accountability to the Minister of Defence and Security.”</p> <p><i>(Source: Decree-Law 31/2008 of 13 of August 2008 approving the Organic Structure of the Ministry of Defence and Security, Article 9)</i></p>
<p>ORGANIZATIONAL STRUCTURE⁵³</p> <p><i>“Direct State administration</i></p> <p>The following central services shall come under the direct administration of the State in the framework of SED:</p> <ul style="list-style-type: none"> a) Falintil-DFTL; b) General Director; c) National Directorate for Administration and Finance; d) National Directorate for Human Resources; e) National Directorate for Strategic Planning and International Policy; f) National Directorate for Management and Property; g) National Directorate for Procurement; h) Inspection Office; i) Public Relations Office; j) Force 2020 Office k) Legal Office. <p><i>Indirect administration of the State</i></p> <p>The functional exercise of superintendence and tutelage over the National Defence Institute shall be ensured by the Secretary of State without prejudice to his or her accountability to the Minister of Defence and Security.</p> <p><i>Consultative bodies</i></p> <p>The Military Consultative Council shall be the collective consultative body of the Secretary of State.”</p> <p><i>(Source: Decree-Law 31/2008 of 13 of August 2008 approving the Organic Structure of the Ministry of Defence and Security, Articles 11, 12 and 13)</i></p>
<p>STAFFING PROFILE⁵⁴</p>

⁵³ “In the framework of Ministry of State for Defence, Secretary of Defence shall pursue its competences through organs and services under direct State administration, National Defence Institute, consultative organ and territorial delegations.” *(Source: Decree-Law 31/2008 of 13 of August 2008 approving the Organic Structure of the Ministry of Defence and Security, Article 10)*

⁵⁴ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*

PERMANENT: 42 TEMPORARY: 10 TEMPORARY POLITICAL APPOINTMENT: 5
2009 STATE BUDGET APPROVED: USD 1,187'000
2010 STATE BUDGET APPROVED: USD 876'000
CONTACT Francisco Amaral, Chief of Staff Tel.: +6707312450 Website: www.mindef.tl Palácio do Governo, Edifício 2 - 1º Andar, Avenida Presidente Nicolau Lobato Dili, Timor-Leste

2.2.2. SECRETARY OF STATE FOR SECURITY [SECRETARIA DE ESTADO DA SEGURANÇA]

“The Secretary of State for Security (...) shall be responsible for designing, executing, coordinating and evaluating the policy defined and approved by the Council of Ministers for the areas of public security, criminal investigation and immigration.”

(Source: Decree-Law 31/2008 of 13 of August 2008 approving the Organic Structure of the Ministry of Defence and Security, Article 28)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 92/2007 of 8 August 2007 nominating the Secretary of State for Security, Francisco Guterres • Decree-Law 31/2008 of 13 of August 2008 approving the Organic Structure of the Ministry of Defence and Security 	
SECRETARY OF STATE FOR SECURITY Francisco Guterres	
APPOINTED ON 8 August 2007	APPOINTED BY ⁵⁵ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “In pursuing the mission of Ministry of Defence and Security, Secretary of State for Security shall have the following competences: <ol style="list-style-type: none"> To propose the policy and draw up the draft regulations necessary to the areas under its tutelage; To exercise tutelage over the Timor-Leste police forces; To promote the adequation of the police means; To exercise tutelage over the Immigration Service; To monitor maritime and air navigation with civilian purposes; To ensure the security of people and goods in case of fire, inundation, landslips, earthquake, and in all situations putting people and goods in jeopardy; 	

⁵⁵ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (*Constitution of the Democratic Republic of Timor-Leste, Section 106, 2*)

- g) To develop civic education programmes to face natural or man-made disasters, thereby consolidating social solidarity;
- h) To establish mechanisms for collaboration and coordination with other Government organs with tutelage over related areas;
- i) To undertake any other tasks entrusted to it by law or by delegation of powers.”

(Source: Decree-Law 31/2008 of 13 of August 2008 approving the Organic Structure of the Ministry of Defence and Security, Article 29)

MECHANISM OF ACCOUNTABILITY

“The functional exercise of superintendence and tutelage over the organic structure of the Secretary of State for Security shall be ensured by the Secretary of State without prejudice to his or her accountability to the Minister of Defence and Security.”

(Source: Decree-Law 31/2008 of 13 of August 2008 approving the Organic Structure of the Ministry of Defence and Security, Article 30)

ORGANIZATIONAL STRUCTURE⁵⁶

“The following central services shall integrate the *direct State administration* in the framework of Secretary of State for Security:

- a) General Director;
- b) National Directorate of Administration;
- c) National Directorate of Procurement;
- d) National Directorate for Finance
- e) Office of Inspection and Auditing;
- f) National Directorate for Conflicts Prevention and Security Management;
- g) National Police of Timor-Leste (PNTL);
- i) Immigration Service (SI);
- h) National Directorate for Civil Protection (DNPC);
- i) National Directorate for Security to Public Buildings (DNSEP).

Consultative bodies

The Consultative Council shall be the collective body of consultation of the Secretary of State.”

(Source: Decree-Law 31/2008 of 13 of August 2008 approving the Organic Structure of the Ministry of Defence and Security, Article 32 and 33)

⁵⁶ “Secretary of State for Security shall pursue its competences in the framework of MDS through bodies and services integrated under the direct administration, through the consultative body, and through territorial delegations.” *(Source: Decree-Law 31/2008 of 13 of August 2008 approving the Organic Structure of the Ministry of Defence and Security, Article 31)*

STAFFING PROFILE ⁵⁷ PERMANENT: 656 TEMPORARY: 736 TEMPORARY POLITICAL APPOINTMENT: 6
2009 STATE BUDGET APPROVED : USD 5,079'000
2010 STATE BUDGET APPROVED: USD 5,068'000
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⁵⁷ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) (*Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334*)

2.3. MINISTRY OF FOREIGN AFFAIRS [MINISTÉRIO DOS NEGÓCIOS ESTRANGEIROS]⁵⁸

“The Ministry of Foreign Affairs is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of international diplomacy and cooperation, consular functions, and promotion and defence of the interests of the Timorese living abroad.”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 20)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 79/2007 of 8 August 2007 nominating the Minister of Foreign Affairs, Zacarias Albano da Costa • Decree-Law 04/2008 of 5 March 2008 approving the Organic Structure of the Ministry of Foreign Affairs 	
MINISTER OF FOREIGN AFFAIRS Zacarias Albano da Costa	
APPOINTED ON 8 August 2007	APPOINTED BY ⁵⁹ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “1. It is incumbent upon the Ministry of Foreign Affairs: <ol style="list-style-type: none"> To follow-up the dynamics of international politics; To draft and propose the key guidelines of the Timorese foreign policy and actions to execute them; 	

⁵⁸ According to the Article 4, 2a of the Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, the Minister of Foreign Affairs is to be assisted in his functions by the Secretary of State for International Cooperation and by the Secretary of State for Migrations and Communities Abroad; however these two Secretaries of State have not yet been appointed.

⁵⁹ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (*Constitution of the Democratic Republic of Timor-Leste, Section 106, 2*)

- c) To execute the Timorese foreign policy and watch over its unity and coherence;
 - d) To promote the interests of Timor-Leste abroad;
 - e) To promote, in coordination with other departments, the policy to defend and protect the Timorese abroad;
 - f) To oversee the services of the Timorese State abroad as provided for in the Vienna Convention;
 - g) To ensure national representation in other States and regional and international organizations;
 - h) To centralize the relationships of any Timorese public entities with diplomatic and consular missions of Timor-Leste in other countries and international organizations and with diplomatic and consular missions and international organizations accredited to Timor-Leste, as well as representative offices of foreign co-operation services in Timor-Leste;
 - i) To enter into bilateral, regional and multilateral agreements without prejudice to the responsibilities of other State bodies or mandates conferred by the Council of Ministers upon other bodies in specific situations;
 - j) To ensure the overall coordination and management of international cooperation, in consultation with sectorial departments responsible for planning and managing foreign aid;
 - k) To conduct negotiations aimed at binding the State internationally and ensure the domestication of treaties and conventions;
 - l) To choose the appropriate diplomatic means required to carry out the country's foreign policy and conduct the exercise thereof;
 - m) Coordinate economic, social and cultural cooperation with other countries;
 - n) To coordinate official visits by foreign entities, as well as coordinate and instruct Government's official delegations travelling abroad;
 - o) Advise other ministries and State institutions on matters that, due to their nature, might have a bearing on the country's foreign policy or on international obligations assumed by Timor-Leste;
2. MoFA is the Government's body with competence to relate to other States or international organizations and their respective representatives.
3. Where other governmental entities have to relate to the outside world, MoFA must be informed on a timely and regular basis with a view to safeguarding the unity and coherence of the country's foreign policy."

(Source: Decree-Law 04/2008 of 28 February 2008 approving the Organic Structure of the Ministry of Foreign Affairs, Article 2)

MECHANISM OF ACCOUNTABILITY

"The Ministry of Foreign Affairs is within the purview of the Minister of Foreign Affairs who oversees it and is accountable for it to the Prime Ministry. In the exercise of his or her functions, the Minister of Foreign Affairs is assisted by Secretaries of State or Deputy Ministers, who execute the set sectoral policy and exercise such other functions as may be delegated to them by the Minister."

(Source: Decree-Law 04/2008 of 28 February 2008 approving the Organic Structure of the Ministry of Foreign Affairs, Article 3)

ORGANIZATIONAL STRUCTURE⁶⁰*“Direct State Administration*

The direct administration services of the Ministry of Foreign Affairs are as follows:

- a) The Secretary-General;
- b) The Office of Inspection and Auditing;
- c) The National Directorate for External Relations;
- d) The National Directorate for Regional Co-operation and Integration;
- e) The National Directorate for Protocol, Legal and Consular Affairs;
- f) The National Directorate for Administration; and
- g) The Research and Planning Committee.

Indirect State Administration

On the proposal of the Minister of Foreign Affairs, the Council of Ministers may approve the establishment of bodies endowed with both financial and administrative autonomy within the direct purview of the Minister, with the objective of providing for the operational needs of the Ministry where it becomes evident that the indirect administration modality is the most appropriate one in pursuit of the public interest.

External services

The Ministry of Foreign Affairs comprises the following external peripheral services:

- a) Embassies;
- b) Permanent Missions;
- c) Temporary Missions; and
- d) Consular Posts.

Advisory bodies

The Advisory Board and the Coordinating Board are the corporate advisory bodies of the Minister of Foreign Affairs.”

(Source: Decree-Law 04/2008 of 28 February 2008 approving the Organic Structure of the Ministry of Foreign Affairs, Articles 5-8)

STAFFING PROFILE⁶¹

PERMANENT: 111

TEMPORARY: 38

TEMPORARY POLITICAL APPOINTMENT: 17

⁶⁰ “The Ministry of Foreign Affairs fulfils its responsibilities through direct administration services, indirect administration services, advisory bodies, and external services.” *(Source: Decree-Law 04/2008 of 28 February 2008 approving the Organic Structure of the Ministry of Foreign Affairs, Article 4)*

⁶¹ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*

2009 STATE BUDGET APPROVED : USD 11,321'000
2010 STATE BUDGET APPROVED : USD 14,167'000
CONTACT Maria-Gabriela Carrascalão H., Assessora de Imprensa e Relações Públicas Tel: + 6707235288 / +6707304231 E-mail: mgabrielacarrascalaoh@gmail.com /maria.heard@mne.gov.tl Website: www.mfac.gov.tp Blog: http://mnerdtimorleste.blogspot.com Avenida de Portugal, Praia dos Coqueiros - Dili, Timor-Leste

2.4. MINISTRY OF FINANCE [MINISTÉRIO DAS FINANÇAS]

The Ministry of Finance is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of budget and finance annual planning and monitoring (...)"

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 21)



Emília Pires



Rui Manuel Hanjam

INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES	
<ul style="list-style-type: none"> • Presidential Decree 76/2007 of 8 August 2007 nominating the Minister of Finance, Emília Pires • Decree-Law 13/2009 of 25 February 2009 approving the Organic Structure of the Ministry of Finance • Presidential Decree 03/2009 of 5 March 2009 nominating the Deputy Minister of Finance, Rui Manuel Hanjam 	
MINISTER OF FINANCE Emília Pires	
APPOINTED ON 8 August 2007	APPOINTED BY ⁶² José Manuel Ramos-Horta, President of the Republic
DEPUTY MINISTER OF FINANCE Rui Manuel Hanjam	
APPOINTED ON 5 March 2009	APPOINTED BY ⁶³ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	

⁶² "The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister" (*Constitution of the Democratic Republic of Timor-Leste, Section 106, 2*)

⁶³ *Idem*

MAIN MANDATE / COMPETENCIES

“In order to fulfill its mission, the duties of the MoF are:

- a) To propose the macroeconomic policy, monetary and exchange policies in collaboration with the Central Bank;
- b) To propose policies and draw up the necessary draft regulations to govern tax and non-tax revenue, budgetary framework, procurement, public accounting, public finances, auditing and control of the State treasury and the issuing and managing of public debt;
- c) To manage the Timor-Leste oil fund;
- d) To work in collaboration with the Ministry of Foreign Affairs in the area of cooperation between Timor-Leste and the Development Partners;
- e) To manage the public external debt, State shareholdings and foreign aid, being responsible for the coordination and definition of the financial and tax strands;
- f) To manage State property, without prejudice to the duties of the Ministry of Justice in terms of real estate property;
- g) To compile and publish official statistics;
- h) To take responsibility for the implementation of its budget allocated through the State Budget;
- i) To promote the necessary regulations and exercise financial control of the expenditure of the State Budget, which are allocated to other Ministries, within the scope of the implementation of a policy of greater financial autonomy for the different services;
- j) To ensure the sound management of funding provided through the State Budget by indirect administration bodies of the State and local government bodies, by way of audits and monitoring;
- k) To manage and promote international aid in the area of technical consultancy provided to State bodies, excluding areas concerned with training and human resources;
- l) To establish mechanisms of collaboration and coordination with other Government bodies with powers over related areas.”

(Source: Decree-Law 13/2009 of 25 February 2009 approving the Organic Structure of the Ministry of Finance, Article 2)

MECHANISM OF ACCOUNTABILITY

“The authority responsible for overseeing the MoF is the Finance Minister, who in turn is accountable to the Prime Minister.”

(Source: Decree-Law 13/2009 of 25 February 2009 approving the Organic Structure of the Ministry of Finance, Article 3)

<p>ORGANIZATIONAL STRUCTURE⁶⁴</p> <p>“Direct State Administration</p> <p>Within the scope of the MF, direct State Administration includes the following central services:</p> <p>a) The General Department for Revenues and Customs, consisting of the following national departments:</p> <p style="padding-left: 40px;">i) National Department for Customs;</p> <p style="padding-left: 40px;">ii) National Department for Oil Revenue;</p> <p style="padding-left: 40px;">iii) National Department for Inland Revenue;</p> <p>b) The General Department for State Finance, consisting of the following national departments:</p> <p style="padding-left: 40px;">i) National Department for the Budget;</p> <p style="padding-left: 40px;">ii) National Department for the Treasury;</p> <p style="padding-left: 40px;">iii) National Department for Procurement;</p> <p style="padding-left: 40px;">iv) National Department for the Management of State Property;</p> <p style="padding-left: 40px;">v) National Department for Autonomous Public Authorities;</p> <p>c) The General Department for Analysis and Research, consisting of the following national departments:</p> <p style="padding-left: 40px;">i) National Department for Statistics;</p> <p style="padding-left: 40px;">ii) National Department for the Macroeconomy;</p> <p style="padding-left: 40px;">iii) National Department for the Oil Fund;</p> <p>d) General Department for Corporative Services;</p> <p>e) Department for the Effectiveness of Foreign Aid.”</p> <p><i>(Source: Decree-Law 13/2009 of 25 February 2009 approving the Organic Structure of the Ministry of Finance, Article5)</i></p>
<p>STAFFING PROFILE⁶⁵</p> <p style="padding-left: 40px;">PERMANENT: 521</p> <p style="padding-left: 40px;">TEMPORARY: 400</p> <p style="padding-left: 40px;">TEMPORARY POLITICAL APPOINTMENT: 13</p>
<p>2009 STATE BUDGET APPROVED: USD 8,972'000</p>
<p>2010 STATE BUDGET APPROVED: USD 13,283'000</p>
<p>CONTACT</p> <p>José António Fátima Abílio, Chief of Staff</p> <p>Tel.: +6707230113</p> <p>Website: www.mof.gov.tl</p> <p>Palácio do Governo, Building #5 -1º andar, Avenida Presidente Nicolau Lobato - Dili, Timor-Leste</p>

⁶⁴ “The Ministry of Finance carries out its duties through services, which are part of direct state Administration.” *(Source: Decree-Law 13/2009 of 25 February 2009 approving the Organic Structure of the Ministry of Finance, Article 4)*

⁶⁵ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*

2.5. MINISTRY OF JUSTICE [MINISTÉRIO DA JUSTIÇA]

“The Ministry of Justice is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of justice and human rights (...).”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 22)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 74/2007 of 8 August 2007 nominating the Minister of Justice, Lúcia Lobato • Decree-Law 12/2008 of 30 of April 2008 approving the Organic Structure of the Ministry of Justice 	
MINISTER OF JUSTICE Lúcia Lobato	
APPOINTED ON 8 August 2007	APPOINTED BY ⁶⁶ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “The competencies of the Ministry of Justice shall include: <ol style="list-style-type: none"> To prepare draft legislation and regulatory measures appropriate for the pursuit of the policies for the areas of Justice and Law, as well as ensure the study, design and monitoring of the execution of such measures; To ensure, whenever so requested, the systematic and material harmonization of legislative statutes; To regulate and manage the prison system, the execution of penalties and security measures, as well as the services of social reinsertion; To ensure mechanisms for providing legal aid and assistance for the most 	

⁶⁶ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (*Constitution of the Democratic Republic of Timor-Leste, Section 106, 2*)

<p>disadvantaged citizens;</p> <p>e) To establish mechanisms that ensure the respect for Human Rights;</p> <p>f) To promote the dissemination of the rights and duties of citizenship;</p> <p>g) To organize and provide services in the area of administration and registration of real property throughout the national territory and promote the implementation of measures required for the management of the real property of the State;</p> <p>h) To establish and guarantee the proper functioning of registry and notary services;</p> <p>i) To ensure the legal training of staff required for the exercise of functions in the area of Justice and Law.”</p> <p><i>(Source: Decree-Law 12/2008 of 30 of April 2008 approving the Organic Structure of the Ministry of Justice, Article 2)</i></p>
<p>MECHANISM OF ACCOUNTABILITY</p> <p>To the Prime-Minister</p>
<p>ORGANIZATIONAL STRUCTURE</p> <p>The following are direct State administration services:</p> <p>a) The General Director;</p> <p>b) The Inspection and Audit Office;</p> <p>c) The National Directorate for Legal and Legislation Advisory Services;</p> <p>d) The National Directorate for Human Rights and Citizenship Rights;</p> <p>e) The National Directorate for Registry and Notary Services;</p> <p>f) The National Directorate for Prison and Social Reinsertion Services;</p> <p>g) The National Directorate for Land, Property, and Cadastre Services;</p> <p>h) The National Directorate for Administration, Finance, and Data Processing Services;</p> <p>While enjoying technical autonomy, the following bodies are under the tutelage of the Ministry of Justice:</p> <p>a) The Public Defender’s Office;</p> <p>b) The Judicial Training Centre.</p> <p>The Coordination Council for Justice is the consultative body of the Ministry of Justice for matters relating to Justice.</p> <p>The Consultative Council of the Ministry of Justice is the consultative body for matters relating to the internal organization of the Ministry of Justice.</p> <p><i>(Source: Decree-Law 12/2008 of 30 of April 2008 approving the Organic Structure of the Ministry of Justice, Articles 4, 15, 18 and 19)</i></p>
<p>STAFFING PROFILE⁶⁷</p> <p>PERMANENT: 489</p> <p>TEMPORARY: 162</p> <p>TEMPORARY POLITICAL APPOINTMENT: 7</p>

⁶⁷ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*

2009 STATE BUDGET APPROVED: USD 8,972'000
2010 STATE BUDGET APPROVED: USD 10,894'000
CONTACT João Bosco Alves, Chief of Staff Tel.: +670366619 E-Mail: jbosco@mj.gov.tl Website: www.mj.gov.tl Avenida Jacinto Cândido, Caicoli - Dili, Timor-Leste

2.6. MINISTRY OF HEALTH [MINISTÉRIO DA SAÚDE]

“The Ministry of Health is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of health and pharmaceutical activities (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 23)



Néelson Martins



Madalena Soares

INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 75/2007 of 8 August 2007 nominating the Minister of Health, Néelson Martins • Presidential Decree 97/2007 of 29 August 2007 nominating the Deputy Minister of Health, Madalena Fernandes Melo Hanjan Costa Soares • Decree-Law 01/2008 of 16 January 2008 approving the Organic Structure of the Ministry of Health 	
MINISTER OF HEALTH Néelson Martins	
APPOINTED ON 8 August 2007	APPOINTED BY ⁶⁸ José Manuel Ramos-Horta, President of the Republic
DEPUTY MINISTER OF HEALTH Madalena Fernandes Melo Hanjan Costa Soares	
APPOINTED ON 29 August 2007	APPOINTED BY ⁶⁹ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “1. It is incumbent upon the Ministry of Health to ensure the access of the population to health	

⁶⁸ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (*Constitution of the Democratic Republic of Timor-Leste, Section 106, 2*)

⁶⁹ *Idem*

care through the establishment, regulation, and development of a health system that is based on the real needs and is compatible with the available resources, while granting special relevance to the equity of the system, giving priority to the most vulnerable groups and, whenever possible, promoting the active participation of civil society.

2. It is incumbent upon the Ministry of Health, namely:

- a) To propose the policy and prepare the draft regulations deemed necessary for the areas under its responsibility;
- b) To ensure access to health care for all citizens;
- c) To coordinate activities relating to epidemiological surveillance;
- d) To undertake health inspections of products which have a bearing on human health;
- e) To promote the training of health care staff;
- f) To contribute towards the success of humanitarian assistance, peace promotion, as well as security and social and economic development through coordination and collaboration mechanisms with other Government bodies responsible for related areas.”

(Source: Decree-Law 01/2008 of 16 January 2008 approving the Organic Structure of the Ministry of Health, Article 2)

MECHANISM OF ACCOUNTABILITY

“The Ministry of Health is under the tutelage of the Minister of Health, who supervises it and is accountable for it before the Prime Minister.”

(Source: Decree-Law 01/2008 of 16 January 2008 approving the Organic Structure of the Ministry of Health, Article 3)

ORGANIZATIONAL STRUCTURE⁷⁰

“Services under direct State administration

The following central services are part of the State administration in the framework of the Ministry of Health, and come under the direct administration of the State:

1. The General Director;
2. The National Directorate of Hospital and Referral Services;
3. The National Directorate of Community Health;
4. The National Directorate of Human Resources;
5. The National Directorate of Planning and Finance;
6. The National Directorate of Administration, Logistics, and Supply;
7. The Inspection, Monitoring, and Audit Office;
8. The District Health Services.

Services under indirect State administration

The following are services under indirect State administration in the framework of the Ministry of Health:

- a) The Health Sciences Institute;
- b) The National Laboratory;

⁷⁰ “The Ministry of Health exercises its competencies through services that come under direct State administration, through bodies that are integrated in the indirect administration of the State, and through consultative bodies and territorial delegations.” *(Source: Decree-Law 01/2008 of 16 January 2008 approving the Organic Structure of the Ministry of Health, Article 4)*

- c) The Guido Valadares National Hospital;
- d) The Secondary Care Referral Hospitals of Baucau, Maubisse, Suai, Maliana, and Oecusse;
- e) Medicine and Medical Equipment Autonomous Service (SAMÉS)

Consultative bodies

The following are consultative bodies in the framework of the Ministry of Health:

- a) The Board of Directors;
- b) The Consultative Council;
- c) The District Health Councils.”

(Source: Decree-Law 01/2008 of 16 January 2008 approving the Organic Structure of the Ministry of Health, Articles 5,6 and 7)

STAFFING PROFILE⁷¹

PERMANENT: 1760

TEMPORARY: 1458

TEMPORARY POLITICAL APPOINTMENT: 13

2009 STATE BUDGET APPROVED: USD 32,893'000

2010 STATE BUDGET APPROVED: USD 35,692'000

CONTACT

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Edifício dos Serviços Centrais do Ministério da Saúde,
Rua de Caicoli, Caixa Postal 374 - Dili, Timor-Leste

⁷¹ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*

2.7. MINISTRY OF EDUCATION [MINISTÉRIO DA EDUCAÇÃO]

“The Ministry of Education is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of education and culture, as well as science and technology (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 24)



João Cândio Freitas

Paulo Assis Belo

INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 73/2007 of 8 August 2007 nominating the Minister of Education, João Cândio Freitas • Presidential Decree 81/2007 of 8 August 2007 nominating the Deputy Minister of Education, Paulo Assis Belo • Decree-Law 02/2008 of 16 January 2008 approving the Organic Structure of the Ministry of Education 	
MINISTER OF HEALTH João Cândio Freitas	
APPOINTED ON 8 August 2007	APPOINTED BY ⁷² José Manuel Ramos-Horta, President of the Republic
DEPUTY MINISTER OF EDUCATION Paulo Assis Belo	
APPOINTED ON 8 August 2007	APPOINTED BY ⁷³ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	

⁷² “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (*Constitution of the Democratic Republic of Timor-Leste, Section 106, 2*)

⁷³ *Idem*

MAIN MANDATE / COMPETENCIES

“It is incumbent upon the Ministry of Education:

- a) to propose policies and draft regulations for the areas under its supervision;
- b) to oversee pre-school education, literacy programmes and general education, in particular , to design and include pre-school education in the formal education system and to guarantee basic universal education;
- c) to drive the reintroduction of the official languages, Tetum and Portuguese, in the school curriculum, as an indicator of educational standardization;
- d) to develop secondary education while consolidating and broadening vocational and technical education;
- e) to plan, coordinate and develop post-secondary and higher education in the country and abroad, based on the principle of equity of the system;
- f) to design the syllabi for the various levels of education and to regulate the mechanisms for the recognition of academic qualifications;
- g) to promote ongoing vocational training for education professionals;
- h) to promote literacy, with a focus on eradicating illiteracy and developing basic education for youth and adults within the framework of permanent education;
- i) to establish collaboration and coordination mechanisms with other Government bodies responsible for adjacent and related areas;
- j) to develop a technical and vocational training network by means of collaboration with other Government departments and partnerships or MoUs with private sector organisations and cooperatives, designed to meet the current and future requirements of the country with regards to skilled human resources;
- k) to design and promote, in partnership with civil society, regular and diversified measures aimed at the gradual eradication of all forms of illiteracy with a view to improving people’s skills, namely those of youth, women and rural communities;
- l) to strengthen the links between education and research, science and technology;
- m) to promote the gradual and sustained introduction of new information and communication technologies into training and educational methodologies;
- n) to promote the preservation, protection and importance of historical and cultural heritage;
- o) to promote, support and disseminate a linguistic policy that contributes to the strengthening of national identity and unity;
- p) to protect the rights of authors of artistic and literary works;
- q) to support and encourage the promotion of active policies in the area of culture, fostering decentralized activities and securing the integrated cultural development.”

(Source: Decree-Law 02/2008 of 16 January 2008 approving the Organic Structure of the Ministry of Education, Article 2)

MECHANISM OF ACCOUNTABILITY

“The ME is under the supervision of the Minister of Education, who supervises it and is accountable for it before the Prime Minister and the Council of Ministers.”

(Source: Decree-Law 02/2008 of 16 January 2008 approving the Organic Structure of the Ministry of Education, Article 3)

ORGANIZATIONAL STRUCTURE⁷⁴*“Services under direct State administration*

1. The services of the Ministry of Education under direct administration are as follows:
 - a. the Director-General for Education;
 - b. the General Inspectorate of Education;
 - c. the National Directorate of Policy, Planning and Development;
 - d. the National Directorate of Administration and Finance; Logistics and Procurement;
 - e. the National Directorate of School Curricula, Resources and Evaluation;
 - f. the National Directorate of Accreditation and School Administration;
 - g. the National Directorate of Vocational Training;
 - h. the National Directorate of Technical and Higher Education;
 - i. the National Directorate of Adult and Non-Formal Education;
 - j. the National Directorate of Culture;
 - k. the Legal Advisory Office;
 - l. the Media and Protocol Office;
 - m. the Infrastructures Support Office.

2. The Ministry of Education also comprises the following regional directorates of education:
 - a. Regional Directorate of Education I (Baucau, Viqueque, Lautem and Manatuto);
 - b. Regional Directorate of Education II (Dili and Liquiça);
 - c. Regional Directorate of Education III (Aileu, Ainaro and Manufahi);
 - d. Regional Directorate of Education IV (Ermera, Covalima and Bobonaro);
 - e. Regional Directorate of Education in Oecusse.

Public Institutions

1. The National University of Timor Lorosa’e (Universidade Nacional de Timor Lorosa’e) (...)
2. The National Institute for Vocational and Ongoing Training (Instituto Nacional de Formação Profissional e Contínua)
3. The National Library (Biblioteca Nacional) (...)
4. The public pre-school, basic and secondary education institutions are also an integral part of the Ministry of Education. (...)

Advisory Body

The National Education Committee (*Comissão Nacional de Educação*) is the Ministry of Education’s central advisory body.”

(Source: Decree-Law 02/2008 of 16 January 2008 approving the Organic Structure of the Ministry of Education, Article 5, 6 and 7)

⁷⁴ “The Ministry of Education exercises its powers through services and bodies that come under direct and indirect State administration, public institutions, advisory bodies and territorial delegations.” *(Source: Decree-Law 02/2008 of 16 January 2008 approving the Organic Structure of the Ministry of Education, Article 4)*

STAFFING PROFILE ⁷⁵ PERMANENT: 6928 TEMPORARY: 6609 TEMPORARY POLITICAL APPOINTMENT: 18
2009 STATE BUDGET APPROVED: USD 62,570'000
2010 STATE BUDGET APPROVED: USD 67,486'000
CONTACT Ermelinda Alves, Executive Secretary Tel.: +6707344885 / +6703339645 Vila Verde - Dili, Timor-Leste Célia Gusmão, Chief of Staff of the Office of the Deputy Prime Minister Tel. +6703339632 / +6707312428 Vila Verde - Dili, Timor-Leste

⁷⁵ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) (Source: *General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334*)

2.7.1. SECRETARY OF STATE FOR CULTURE [SECRETARIA DE ESTADO DA CULTURA]

“The Ministers are assisted in their functions by the following Deputy Ministers and Secretaries of State: (...) The Minister of Education, by the Deputy Minister of Education and by the Secretary of State for Culture (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 4)

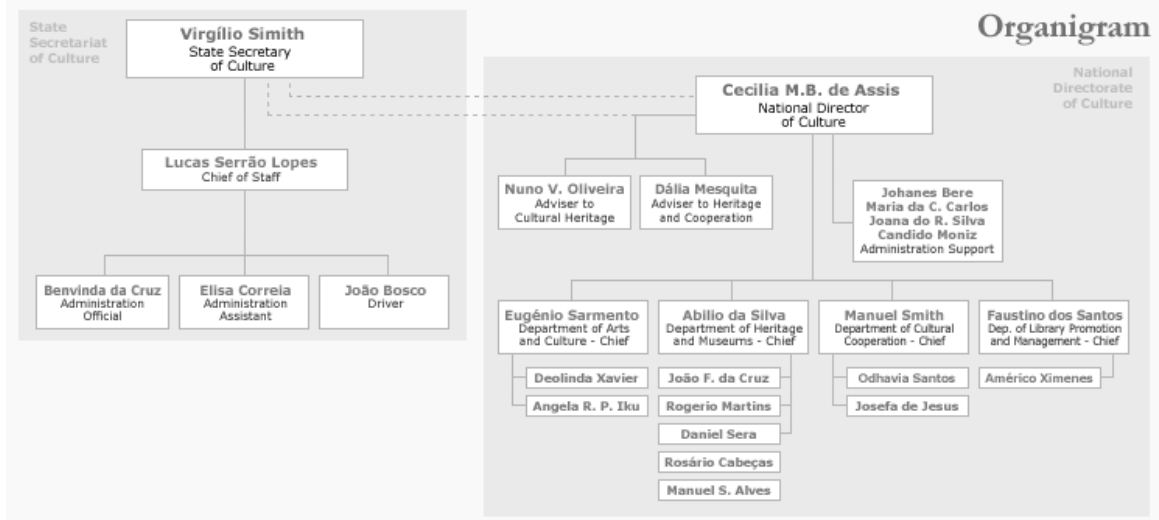


INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 84/2007 of 8 August 2007 nominating the Secretary of State for Culture, Virgílio Smith • Decree-Law 02/2008 of 16 January 2008 approving the Organizational Structure of the Ministry of Education • Ministerial Order 09/2008 of 15 May 2008 on the Organizational Structure of the National Directorate for Culture • Government Resolution 24/2009 of 18 November 2009 approving the National Policy on Culture 	
SECRETARY OF STATE FOR CULTURE Virgílio Smith	
APPOINTED ON 8 August 2007	APPOINTED BY ⁷⁶ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES Details regarding main mandate / competencies of the Secretary of State for Culture are not specified in the Decree-Law 02/2008 of 16 January 2008 approving the Organizational Structure of the Ministry of Education	

⁷⁶ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (*Constitution of the Democratic Republic of Timor-Leste, Section 106, 2*)

**MECHANISM OF ACCOUNTABILITY
To the Minister of Education**

ORGANIZATIONAL STRUCTURE



STAFFING PROFILE

[Included in overall numbers presented under section 2.7]

2009 STATE BUDGET APPROVED: USD 71'000

2010 STATE BUDGET APPROVED: USD 64'000

CONTACT

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Ministério da Educação, Secretaria de Estado da Cultura – Vila Verde - Dili, Timor-Leste

2.8. MINISTRY OF STATE AND ADMINISTRATION AND TERRITORIAL PLANNING [MINISTÉRIO DA ADMINISTRAÇÃO ESTATAL E DO ORDENAMENTO DO TERRITÓRIO]

“The Ministry of State Administration and Arrangement of the Territory is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of public administration, local and regional power, and arrangement of the territory (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 25)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 71/2007 of 8 August 2007 nominating the Minister of State and Administration and Territorial Planning, Arcângelo Leite • Decree-Law 06/2008 of 5 March 2008 approving the Organic Structure of the Ministry of State Administration and Territorial Planning, amended by Decree-Law 36/2008 of 22 October 2008 	
MINISTER OF STATE AND ADMINISTRATION AND TERRITORIAL PLANNING Arcângelo Leite	
APPOINTED ON 8 August 2007	APPOINTED BY ⁷⁷ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “Ministry of State Administration and Territorial Planning shall have the following competences: <ol style="list-style-type: none"> a) [revoked by Decree-Law 36/2008] b) To promote training for, and improvement of, civil service manpower with a view of professionalizing Public Administration, augmenting efficiency, and rationalizing administrative activity; c) [revoked by Decree-Law 36/2008] d) [revoked by Decree-Law 36/2008] 	

⁷⁷ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (Constitution of the Democratic Republic of Timor-Leste, Section 106, 2)

- e) To promote and execute policies for local development and for reducing economic and social inequalities among regions;
- f) To define procedures for the preparation and approval of instruments for territorial planning while simultaneously ensuring the mechanisms for administrative reform enabling an adequate coordination, collaboration and concertation among public entities as well as the modalities for citizen's participation;
- g) To define the material and documental contents for instruments of a strategic and policy nature for the areas in the domain of territorial planning;
- h) To coordinate and distribute internal as well as external information to Local State Administration structures;
- i) To coordinate and monitor district and sub-district administration activities as well as other local administration services and bodies;
- j) To implement the administrative decentralization process;
- k) To promote the establishment of the special administrative and economic arrangement for the Oecussi Ambeno region;
- l) To plan, organize and execute population censuses as well as electoral processes and referenda;
- m) To promote the recovery and adequate preservation of historic and official documents of the country;
- n) To propose and develop norms and instructions relating to classification, processing and archiving of historic and official documents of the country;
- o) To ensure the timely publication of the documents of the State in the Official Gazette and other publications."

(Source: Decree-Law 06/2008 of 5 March 2008 approving the Organic Structure of the Ministry of State Administration and Territorial Planning, amended by Decree-Law 36/2008 of 22 October 2008, Article 2)

MECHANISM OF ACCOUNTABILITY

"The Minister for State Administration and Territorial Planning shall be the Member of Government responsible for the activity of the Ministry and shall be accountable for such activity before the Prime-Minister and the Council of Ministers."

(Source: Decree-Law 06/2008 of 5 March 2008 approving the Organic Structure of the Ministry of State Administration and Territorial Planning, amended by Decree-Law 36/2008 of 22 October 2008, Article 3)

ORGANIZATIONAL STRUCTURE⁷⁸

"Bodies under direct State administration

The following central services shall be under direct State administration in the framework of Ministry of State Administration and Territorial Planning:

- a) General-Director;
- b) Audit and Inspection Office;
- c) [revoked];
- d) National Directorate for Local Administration;

⁷⁸ "Ministry of State Administration and Territorial Planning shall exercise its competences through the services falling under direct and indirect State administration, consultative bodies and territorial delegations" *(Source: Decree-Law 06/2008 of 5 March 2008 approving the Organic Structure of the Ministry of State Administration and Territorial Planning, amended by Decree-Law 36/2008 of 22 October 2008, Article 4)*

- e) National Directorate for Local Development and Territorial Planning;
- f) National Directorate for Support to Sucos Administration;
- g) National Directorate for Administration and Finance;
- h) Office of Advisory Services;
- i) District Administration.”

Services under indirect State Administration

The following should be under indirect State administration in the framework of Ministry of State Administration and Territorial Planning:

- a) The National Public Administration Institute – INAP
- b) The Technical Secretariat for Electoral Administration – STAE
- c) The National Archive
- d) The National Graphics

Collective bodies

The following collective bodies shall operate within the Ministry for State Administration and Territorial Planning:

- a) The Consultative Council
- b) The District Administrators Consultative Council
- c) The Coordinating Council”

(Source: Decree-Law 06/2008 of 5 March 2008 approving the Organic Structure of the Ministry of State Administration and Territorial Planning, amended by Decree-Law 36/2008 of 22 October 2008, Article 5, 6 and 7)

STAFFING PROFILE ⁷⁹

PERMANENT: 450

TEMPORARY: 607

TEMPORARY POLITICAL APPOINTMENT: 24

2009 STATE BUDGET APPROVED: USD 16,951'000

2010 STATE BUDGET APPROVED: USD 21,078'000

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Website: www.estatal.gov.tl

Rua Jacinto Cândido - Dili, Timor-Leste

⁷⁹ The numbers provided refer to the number of posts approved in the 2010 General State Budget (which might differ from the actual number of employees) *(Source: General State Budget and State Plan for 2010, Annex 5 – Staffing Profile, p. 331-334)*

2.8.1. SECRETARY OF STATE FOR THE REGION OF OECUSSI [SECRETARIA DE ESTADO DA REGIÃO DE OECUSSI]

“The Ministers are assisted in their functions by the following Deputy Ministers and Secretaries of State (...): the Minister of State Administration and Territorial Planning, by the Secretary of State for the Region of Oecussi and by the Secretary of State for Administrative Reform.”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 4)



Oecussi



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 91/2007 of 8 August 2007 nominating the Secretary of State for the Region of Oecussi, Jorge Teme • Decree-Law 06/2008 of 5 March 2008 approving the Organic Structure of the Ministry of State Administration and Territorial Planning, amended by Decree-Law 36/2008 of 22 October 2008 	
SECRETARY OF STATE FOR THE REGION OF OECUSSI Jorge Teme	
APPOINTED ON 8 August 2007	APPOINTED BY ⁸⁰ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES Details regarding the main mandate / competencies of the Secretary of State for the Region of Oecusse are not specified in Decree-Law 06/2008 of 5 March 2008 approving the Organic Structure of the Ministry of State Administration and Territorial Planning, amended by Decree-Law 36/2008 of 22 October 2008.	
MECHANISM OF ACCOUNTABILITY To the Minister of State Administration and Territorial Planning	
ORGANIZATIONAL STRUCTURE Details regarding the organizational structure of the Secretary of State for the Region of Oecusse	

⁸⁰ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (Constitution of the Democratic Republic of Timor-Leste, Section 106, 2)

are not specified in Decree-Law 06/2008 of 5 March 2008 approving the Organic Structure of the Ministry of State Administration and Territorial Planning, amended by Decree-Law 36/2008 of 22 October 2008.

STAFFING PROFILE

[Included in overall numbers presented under section 2.8]

2009 STATE BUDGET APPROVED: USD 185'000

2010 STATE BUDGET APPROVED: USD 170'000

CONTACT

Jorge Martins, Chief of Staff of the Secretary of State for the Region of Oecussi

Tel.: +6707319690

Pante Macassar - Oecussi, Timor-Leste

2.8.2. SECRETARY OF STATE FOR ADMINISTRATIVE REFORM [SECRETARIA DE ESTADO DA REFORMA ADMINISTRATIVA]

“The Ministers are assisted in their functions by the following Deputy Ministers and Secretaries of State (...): the Minister of State Administration and Territorial Planning, by the Secretary of State for the Region of Oecussi and by the Secretary of State for Administrative Reform.”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 4)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 90/2007 of 8 August 2007 nominating the Secretary of State for Administrative Reform, Florindo Pereira • Decree-Law 06/2008 of 5 March 2008 approving the Organic Structure of the Ministry of State Administration and Territorial Planning, amended by Decree-Law 36/2008 of 22 October 2008 	
SECRETARY OF STATE FOR ADMINISTRATIVE REFORM Florindo Pereira	
APPOINTED ON 8 August 2007	APPOINTED BY ⁸¹ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES Details regarding the main mandate / competencies of the Secretary of State for Administration Reform are not specified in Decree-Law 06/2008 of 5 March 2008 approving the Organic Structure of the Ministry of State Administration and Territorial Planning, amended by Decree-Law 36/2008 of 22 October 2008.	
MECHANISM OF ACCOUNTABILITY To the Minister of State Administration and Territorial Planning	
ORGANIZATIONAL STRUCTURE Details regarding the organizational structure of the Secretary of State for Administration	

⁸¹ “The remaining members of the Government shall be appointed by the President of the Republic following proposal by the Prime-Minister” (*Constitution of the Democratic Republic of Timor-Leste, Section 106, 2*)

Reform are not specified in Decree-Law 06/2008 of 5 March 2008 approving the Organic Structure of the Ministry of State Administration and Territorial Planning, amended by Decree-Law 36/2008 of 22 October 2008.

STAFFING PROFILE

[Included in overall numbers presented under section 2.8]

2009 STATE BUDGET APPROVED: USD 463'000

2010 STATE BUDGET APPROVED: USD 611'000

CONTACT

Francisco Leite, Chief of Staff of Secretary of State for Administrative Reform

Tel.: +6707254429

Rua Jacinto Cândido, Caicoli - Dili, Timor-Leste

2.8.3. NATIONAL INSTITUTE OF PUBLIC ADMINISTRATION [INSTITUTO NACIONAL DA ADMINISTRAÇÃO PÚBLICA]

“The National Institute of Public Administration is an institution under the Ministry of State and Administration and Territorial Planning, particularly geared towards securing specific professional training to the employees and workers of the State apparatus.”

(Source: Ministerial Order 11/2004 of 22 September 2004 approving the Organic Structure of the National Institute of Public Administration, Article 2)



INSTITUTION ESTABLISHED BY Government Decree 02/2003 of 23 June 2003 approving the Organic Structure of the Ministry of State Administration, Section 11 ⁸²	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Ministerial Order 11/2004 of 22 September 2004 approving the Organic Structure of the National Institute of Public Administration • Ministerial Instruction 83/2008/MAEOT of 22 July 2008 nominating the Director of National Institute of Public Administration, Belarmino Neves • Decree-Law 06/2008 of 5 March 2008 approving the Organic Structure of the Ministry of State Administration and Territorial Planning, amended by Decree-Law 36/2008 of 22 October 2008 	
DIRECTOR OF NATIONAL INSTITUTE OF PUBLIC ADMINISTRATION Belarmino Neves	
APPOINTED ON 22 July 2008	APPOINTED BY Minister of State and Administration and Territorial Planning, Arcângelo Leite
DURATION OF MANDATE 2 years	
MAIN MANDATE / COMPETENCIES “Through its educational and training activities, the NIPA’s main responsibilities are as follows: <ul style="list-style-type: none"> (a) develop the skills, techniques, capacities and attitudes of the public administration employees and agents in order for them to perform their functions in an efficient and effective manner, thereby cultivating professional self-respect and the ethics of a public-oriented service; (b) establish unified administrative systems, practices and procedures that are consistent with effective performance standards; (c) assist in setting up a public-oriented administration system and strengthen the sense 	

⁸² The Civil Service Academy was established on 8 April 2000 by UNTAET. In 2003, it was handed over to the Timorese authorities and renamed as the National Institute of Public Administration.

of citizenship in conformity with the government policy and the law;
 (d) defend, preserve and develop national identity and cultural values that are consistent with human rights.

It is specifically incumbent upon the NIPA:

- (a) to provide training and induction courses to candidates to be admitted into the Civil Service;
- (b) to provide ongoing training courses;
- (c) to provide formal education courses in specialized matters, without prejudice to any other vocational training and higher education institutions;
- (d) to advise and assist the Minister of State Administration in preparing policies on the use of the organs and human resources of the Civil Service, with a view to their development and capacity-building;
- (e) to establish partnership relations and negotiate agreements with similar educational institutions, national or international, with the aim of promoting the development of the NIPA's educational and training programmes.

In respect of training programmes provided by the various Ministries, it is also incumbent upon the NIPA to assist in:

- (a) the preparation of curricula and the establishment of methodological approaches;
- (b) the training of trainers;
- (c) monitoring of the quality of training programmes;
- (d) the coordination of training provided by international organisations;
- (e) the conduct of studies and research relevant to its education and training courses and the monitoring of the qualities of human resources in the State apparatus as a whole, with a view to good governance."

(Source: Ministerial Order No. 11/2004 of 22 September 2004 approving the Organic Structure of the National Institute of Public Administration, Articles 3 and 4)

MECHANISM OF ACCOUNTABILITY

"The NIPA is an institution that has its own legal personality, enjoys scientific and administrative autonomy, and is subordinate to the Ministry of State Administration, under the terms established by law."

(Source: Ministerial Order No. 11/2004 of 22 September 2004 approving the Organic Structure of the National Institute of Public Administration, Article 2)

ORGANIZATIONAL STRUCTURE

"The NIPA is comprised of the following organs:

- (a) The Management;
- (b) The Advisory Board."

The NIPA draws on the following organizational structure to fulfill its responsibilities:

- (a) the Department of Public Management and Administration;
- (b) the Technical and Operational Department;
- (c) the Department of Research and Educational Development;
- (d) the Department of Administration."

(Source: Ministerial Order No. 11/2004 of 22 September 2004 approving the Organic Structure of the

<i>National Institute of Public Administration, Articles 6 and 12)</i>
STAFFING PROFILE
[Included in overall numbers presented under section 2.8]
2009 STATE BUDGET APPROVED: USD 408'000
2010 STATE BUDGET APPROVED: USD 399'000
CONTACT Belarmino Neves, Director Tel.: +6707230136 E-Mail: menoquile@yahoo.com Website: www.estatal.gov.tl/English/Directorates/INAP_home.html Av. Mártires da Pátria - Dili, Timor-Leste

2.8.4. TECHNICAL SECRETARIAT OF ELECTORAL ADMINISTRATION [SECRETARIADO TÉCNICO DE ADMINISTRAÇÃO ELEITORAL]

“The purpose of the STAE shall be to ensure the organization and execution of electoral procedures, referenda and the electoral register, together with the support, consultation and distribution of studies and other data in the electoral domain.”

(Source: Decree-Law 01/2007 of 18 January 2007 approving the Organic Structure of the Technical Secretariat of Electoral Administration Article 5)



INSTITUTION ESTABLISHED BY Government Decree 02/2003, of 23 June 2003 approving the Organic Structure of the Ministry of State Administration, Section 13	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Ministerial Order 03/2004 of 5 May 2004 on the Structure, Organization, Composition, and Functioning of the Technical Secretariat of Electoral Administration • Law 05/2006 of 19 December 2006 on Electoral Administration Bodies • Decree-Law 01/2007 of 18 January 2007 approving the Organic Structure of the Technical Secretariat of Electoral Administration • Ministerial Instruction 07/2007/MAEOT of 23 March 2007 nominating the Director of the Technical Secretariat of Electoral Administration, Tomás do Rosário Cabral • Decree-Law 06/2008 of 5 March 2008 approving the Organic Structure of the Ministry of State Administration and Territorial Planning, amended by Decree-Law 36/2008 of 22 October 2008 	
DIRECTOR OF TECHNICAL SECRETARIAT OF ELECTORAL ADMINISTRATION Tomás do Rosário Cabral	
APPOINTED ON 23 March 2007	APPOINTED BY Ana Pessoa ⁸³ , Minister of State and Administration and Territorial Planning
DURATION OF MANDATE 2 years	
MAIN MANDATE / COMPETENCIES “The Technical Secretariat of Electoral Administration shall have the following responsibilities: <ol style="list-style-type: none"> To ensure fulfillment of the strategic guidelines handed down to the Technical Secretariat of Electoral Administration; To approve the appropriate directives for achieving the objectives established in the 	

⁸³ Ana Pessoa was Minister of Minister of State and Administration and Territorial Planning between May and August 2007.

- strategic guidelines and activity plan;
- c) To ensure and carry out the actions needed to complete electoral processes, referenda and electoral register updates in a timely manner;
 - d) To propose the appropriate clarifying, educational and informative measures for citizen involvement in electoral processes, referenda and the electoral register, and to ensure the proper actions of various administrative electoral agents and the functioning of departments;
 - e) To plan, carry out and provide technical support for elections, referenda and electoral register updates, both nationally and locally, through cooperation with existing administrative structures to this end;
 - f) To ensure statistics involving the electoral register, electoral processes and referenda, and to publish their results;
 - g) To organize the registry of citizens elected to sovereign and local bodies;
 - h) To support and cooperate with the National Electoral Commission, hereinafter called "CNE", under the terms of applicable legal provisions;
 - i) To organize and update the electoral register, under the supervision of the CNE, by proposing and carrying out the respective technical procedures and organizing, maintaining and managing the respective central database of registered voters;
 - j) To create the Technical Secretariat of Electoral Administration's internal regulations and staffing for ministerial approval;
 - k) To propose the opening and closing of domestic and foreign STAE offices to the ministry in charge;
 - l) To propose cooperation agreements with other domestic and foreign entities to the ministry in charge;
 - m) To perform other duties as provided for by applicable laws and regulations."

(Source: Decree-Law 01/2007 of 18 January 2007 approving the Organic Structure of the Technical Secretariat of Electoral Administration, Article 6)

MECHANISM OF ACCOUNTABILITY

"The Technical Secretariat of Electoral Administration shall be subject to the authority and oversight of the Minister of State Administration"

(Source: Decree-Law 01/2007 of 18 January 2007 approving the Organic Structure of the Technical Secretariat of Electoral Administration, Article 2)

ORGANIZATIONAL STRUCTURE

"The Technical Secretariat of Electoral Administration shall be comprised of the following departments:

- a) Office of the Director and Deputy Director;
- b) Department of General Support, Training and Electoral Education;
- c) Department of Information Technologies and Voter Database Management;
- d) Department of Administration, Finance and Logistics."

(Source: Decree-Law 01/2007 of 18 January 2007 approving the Organic Structure of the Technical Secretariat of Electoral Administration, Article 8)

STAFFING PROFILE [Included in overall numbers presented under section 2.8]
2009 STATE BUDGET APPROVED: USD 837'000
2010 STATE BUDGET APPROVED: USD 610'000
CONTACT Eduardo Casimiro, Head of Public Relations Tel. +6703331174 / +6707304093 Website: www.stae.tl Caicoli - Dili, Timor-Leste

2.9. MINISTRY OF ECONOMY AND DEVELOPMENT [MINISTÉRIO DA ECONOMIA E DO DESENVOLVIMENTO]

“The Ministry of Economy and Development is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of development of microfinances and cooperatives, as well as environment (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 26)



João Gonçalves



Cristiano da Costa

INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 72/2007 of 8 August 2007 nominating the Minister of Economy and Development, João Gonçalves • Presidential Decree 05/2009 of 5 March 2009 nominating the Deputy Minister of Economy and Development, Cristiano da Costa • Decree-Law 09/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Economy and Development 	
MINISTER OF ECONOMY AND DEVELOPMENT João Gonçalves	
APPOINTED ON 8 August 2007	APPOINTED BY ⁸⁴ José Manuel Ramos-Horta, President of the Republic
DEPUTY MINISTER OF ECONOMY AND DEVELOPMENT Cristiano da Costa	
APPOINTED ON 5 March 2009	APPOINTED BY ⁸⁵ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “In pursuit of its mission, it is incumbent upon Ministry of Economy and Development: <ol style="list-style-type: none"> To propose policies and prepare draft regulations required for the areas within its purview; To undertake studies with a view to preparing the 5-year national development plan; 	

- c) To make recommendations to other Cabinet members in preparation for the implementation of the 5-year national development plan;
- d) To propose policies and legislation concerning the promotion of private investment and State partnerships with private investment;
- e) To promote the development of the micro-finance and cooperative sectors, particularly in rural areas and in the agricultural sector;
- f) To publicise the importance of the economic cooperative sector and that of micro and small-sized enterprises and promote training in the establishment, organisation and accounting of cooperatives and small-sized enterprises;
- g) To organise and manage a register of cooperatives;
- h) To develop the environmental policy and monitor the execution and assessment of the results achieved;
- i) To promote, monitor and support strategies for environment mainstreaming in sectoral policies;
- j) To effect a strategic, environmental assessment of plans and programmes and coordinate the environmental impact assessment of nationwide projects, including public consultation procedures;
- k) To ensure, in general and at the level of environmental licensing, the adoption and monitoring of measures to prevent and control, in an integrated way, pollution by facilities covered by such licences;
- l) To ensure the protection and conservation of the environment and biodiversity, overseeing the implementation of the policy and monitoring activities that are harmful to the integrity of the National Fauna and Flora, in conjunction with the concerned entities;
- m) To set up mechanisms for collaborating and coordinating with other governmental bodies responsible for related areas.

(Source: Decree-Law 09/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Economy and Development, Article 2)

MECHANISM OF ACCOUNTABILITY

“The Ministry is within the purview of the Minister who oversees it and is accountable for it to the Prime Minister.”

(Source: Decree-Law 09/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Economy and Development, Article 3)

ORGANIZATIONAL STRUCTURE

“The direct state administration services, within Ministry of Economy and Development, are as follows:

- a) The Director-General;
- b) The Office of Internal Inspection and Auditing;
- c) The National Directorate for Administration and Finance;
- d) The National Directorate for Research and National Development Planning;
- e) The National Directorate for the Environment;
- f) The National Directorate for International Environmental Issues;
- g) The National Directorate for Rural Development;
- h) The National Directorate for Cooperatives.

The following bodies fulfill MED responsibilities, under the oversight and within the purview of the respective Minister:

- a) Institute for Business Development Support;
- b) Micro-Finance Institute of Timor-Leste;
- c) Institute for Foreign Investment and Export Promotion.

The Advisory Board on Economy and Development is the consultative organ of the Ministry of Economy and Development.”

(Source: Decree-Law 09/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Economy and Development, Articles 5, 6 and 7)

STAFFING PROFILE ⁸⁶

PERMANENT: 42

TEMPORARY: 315

TEMPORARY POLITICAL APPOINTMENT: 23

2009 STATE BUDGET APPROVED: USD 5,255'000

2010 STATE BUDGET APPROVED: USD 13,766'000

CONTACT

Adelinho Soares Amaral, Chief of Staff for the Minister of Economy and Development

Tel.: +6707238420 / +6707311727

Edifício Fomento - 2º andar, Rua D. Aleixo Corte Real, Mandarin - Dili, Timor-Leste

2.9.1. SECRETARY OF STATE FOR RURAL DEVELOPMENT AND COOPERATIVES [SECRETARIA DE ESTADO DO DESENVOLVIMENTO RURAL E COOPERATIVAS]

“The Ministers are assisted in their functions by the following Deputy Ministers and Secretaries of State: (...) The Minister of Economy and Development, by the Deputy Minister of Economy and Development, by the Secretary of State for Rural Development and Cooperatives; and by the Secretary of State for the Environment (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 4)



[Vacant]

<p>INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009</p>
<p>OTHER LEGAL REFERENCES</p> <ul style="list-style-type: none"> Decree-Law 09/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Economy and Development
<p>SECRETARY OF STATE FOR RURAL DEVELOPMENT AND COOPERATIVES [Vacant]</p>
<p>DURATION OF MANDATE Decided by the Prime-Minister</p>
<p>MAIN MANDATE / COMPETENCIES Details regarding the main mandate / competences of the Secretary of State for Rural Development and Cooperatives are not specified in the Decree-Law 09/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Economy and Development</p>
<p>MECHANISM OF ACCOUNTABILITY To the Minister of Economy and Development</p>
<p>ORGANIZATIONAL STRUCTURE Details regarding the organizational structure of the Secretary of State for Rural Development and Cooperatives are not specified in the Decree-Law 09/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Economy and Development</p>
<p>STAFFING PROFILE [Included in overall numbers presented under section 2.9]</p>
<p>2009 STATE BUDGET APPROVED: USD 91'000</p>
<p>2010 STATE BUDGET APPROVED: USD 90'000</p>

CONTACT

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Rua Sebastião da Costa, Vila Verde

Dili, Timor-Leste

2.9.2. SECRETARY OF STATE FOR THE ENVIRONMENT [SECRETARIA DE ESTADO DO AMBIENTE]

“The Ministers are assisted in their functions by the following Deputy Ministers and Secretaries of State: (...) The Minister of Economy and Development, by the Deputy Minister of Economy and Development, by the Secretary of State for Rural Development and Cooperatives; and by the Secretary of State for the Environment (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 4)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 100/2007 of 29 August 2007 nominating the Secretary of State for the Environment, Abílio de Deus de Jesus Lima • Decree-Law 09/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Economy and Development 	
SECRETARY OF STATE FOR THE ENVIRONMENT Abílio de Deus de Jesus Lima	
APPOINTED ON 29 August 2009	APPOINTED BY ⁸⁷ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES Details regarding the main mandate / competences of the Secretary of State for the Environment are not specified in the Decree-Law 09/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Economy and Development	
MECHANISM OF ACCOUNTABILITY To the Minister of Economy and Development	
ORGANIZATIONAL STRUCTURE Details regarding the organizational structure of the Secretary of State for the Environment are not specified in the Decree-Law 09/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Economy and Development	
STAFFING PROFILE [Included in overall numbers presented under section 2.9]	
2009 STATE BUDGET APPROVED: USD 91'000	
2010 STATE BUDGET APPROVED: USD 90'000	

CONTACT

Júlio dos Reis Exposto, Chief of Staff

Tel.: +6707311726

Edifício Fomento, R/C, Rua Dom Aleixo Corte Real, Mandarim - Dili, Timor-Leste

2.10. MINISTRY OF SOCIAL SOLIDARITY [MINISTÉRIO DA SOLIDARIEDADE SOCIAL]

“The Ministry of Social Solidarity is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of social assistance, social security and community reinsertion (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 27)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 95/2007 of 29 August 2007 nominating the Minister of Social Solidarity, Maria Domingas Fernandes Alves • Decree-Law 10/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Social Solidarity 	
MINISTER OF SOCIAL SOLIDARITY Maria Domingas Fernandes Alves	
APPOINTED ON 29 August 2007	APPOINTED BY ⁸⁸ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “In pursuit of its mission, it is incumbent upon Ministry of Social Solidarity: <ol style="list-style-type: none"> a) To propose and develop public social security policies for workers and other citizens; b) To propose and develop policies related to social services, with particular emphasis on vulnerable citizens; c) To support and stimulate the promotion of active policies in the area of social solidarity by fostering the establishment of decentralised activities and ensuring its integrated development; d) To propose and develop disaster risk management policies and strategies; e) To develop and implement disaster risk management programmes, namely in disaster prevention, mitigation, emergency response, and post disaster recovery; f) To ensure the development of programmes for the reintegration of National Liberation Combatants into community active life; g) To promote demobilisation programmes and implement pension schemes and other benefits for National Liberation Combatants; 	

- h) To have responsibility for implementing and executing budgetary appropriations made through the national budget;
- i) To establish mechanisms for collaborating and cooperating with other Government's bodies responsible for related areas;
- j) To propose legislation required to render viable the objectives it pursues;
- k) To perform any other duties as may be assigned to it.

(Source: Decree-Law 10/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Social Solidarity, Article 2)

MECHANISM OF ACCOUNTABILITY

"Ministry of Social Solidarity is within the purview of the Minister who oversees it and is accountable for it to the Prime Ministry."

(Source: Decree-Law 10/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Social Solidarity, Article 3)

ORGANIZATIONAL STRUCTURE

"Direct state administration services of Ministry of Social Solidarity are as follows:

- a) The Director-General;
- b) The National Directorate for Administration and Finance;
- c) The National Directorate for National Liberation Combatants' Affairs;
- d) The National Directorate for Social Assistance;
- e) The National Directorate for Social Reintegration;
- f) The National Directorate for Disaster Management;
- g) The National Directorate for Social Security;
- h) The Office of Inspection and Auditing.

The Advisory Board is the corporate advisory body of MSS."

(Source: Decree-Law 10/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Social Solidarity, Article 5 and 6)

STAFFING PROFILE ⁸⁹

PERMANENT: 71

TEMPORARY: 375

TEMPORARY POLITICAL APPOINTMENT: 22

2009 STATE BUDGET APPROVED: USD 74,523'000
2010 STATE BUDGET APPROVED: USD 69,597'000
CONTACT Rogério Nelson Alves , National Director of Administration and Finance Tel.: +6707239639 Website: www.mss.gov.tl Rua de Caicoli - Dili-Occidental, Timor-Leste

**2.10.1. SECRETARY OF STATE FOR THE AFFAIRS OF FORMER COMBATANTS OF NATIONAL LIBERATION
[SECRETARIA DE ESTADO DOS ASSUNTOS DOS ANTIGOS COMBATENTES DA LIBERTAÇÃO NACIONAL]**

“The Ministers are assisted in their functions by the following Deputy Ministers and Secretaries of State: (...) The Minister of Social Solidarity, by the Secretary of State for the Affairs of Former Combatants of National Liberation, by the Secretary of State for Social Assistance and Natural Disasters and by the Secretary of State for Social Security”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 4)



<p>INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009</p>	
<p>OTHER LEGAL REFERENCES</p> <ul style="list-style-type: none"> • Presidential Decree 105/2007 of 29 August 2007 nominating the Secretary of State for the Affairs of Former Combatants of National Liberation, Mário Nicolau dos Reis • Decree-Law 10/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Social Solidarity • Ministerial Instruction 3/GMSS/2010 of 19 February 2010 delegating competences to the Secretary of State for Affairs of Former Combatants of National Liberation 	
<p>SECRETARY OF STATE FOR THE AFFAIRS OF FORMER COMBATANTS OF NATIONAL LIBERATION Mário Nicolau dos Reis</p>	
<p>APPOINTED ON 29 August 2007</p>	<p>APPOINTED BY⁹⁰ José Manuel Ramos-Horta, President of the Republic</p>
<p>DURATION OF MANDATE Decided by the Prime-Minister</p>	
<p>MAIN MANDATE / COMPETENCIES</p> <p>“a) Establish cooperation and coordination mechanisms with other Government bodies working on affairs of the former combatants and martyrs of national liberation, namely the <i>Comissão de Homenagem, Supervisão do Registo e Recursos</i>;</p> <p>b) Responsible for procurement procedures and signature of public contracts for expenses foreseen in the budget of its Cabinet and of the National Directorate for National Liberation Combatants’ Affairs up to USD \$ 10.000</p> <p>c) Represent the Ministry in matters relating to the former combatants and martyrs of national liberation;</p> <p>d) Evaluate and approve the proposals of plans, programmes and budget of its Cabinet and of the National Directorate for National Liberation Combatants’ Affairs, to be included in the</p>	

projects and in the Annual Budget of the Ministry of Social Solidarity;
 e) Overview, monitor and orient the activities of the National Directorate for National Liberation Combatants' Affairs
 f) Suggest the appointment of directors and heads of department of the National Directorate for National Liberation Combatants' Affairs."

(Source: Ministerial Instruction 3/GMSS/2010 of 19 February 2010 delegating competences to the Secretary of State for Affairs of Former Combatants of National Liberation)

MECHANISM OF ACCOUNTABILITY

To the Minister of Social Solidarity

ORGANIZATIONAL STRUCTURE

Details regarding the organizational structure of the Secretary of State for the Affairs of Former Combatants of National Liberation are not specified in the Decree-Law 10/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Social Solidarity

STAFFING PROFILE

[Included in overall numbers presented under section 2.10]

2009 STATE BUDGET APPROVED: USD 67'000

2010 STATE BUDGET APPROVED: USD 93'000

CONTACT

Rogério Nelson Alves , National Director of Administration and Finance

Tel.: +6707239639

Website: www.mss.gov.tl

Rua de Caicoli - Dili-Occidental, Timor-Leste

2.10.2. SECRETARY OF STATE FOR SOCIAL ASSISTANCE AND NATURAL DISASTERS [SECRETARIA DE ESTADO DA ASSISTÊNCIA SOCIAL E DESASTRES NATURAIS]

“The Ministers are assisted in their functions by the following Deputy Ministers and Secretaries of State: (...) The Minister of Social Solidarity, by the Secretary of State for the Affairs of Former Combatants of National Liberation, by the Secretary of State for Social Assistance and Natural Disasters and by the Secretary of State for Social Security”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 4)



<p>INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009</p>	
<p>OTHER LEGAL REFERENCES</p> <ul style="list-style-type: none"> • Presidential Decree 101/2007 of 29 August 2007 nominating the Secretary of State for Social Assistance and Natural Disasters, Jacinto Rigoberto Gomes de Deus • Decree-Law 10/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Social Solidarity • Ministerial Instruction 6/GMSS/2010 of 19 February 2010 delegating competences to the Secretary of State for Social Assistance and Natural Disasters 	
<p>SECRETARY OF STATE FOR SOCIAL ASSISTANCE AND NATURAL DISASTERS Jacinto Rigoberto Gomes de Deus</p>	
<p>APPOINTED ON 29 August 2007</p>	<p>APPOINTED BY⁹¹ José Manuel Ramos-Horta, President of the Republic</p>
<p>DURATION OF MANDATE Decided by the Prime-Minister</p>	
<p>MAIN MANDATE / COMPETENCIES</p> <p>“a) Establish cooperation and coordination mechanisms with other Government bodies working on matters related to social assistance and reintegration and of natural disasters;</p> <p>b) Responsible for procurement procedures and signature of public contracts for expenses foreseen in the budget of its Cabinet and of the National Directorates for Social Assistance and for Social Reintegration; up to USD \$10.000;</p> <p>c) Represent the Ministry in matters relating to social assistance and reintegration and natural disasters;</p> <p>d) Evaluate and approve the proposals of plans, programmes and budget of its Cabinet and of the and of the National Directorates for Social Assistance and for Social Reintegration, to be included in the projects and in the Annual Budget of the Ministry of Social Solidarity;</p>	

- e) Overview, monitor and orient the activities of the National Directorates for Social Assistance and for Social Reintegration;
- f) Suggest the appointment of directors and heads of department of the National Directorates for Social Assistance and for Social Reintegration”

(Source: Ministerial Instruction 6/GMSS/2010 of 19 February 2010 delegating competences to the Secretary of State for Social Assistance and Natural Disasters)

MECHANISM OF ACCOUNTABILITY

To the Minister of Social Solidarity

ORGANIZATIONAL STRUCTURE

Details regarding the organizational structure of the Secretary of State for Social Assistance and Natural Disasters are not specified in the Decree-Law 10/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Social Solidarity

STAFFING PROFILE

[Included in overall numbers presented under section 2.10]

2009 STATE BUDGET APPROVED: USD 67'000

2010 STATE BUDGET APPROVED: USD 343'000

CONTACT

Rogério Nelson Alves , National Director of Administration and Finance

Tel.: +6707239639

Website: www.mss.gov.tl

Rua de Caicoli - Dili-Occidental, Timor-Leste

2.10.3. SECRETARY OF STATE FOR SOCIAL SECURITY [SECRETARIA DE ESTADO DA SEGURANÇA SOCIAL]

“The Ministers are assisted in their functions by the following Deputy Ministers and Secretaries of State: (...) The Minister of Social Solidarity, by the Secretary of State for the Affairs of Former Combatants of National Liberation, by the Secretary of State for Social Assistance and Natural Disasters and by the Secretary of State for Social Security”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 4)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 93/2007 of 8 August 2007 nominating the Secretary of State for Social Security, Vitor da Costa • Decree-Law 10/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Social Solidarity • Ministerial Instruction 2/GMSS/2010 of 19 February 2010 delegating competences to the Secretary of State for Social Security 	
SECRETARY OF STATE FOR SOCIAL SECURITY Vitor da Costa	
APPOINTED ON 8 August 2007	APPOINTED BY⁹² José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES <p>“a) Establish cooperation and coordination mechanisms with other Government bodies working on matters related to social security;</p> <p>b) Responsible for procurement procedures and signature of public contracts for expenses foreseen in the budget of its Cabinet and of the National Directorate for Social Security;; up to USD \$10.000;</p> <p>c) Represent the Ministry in matters relating to social security;</p> <p>d) Evaluate and approve the proposals of plans, programmes and budget of its Cabinet and of the and of the National Directorate for Social Security, to be included in the projects and in the Annual Budget of the Ministry of Social Solidarity;</p> <p>e) Overview, monitor and orient the activities of the National Directorate for SocialSecurity;</p> <p>f) Suggest the appointment of directors and heads of department of the National Directorate for</p>	

Social Security”
<i>(Source: Ministerial Instruction 2/GMSS/2010 of 19 February 2010 delegating competences to the Secretary of State for Social Security)</i>
MECHANISM OF ACCOUNTABILITY To the Minister of Social Solidarity
ORGANIZATIONAL STRUCTURE Details regarding the organizational structure of the Secretary of State for Social Security are not specified in the Decree-Law 10/2008 of 30 April 2008 approving the Organic Structure of the Ministry of Social Solidarity
STAFFING PROFILE [Included in overall numbers presented under section 2.10]
2009 STATE BUDGET APPROVED: USD 67'000
2010 STATE BUDGET APPROVED: USD 93'000
CONTACT Rogério Nelson Alves , National Director of Administration and Finance Tel.: +6707239639 Website: www.mss.gov.tl Rua de Caicoli - Dili-Occidental, Timor-Leste

2.11. MINISTRY OF INFRASTRUCTURES [MINISTÉRIO DAS INFRA-ESTRUTURAS]

“The Ministry of Infrastructures is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of civil works, urban planning, water and power supply, civil land, sea and air transportation, auxiliary communications services, including postal, telegraphic and telephone services, as well as the other telecommunications, use of the radioelectric spectrum, meteorological services and computers (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 28)



Pedro Lay



José Manuel Carrascalão

INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 77/2007 of 8 August 2007 nominating the Minister of Infrastructures, Pedro Lay • Presidential Decree 04/2009 of 5 March 2009 nominating the Deputy Minister of Infrastructures, José Manuel Carrascalão • <i>Organic Structure of the Minister of Infrastructures is currently being drafted.</i> 	
MINISTER OF INFRASTRUCTURES Pedro Lay	
APPOINTED ON 8 August 2007	APPOINTED BY ⁹³ José Manuel Ramos-Horta, President of the Republic
DEPUTY MINISTER OF INFRASTRUCTURES José Manuel Carrascalão	

APPOINTED ON 5 March 2009	APPOINTED BY ⁹⁴ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES <p> “a) Propose the policy and draft the regulation projects required for the areas under its responsibility; b) Ensure the implementation and execution of the legal and regulation framework for the activities related with the ministry; c) Coordinate and promote the management, maintenance and updating of airport, aerial navigation, road and port infrastructures. d) Propose and execute the policy guidelines of the Ministry in terms of urbanism, infrastructures, road network, buildings and public works; e) Create and implement the legal and regulation framework for the civil works activities, including their licensing and the investigation of the construction materials; f) Study and execute works for the protection, maintenance and repairing of bridges, roads, and river and sea banks, namely for controlling floods; g) Promote the study and execution of new infrastructure networks connected with the distribution of water and power, as well as with basic sanitation, and oversee their operation and exploration, without harm to the attributions allocated within these domains to other bodies; h) Promote the carrying out of construction, maintenance and repairing works concerning public buildings, monuments and special facilities, in the cases under its responsibility; i) Promote the adoption of techniques and regulation rules for the materials used in the civil works, as well as develop laboratory tests to ensure the security of the constructions; j) Licence and oversee all urban constructions, namely private, municipal or belonging to autonomous bodies, according to the applicable legislation; k) Maintain and develop a national information and surveillance system on the condition of works and on the materials for civil works, including the effect of floods on the infrastructures; l) Prepare and develop, in cooperation with other public services, the implementation of the road network plan for the national territory and the national urbanization plan; m) Develop and regulate the communications activity, as well as optimize the means of communication; n) Ensure the coordination of the sector of transportation and stimulate complementarily between its various modes, as well as competitiveness, towards the provision of a better service to its users; o) Promote the management of the radio electric spectrum, as well as the adoption of technical and regulation rules concerning the public use of the communications services; p) Ensure the provision of public telecommunications services and the use of the radio electric space by public companies, or the granting of the provision of public service to private entities; q) Manage the vehicle fleet of the State, as well as their use and that of heavy machinery allocated to the Ministry; </p>	

<p>r) Maintain and develop the national meteorological and seismological information and surveillance systems, including the construction and maintenance of the respective infrastructures;</p> <p>s) Manage the information technology system of the Government and ensure the provision of the respective services, as well as implement computer systems throughout the national territory;</p> <p>t) Promote and coordinate scientific investigation and technologic development within the domains of civil land, air and sea transportation;</p> <p>u) Set up collaboration and coordination mechanisms with other Government bodies responsible for connected areas.”</p> <p><i>(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 28)</i></p>
<p>MECHANISM OF ACCOUNTABILITY</p> <p>To the Prime-Minister</p>
<p>ORGANIZATIONAL STRUCTURE</p> <p>Organic Structure of the Minister of Infrastructures is currently being drafted.</p>
<p>STAFFING PROFILE ⁹⁵</p> <p>PERMANENT: 514</p> <p>TEMPORARY: 641</p> <p>TEMPORARY POLITICAL APPOINTMENT: 28</p>
<p>2009 STATE BUDGET APPROVED: USD 149,395'000</p>
<p>2010 STATE BUDGET APPROVED: 188,341'000</p>
<p>CONTACT</p> <p>Virgílio Guterres, Permanent Secretary</p> <p>Tel.: +6707230171</p> <p>Avenida Bispo de Medeiros, N 8, Mercado Lama - Dili, Timor-Leste</p>

2.11.1. SECRETARY OF STATE FOR PUBLIC WORKS [SECRETARIA DE ESTADO DAS OBRAS PÚBLICAS]

“The Ministers are assisted in their functions by the following Deputy Ministers and Secretaries of State: (...)The Minister of Infrastructures, by the Deputy Minister of Infrastructures, by the Secretary of State for Public Works, by the Secretary of State for Transports, Equipment and Communications and by the Secretary of State for Electricity, Water and Urban Planning”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 4)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 106/2007 of 29 August 2007 nominating the Secretary of State for Public Works, Domingos dos Santos Caeiro • <i>Organic Structure of the Minister of Infrastructures is currently being drafted.</i> 	
SECRETARY OF STATE FOR PUBLIC WORKS Domingos dos Santos Caeiro	
APPOINTED ON 29 August 2007	APPOINTED BY ⁹⁶ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES Organic Structure of the Minister of Infrastructures is currently being drafted.	
MECHANISM OF ACCOUNTABILITY To the Minister of Infrastructures	
ORGANIZATIONAL STRUCTURE Organic Structure of the Minister of Infrastructures is currently being drafted.	
STAFFING PROFILE [Included in overall numbers presented under section 2.11]	
2009 STATE BUDGET APPROVED: USD 72'000	
2010 STATE BUDGET APPROVED: USD 63'000	

CONTACT

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2.11.2. SECRETARY OF STATE FOR TRANSPORTS, EQUIPMENT AND COMMUNICATIONS [SECRETARIA DE ESTADO DOS TRANSPORTES, EQUIPAMENTO E COMUNICAÇÕES]

“The Ministers are assisted in their functions by the following Deputy Ministers and Secretaries of State: (...)The Minister of Infrastructures, by the Deputy Minister of Infrastructures, by the Secretary of State for Public Works, by the Secretary of State for Transports, Equipment and Communications and by the Secretary of State for Electricity, Water and Urban Planning”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 4)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> Ministerial Instruction 103/VIII/2009/MI of 12 August 2009 nominating the Director General of the Secretary of State for Transports, Equipment and Communications, Fernando da Cruz <i>Organic Structure of the Minister of Infrastructures is currently being drafted.</i> 	
DIRECTOR GENERAL ⁹⁷ Fernando da Cruz	
APPOINTED ON 12 August 2009	APPOINTED BY Pedro Lay, Minister of Infrastructures
DURATION OF MANDATE 2 years	
MAIN MANDATE / COMPETENCIES Organic Structure of the Minister of Infrastructures is currently being drafted.	
MECHANISM OF ACCOUNTABILITY To the Minister of Infrastructures	
ORGANIZATIONAL STRUCTURE Organic Structure of the Minister of Infrastructures is currently being drafted.	
STAFFING PROFILE [Included in overall numbers presented under section 2.11]	

2009 STATE BUDGET APPROVED: USD 58'000
2010 STATE BUDGET APPROVED: USD 54'000
CONTACT Teotónio Assis, Director of Administration and Finance Tel.: +6707230134 Estrada de Balide - Dili, Timor-Leste

2.11.3. SECRETARY OF STATE FOR ELECTRICITY, WATER AND URBAN PLANNING [SECRETARIA DE ESTADO DA ELECTRICIDADE, ÁGUA E URBANIZAÇÃO]

“The Ministers are assisted in their functions by the following Deputy Ministers and Secretaries of State: (...)The Minister of Infrastructures, by the Deputy Minister of Infrastructures, by the Secretary of State for Public Works, by the Secretary of State for Transports, Equipment and Communications and by the Secretary of State for Electricity, Water and Urban Planning”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 4)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 86/2007 of 8 August 2007 nominating the Secretary of State for Electricity, Water and Urban Planning, Januário da Costa Pereira • <i>Organic Structure of the Minister of Infrastructures is currently being drafted.</i> 	
SECRETARY OF STATE FOR ELECTRICITY, WATER AND URBAN PLANNING Januário da Costa Pereira	
APPOINTED ON 8 August 2007	APPOINTED BY⁹⁸ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES Organic Structure of the Minister of Infrastructures is currently being drafted.	
MECHANISM OF ACCOUNTABILITY To the Minister of Infrastructures	
ORGANIZATIONAL STRUCTURE Organic Structure of the Minister of Infrastructures is currently being drafted.	

STAFFING PROFILE [Included in overall numbers presented under section 2.11]
2009 STATE BUDGET APPROVED: USD 67'000
2010 STATE BUDGET APPROVED: USD 61'000
CONTACT José Mestre, Director of Administration and Finance Tel.: +6707236746 Edifício de Caicoli, 1º Andar, Rua de Caicoli, Estrada de Balide - Dili, Timor-Leste

2.12. MINISTRY OF TOURISM, TRADE AND INDUSTRY [MINISTÉRIO DO TURISMO, COMÉRCIO E INDÚSTRIA]⁹⁹

“The Ministry of Tourism, Trade and Industry is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of tourism and economic, commercial and industrial activities (...)”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 29)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 78/2007 of 8 August 2007 nominating the Minister of Tourism, Trade and Industry, Gil da Costa Alves • Decree-Law 17/2008 of 4 June 2008 approving the Organic Structure of the Ministry of Tourism, Trade and Industry 	
MINISTER OF TOURISM, TRADE AND INDUSTRY Gil da Costa Alves	
APPOINTED ON 8 August 2007	APPOINTED BY ¹⁰⁰ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “In pursuit of its mission, it is incumbent upon Ministry of Tourism, Trade and Industry: <ol style="list-style-type: none"> a) To propose policies and draft the regulations required for the areas within its competence; b) To design, implement and evaluate the trade policy; c) To foster trade, including in what regards its domestic and international competitiveness; d) To review trade and economic activity and propose measures and public policies on business development and international trade; e) To support activities by economic operators in the trade and industrial sectors by making the necessary provisions to add value to solutions that will streamline administrative procedures, reducing them to the bare minimum; f) To issue opinions on requests for information prior to the setting up of trade companies, as well as for the granting of investor status; 	

- g) To assess and approve projects concerning tourist, trade and industrial facilities and the operation thereof;
- h) To support trade activities, including the construction of marketplaces, with a view to enhancing the conditions thereof;
- i) To inspect and oversee trade activities within its purview, in accordance with the law;
- j) To design, execute and evaluate the policies for the industrial sector;
- k) To maintain and manage an information and documentation centre on companies and activities in the industrial sector;
- l) To propose the revocation of licences for carrying out industrial activities, where the situation so requires;
- m) To propose the certification and classification of industrial facilities, especially economic activities in general;
- n) To organise and manage a register of patents;
- o) To promote domestic and international rules regarding standardisation, metrology and quality control, as well as standard measurement units, including those for physical quantities;
- p) To design, implement and evaluate the national tourism policy, incorporating in it the areas of leisure, entertainment and ecotourism;
- q) To draft an annual plan of promotional activities for the development of tourism, together with the respective cost estimate;
- r) To implement and execute legislation regarding the setting up and licensing of tourist facilities and the supervision of their operating conditions;
- s) To set up collaboration mechanisms with other government services and bodies responsible for related areas, namely the services in charge of physical development and territorial planning, with a view to promoting strategic areas for national tourism development;
- t) To cooperate with relevant public bodies and institutions in the promotion and dissemination of information on Timor-Leste amongst investors and operators in the tourist sector;
- u) To regulate the establishment of professional associations in the tourist, trade and industrial sectors, in a rational and integrated fashion, preferably under a single representative structure;
- v) To regulate and inspect tourist, trade and industrial activities, especially those involving a conditioned and/or restricted access, subject to licensing or public concession, in collaboration with relevant entities and in line with the policies defined by the Government;
- w) To review and propose to the Council of Ministers the formation of international partnerships in connection with activities within the purview of MTCI, based on the costs and benefits for the country;
- x) To manage its budgetary appropriations, and the procurement and internal finance systems, in accordance with the law."

(Source: Decree-Law 17/2008 of 04 June 2008 approving the Organic Structure of the Ministry of Tourism, Trade and Industry, Article 2)

MECHANISM OF ACCOUNTABILITY

"Ministry of Tourism, Trade and Industry is within the purview of the Minister who represents it and answers for it to the Prime Minister."

(Source: Decree-Law 17/2008 of 04 June 2008 approving the Organic Structure of the Ministry of Tourism, Trade and Industry, Article 3)

ORGANIZATIONAL STRUCTURE

"The direct state administration services, within Ministry of Tourism, Trade and Industry, comprise the following main services:

- a) The Director-General;
- b) The Office of Inspection and Internal Auditing;
- c) The National Directorate for Tourism;
- d) The National Directorate for Domestic Trade;
- e) The National Directorate for Foreign Trade;
- f) The National Directorate for Industry;
- g) The National Directorate for Administration and Finance;
- h) The National Directorate for Research and Development.

2. Endowed with technical and administrative autonomy, yet within the functional purview and financial oversight of the Minister, the following bodies are also part of the Ministry of Tourism, Trade and Industry structure and fulfill its responsibilities:

- a) the Office of Food and Economic Inspection;
- b) the Office of the Games Inspector-General.

The Advisory Board is the consultative organ of the Minister.

(Source: Decree-Law 17/2008 of 04 June 2008 approving the Organic Structure of the Ministry of Tourism, Trade and Industry, Articles 5 and 7)

STAFFING PROFILE¹⁰¹

PERMANENT: 42

TEMPORARY: 187

TEMPORARY POLITICAL APPOINTMENT: 12

2009 STATE BUDGET APPROVED: USD 61,008'000

2010 STATE BUDGET APPROVED: USD 38,374'000

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2.13. MINISTRY OF AGRICULTURE AND FISHERIES [MINISTÉRIO DA AGRICULTURA E PASCAS]

“The Ministry of Agriculture and Fisheries is the central Government body responsible for the design, execution, coordination and assessment of the policy defined and approved by the Council of Ministers for the areas of agriculture, forestry, fisheries and environment (...)

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 30)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 96/2007 of 29 August 2007 nominating the Minister of Agriculture and Fisheries, Mariano Assanami Sabino • Decree-Law 18/2008 of 19 June 2008 approving the Organic Structure of the Ministry of Agriculture and Fisheries 	
MINISTER OF AGRICULTURE AND FISHERIES Mariano Assanami Sabino	
APPOINTED ON 29 August 2007	APPOINTED BY ¹⁰² José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES “In pursuing its mission, the following are powers of the MAF: <ol style="list-style-type: none"> a) To propose policy and draw up the proposed regulations necessary for its areas of oversight; b) To manage agricultural and forestry resources and watersheds; c) To manage National Parks and Protected Areas; d) To ensure the implementation and continuity of programs for rural development, in coordination with the Ministry of the Economy and Development; e) To control the use of land for agricultural and livestock breeding purposes; f) To promote and monitor animal health; g) To promote the agricultural and livestock breeding and fishing industries; h) To inspect food production; i) To manage Quarantine services; j) In coordination with the appropriate Ministries, to promote rural development, encouraging a cooperative system for the production and sale of agricultural 	

- production;
- k) To carry out feasibility studies for the installation, rehabilitation, and improvement of irrigation systems;
 - l) To manage the water intended for agricultural purposes;
 - m) To control and inspect the fisheries and aquaculture sector;
 - n) To manage technical agricultural education, in integration with the national educational system, and create centers for technical support to farmers;
 - o) To promote agricultural investigation;
 - p) To establish mechanisms for collaboration and coordination with other Government agencies having oversight of related areas.

(Source: Decree-Law 18/2008 of 19 June 2008 approving the Organic Structure of the Ministry of Agriculture and Fisheries, Article 2)

MECHANISM OF ACCOUNTABILITY

“The Ministry of Agriculture and Fisheries is directed and advised at the highest level by the Minister, who is responsible to the Prime Minister for it.”

(Source: Decree-Law 18/2008 of 19 June 2008 approving the Organic Structure of the Ministry of Agriculture and Fisheries, Article 3)

ORGANIZATIONAL STRUCTURE¹⁰³

“Central Public Administration

The following central services are part of the central public administration, within the scope of the Ministry of Agriculture and Fisheries:

- a) The Director General;
- b) The Office of Legal Counsel;
- c) The Office of Inspection and Auditing;
- d) The Office of Protocol and Communications;
- e) The National Directorate of Support to Agricultural Community Development;
- f) The National Directorate of Administration and Finance;
- g) The National Directorate of Policy and Planning;
- h) The National Directorate of Agriculture and Horticulture;
- i) The National Directorate of Irrigation and Water Use Management
- j) The National Directorate of Forests;
- k) The National Directorate of Industrial and Agribusiness Plants
- l) The National Directorate of Fisheries and Aquaculture;
- m) The National Directorate of Livestock Breeding and Veterinary Medicine;
- n) The National Directorate of Quarantines;
- o) The National Directorate of Research and Specialist Services;
- p) The National Directorate of Agricultural Education.

Territorial Delegations

The district directorates of the Ministry of Agriculture and Fisheries are territorial delegations.

Advisory Board

The Advisory Board on Agriculture, Forestry, Livestock Breeding and Fisheries is the consulting agency for the Ministry of Agriculture and Fisheries.”

(Source: Decree-Law 18/2008 of 19 June 2008 approving the Organic Structure of the Ministry of

<i>Agriculture and Fisheries, Articles 5, 6 and 7)</i>
STAFFING PROFILE ¹⁰⁴ PERMANENT: 329 TEMPORARY: 172 TEMPORARY POLITICAL APPOINTMENT: 22
2009 STATE BUDGET APPROVED: USD 33,914'000
2010 STATE BUDGET APPROVED: USD 16,398'000
CONTACT Lourenço B. Fontes Tel.: +6707236223 Website: www.maf.gov.tl Rua Presidente Nicolau Lobato, Nº5, Comoro - Dili, Timor-Leste

2.13.1. SECRETARY OF STATE FOR AGRICULTURE AND ARBORICULTURE [SECRETARIA DE ESTADO DA AGRICULTURA E ARBORICULTURA]

“The Ministers are assisted in their functions by the following Deputy Ministers and Secretaries of State: (...)The Minister of Agriculture and Fisheries, by the Secretary of State for Agriculture and Arboriculture, by the Secretary of State for Fisheries and by the Secretary of State for Livestock.”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 4)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 82/2007 of 8 August 2007 nominating the Secretary of State for Agriculture and Arboriculture, Marcos da Cruz • Decree-Law 18/2008 of 19 June 2008 approving the Organic Structure of the Ministry of Agriculture and Fisheries 	
SECRETARY OF STATE FOR AGRICULTURE AND ARBORICULTURE Marcos da Cruz	
APPOINTED ON 8 of August 2007	APPOINTED BY ¹⁰⁵ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES Details regarding the main mandate / competencies of the Secretary of State for Agriculture and Arboriculture are not specified in the Decree-Law 18/2008 of 19 June 2008 approving the Organic Structure of the Ministry of Agriculture and Fisheries	
MECHANISM OF ACCOUNTABILITY To the Minister of Tourism, Trade and Agriculture	

ORGANIZATIONAL STRUCTURE Details regarding the organizational structure of the Secretary of State for Agriculture and Arboriculture are not specified in the Decree-Law 18/2008 of 19 June 2008 approving the Organic Structure of the Ministry of Agriculture and Fisheries
STAFFING PROFILE [Included in overall numbers presented under section 2.13]
2009 STATE BUDGET APPROVED: USD 79'000
2010 STATE BUDGET APPROVED: USD 69'000
CONTACT Lourenço B. Fontes Tel.: +6707236223 Website: www.maf.gov.tl Rua Presidente Nicolau Lobato, N°5, Comoro - Dili, Timor-Leste

2.13.2. SECRETARY OF STATE FOR FISHERIES [SECRETARIA DE ESTADO DAS PESCAS]

“The Ministers are assisted in their functions by the following Deputy Ministers and Secretaries of State: (...) The Minister of Agriculture and Fisheries, by the Secretary of State for Agriculture and Arboriculture, by the Secretary of State for Fisheries and by the Secretary of State for Livestock.”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 4)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 102/2007 of 29 August 2007 nominating the Secretary of State for Fisheries, Eduardo de Carvalho • Decree-Law 18/2008 of 19 June 2008 approving the Organic Structure of the Ministry of Agriculture and Fisheries 	
SECRETARY OF STATE FOR FISHERIES Eduardo de Carvalho	
APPOINTED ON 29 August 2007	APPOINTED BY ¹⁰⁶ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES Details regarding the main mandate / competences of the Secretary of State for Fisheries are not specified in the Decree-Law 18/2008 of 19 June 2008 approving the Organic Structure of the Ministry of Agriculture and Fisheries	
MECHANISM OF ACCOUNTABILITY To the Minister of Tourism, Trade and Agriculture	

ORGANIZATIONAL STRUCTURE Details regarding the organizational structure of the Secretary of State for Fisheries are not specified in the Decree-Law 18/2008 of 19 June 2008 approving the Organic Structure of the Ministry of Agriculture and Fisheries
STAFFING PROFILE [Included in overall numbers presented under section 2.13]
2009 STATE BUDGET APPROVED: USD 79'000
2010 STATE BUDGET APPROVED: USD 69'000
CONTACT Lourenço B. Fontes Tel.: +6707236223 Website: www.maf.gov.tl Rua Presidente Nicolau Lobato, N°5, Comoro - Dili, Timor-Leste

2.13.3. SECRETARY OF STATE FOR LIVESTOCK [SECRETARIA DE ESTADO DA PECUÁRIA]

“The Ministers are assisted in their functions by the following Deputy Ministers and Secretaries of State: (...) The Minister of Agriculture and Fisheries, by the Secretary of State for Agriculture and Arboriculture, by the Secretary of State for Fisheries and by the Secretary of State for Livestock.”

(Source: Decree-Law 14/2009 of 4 March 2009, Amending Decree-Law 07/2007 of 5 September 2007 Approving the Organic Structure of the IV Constitutional Government, Article 4)



INSTITUTION ESTABLISHED BY Decree-law 07/2007 of 5 September 2007 approving the Organic Structure of the IV Constitutional Government, amended by Decree-laws 5/2008, 26/2008, 37/2008 and 14/2009	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Presidential Decree 103/2007 of 29 August 2007 nominating the Secretary of State for Livestock, Valentino Varela • Decree-Law 18/2008 of 19 June 2008 approving the Organic Structure of the Ministry of Agriculture and Fisheries 	
SECRETARY OF STATE FOR LIVESTOCK Valentino Varela	
APPOINTED ON 29 August 2009	APPOINTED BY ¹⁰⁷ José Manuel Ramos-Horta, President of the Republic
DURATION OF MANDATE Decided by the Prime-Minister	
MAIN MANDATE / COMPETENCIES Details regarding the main mandate / competences of the Secretary of State for Livestock are not specified in the Decree-Law 18/2008 of 19 June 2008 approving the Organic Structure of the Ministry of Agriculture and Fisheries	
MECHANISM OF ACCOUNTABILITY To the Minister of Tourism, Trade and Agriculture	

ORGANIZATIONAL STRUCTURE Details regarding the organizational structure of the Secretary of State for Livestock are not specified in the Decree-Law 18/2008 of 19 June 2008 approving the Organic Structure of the Ministry of Agriculture and Fisheries
STAFFING PROFILE [Included in overall numbers presented under section 2.13]
2009 STATE BUDGET APPROVED: USD 79'000
2010 STATE BUDGET APPROVED: USD 69'000
CONTACT Lourenço B. Fontes Tel.: +6707236223 Website: www.maf.gov.tl Rua Presidente Nicolau Lobato, N°5, Comoro - Dili, Timor-Leste

III. Other State Institutions

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3.1. BANKING AND PAYMENTS AUTHORITY [AUTORIDADE BANCÁRIA E DE PAGAMENTOS]

“The primary objective of the Banking and Payments Authority shall be to achieve and to maintain domestic price stability.”

(Source: UNTAET Regulation 2001/30 of 20 November 2001 on the Banking and Payments Authority of East Timor, Section 5)



INSTITUTION ESTABLISHED BY UNTAET Regulation 2001/30 of 20 November 2001 on the Banking and Payments Authority of East Timor ¹⁰⁸	
OTHER LEGAL REFERENCES N/A	
CHAIRMAN AND GENERAL MANAGER Abraão de Vasconcelos	
APPOINTED ON August 2004	APPOINTED BY Prime-Minister
DURATION OF MANDATE 5 years	
MAIN MANDATE / COMPETENCIES “5.1 The primary objective of the BPA shall be to achieve and to maintain domestic price stability. 5.2 The other objectives of the BPA, which shall be subordinated to the primary objective of the BPA, shall be to foster the liquidity and solvency of a stable market-based banking and financial system, to execute the foreign exchange policy of East Timor, and to promote a safe, sound, and efficient payment system. 5.3 Without prejudice to its primary objective, the BPA shall support the general economic policies of the government of East Timor.”	
<i>(Source: UNTAET Regulation 2001/30 of 20 November 2001 on the Banking and Payments Authority of East Timor, Section 5)</i>	

MECHANISM OF ACCOUNTABILITY

“56.1 Within four months after the close of each of its financial years, the *BPA* shall submit to the Transitional Administrator and shall present, for informational purposes, to the *National Assembly*:

- (a) financial statements certified by its external auditors;
- (b) a report of its operations and affairs during that year; and
- (c) a report on the state of the economy.

56.2 The *BPA* shall prepare, as soon as possible after the last working day of each calendar quarter, but in any event within 15 working days, summary financial statements as of the end of that quarter.

56.3 Upon their completion, the *BPA* shall publish the financial statements and reports described in Sections 56.1 and 56.2 of the present Regulation and the *BPA* may publish such other reports and studies on financial and economic matters as it may deem appropriate.

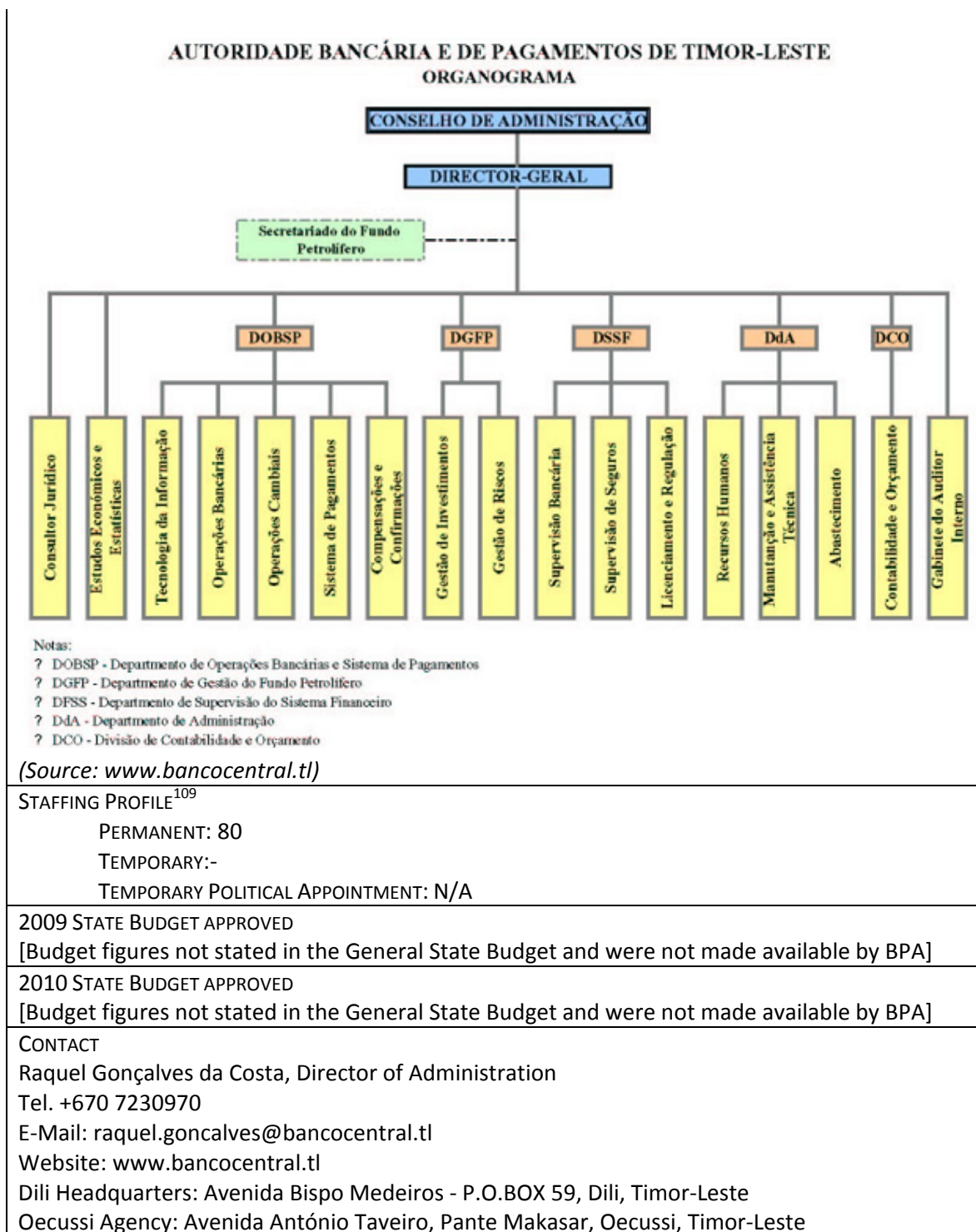
56.4 Each year, *BPA* shall publish a policy statement that shall contain:

- (a) a description of, and an explanation of the reasons for, the policies to be followed by *BPA* during the next year;
- (b) a description of the principles that *BPA* proposes to follow in the adoption and execution of its policies during the next year; and
- (c) a review and assessment of the adoption and execution by *BPA* of its policies during the previous year”

(Source: UNTAET Regulation 2001/30 of 20 November 2001 on the Banking and Payments Authority of East Timor, Section 56)

ORGANIZATIONAL STRUCTURE

The *BPA* structure is comprised of three Departments: the Department of Financial System Supervision, the Department of Payments, the Department of Administration and the Department of Petroleum Fund; three independent Divisions: Accounting and Budget, Economics and Statistics, and Information Technology; and three specialized supporting Offices: the Legal Office and the Internal Audit Office.



3.2. OFFICE OF THE INSPECTOR GENERAL [GABINETE DA INSPECÇÃO-GERAL]

“The Office of the Inspector-General, henceforth designated OIG for short, is the Government’s body for controlling and supervising Public Administration, and is responsible for controlling the good management of financial, budget and material resources in the services of Public Administration.”

(Source: Decree-Law 22/2009 of 10 June 2009 approving the Statute for the Office of the Inspector-General, Article 1)



INSTITUTION ESTABLISHED BY The Office of the Inspector-General, set in July 2000 by the United Nations Transitory Administration in Timor-Leste to verify and control Public Administration activities	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> Decree-Law 22/2009 of 10 June 2009 approving the Statute for the Office of the Inspector-General 	
INSPECTOR-GENERAL Francisco de Carvalho (Acting)	
APPOINTED ON N/A	APPOINTED BY ¹¹⁰ Council of Ministers
DURATION OF MANDATE 4 years	
MAIN MANDATE / COMPETENCIES “1. The OIG is required to exercise control in the fields of budget, economic, financial, patrimonial, material resource and human resource discipline, in accordance with the principles of legality, regularity and good financial management, thereby contributing to the legality, economy, effectiveness and efficiency of Public Administration activities. 2. The OIG is namely responsible for: <ol style="list-style-type: none"> Performing routine and extraordinary audits and inspections, as well as other actions for controlling public entities under the government, namely investigations, inquiries and inquests; Performing technical actions to coordinate, articulate and assess the reliability of internal control systems, proposing measures meant to improve the structure, organization and operation of the said systems, and monitoring their respective implementation and evolution; Performing investigations, inquiries and inquests on the entities covered by its intervention, as well as proposing disciplinary procedures when applicable; Coordinating with the inspection and audit services of each Ministry the joint decentralized execution of various control activities related to each sector, subject to their own activities; Performing the further functions resulting from the law, as well as others given to it 	

<p>from above.</p> <p>3. Being a technical support service specialized in verification and control, the OIG is responsible for the following tasks:</p> <ul style="list-style-type: none"> a) Executing programs seeking to promote and socialize activities related with good governance, transparency and functional discipline; b) Drafting internal rules and regulations concerning discipline, control and verification activities, and providing opinions on draft rules and regulations submitted to it; c) Ensuring, within the scope of its mission, articulation and connection with national and international counterparts; d) Performing any other specialized technical support tasks within the scope of its attributions. <p>4. The OIG's intervention covers all Public Administration entities, as well as private sector entities that involved in financial relations with the State, subject to the competences of the Courts, the Office of the Attorney-General of the Republic, the Provedor of Human Rights and Justice and other entities with competence over the matters in question."</p> <p><i>(Source: Decree-Law 22/2009 of 10 June 2009 approving the Statute for the Office of the Inspector-General, Article 2)</i></p>
<p>MECHANISM OF ACCOUNTABILITY</p> <p>"The Office of the Inspector-General has technical independence and administrative autonomy, and works directly under the Prime Minister."</p> <p><i>(Source: Decree-Law 22/2009 of 10 June 2009 approving the Statute for the Office of the Inspector-General, Article 2)</i></p>
<p>ORGANIZATIONAL STRUCTURE</p> <p>"The organic structure of the OIG includes:</p> <ul style="list-style-type: none"> a) The Inspector-General of the State; b) The Inspection Council; c) The operational services." <p><i>(Source: Decree-Law 22/2009 of 10 June 2009 approving the Statute for the Office of the Inspector-General, Article 15)</i></p>
<p>STAFFING PROFILE</p> <p>PERMANENT: 9 TEMPORARY: 15</p>
<p>2009 STATE BUDGET APPROVED: USD 758'000</p>
<p>2010 STATE BUDGET APPROVED: USD 786'000</p>
<p>CONTACT</p> <p>Francisco de Carvalho, Inspector-General Tel. +6707230163 E-Mail: officeinspectorgeneral@yahoo.com Website: www.inspeccaogeral.gov.tl Palácio do Governo, Edifício No. 3, Sala No. 12 – Av. Presidente Nicolau Lobato - Dili, Timor-Leste</p>

3.3. ANTI-CORRUPTION COMMISSION [COMISSÃO ANTI-CORRUPÇÃO]

“The mission of the Commission shall be to undertake preventive as well as criminal investigation actions into crimes of corruption in any of its forms, including embezzlement, abuse of power, influence peddling and economic involvement in business, such as defined in penal legislation.”

(Source: Law 8/2009 of 15 July 2009 creating the Anti-Corruption Commission, Article 4)



INSTITUTION ESTABLISHED BY Law 8/2009 of 15 July 2009 creating the Anti-Corruption Commission	
OTHER LEGAL REFERENCES N/A	
COMMISSIONER FOR ANTI-CORRUPTION Adérito de Jesus	
APPOINTED ON 22 February 2010	APPOINTED BY ¹¹¹ National Parliament
DURATION OF MANDATE 4 years (renewable one time)	
MAIN MANDATE / COMPETENCIES <p>“1. On matters of criminal prevention, the Commission shall have the following competences:</p> <ul style="list-style-type: none"> a) To collect and analyse intelligence relating to the causes and prevention of corruption; b) To undertake sensitization activities aimed at limiting the practice of acts of corruption, motivating people to adopt precautions or to reduce the acts and the situations that facilitate the occurrence of criminal conducts; c) To advise any institution or public entity on forms of preventing and fighting corruption conducts. <p>2. On matters of criminal investigation, the Commission shall have competence to exercise the powers conferred to the organs of criminal police pursuant to the law, namely:</p> <ul style="list-style-type: none"> a) To conduct inquiries or undertake the acts of inquiry delegated by the Public Prosecution; b) To collect the notice of the crime; c) To discover the agents responsible for the commitment of the crime; d) To verify signs of crime or notices of facts susceptible of constituting a crime; e) To identify and detain persons; f) To undertake the necessary notifications directly or through another police authority; g) To conduct interrogations in the framework of investigations and other acts 	

necessary for exercising their powers;

- h) To conduct searches;
- i) To seize objects and documents;
- j) To undertake surveillance;
- k) To intercept and record conversations or telephone communications through judicial authorization;
- l) To examine books, documents, registrations, archives and other documents in possession of entities object of investigation, as well as any signs of infraction;
- m) To conduct expert examination, measurements and collection of samples for laboratory examinations;
- n) To initiate the affixing of seals on any facilities.

3. On matters of criminal investigation, the Commission may also propose the Public Prosecution to request the adoption of precautionary measures, pursuant to the penal procedure legislation, namely:

- a) That orders be given to freeze bank accounts whenever strong signs exist that such bank accounts contain benefits originating from the crimes provided for in article 4;
- b) That orders be given preventing the use of any assets in the possession, under the custody, or under the control of any person.

4. In the exercise of its respective functions, the Commission shall give maximum priority to the investigation of cases of corruption of higher gravity or complexity.

5. The special regimes provided for in Decree-Laws No. 4/2006 of 1 March and No. 2/2007 of 8 March shall apply to the Commission.

6. The acts undertaken by the Commission without prior mandate of the competent judiciary authority, in the cases and under the terms provided for in the law, shall be validated by the competent judiciary authority within a maximum period of 72 hours, on pain of becoming null and void.

7. The validation referred to in the preceding paragraph shall be requested, as a matter of urgency, by the Public Prosecution.”

(Source: Law 8/2009 of 15 July 2009 creating the Anti-Corruption Commission, Article 5)

MECHANISM OF ACCOUNTABILITY

“1. The Commission shall present the National Parliament with a general report of activities of the previous year by 31 March of each year.

2. The report referred to in the preceding paragraph shall contain:

- a) A description of the type of investigations conducted by the Commission;
- b) An evaluation of the response of the competent authorities to recommendations made by the Commission;
- c) The general nature and the degree of any information communicated between the Commission and other authorities;
- d) The number of investigations conducted by the Commission which resulted in accusations or in disciplinary actions;
- e) A description of the activities of the Commission during that year in relation to its function of prevention and education;
- f) Any recommendations to amend legislation that the Commission considers to be important as a result of the exercise of its functions;

3. The Commission may, at any time, present a special report on any matter of general policy or of administration related to its activity.

4. The National Parliament, through the chair, may request reports from the Commission

regarding the respective general activities, always safeguarding the duty of confidentiality and secrecy of investigations.”

(Source: Law 8/2009 of 15 July 2009 creating the Anti-Corruption Commission, Article 5)

ORGANIZATIONAL STRUCTURE

“The Commission shall be composed of one Commissioner, Deputy-Commissioners, and support personnel.”

(Source: Law 8/2009 of 15 July 2009 creating the Anti-Corruption Commission, Article 28)

STAFFING PROFILE

38 temporary staff to be recruited based on 2010 State Budget

2010 STATE BUDGET APPROVED

USD 1,045'000

CONTACT

Domingos Monteiro, Public Sector Reform Advisor

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E-Mail: d.monteiro@gpm.gov.tl

Palácio do Governo, Building 1 - Avenida Presidente Nicolau Lobato - Dili, Timor-Leste

3.4. CIVIL SERVICE COMMISSION [COMISSÃO DA FUNÇÃO PÚBLICA]

“(…) 2. The Commission shall be the organ responsible for guaranteeing a public function that is politically unbiased and impartial, based on merit and on high standards of professionalism, enabling it to provide quality services to the State and the people of Timor-Leste.

3. The objective of the Commission shall be to strengthen the performance of the Public Sector by ensuring adherence to the principles set forth in Law No. 8/2004 of 16 June (Statute of the Civil Service).”

(Source: Law nº 07/2009 of 15 July creating the Civil Service Commission, Article 1)



INSTITUTION ESTABLISHED BY Law 7/2009 of 15 July 2009 creating the Civil Service Commission	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Law 8/2004 of 16 June 2004 on the Statute of the Civil Service 	
CHAIRPERSON OF THE CIVIL SERVICE COMMISSION Libório Pereira	
APPOINTED ON 14 August 2009	APPOINTED BY ¹¹² Government
DURATION OF MANDATE 5 years (renewable once)	
MAIN MANDATE / COMPETENCIES “1. It shall incumbent upon the Commission as regards the entire Public Sector: <ul style="list-style-type: none"> a) To ensure that the recruitment of workers takes place in the framework of a selective process based on merit; b) To promote the respect for the code of ethics provided for in the Statute of the Civil Service; c) To promote a culture of on-going improvement and management of performance; d) To improve the management and administration of planning, organic structure performance and the practices of manpower; e) To ensure skills development and professional training; f) To develop and implement strategies for the management and planning of manpower; g) To review issues relating to the management and performance of services pertaining to the Public Sector; h) To initiate, conduct and decide on disciplinary proceedings and apply the respective penalties; i) To decide on appeals and on rehabilitation processes; j) To advise the Government on the remuneration and the terms of employment and conditions and respective benefits; k) To advise holders of the organs of the State on issues relating to the Public Sector. 	

- l) To undertake other activities as provided for by law.
2. The following are also competences of the Commission:
- a) To carry our recruitments, appointments and promotions in the public sector, with the possibility to delegate pursuant to the present law;
 - b) To establish guidelines on employment and management in the public sector;
 - c) To convene civil servants and agents of the Public Sector to appear before the Commission;
 - d) To request the information and documents deemed necessary from the leaders in order to establish procedures and conduct investigations of the Commission;
 - e) To refer issues to the consideration of the Provedor of Human Rights and Justice, to the Prosecutor-General, to the Inspector-General and to other competent entities”

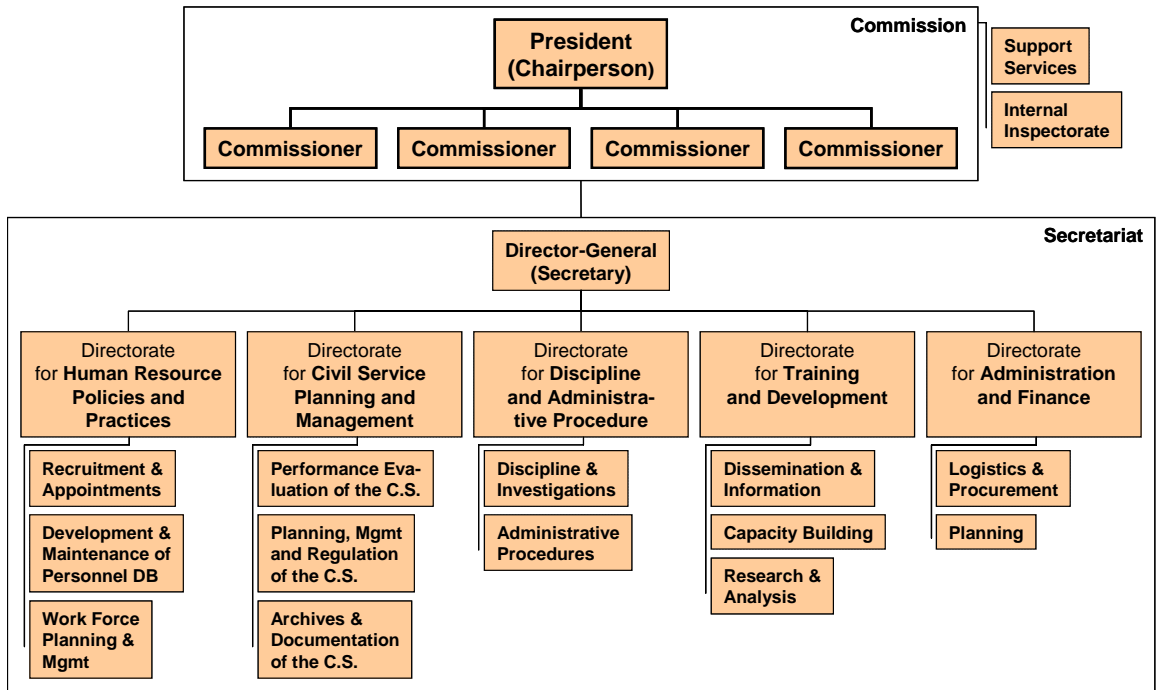
(Source: Law 7/2009 of 15 July 2009 creating the Civil Service Commission, Article 5)

MECHANISM OF ACCOUNTABILITY

“Up until the last of the month of March of each year, the Commission shall provide the Plenary of the National Parliament with a report of its activities relating to the preceding year.”

(Source: Law 7/2009 of 15 July 2009 creating the Civil Service Commission, Article 21)

ORGANIZATIONAL STRUCTURE



<p>BASIC STRUCTURE OF STAFF 5 Commissioners CSC secretariat: 50 staff members (planned: 75 by end of 2010) 9 international advisors (short and long term) from UN and AusAid</p>
<p>2010 STATE BUDGET APPROVED \$ 950.000 USD</p>
<p>CONTACT Marcelina Mesquita, Department of Public Relations Tel. +6703339090 Rua Jacinto Cândido - Dili, Timor-Leste</p>

3.5. NATIONAL ELECTORAL COMMISSION [COMISSÃO NACIONAL DE ELEIÇÕES]

“The National Electoral Commission is hereby created, and it shall be the competent body to supervise the electoral acts referred to by the present law and regulations enforcing the electoral or referenda laws.”

(Source: Law 05/2006 of 28 December 2006 on Electoral Administration Bodies, Article 4)



INSTITUTION ESTABLISHED BY Law 05/2006 of 28 December 2006 on Electoral Administration Bodies				
OTHER LEGAL REFERENCES				
<ul style="list-style-type: none"> Rules of Procedure of the National Electoral Commission of 9 May 2008 				
MEMBERS ¹¹³		APPOINTED BY		APPOINTED ON
Faustino Cardoso Gomes	(President)	President of the Republic		15 January 2007
Joana Maria Dulce Vitor		President of the Republic		15 January 2007
Alcino de Araújo Barris		President of the Republic		11 January 2010
Maria Angelina Lopes Sarmiento		National Parliament		15 January 2007
Jose Agostinho da Costa Belo		National Parliament		15 January 2007
Silvester Xavier Sufa		National Parliament		15 January 2007
Lucas de Sousa		Government		15 January 2007
Teresinha Maria Noronha Cardoso		Government		15 January 2007
Tomé Xavier Jeronimo		Government		15 January 2007
Deolindo dos Santos		Representing Judicial Council		15 January 2007
Vicente Fernandes e Brito		Representing Public Ministry		15 January 2007
Sérgio de Jesus Fernandes da Costa Hornai		Representing Public Defender		15 January 2007
Pe. Martinho Germano da Silva Gusmão		Representing the Church		15 January 2007
Arif Abdullah Sagan		Representing religious faiths	remaining	15 January 2007
Manuela Leong Pereira		Representing organizations	women's	15 January 2007
DURATION OF MANDATE 6 years				
MAIN MANDATE / COMPETENCIES “The following shall be the competencies of CNE: a) Supervise the electoral process;				

- b) Ensure the enforcement of constitutional and legal provisions relating to the electoral process;
- c) Approve the enforcing regulations provided for in the present law and other electoral laws, as well as the codes of conduct for candidates, observers, monitors and media professionals;
- d) Promote the objective clarification of the citizens about the electoral act through the media;
- e) Ensure equality of treatment for citizens in all acts of voter registration and electoral operations;
- f) Ensure equality of opportunities and freedom of propaganda of the candidacies during the electoral campaign;
- g) Examine and certify party coalitions for electoral purposes;
- h) Notify the Office of the Public Prosecution about any acts known to it that may amount to electoral offence;
- i) Prepare and submit to STJ the provisional minutes with the national results so that the final results of the general elections can be validated and proclaimed;
- j) Perform other functions assigned to it by law.”

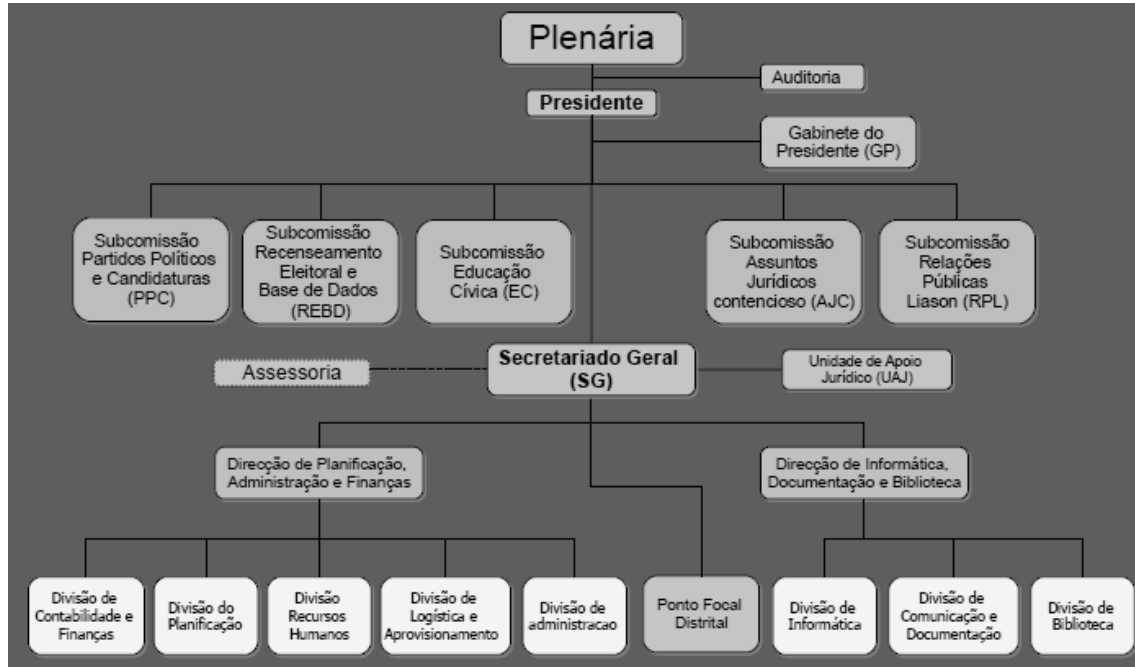
(Source: Law 05/2006 of 28 December 2006 on Electoral Administration Bodies, Article 8)

MECHANISM OF ACCOUNTABILITY

“CNE shall be independent from any bodies of the central or local political power and shall enjoy financial, administrative and organic structure autonomy.”

(Source: Law 05/2006 of 28 December 2006 on Electoral Administration Bodies, Article 4)

ORGANIZATIONAL STRUCTURE



STAFFING PROFILE

PERMANENT: 1
 TEMPORARY: 48
 CONTRACTUAL: 102

2009 STATE BUDGET APPROVED: USD 3,693'000

2010 STATE BUDGET APPROVED: USD 4,153'000

CONTACT

Commissioner Lucas de Sousa, Head of Public Relations
 Tel. +67033100 82 / +6707424138
 Avenida Bispo de Medeiros - Kintal Bo'ot - Dili, Timor-Leste

3.6. TIMOR LOROSA'E NATIONAL UNIVERSITY [UNIVERSIDADE NACIONAL DE TIMOR LOROSA'E]

"The National University of Timor Lorosa'e (*Universidade Nacional de Timor Lorosa'e*) is a public higher education institution with administrative, scientific and educational autonomy under the supervision of the Ministry of Education that is governed by a statute to be approved by means of a governmental Decree-Law."

(Source: Decree-Law 02/2008 of 09 January 2008 approving the Organic Structure of the Ministry of Education, Article 6)

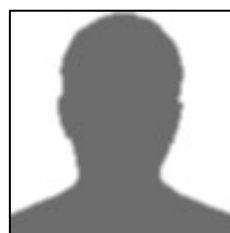


INSTITUTION ESTABLISHED BY Mário Viegas Carrascalão, under Indonesian rule in 1986	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> Decree-Law 02/2008 of 09 January 2008 approving the Organic Structure of the Ministry of Education <i>Organic Structure of Timor Lorosa'e National University was approved in Council of Minister on 10 March 2010 and [at the time of publication of this Report] sent for promulgation</i> 	
RECTOR OF TIMOR LOROSA'E NATIONAL UNIVERSITY Benjamin de Araújo e Corte- Real	
APPOINTED ON 17 November 2001	APPOINTED BY Minister of Education
DURATION OF MANDATE 4 years (renewable)	
MAIN MANDATE / COMPETENCIES Defined in Organic Structure of Timor Lorosa'e National University approved in Council of Minister on 10 March 2010 and sent for promulgation	
MECHANISM OF ACCOUNTABILITY To the Minister of Education	
ORGANIZATIONAL STRUCTURE 1 Rector, 1 Vice-Rector, 6 Pro-Rectors, 7 Deans; 7 Faculties	
STAFFING PROFILE 380 staff	
2009 STATE BUDGET APPROVED: USD 2,904'000	
2010 STATE BUDGET APPROVED: USD 3,793'000	
CONTACT Ananias Barreto, Director – General Administration Tel.: +6703321210 / +6707268201 E-Mail: reitoria_untl@yahoo.com Av. Cidade de Lisboa - Dili, Timor-Leste	

3.7. RTTL – RADIO AND TELEVISION OF EAST TIMOR [RÁDIO E TELEVISÃO DE TIMOR-LESTE]

“The mission of RTTL, E.P. shall be to provide radio and television public broadcasting services pursuant to applicable laws and the respective concession.”

(Source: Article 4, Statutes of Rádio e Televisão de Timor-Leste, E.P)



INSTITUTION ESTABLISHED BY UNTAET Regulation 2002/6 of 10 March on the Establishment of the Public Broadcasting Service of East Timor	
OTHER LEGAL REFERENCES <ul style="list-style-type: none"> • Law 02/2003 of 10 March 2003 amending UNTAET Regulation 06/2002 on the Establishment of the Public Broadcasting Service of East Timor • Decree-Law 42/2008 of 26 November transforming <i>Rádio e Televisão de Timor-Leste</i> into a Publicly Owned Undertaking and its Annex defining the <i>Statutes of Rádio e Televisão de Timor-Leste, E.P</i> 	
CHAIRPERSON OF THE BOARD OF DIRECTORS Júlio Manuel Correia (Acting)	
APPOINTED ON N/A	APPOINTED BY ¹¹⁴ Council of Ministers
DURATION OF MANDATE 3 years	
MAIN MANDATE / COMPETENCIES “1. The following shall be obligations of a concessionaire of public broadcasting service: <ol style="list-style-type: none"> To ensure news coverage for major national and international events; To ensure the broadcasting of programmes reflecting a diversity of viewpoints and catering to information needs and interests of the general public; To broadcast programmes catering to the interests of the different ethnical and linguistic communities in Timor-Leste, as well as to the different minorities in the country; To produce and broadcast at least one national-level programme in the frequency bands granted to radio and television broadcasting; To accord priority to the expansion and consolidation of national radio and television coverage; To ensure the broadcasting of messages and communiqués whose dissemination is legally mandatory; To ensure the exercise of the right to airtime and the right to reply and rectify pursuant to applicable law; To broadcast educational, sporting and cultural programmes, with a view to promoting citizenship and advancement for all the Timorese; To produce and electronically broadcast programmes intended for Timorese 	

communities living abroad;

j) To encourage activities by independent producers through remunerated commissioning of radio and television programmes;

k) To keep and update radio and television archives;

l) To develop cultural exchanges and co-production of television programmes with the Community of Portuguese-Speaking Countries, in coordination with the Ministry of Foreign Affairs;

m) To represent national radio and television broadcasting bodies in international broadcasting organizations and ensure the payment of the respective membership fees;

n) To maintain, in coordination with the Ministry of Foreign Affairs, relations of cooperation and exchange with the Asia-Pacific Broadcasting Union and other international organizations and foreign entities involved in broadcasting, by negotiating the necessary agreements and giving privilege to relations with the Community of Portuguese-Speaking Countries.

2. Obligations referred to in the preceding paragraph shall be laid down in the editorial statute of RTTL, E.P. to be approved under the terms of the law.”

(Source: Statutes of Rádio e Televisão de Timor-Leste, E.P, Article 7)

MECHANISM OF ACCOUNTABILITY

“1. RTTL, E.P. shall exercise its activity under the supervision of the Government member responsible for the media, who shall be in charge of:

a) Defining guidelines in accordance with the Government’s programme and in compliance with the principle of editorial freedom;

b) Requesting all information necessary to monitor RTTL, E.P. activities and deciding on audits and inspections of its functioning;

c) Defining the parameters for any collective bargaining procedure;

d) Approving the company’s rules and regulations, to be submitted to the Board of Directors within ninety days from the date of publication of this Decree-Law;

e) Exercising the powers incumbent upon the Timorese State in its capacity as the grantor of concessionaire’s rights and proposing the terms of the concession contract that will shape and develop the relations between the State and RTTL, E.P.

2. Besides other monitoring instruments provided for in the law, activity plans, annual and long-term financial plans, operation and investment budgets and accountability documents shall also be subject to joint approval by the Government members responsible for the media and finance areas.

3. The Board of Auditors shall forward a quarterly summary report to the supervising Government member on control measures undertaken, anomalies detected and major deviations from expectations.”

(Source: Statutes of Rádio e Televisão de Timor-Leste, E.P, Article 4)

ORGANIZATIONAL STRUCTURE

“The following shall be the decision-making bodies of RTTL, E.P.:

a) The Board of Directors;

b) The Board of Auditors;

c) The Advisory Council.”

(Source: Statutes of Rádio e Televisão de Timor-Leste, E.P, Article 7)

STAFFING PROFILE PERMANENT: - TEMPORARY: 151 TEMPORARY POLITICAL APPOINTMENT: -
2009 STATE BUDGET APPROVED: USD 3,935'000
2010 STATE BUDGET APPROVED: USD 2,699'000
CONTACT Júlio Manuel Correia, Director of Administrative Services [Acting Director] Tel. +6707231152 Website: www.rttl.tl Caicoli - Dili, Timor-Leste

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