

Republic of Vietnam  
Office of the President  
No. 497-a/TT/SL

THE PRESIDENT OF THE REPUBLIC OF VIETNAM

Considering.....

DECREES:

Art. 1 - Decree No. 023-TT/SL, November 1967,  
is hereby abrogated and the Office of the President  
is fixed as follows:

A. Advisory Group:

- Advisors

B. Particular components:

- Chief of Civil Cabinet
- Chief of Military Cabinet
- Secretary
- Press Officer
- Director of Protocol

C. Components in charge of various fields of the State:

Special Assistants for:

- National planning
- Military and Security
- Political and Cultural Research
- Liaison with Constitutional Bodies
- Economy - Finance
- External Affairs
- Law
- Liaison with Civic and Political Groups

D. Administrative Components:

- Administrator General

E. Dependent Agencies:

- Central Intelligence organization
- Directorate General of Budget and Foreign Aid
- Directorate General of Planning

Item I - Advisory Group

Art. 2 - Advisory Group consists of a number of advisors equivalent to Minister of State.

Item II - Authorities belonging to particular components:

Art. 3 - The Office of the President is directed by a Chief of Cabinet equivalent to the Director of Cabinet at the Prime Ministry. It consists of:

1. Operation Bureau.
2. Mail Bureau.
3. Bureau of Records.
4. A number of Attache Officers directed by a Principal Attache who is equivalent to Chief of Service. The Attache Officers are equivalent to Chiefs of Bureaus.
5. Guard group is directed by a Group chief equivalent to the Director of various services.
6. Service of Internal Services is directed by a Chief of Service assisted by an Assistant equivalent to a Chief of Service at a Ministry. It consists of:

- Building Bureau
- Reception Bureau
- Supply Bureau

Art. 4 - The Military Cabinet of the Presidency is directed by a Chief of Military Cabinet ("General" rank) equivalent to the Director of Cabinet at the Prime Ministry, who is assisted by an Assistant equivalent to the Deputy Director of Cabinet at the Prime Ministry. It consists of 3 groups:

- Protection and Support Group
- Operation Group
- Military Affairs Group

The Chief of each group is an officer of "Major" rank, who is equivalent to a Director of various Services.

1) The Protection and Support Group consists of 2 services:

- Service of Protection directed by a Chief of Service comprises 2 bureaus:

- Bureau of Installation Security
- Bureau of Special Investigation

- Service of Support directed by a Chief of Service comprises 3 bureaus:

- Personnel Bureau
- Supply Bureau
- Mail Bureau

2) The Operation Group consists of 2 Services:

- Service of Military Ceremony and Movement directed by a Chief of Service consists of 2 bureaus:

- Bureau of Military Ceremony
- Bureau of Movement

- Service of Transmission directed by a Chief of Service consists of 4 bureaus:
  - Bureau of Technique
  - Bureau of Operation
  - Bureau of Code
  - Bureau of Transmission Supply

3) The Military Affairs Group consists of 2 services:

- Service of Situation directed by a Chief of Service comprises 3 bureaus:
  - Bureau of Situation
  - Bureau of Pacification and Development
  - Bureau of Statistics
- Service of documentation and Liaison directed by a Chief of Service consists of 2 bureaus:
  - Bureau of Documentation
  - Bureau of Liaison

Art. 5 - The Secretariat is directed by a Secretary equivalent to the Director of Cabinet at the Prime Minister's Office.

Art. 6 - The Directorate of Press is directed by a Press Officer equivalent to the Director of Cabinet at the Prime Ministry, who is assisted by an Assistant equivalent to a Director of a small number of services. It consists of 2 Services:

- 1) Service of Information and Press directed by a Chief of Service consists of 3 bureaus:

- Bureau of Teleprinter
- Bureau of Foreign Language Press
- Bureau of Local Press

2) Service of Technique directed by a Chief of Service consists of 3 bureaus:

- Bureau of Technique
- Bureau of Editing
- Bureau of Liaison

Art. 7 - The Directorate of Protocol is directed by a Director equivalent to the Director of Cabinet at the Prime Ministry. It consists of 2 Services:

1) Service of Protocol directed by a Chief of Service consists of 2 bureaus:

- Bureau of Diplomatic Protocol
- Bureau of Domestic Protocol

2) Service of Relations is directed by a Chief of Service assisted by 2 assistants in charge of relationship. The latter are equivalent to Chief of Bureau.

Item III - Authorities belonging to components in charge of various fields of the State:

Art. 8 - Special Assistants are equivalent to Minister, Secretary of State or Under Secretary of State.

According to the responsible field, each Special Assistant may have one or more specialist and clerical section directed by a Section Chief equivalent to a Chief of Bureau.

Item IV - Authorities belonging to the Administrative Components:

Art. 9 - These authorities are directed by an Administrator General equivalent to the Director of Cabinet at the Prime Ministry, who is assisted by a Deputy Administrator General equivalent to the Deputy Director of Cabinet at the Prime Ministry. They consist of:

- Bureau of Operation
  - Directorate of Administration
  - Directorate of Personnel and Accounting
  - Dispensary
- 1) The Bureau of Operation is placed under the direct supervision of the Administrator General
  - 2) The Directorate of Administration directed by a Director consists of 3 Services:
    - a. Service of Administration directed by a Chief of Service consists of 3 bureaus:
      - Bureau of Decoration (medals)
      - Bureau of General Administration
      - Main Secretariat
    - b. Service of Legislation directed by a Chief of Service consists of 3 bureaus:
      - Bureau of Legislation
      - Bureau of Central Administration Research
      - Bureau of Local Administration Research
  - 3) The Directorate of Personnel and Accounting is directed by a Director who is assisted by a Deputy Director. It consists of 3 Services:

- a. Service of Personnel and Payroll directed by a Chief of Service consists of 2 bureaus:
  - Bureau of Personnel
  - Bureau of Payroll
  
- b. Service of Budget and Accounting directed by a Chief of Service consists of 3 bureaus:
  - Bureau of Budget
  - Bureau of Accounting
  - Bureau of Accounting Management of Imprest Fund directed by an Accounting Manager
  
- c. Service of Materials and Vehicles directed by a Chief of Service consists of 4 bureaus:
  - Bureau of Materials
  - Bureau of Supplies
  - Bureau of Public Building
  - Bureau of Vehicle. Dependent to this bureau is a Maintenance Shop which is directed by a Chief equivalent to a Chief of Bureau.
  
- 4) The Dispensary is directed by a Medical Doctor Chief equivalent to a Chief of Service, who is assisted by a Physician Assistant equivalent to a Chief of Service at a Ministry. It consists of 1 bureau and 2 rooms:
  - Bureau of Dispensary Management
  - General Medicine Room directed by a Physician
  - Dental Room directed by a surgeon dentist.

Art. 10 - The operations and duties of the above installations will be fixed by an instruction governing their operations.

Art. 11 - Besides the above-mentioned positions, the Office of the President has a further number of Experts, Charges de Mission and Generalists, who are assigned to various authorities as the exigencies may require.

Each authority has a Personnel Progression Table. The appointment and replacement of personnel are based on the approved progression table.

Art. 12 - Advisors, Special Assistants, Chief of Civil Cabinet, Chief of Military Cabinet, Secretary, Press Officer, Director of Protocol, and General Administrator at the Presidency are charged, each as to that which concerns him, with the execution of this decree.

This Decree that comes into effect from October 1, 1969, will be published in the Official Gazette of the Republic of Vietnam.

Saigon, September 26, 1969

s/ Nguyen van Thieu