

DECREES

Article 1. Reckoning from the date of signing of the present Decree, the Office of Civil Aviation, with a Director at its head, has the following organization:

(A) Administration:

- (a) OACI (International Civil Aviation Organization) Office
- (b) Central Administrative Office
- (c) Secretariat Office
- (d) Air Transportation Office
- (e) Air Navigation Office
- (f) Air Bases Office

(B) Executive Agencies:

- (a) Regional Control Center
- (b) Local Control Center
- (c) Airport Control Center
- (d) Approach Control Center
- (e) Runway Office
- (f) Signal Communication Center
- (g) Search and Rescue Service.

(C) Personnel Training Center (Technical Assistants and Air Traffic Agents):

The Personnel Training Center is headed by a Director assisted by the Heads of the Technical Offices.

The organization and operation of this center will be the subject of a special decree.

Article 2. Duties.

The various duties reserved to each Office of the Civil Aviation Administration are the following:

(I) OACI Office (International Civil Aviation Organization):

- Correspondence
- Recommended standards
- Amendments
- Organization of conferences
- General documentation on aviation
- Liaison with the OACI headquarters at Montreal (Canada).

(II) Central Administrative Office:

(a) Finance Section:

- Budgetary estimates and allocation of funds.
- Disbursement of pay and miscellaneous allowances to personnel.

— Procurement-Storage-Control-Inventory of material-Tax.

— Keeping of audit books.

— Miscellaneous.

(b) Personnel and Organization Section:

- Personnel regulations.
- Personnel administration.
- Personnel files.
- Personnel control.
- Transfers, Promotions, Appointments, Punishment.
- Medical Care, Hospitalization.
- Satteg.