

# **DEMOCRATIC REPUBLIC OF TIMOR-LESTE**

## **Decree-Law No. 17/2008**

### **ORGANISATIONAL STRUCTURE OF THE MINISTRY OF TOURISM, TRADE AND INDUSTRY**

The Programme of the IV Constitutional Government envisages a policy on the development of tourist, trade and industrial activities, as a mechanism of paramount importance in poverty eradication and the fight against unemployment, thereby unequivocally contributing to the country's social and political stability.

Decree-Law No. 7/2007, of 5 September, which establishes the Organisational Structure of the IV Constitutional Government of the Democratic Republic of Timor-Leste stipulates, in its article 37, that the respective organic laws of the ministries be either drafted or changed.

This Decree-Law establishes a structure for the bodies and services that comprise the Ministry of Tourism, Trade and Industry, conferring upon them the competences required to pursue the Government's policies for those areas, in conformity with article 29(2) of the alluded statute.

Thus,

Pursuant to article 115(3) of the Constitution of the Republic, the Government enacts the following to have the force of law:

#### **Chapter I Nature and Responsibilities**

##### **Article 1 Nature**

The Ministry of Tourism, Trade and Industry, hereinafter referred to as MTCI, is the Government's main body in charge of designing, regulating, executing, coordinating and assessing the policy as defined and approved by the Council of Ministers for the areas of Tourism, Trade and Industry.

## **Article 2 Responsibilities**

In pursuit of its mission, it is incumbent upon MTCI:

- 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.

**Chapter II**  
**Purview and Oversight**

**Article 3**  
**Purview and Oversight**

MTCI is within the purview of the Minister who represents it and answers for it to the Prime Minister.

**Chapter III**  
**Organisational Structure**

**Article 4**  
**Overall Structure**

1. MTCI fulfils its responsibilities through direct state administration services, indirect state administration bodies, consultative organs, and territorial branches.
2. Territorial branches of tourism, trade and industry services may be established by a well-founded ministerial statute of the Minister, in pursuit of administrative and financial devolution and decentralisation measures, pursuant to the law.

**Article 5**  
**Direct State Administration Services**

1. The direct state administration services, within MTCI, 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 MTCI structure and fulfil its responsibilities:
  - a) the Office of Food and Economic Inspection;
  - b) the Office of the Games Inspector-General.

**Article 6**  
**Office of Food and Economic Inspection and Office of the Games**  
**Inspector-General**

On the proposal of the Minister of Tourism, Trade and Industry, the Council of Ministers may approve the reconversion of these bodies by endowing them with autonomy in terms of finances and property, with the aim of satisfying the operating requirements of the Ministry where it is proven that the modality of indirect administration is the most suitable one for the pursuit of the public interest.

**Article 7**  
**Consultative organ**

The Advisory Board is the consultative organ of the Minister.

**Chapter IV**  
**Services, consultative organ, and territorial branches**

**Section I**  
**Direct State Administration Services**

**Article 8**  
**Director-General**

1. The Director-General is responsible for ensuring the overall orientation of all MTCI services.
2. It is incumbent upon the Director-General:
  - a) To ensure the overall orientation of the services in line with the Government's programme and directives issued by the Minister and Secretaries of State, by proposing measures deemed necessary to achieve the Government's goals;
  - b) To coordinate the preparation of the annual work programme of the Ministry and follow up the work aimed at updating the National Development Plan and sectoral plans;
  - c) To follow up the adoption and execution of international cooperation, funding and technical assistance programmes and

projects with development partners, by evaluating them internally, without prejudice to other specific evaluation mechanisms;

- d) Take part in the development of policies and regulations for its area of intervention;
- e) To coordinate the drafting of laws and regulations with the National Directorates and Inspectorates of the Ministry;
- f) To supervise and coordinate activities related to the preparation, execution, monitoring and assessment of annual and multi-annual plans, as well as procurement and internal budget activities of the Ministry;
- g) To follow up progress on processes and projects that are of interest to the Ministry, with other public entities, ministries, offices of secretaries of state, and sovereignty organs;
- h) To ensure the overall internal administration of the Ministry and organise, coordinate and take initiatives required to hold events under the responsibility of the Ministry;
- i) To hold, through the relevant departments, consultations with the National Parliament and attend to requests made by the latter;
- j) To ensure efficiency, coordination and cooperation between the Directorates and all other entities within the purview of the Ministry;
- k) To coordinate the process of planning, selecting and executing human resources management policies and strategies of the Ministry;
- l) To prepare and control the Staffing Table of the Ministry, with the Directorate for Administration and Finance;
- m) To set standards for general, vocational and specialised training of MTCI staff members and submit them to the Minister;
- n) To coordinate the activity being carried out by Trade Attachés overseas;
- o) To coordinate all the information intended for the public, the media and other governmental bodies;

- p) To watch over the property of the Ministry, in collaboration with the Directorate for Administration and Finance;
- q) To assist in the implementation of policies related to territorial branches;
- r) To carry out any other activities as may be either assigned to it by law or delegated by the Minister.

**Article 9**  
**Office of Inspection and Internal Auditing**

1. The Office of Inspection and Internal Auditing is responsible for promoting the assessment of ethics and internal procedures and take disciplinary and audit action on the institutions and services that comprise the Ministry, as well as for monitoring compliance with applicable administrative laws and regulations;
2. The Office of Inspection and Internal Auditing is headed by an Inspector, assisted by two Deputy Inspectors, appointed by the Minister and holding, for all intents and purposes, a rank equivalent to that of director-general and national director, respectively.
3. It is incumbent upon the Office of Inspection and Internal Auditing:
  - a) To ensure a good management of the human, financial and material resources of the Ministry;
  - b) To carry out inspections, inquiries, investigations and audits of a disciplinary, administrative and financial nature in the national directorates and other services within the purview of MTCI;
  - c) To assess the administrative, financial and property management of the services under the national directorates, including public services within the purview of MTCI, and any shares held by the state in a company having a legal relationship with the Ministry, including public contractors;
  - d) To systematise and standardise the operating procedures for the internal control of the Ministry;
  - e) To cooperate with other ministerial audit services, as well as international audit services, the Office of the State Inspector-

General, and the Office of the Prosecutor-General, in the referral of illegal facts and investigations thereinto, including those into substantiated complaints and reports;

- f) To verify the legality and the disposal of revenue and expenditure provided for in the State Budget, and those of Funds and other public institutions within the purview of the Ministry and/or funded by public moneys;
- g) To direct and propose measures aimed at correcting procedures undertaken by any entities, bodies and services either within the purview of, or having a legal relationship with, the Ministry;
- h) To receive, investigate into and respond to claims made by citizens, without prejudice to the competences of other inspectorates or the Office of the Ombudsman;
- i) To take disciplinary action deemed indispensable or that it has been directed to undertake, by initiating or conducting disciplinary proceedings in connection with actions or omissions detected while performing its functions;
- j) To issue opinions on matters of a technical and/or administrative nature referred to it by the Minister;
- k) To propose to the Minister preventive measures and investigations into maladministration, corruption, collusion and nepotism, including monitoring and training activities in peripheral services, either under the Ministry or with devolved competences;
- l) To maintain and manage an information and documentation centre;
- m) To submit an annual work plan and activity report;
- n) To carry out any other activities as may be assigned to it by the Minister or conferred upon it by law.

#### **Article 10** **National Directorate for Tourism**

1. The National Directorate for Tourism, hereinafter referred to as DNTUR, is responsible for designing, reviewing, preparing, executing and assessing the policy on tourism, with a view to establishing and upgrading sectoral structures.



2. It is incumbent upon DNTUR:
- a) To design, execute and assess the national policy on tourism;
  - b) To provide technical advice on the preparation and development of sectoral programmes and legislation, including the certification of establishments and operating rules for carrying out leisure, recreation and entertainment activities;
  - c) To prepare an annual plan of promotional activities, together with the respective cost estimate;
  - d) To collaborate with other relevant services in the application of legislation related to the establishment and licensing of tourist facilities and the verification of their health and hygiene conditions;
  - e) To review projects related to tourist facilities and the operation of tourist businesses and issue opinions and make recommendations thereon;
  - f) To set up collaboration mechanisms with other governmental services and agencies responsible for related areas, with a view to promoting strategic zoning, and territorial planning and development;
  - g) To promote and project the image of Timor-Leste, through the institutes within its scope of competence, amongst investors and operators in the tourist sector by providing them with adequate information;
  - h) To prepare and oversee all printed and electronic information aimed at promoting the country's tourist attractions;
  - i) Contribute to the definition of criteria and financial measures to support business structures in the tourist sector;
  - j) To assist the Government in negotiation and decision-making processes in international fora, both bilateral and multilateral, in the areas within its purview in such a way as to align them with the interests of the economic policy of Timor-Leste;
  - k) To propose criteria for granting certifications and laurels to businesses in the tourist sector, notably in the hotel management, catering and leisure sectors;

- l) To build capacities of staff members in order to increase their knowledge and qualifications, in coordination with the Ministry's management and within the Ministry's human resources management framework;
- m) To maintain and manage a tourist information and documentation centre and promote the publication and dissemination of topics determined and approved at a higher level;
- n) To provide technical support to the Office of the Games Inspector-General and police authorities in the prevention of illegal practices in connection with social games and gambling;
- o) To support, within its budget, teaching and vocational training in tourism, preferably through programme contracts, with clear-cut goals and timeframes;
- p) To submit an annual work plan and activity report;
- q) To carry out any other activities as may be assigned to it by law or delegated by the Minister.

**Article 11**  
**National Directorate for Domestic Trade**

1. The National Directorate for Domestic Trade, referred to as DNCD for short, is responsible for promoting and creating an institutional environment more conducive to competitiveness and business innovation by assisting in the design, execution, dissemination and assessment of policies geared towards domestic trade activities.
2. It is incumbent upon DNCD:
  - a) To design, implement and evaluate the domestic trade policy;
  - b) To help foster trade and economic activity, including in what regards its domestic competitiveness and organised institutional participation by economic agents operating in the trade sector;
  - c) To authorise, licence, register, monitor and inspect trade activities, in collaboration with other inspection services, assessing the effects deriving from measures contained in the Government's policies;
  - d) To provide technical advice on the preparation and development of relevant programmes and legislation, including the establishment of

norms and regulations on specific conditions in the areas of business safety, hygiene and location;

- e) To review the trade activity and propose measures and public policies aimed at its development, including those relating to public supply and market regulation;
- f) To support activities by economic operators in the trade sector by making the necessary provisions to add value to solutions that will streamline procedures;
- g) To issue opinions on requests for information prior to the setting up of trade and certification companies;
- h) To review, issue opinions and make recommendations on projects relating to business facilities and the operation thereof;
- i) To propose the likely establishment of market regulatory committees, with a view to regulating the market, where there are well-founded reasons to justify such a move, in collaboration with the National Directorate for Foreign Trade;
- j) Maintain and manage an information and documentation centre;
- k) To build capacities of staff members in order to increase their knowledge and qualifications, in coordination with the Ministry's management and within the Ministry's human resources management framework;
- l) To carry out any other activities as may be assigned to it by law or delegated by the Minister.

## **Article 12**

### **National Directorate for Foreign Trade**

1. The National Directorate for Foreign Trade, referred to as DNCE for short, is responsible for promoting, regulating and executing foreign trade development policies, as well as for ensuring the coordination of international relations within MTCI's area of activity as defined at a higher level.
2. It is incumbent upon DNCE:
  - (a) To review and follow up issues related to international trade, notably the prospects for rules established under the World

Trade Organisation and other regional and international organisations;

- (b) To contribute to the definition of Timor-Leste's position in bilateral and multilateral negotiations held under the aegis of WTO, as well as the negotiation of free trade agreements, articulating MTCI's position;
- (c) To participate in committees and task forces within the framework of international organisations, in pursuit of MTCI's responsibilities;
- (d) To prepare, establish and implement appropriate procedures to support and promote a speedy compliance with import and export requirements, in collaboration with relevant services and bodies;
- (e) To negotiate and promote cooperation protocols with the Banking and Payments Authority, or the entity that might replace it, and with customs and statistical services, with a view to monitoring foreign trade trends;
- (f) To issue certificates of origin for export products, pending the performance of such duties by a fully-fledged and recognised structure in the business sector, notably a Chamber of Trade and Industry;
- (g) To maintain and manage an information and documentation centre and promote the publication and dissemination of such topics as may be determined and approved at a higher level;
- (h) To build capacities of staff members in order to increase their knowledge and qualifications, in coordination with the Ministry's management and within the Ministry's human resources management framework;
- (i) To collaborate with customs authorities, immigration services and the money laundering prevention unit, on its own initiative or as requested;
- (j) To take preventive measures to ensure that imported goods comply with national standards;
- (k) To assist the Government in negotiation and decision-making processes in international fora in areas within its purview, in order to align them with the national economic policy;

- (l) To prepare, file and forecast data related to foreign trade;
- (m) To carry out any other duties as may be assigned to it by law, notably those related to prior licensing of imports and/or exports, as determined or delegated to it by the Minister.

**Article 13**  
**National Directorate for Industry**

1. The National Directorate for Industry, referred to as DNI for short, is responsible for designing, executing and assessing the policy of the industrial sector and assist in the upgrading of business structures.
2. It is incumbent upon DNI:
  - (a) To design, execute and assess the industrial policy;
  - (b) To assist the Government in negotiation and decision-making processes in international fora in the areas within its purview, in such a way as to align them with the national economic policy interests;
  - (c) To issue opinions on the application of policies and incentive measures to potential investors and businesses in the industrial sector at large;
  - (d) To provide assistance and technical support to the national private and cooperative sector, preferably through contract programmes, with clear-cut goals and timeframes;
  - (e) To authorise, licence, register, monitor and inspect industrial activities, in collaboration with other inspection services, assessing the impact that the Government's policy measures may have on such activities;
  - (f) To maintain and manage an industrial information and documentation centre and promote the publication and dissemination of topics defined and approved at a higher level;
  - (g) To build capacities of staff members in order to increase their knowledge and qualifications, in coordination with the Ministry's management and within the Ministry's human resources management framework;

- (h) To propose the revocation of licences related to industrial activities, where the situation so requires;
- (i) To propose the certification and classification of industrial businesses;
- (j) To organise and manage the cadastre of industrial businesses;
- (k) To review and issue opinions on and recommend projects related to industrial facilities and the operation of industrial businesses;
- (l) To promote the development of industrial activity by holding seminars, both nationally and internationally, within its budget, with the support of learning and vocational training establishments in the area of industrial activity;
- (m) To provide technical advice on the preparation and development of programmes and legislation;
- (n) To organise and manage the register of patents;
- (o) To submit an annual work plan and activity report;
- (p) To carry out any other activities as may be assigned to it by law or delegated by the Minister.

#### **Article 14**

#### **National Directorate for Administration and Finance**

1. The National Directorate for Administration and Finance, referred to as DNAF, is MTCI's main body in charge of ensuring technical and administrative support to the offices of the Minister and the Secretary of State for Tourism, the Director-General, and the other services of the Ministry, in the fields of general administration, documentation, filing systems, and property management.
2. DNAF is also responsible for managing and carrying out activities in the areas of administration, finance, human resources, general services and logistics, and information technologies, within the Ministry.
3. DNAF fulfils the following responsibilities:
  - a) To ensure the operations of the administrative services and the management of financial resources;

- b) To prepare the budget of the Ministry and coordinate the execution of, and control over, the budgetary allocations under its responsibility;
- c) To ensure expenditure procedures, in line with the respective requests or previously assumed obligations in connection with the acquisition of supplies or works or the provision of services to the Ministry;
- d) To develop and maintain an effective, transparent and accountable procurement system, including a projection of future requirements in the Ministry;
- e) To carry out activities relating to the management of material resources and general services, ensure logistics and update the inventory of the Ministry's assets and equipment;
- f) To carry out activities relating to the good management of technological, information and computer resources;
- g) To provide the means required for the participation of senior officials and staff of the Ministry in national and international events, including those relating to travel arrangements;
- h) To promote the acquisition, inventory, maintenance, and management of state-owned property assigned to the Ministry, including the vehicle fleet;
- i) To review and formulate proposals and projects related to the construction, acquisition or leasing of infrastructure, equipment and other assets required to perform the functions of, and implement the policies defined by, the Ministry, including the computer system;
- j) To ensure the preparation of paperwork required for the effective construction and acquisition of buildings and other infra-structure, vehicles and other movable property, including the computer system, destined for the bodies and services of the Ministry;
- k) To build capacities of staff members in order to increase their knowledge and qualifications, and define the human resources management framework of the Ministry, in coordination with the Director-General;
- l) To draft the procurement policy and regulations on the procurement of works, goods and services for the Ministry;

- m) To process payrolls and allowances for the staff as well as paperwork relating to the social benefits to which they are entitled under the terms of the law;
- n) To coordinate and ensure the publication and dissemination of official matters that might be of interest to the Ministry;
- o) To ensure the collection, filing, preservation and computer processing of documentation relating to the Ministry, with a particular emphasis on public contracts, business information and regular circulation of the official gazette, *Jornal da República*;
- p) To ensure, amongst others, the communications services, as well as the surveillance, security, cleaning and maintenance of the offices of the Cabinet members, the Director-General and the services and bodies to which it provides support, within the scope of the provision of centralised services;
- q) To maintain the website of the Ministry and ensure the connectivity of the communications network of the Ministry, keeping computer data and records confidential, in accordance with the law;
- r) To submit its work plan and activity report;
- s) To enforce Public Administration laws, regulations and procedures, within the Ministry;
- t) To carry out any other activities as may be either assigned to it by law or delegated by the Minister.

#### **Article 15**

#### **National Directorate for Research and Development**

1. The National Directorate for Research and Development, referred to as DNPd for short, is responsible for reviewing, designing, proposing and supporting the economic policies and the business development strategy for economic activities within MTCl's purview.
2. DNPd fulfils the following responsibilities:
  - a) To develop sectoral economic strategies and policy tools generating potential productivity and competitiveness gains;
  - b) To follow up the trends in both the national and international economy, and make short- and medium-term forecasts for the



tourist, trade and industrial sectors, with a view to specialising and regionalising the national economy and making it internationally competitive;

- c) To set up the database of the Ministry, prepare and provide information and statistical baseline indicators on economic activities within its purview;
- d) To review and follow up the design of standardisation, metrology and quality control, as well as standard measurement units, including those for physical quantities;
- e) To promote, coordinate and undertake situational studies, both global and sectoral, with a view to formulating policy measures relevant to the areas of intervention of the Ministry;
- f) To advise the Minister on the monitoring of activities carried out by public entities of an entrepreneurial nature or others within its purview, including recommendations related to international protocols, agreements and conventions;
- g) To develop programmes either internally or with the technical cooperation of other national and international entities, in consultation with local governments;
- h) To follow up negotiations for international agreements related to its area of competence;
- i) To review and issue opinions on the formation of international partnerships for activities within MTCI's purview, on the basis of the costs and benefits for the country;
- j) To provide technical advice on the preparation and development of programmes and legislation related to its area of activity;
- k) To maintain and manage a specific information and documentation centre, including a database, and make it available to the MTCI services;
- l) To promote capacity building of staff members in order to increase their knowledge and qualifications, in coordination with the Ministry's management and within the Ministry's human resources management framework;

- m) To establish coordination and cooperation with other institutions, both national and international, to carry out its activities;
- n) To submit its work plan and activity report, as well as prepare the work plan of the Ministry, in coordination with the Director-General;
- o) To carry out any other activities as may be assigned to it by law or delegated by the Minister.

**Subsection I  
Other bodies**

**Article 16  
Food and Economic Inspection**

1. The Food and Economic Inspection, hereinafter referred to as IAE, is responsible for preventing, assessing and reporting risks in the food chain, as well as for monitoring compliance with legislation regulating the economic activities in the food and non-food sectors, with the exception of games.
2. IAE performs delegated functions as a national authority responsible for coordinating the official control over food products and as a national body responsible for liaising with other government bodies and is endowed with technical and administrative autonomy.
3. IAE is headed by a Director, assisted by a Deputy Director for Food Chain Risks, both holding ranks equivalent to those of director-general and national director, respectively, for salary purposes.
4. IAE fulfils the following responsibilities:
  - a) To technically assist the line Minister in matters relating to subparagraph 1 above, having the status of a main consultative, support and decision-making organ;
  - b) To prepare and propose National Quality Standards, with a view to ensuring consumer protection;
  - c) To issue scientific and technical opinions, recommendations and notices, particularly on matters related to human nutrition, well-being, phytosanitary measures, and genetically modified organisms;

- d) To periodically monitor the market and prevent counterfeit products or those bearing expired validity dates from entering the market;
- e) To characterise and assess risks that either directly or indirectly impact the food chain, collaborating, within its area of competence, with other food safety authorities ;
- f) To monitor the supply of products and services as provided for in the law, as well as the fulfilment of legal obligations by economic agents, and investigate into non-compliance or initiate non-compliance proceedings within the scope of the competence conferred upon it by law;
- g) To verify the veracity and legality of advertisements in order to protect consumers and exercise corrective and penalising authority as provided for in the law;
- h) To execute, in collaboration with other competent bodies, measures designed to ensure the supply of essential goods and services to the country, with a view to preventing the market from being cornered;
- i) To promote and take part in the dissemination of legislation on the activities to be carried out in the different sectors of the economy, as well as monitor consumer associations, business associations, trade unions and economic agents within the scope of the responsibilities assigned thereto;
- j) To monitor every place where any industrial, tourist, trade or service provision activity, which falls under MTCI's competences, is carried out, with the exception of games;
- k) To collaborate with health and environment inspection services, as requested;
- l) To carry out any other activities as may be assigned to it by law.

**Article 17**  
**Office of the Games Inspector-General**

1. The Office of the Games Inspector-General, hereinafter referred to as IGJ, is responsible for performing inspective functions in regards to activities related to leisure games and gambling. In addition to ensuring compliance with the legal provisions that regulate such activities, IGJ is responsible for monitoring the fulfilment of obligations arising from licences and concession contracts.

2. IGJ is headed by a Games Inspector-General, assisted by 2 (two) subinspectors-general, holding ranks equivalent, for all legal purposes, to those of director-general and national director, respectively.
3. IGJ fulfils the following responsibilities:
  - a) To technically assist the line Minister in matters related to leisure games and gambling, having the status of a main consultative, support and decision-making organ;
  - b) To inspect all operational activities and practice of games and entertainments, and enforce applicable legal provisions and contractual clauses;
  - c) To formulate proposals to the Minister of Tourism, Trade and Industry for the adoption of measures related to the licensing of, and admission to, games, and the tax regime thereof, including the distribution of the respective revenue;
  - d) To monitor, in cooperation with police authorities, lottery games or any other related modalities of social games and entertainments;
  - e) To monitor operating and accounting systems of games and other entertainments and the commercial bookkeeping of entities authorised to operate game and entertainment businesses, as well as assess their respective economic and financial situation;
  - f) To investigate into non-compliance or initiate non-compliance proceedings within the scope of the competence conferred thereupon by law, including the application of administrative penalties for offences provided for in the legislation regulating the operation and practice of social games and other entertainments;
  - g) To perform any other functions conferred thereupon by law or an order of the Minister of Tourism, Trade and Industry.

**Section II**  
**Consultative organ and territorial branches**

**Article 18**  
**Advisory Board**

1. The Advisory Board is the corporate consultative organ of the Minister, which periodically assesses MTCl's activities. It is incumbent upon the Advisory Board:

- a) To assist the Minister in the design and coordination of policies and programmes to be implemented by the Ministry;
- b) To periodically review the results achieved, and propose alternative work measures to improve services;
- c) To propose the exchange of experiences and information amongst all MTCl services and bodies and between their respective managers;
- d) To review legislative acts of interest to MTCl or any other documents from its services or bodies.

2. The Advisory Board is composed as follows:

- a) The Minister, who presides over it;
- b) The Secretaries of State;
- c) The Director-General;
- d) The Director of IAE;
- e) The Games Inspector-General;
- f) The National Directors and those holding an equivalent rank.

3. The Minister may, when he or she deems it advisable, call on other people to attend Advisory Board meetings.

4. The Advisory Board meets ordinarily once a month and extraordinarily as and when convened by the Minister.

**Article 19**  
**Territorial branches**

1. Territorial branches are responsible for carrying out specific activities and collecting operational data for the design of local sectoral policy measures.
2. National Directorates shall, as devolution or decentralisation services, submit to the Minister of Tourism, Trade and Industry proposals to either update or decentralise their structure.

**CHAPTER V**  
**Transitory and final provisions**

**Section I**  
**Transitory provision**

**Article 20**  
**Transitory norm**

On a transitional basis, pending the publication of new legislation on the Public Administration structure and/or on managerial careers, the position of Director-General is, for all purposes, equivalent to that of Permanent Secretary.

**Section II**  
**Final provisions**

**Article 21**  
**Relationship between services**

1. MTCl services must function on the basis of objectives set forth in annual and multi-annual work plans as approved by the Minister.
2. The services must collaborate with one another and articulate their activities in such a manner that will promote a hierarchical and integrated implementation of MTCl policies.

**Article 22**  
**Entry into force**

This statute comes into force on the day following the date of its publication.

Seen and approved in Council of Ministers on ... March 2008.

The Prime Minister

[Signed]

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Kay Rala Xanana Gusmão

The Minister of Tourism, Trade and Industry

[Signed]

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Gil da Costa A. N. Alves

Promulgated in Díli, on 21/05/2008

To be published.

The President of the Republic

[Signed]

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José Ramos Horta