



The Decree of the President of the Azerbaijan Republic

On approval of the Regulations of the Ministry of Emergency Situations of the Azerbaijan Republic, structure of the Ministry and the number of staff

To ensure the activity of the Ministry of Emergency Situations of the Azerbaijan Republic, I resolve:

1. To approve the Regulations of the Ministry of Emergency Situations of the Azerbaijan Republic (attached).
2. To approve the structure of the Ministry of Emergency Situations of the Azerbaijan Republic (attached).
3. To approve the number of staff financed from the budget of the Ministry of Emergency Situations of the Azerbaijan Republic.
4. The salaries for the position and military (special) rank and other types of monetary remuneration of military servicemen and employees of the Ministry of Emergency Situations of the Azerbaijan Republic having a special rank shall be made equal with the salaries for the position and military rank and other types of monetary remuneration of servicemen of the Ministry of Defence of the Azerbaijan Republic.
5. To entrust the Cabinet of Ministers of the Azerbaijan Republic to act as follows within one month:
 - 5.1. to develop and submit suggestions on bringing the existing regulatory and legal acts into line with this Decree to the President of the Azerbaijan Republic;
 - 5.2. to develop and submit draft regulations of the State Service for Fire Control, the Civil Defence Troops, the Special Paramilitary Security Service, the State Inspectorate for small-sized ships, the State Agency for Material Reserves and State Agency for Control over Safety in Construction, which are part of the Ministry of Emergency Situations of the Azerbaijan Republic to the President of the Azerbaijan Republic;
 - 5.3. to solve other issues arising on the basis of this Decree.
6. This Decree shall enter into force since the date of its publication.

President of the Azerbaijan Republic

Ilham ALIYEV

Baku city, April 19, 2006

№ 394

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by Decree of the President of the Azerbaijan
Republic
No 394 dated April 19, 2006*

Regulations of the Ministry of Emergency Situations of the Azerbaijan Republic

I. General provisions

1. The Ministry of Emergency Situations of the Azerbaijan Republic (hereinafter referred to as the Ministry) is a body of executive authority involved in the development and implementation of the state policy and regulation in the area of civil defence, protection of the population and territories from emergency situations of natural (geophysical, geological, meteorological, hydrological, maritime, natural fires, etc.) and anthropogenic (fires, explosions, building and facility collapses, catastrophes involving discharge and emission of chemical, radioactive and biologically hazardous substances, failures in electro-energy systems, housing infrastructures, treatment facilities, hydro-dynamic installations, oil and gas production and refining facilities, trunk pipelines, transport vehicles, etc.) nature (hereinafter referred to as emergency situations), prevention and elimination of the consequences of emergency situations, fire safety, safety of people in water basins and safety of movement of small-sized ships, safety in the implementation of industrial and mining operations, safety in construction, establishment of state funds of material reserves dealing with management, coordination and control over these areas, organization of emergency response measures in the event of a possible or actual occurrence of emergency situations, protection of enterprises, facilities and installations of strategic importance which come under natural, man-made and terrorist threats.
2. The Ministry shall be governed in its activity by the Constitution of the Azerbaijan Republic, laws of the Azerbaijan Republic, decrees and orders of the President of the Azerbaijan Republic, decisions and resolutions of the Cabinet of Ministers of the Azerbaijan Republic, the international treaties and covenants to which the Azerbaijan Republic is a signatory and the present Regulations.
3. While carrying out its activities and exercising its rights, the Ministry shall act in cooperation with other bodies of executive authority, local self-governed bodies and nongovernmental organizations.
4. The Ministry shall have its own balance sheet, state property at its disposal in line with appropriate legislation, treasury and bank accounts, a seal with the image of the State

Emblem of the Azerbaijan Republic and the Ministry's name on it, appropriate stamps and letter-heads, banner and symbols.

5. The operational expenses and activities of the Ministry shall be funded from the State Budget of the Azerbaijan Republic and other sources which are not prohibited by national legislation.

6. The Ministry shall be based in the city of Baku.

II. Directions of the Ministry's activity

7. The Ministry's activity directions shall be as follows:

7.1. to ensure development and implementation of the state policy and regulation in the area of civil defence, protection of the population and territories from emergency situations, fire safety, safety of people in water basins, safety in the implementation of industrial and mining operations, safety in construction, prevention and elimination of the consequences of emergency situations which occur as a result of spillage of oil and oil products following failures, and establishment of state funds of material reserves;

7.2. to coordinate the activity of bodies of central and local executive authorities in the area of civil defence, protection of the population and territories from emergency situations, fire safety, safety of people in water basins, and within the framework of a single state program on the prevention and elimination of the consequences of emergency situations;

7.3. to exercise regulatory control and surveillance functions on issues attributed to the Ministry's competence;

7.4. to organize and implement civil defence, protection of the population and territories from emergency situations and fires, prevention and elimination of the consequences of emergency situations, safety of people in water basins, safety in the implementation of industrial and mining operations, safety in construction, establishment and management of state funds of material reserves, protection of enterprises, facilities and installations of strategic importance which come under natural, man-made and terrorist threats, rapid response in emergency situations and management of humanitarian assistance;

7.5. to ensure the development of areas attributed to the Ministry's scope of work;

7.6. The Ministry shall operate in other directions established by applicable legislation.

III. Tasks of the Ministry

8. In accordance with the activity directions established by the present Regulations, the Ministry shall perform the following tasks:

8.1. to develop and submit for consideration in an established order drafts regulatory acts pertaining to the following issues:

8.1.1. Regulations of the Civil Defence Troops, the State Service for Fire Control, the Special Paramilitary Security Service, the State Inspectorate for small-sized ships, the State Agency for Material Reserves, and State Agency for Control over Safety in Construction, which are part of the Ministry of Emergency Situations of the Azerbaijan Republic.

8.1.2. suggestions regarding the development and implementation of the state policy in the area of civil defence, protection of the population and territories from emergency situations, prevention and elimination of the consequences of emergency situations, fire safety, safety of people in water basins and safety of the movement of small-sized ships, safety in the implementation of industrial and mining operations and safety in construction, establishment and management of state funds of material reserves;

8.1.3. draft National Concept of the Azerbaijan Republic regarding prevention and elimination of the consequences of emergency situations;

8.1.4. suggestions regarding the implementation of a draft civil defence plan and the civil defence plan on the entire territory of the Azerbaijan Republic and in different districts of it;

8.1.5. suggestions regarding the engagement of the Armed Forces of the Azerbaijan Republic and other armed units stipulated by applicable legislation in the prevention and elimination of the consequences of emergency situations;

8.1.6. suggestions regarding the introduction of a state of emergency on the entire territory of the country or in different districts;

8.1.7. draft plan of interaction between bodies of executive authority during search and rescue operations in water basins;

8.1.8. monitoring, prediction and other preventive measures to inform the population and territories of emergency situations, annual state report on the status of civil defence and elimination of the consequences of emergency situations;

8.1.9. suggestions regarding the attribution of territories to civil defence groups;

8.1.10. list of infrastructure facilities important for the national security of the country, within the framework of the Ministry's competence and jointly with appropriate state bodies;

8.1.11. suggestions regarding rapid reaction in emergency situations, provision state budget financial assistance to the population affected by emergency situations and implementation of restoration work;

8.1.12. volume, classification and rules of using state funds of material reserves in cooperation with appropriate bodies of executive authority of the Azerbaijan Republic;

8.1.13. other regulatory and legal acts pertaining to the activity of the Ministry.

8.2. The Ministry shall develop and approve the following regulatory and legal acts:

8.2.1. regulatory and legal acts on issues attributed to the sphere of the Ministry's activity (with the exception of issues regulated by laws, regulatory and legal acts of the President of the Azerbaijan Republic and the Cabinet of Ministers of the Azerbaijan Republic);

8.2.2. Regulations and charters of other structural subdivisions of the Ministry, with the exception of structural subdivisions the Regulations of which are to be approved in line with paragraph 8.1.1. of the present Regulations;

8.2.3. system and order of monitoring and prediction of emergency situations;

8.2.4. order of an information exchange within a single state system of prevention and elimination of the consequences of emergency situations;

8.2.5. indicators regarding the attribution of organizations to civil defence categories and territories and facilities to risk categories;

8.2.6. methodology for evaluating the damage caused to organize elimination of the consequences of emergency situations, classification and record of emergency situations;

8.2.7. order for developing and submitting safety declarations on potentially hazardous industrial and underwater facilities within the framework of their competence;

8.2.8. regulations of rescue services, including emergency rescue service, order and sample provisions for the establishment of voluntary emergency rescue units and non-institutional fire safety services, as well as the regulations on the provision of the population with personal protective equipment;

8.2.9. instructions on preparation and implementation of civil defence training and exercises, protection of the population from emergency situations, ensuring fire safety and safety of people in water basins;

8.2.10. annual plans of key activities in the area of civil defence, prevention and elimination of the consequences of emergency situations, ensuring fire safety and safety of people in water basins;

8.2.11. order of state registration of small-sized ships, issue of rights for operating a vessel and control over its safe operation;

8.2.12. order of conducting maintenance at mooring locations of small-sized ships (facilities), beaches, jetties and water passes;

8.2.13. regulatory and legal acts stemming from state regulation in the area of construction, production and use of construction materials, structures and parts, within the framework of their competence;

8.2.14. other regulatory and legal acts determined by applicable legislation to be associated with the activity of the Ministry.

8.3. to ensure the implementation of the National Concept of the Azerbaijan Republic on the prevention and elimination of the consequences of emergency situations and other state programs;

8.4. to manage humanitarian aid, including the aid received from foreign countries and provided to foreign countries;

8.5. to organize evacuation of the population from places of emergency situations, implementation of rescue operations and provision of emergency medical assistance, to provide, ensure with appropriate state bodies, protection of the property affected by the emergency situation and of public safety;

8.6. to ensure prevention and elimination of the consequences of emergency situations associated with the spillage of oil and oil products as a result of a breakdown;

8.7. in the event of an emergency situation or an act of terror, to organize the security of particularly important facilities jointly with state bodies using a special militarized security service, including oil and gas producing and refining enterprises, terminals, trunk pipelines, sources of potable water, power stations, hydro dynamic facilities and other facilities and installations;

8.8. to exercise control over compliance with safety rules and regulations for safe use of water basins and jetties by small-sized ships, as well as places of public recreation, including beaches;

8.9. to carry out technical and regulatory supervision in issues of classification, registration and record-keeping of small-sized ships, jetties, places of public recreation, including beaches;

8.10. in cases and in an order established by applicable legislation, to issue special permits (licenses) or special approvals for certain types of activity, as well as entitlements;

8.11. in cases established by applicable legislation, to organize operational search action, investigations and preliminary inquiries;

8.12. to plan on training of civil defence forces, exercise control over their training and organize subsequent application of the training as required;

8.13. to exercise control over the safety of service in civil defence troops and other armed forces;

8.14. to establish state funds of material reserves to address the needs of defence and mobilization, to use and manage them in emergency situations;

8.15. Jointly with appropriate bodies of executive authority of the Azerbaijan Republic to carry out the following activities:

8.15.1. to take part in the preparation of the master plan for the settlement and town planning work on the territory of the country taking into consideration the conditions for protection of the population and enterprises in emergency situations;

8.15.2. to develop a general plan for locating potentially hazardous industrial facilities;

8.15.3. to organize development of a general plan for placing (locating) facilities to ensure protection from environmental and hydro-ecological calamities;

8.15.4. to organize the development of a Program of necessary actions to improve seismic resistance of buildings and facilities in seismically active zones;

8.15.5. to develop construction norms and regulations in accordance with local conditions to ensure protection of territories, buildings and facilities from calamities and their reliability and seismic resistance;

8.15.6. to organize the development of a system of regulatory acts in the area of safety in construction.

8.16. In order to ensure promptness in eliminating the consequences of emergency situations, to retain the fund of current material reserves with the Ministry;

8.17. to exercise control over the establishment, storage, renewal and use of material values in state funds of material reserves of the Azerbaijan Republic (including the fund of current material reserves);

8.18. to keep, within the framework of its competence, a state register of potentially hazardous facilities, equipment, energy facilities, including hydro-technical, and to exercise control over their operational safety;

8.19. to conduct state expertise of the cost estimate documentation for industrial, civil and protection facilities and installations under construction in the country;

8.20. to exercise control over compliance with safety requirements at potentially hazardous facilities in line with applicable legislation and regulatory and technical documentation;

8.21. to carry out centralized technical regulation in the area of engineering and exploration operations, to ensure collection and study of materials and reporting data on engineering and exploration operations at the design stage, issue opinions and to exercise control, within the framework of its competence, over their application in line with existing norms and standards;

8.22. to exercise control over compliance with state standards, construction norms and regulations, special technical requirements, projects and other regulatory and

legal acts in the process of construction and use of construction materials, structures and their components;

8.23. to take part in the commissioning of completed construction facilities in an established order and, jointly with state bodies, exercise control over compliance with commissioning regulations;

8.24. to take measures established by applicable legislation to select a contractor for construction and restoration operations associated with prevention and elimination of the consequences of emergency situations from the state budget and loans provided under state guarantees;

8.25. to investigate reasons for breakdowns at facilities and installations under construction or in operation, and to coordinate emergency restoration work;

8.26. to exercise state control over safety of operations involving the use of subsurface resources, development of mineral deposits, to conduct state expertise of technical projects involving production of mineral resources and other relevant operations, to issue special permits, in an established order and with the approval of appropriate bodies of executive authority, for the allocation of mining and industrial areas;

8.27. to organize and implement measures for the protection of settled territories and territories planned to be settled from emergency situations;

8.28. in order to determine flooding zones and conduct shore protection activities, to design of protection zones and exercise control over their construction;

8.29. to take part, within the framework of its competence, in the development of a Plan on the deployment of the Armed Forces of the Azerbaijan Republic, Mobilization plan of the Armed Forces of the Azerbaijan Republic and the State Program of operational defence of the territory of the country;

8.30. to take part, within the framework of its competence, in the development of a Mobilization plan of the national economy in line with the tasks vested in the Ministry;

8.31. to organize the development on the part of central and local bodies of executive authority, as well as local governments, of civil defence mobilization activities;

8.32. to organize the activity of fire-fighting, fire rescue, search and rescue and emergency rescue units, aircrafts and other forces of the Ministry;

8.33. to organize search and search of people in water basins in line with the plan on interaction between central and local bodies of executive authority;

8.34. to ensure the operation of an emergency rescue service by means of a hotline accessible by telephone 112;

8.35. to exercise control, within the framework of its competence, compliance, on the part of central and local bodies of executive authority, local governments,

legal entities and private individuals, with requirements on civil defence, fire safety, protection of the population and territories from emergency situations.

8.36. to coordinate interaction of the Armed Forces of the Azerbaijan Republic and other military units and divisions established in line with applicable legislation in meeting the objectives of civil defence;

8.37. to ensure combat- and mobilization-readiness of civil defence troops, fire safety service and other militarized organizations;

8.38. to perform, within the framework of its competence, current and future planning for the mobilization of logistical and human resources of civil defence and the special paramilitary security service, fire safety service and other organizations in emergency situations and in war times;

8.39. to establish and maintain high alert status for the technical system of managing civil defence and the system of warning the population of dangers associated with military action or caused as a result of such action;

8.40. to ensure establishment of local systems of warning in areas where potentially hazardous facilities are located;

8.41. to perform methodological supervision of the establishment and readiness of shelters and other civil defence facilities, including those of double purpose, organization of radiation, chemical, biological and medical protection of the population, as well as control in this sphere;

8.42. to organize prevention of fires, coordinate the activity of fire-fighting groups subordinated to different organizations active in this sphere;

8.43. to ensure establishment of an automated special-purpose electronic information system used in prediction of emergency situations, precautionary measures, early warning of the population and other comprehensive actions;

8.44. to ensure establishment of a System of geographical information on managing emergency situations, which would cover the entire territory of the Azerbaijan Republic, in order to ensure early warning and elimination of the consequences of emergency situations;

8.45. to carry out collection and systematization of information associated with the Ministry's scope of work;

8.46. to organize statistical record on issues associated with the Ministry's scope of work;

8.47. to coordinate certification and accreditation activity of experimental and research laboratories under the Ministry umbrella;

8.48. in order to ensure food safety of the Azerbaijan Republic, to carry out the following jointly with appropriate state bodies:

8.48.1. to take part in the exercise of state control over production and storage of plant protection means (pesticides and biological means);

8.48.2. to take part in timely detection of sources of quarantine, their isolation and destruction.

8.49. jointly with appropriate state bodies, to exercise control over compliance with safety rules, sanitary and hygienic regulations and norms when using sources of drinking water to ensure safe supply of the population with drinking water;

8.50. to organize, jointly with appropriate state bodies, control over progress of protection measures due to the use of natural resources of the country;

8.51. to set up an emergency assistance corps and manage it in eliminating the consequences of emergency situations;

8.52. to take necessary measures to establish a system of prediction and monitoring of emergency situations;

8.53. to coordinate work involving collection, transportation, processing, storage and burial of radioactive wastes of enterprises regardless of the form of their ownership, as well as construction, operation, restoration and decommissioning of facilities working with radioactive wastes, and to exercise control over this work;

8.54. to ensure radiation safety of the population and territories and to carry out radio-ecological monitoring of the environment;

8.55. to take part in mine clearance activities jointly with appropriate state bodies;

8.56. to ensure obligatory insurance of servicemen subordinated to civil defence troops and special paramilitary security service, employees of the fire safety service, rescuers and other people involved in eliminating the consequences of emergency situations;

8.57. to exercise control over obligatory insurance of the property of enterprises and facilities which represent a source of danger, ensure investigation into reasons of the damage caused as a result of an incident, and assess the damage;

8.58. to exercise control over compliance with service regulations in units of the Ministry, as well as the circulation of assault weapons and storage of ammunition;

8.59. to ensure professional and personnel training on the activity areas of the Ministry, continuous improvement of qualification and re-training;

8.60. to carry out scientific research and experimental design work in the area of civil defence, prevention of emergency situations, fire safety, safety in industry and mining and industrial operations, and safety in construction;

8.61. to inform the population of emergency situations and the Ministry activity;

8.62. in line with applicable legislation, to use TV and radio channels to promptly inform the population of emergency situations of natural and man-made nature;

- 8.63. to organize population awareness on civil defence issues, protection from emergency situations, fire safety and safety of people in water basins, to provide methodological supervision of such work carried out by other state bodies and public organizations;
- 8.64. to conduct, in an established order, attestation of rescue, emergency rescue, fire rescue and other units;
- 8.65. to develop and implement rules of accreditation of organizations active in the area of civil defence, protection of the population and territories from emergency situations, fire safety and safety of people in water basins;
- 8.66. to ensure introduction of state-of-the-art equipment and technologies in preventing and eliminating the consequences of emergency situations on the basis of available international experience;
- 8.67. to organize, jointly with appropriate bodies of executive authority, public donation of blood and blood components in the event of acute need in emergency situations;
- 8.68. to ensure rights and freedoms of citizens when they perform their responsibilities and prevent their violation;
- 8.69. to ensure effective use of state budget funds, loans, grants and other financial resources allocated to the Ministry;
- 8.70. to exercise control over the use of material and financial resources within the Ministry, to organize their registration and revision in an established order;
- 8.71. to take necessary protection and security measures, in line with applicable legislation, to preserve state secrets and confidentiality of the Ministry's work;
- 8.72. to take necessary measures involving major overhaul for the Ministry's needs, including construction, reconstruction and renovation of social facilities;
- 8.72. to ensure social protection and health of servicemen of civil defence troops, special paramilitary security service, safety service, rescuers and other officials of the Ministry, as well as their medical treatment;
- 8.74. to organize exhibitions, conferences, different educational and sport events;
- 8.75. to put forward suggestions on improving the work of the Ministry's central staff, bodies subordinated to it and organizations, and to take measures within the framework of its competence;
- 8.76. to consider applications and complaints on the Ministry's work and take measures in line with applicable legislation;
- 8.77. to ensure, within the framework of its competence, the implementation of international agreements to which the Azerbaijan Republic is a signatory;

8.78. to strengthen the logistical and social base of the organizations under the Ministry umbrella;

8.79. to carry out other tasks in line with applicable legislation and in accordance with the Ministry's scope of work.

IV. Rights of the Ministry

9. To carry out its duties, the Ministry shall have the following rights:

9.1. to develop or take part in the development of draft regulatory and legal acts due to the formation of a state policy in the area of civil defence, prevention and elimination of the consequences of emergency situations, fire safety, as well as the safety of people in water basins, safety of the movement of small-sized ships, safety in industrial, mining and construction operations, establishment and use of state funds of material reserves;

9.2. to put forward initiatives that the Azerbaijan Republic join international agreements on issues associated with the Ministry's scope of work;

9.3. to set up, re-reorganize and abolish structural subdivisions of the Ministry within the framework of its competence as defined by the present Regulations;

9.4. to set up units subordinated to it and functioning on the principle of self-sufficiency to ensure prompt management of emergency situations and implementation of emergency orders;

9.5. to set up inter-institutional coordinating and consultative bodies, working groups, commissions (academic, scientific research, methodological, etc.) to discuss issues pertaining to the Ministry's activities;

9.6. to examine, in an established order, readiness of central and local bodies of executive authority for the implementation of civil defence activities;

9.7. to examine, in an established order, readiness of central and local bodies of executive authority, as well as local governments, for activities involving protection of the population and territories from emergency situations;

9.8. to set up and manage structural subdivisions responsible for state registration and state control over the safety of operation of small-sized ships in water basins of the Azerbaijan Republic;

9.9. to examine, in an established order, compliance of state bodies, legal entities and private individuals with requirements of laws pertaining to the Ministry's controlling functions, and, if a breach is discovered, to take measures established by legislation;

9.10. to exercise control over the implementation by central and local bodies of executive authority of purpose-oriented programs in which the Minister acts as a customer;

9.11. to examine compliance with state standards, construction norms and regulations, technical specifications, designs and other regulatory and legal acts in the construction sector and, if necessary, suspend construction operations and take sanctions established by applicable legislation;

9.12. to manage state property at its disposal in an established order;

9.13. to dispose of the resources received directly from budget allocations for activity planning and implementation of the Ministry's responsibilities, proceeds from the sale of state material resources for their replenishment, fines, voluntary donations, humanitarian aid, grants and other sources not banned by legislation;

9.14. to establish, in an order established by legislation, an out-of-budget fund of the Ministry from the funds received for the provision of services, fines and other revenues, and ensure management of such resources;

9.15. to prepare special technical aids, order procurement of such aids, and to acquire weapons, ammunition, radio communication equipment, special equipment and other technical facilities in an order established by legislation, and to carry out work involving maintenance of such equipment;

9.16. to issue, in an established order, firearms and special equipment to servicemen of the Ministry, employees of fire safety service, rescuers and other officials;

9.17. to send enquiries to state bodies and local government, legal entities and private individuals seeking necessary material and documents on issues pertaining to the Ministry's activities and demand such materials (documents) from them;

9.18. to carry out comprehensive preventive, treatment, sanatorium, resort and other social and health protection activities for officials of the Ministry, servicemen and pensioners and their family members;

9.19. to carry out major overhaul for the needs of the Ministry, including housing construction, reconstruction, renovation of buildings and facilities;

9.20. to cooperate and exchange experience in an order established by legislation with international organizations, appropriate executive bodies (entities) of foreign countries;

9.21. to cooperate, in an order established by legislation, with appropriate bodies of foreign countries, international and nongovernmental organizations in provision of humanitarian aid to these countries while eliminating consequences of emergency situations, and receive humanitarian aid from foreign countries;

9.22. to own air, sea and river vessels and special transport vehicles with signs, banners and colours approved in an established order, equipped with special signals, radio communication equipment and flags;

9.23. to act as a plaintiff and respondent in court on issues pertaining to the Ministry's competence;

- 9.24. to issue, in an order and cases established by legislation, special permits (license), special approvals and other entitlements to certain types of activity associated with the activity of the Ministry;
- 9.25. to issue expert conclusions on projects and other documents submitted to the Ministry, analyze and generalize them, prepare analytical materials and conduct researches on related fields of activity;
- 9.26. to carry out, in an order and cases established by legislation, operational search, investigations and preliminary enquiries;
- 9.27. to train, at educational institutions, specialists in areas associated with the Ministry's activity and take measures to improve qualification of the personnel;
- 9.28. to engage independent experts and specialists in an order established by legislation;
- 9.29. to publish newspapers, magazines, bulletins in an order established by legislation, engage in printing, create and use a web page;
- 9.30. to exercise other rights established by legislation in line with the scope of the Ministry's activity.

V. Organization of the Ministry's activity

10. The central staff and bodies and organizations of the Ministry, as well as the Ministry of Emergency Situations of the Nakhchivan Autonomous Republic, shall form a uniform system.

10.1. The Ministry shall carry out activity by means of the central staff, the Ministry of Emergency Situations of the Nakhchivan Autonomous Republic, civil defence forces, fire safety and fire control service, crisis management unit, unit for decontamination of radioactive wastes, emergency rescue, search and rescue services, rescue on waters, rescue on aircraft and on transport, paramilitary service for the security of strategic facilities, services managing state material reserves, safety in industry, mining and construction, unit for the management of construction and restoration operations involving prevention and elimination of the consequences of emergency situations, engineering and prospecting services, design, construction and control operations, dog breeding, medical and laboratory services, state inspections of small-sized ships, operational and investigative bodies, financial, personnel training educational and scientific research institutions, sanatorium and resort institutions, sport and fitness centres, regional centres and other bodies and organizations subordinated to the Ministry.

10.2. The structure of the Ministry and the total number of employees financed from the budget, including the number of central staff personnel, subordinated bodies and regional centres, servicemen of civil defence forces (including private soldiers), employees of the special paramilitary security service, fire safety service and other military units, shall be approved by the President of the Azerbaijan Republic, while the structure of the Ministry's central staff, subordinated bodies and organizations, as well as their numbers, shall be approved by the Ministry.

10.3. The rules and conditions for the service of servicemen and employees of military units under the Ministry umbrella shall be established by appropriate legislation of the Azerbaijan Republic, while the legal status of public officers shall be established in accordance with the law of the Azerbaijan Republic on public service.

10.4. The salaries for positions and military (special) ranks and other types of remuneration for servicemen and people with special ranks shall be regulated in line with the procedure for paying salaries for positions and military ranks and other types of remuneration for servicemen of the Defence Ministry of the Azerbaijan Republic.

10.5. Servicemen of the Ministry shall undergo active military service as part of their employment duties and in line with military rules and other legal acts. They shall exercise the rights envisaged for the servicemen of the Armed Forces.

10.6. The activity of the Ministry shall be led by the minister appointed and dismissed to and from the position by the President of the Azerbaijan Republic.

10.7. The minister is personally responsible for the implementation of responsibilities and rights vested in the Ministry.

10.8. The Minister has the first deputy and four deputies who are appointed to and dismissed from these posts by the President of the Azerbaijan Republic.

10.9. The deputy ministers fulfil the responsibilities vested in them by the minister and are personally responsible for their fulfilment.

10.10. The minister shall have the following responsibilities:

10.10.1. to organize the work of the Ministry and lead its operations;

10.10.2. to allocate responsibilities between deputies and establish the scope of their responsibilities and authority;

10.10.3. to approve the structure of the Ministry as defined in line with paragraph 10.2. of the present Regulations, the structure and staff schedule for the central staff and other subordinated bodies and organizations, approve the estimate of expenditure within the limit of budget allocations and the estimate of revenues and expenditure on proceeds from other sources;

10.10.4. to approve, in an order established by legislation, regulatory and legal acts on issues pertaining to the Ministry's scope of activity, except for issues regulated by legal acts of the President of the Azerbaijan Republic and the Cabinet of Ministers of the Azerbaijan Republic;

10.10.5. to repeal orders, resolutions and instructions by Ministry officials if they run counter to regulatory and legal acts of the Azerbaijan Republic;

10.10.6. to appoint and dismiss employees of the Ministry's central staff, heads of local and other bodies and other employees, admit citizens of the

Azerbaijan Republic, in accordance with applicable legislation, to military service in civil defence units and the special paramilitary security service and fire safety service, appoint and dismiss them, sack servicemen of civil defence forces, special paramilitary security service and fire safety service, private soldiers and senior personnel of the State fire safety service, establish the scope of responsibilities due to the appointment and dismissal of the Ministry's officials, approve personnel classification and organize their attestation in an order established by legislation;

10.10.7. to approve a list of senior officials authorized to report on administrative offences punishable under laws of the Azerbaijan Republic;

10.10.8. to make suggestions on establishments, re-organization and abolition of structural subdivisions under the Ministry umbrella, approve the structure and schedule of the central staff and subordinated bodies;

10.10.9. to issue binding orders, resolutions and instructions within the system of the Ministry, and jointly with other bodies and organizations;

10.10.10. to submit to the President of the Azerbaijan Republic, in an order established by legislation, a concept and plan for the development of troops under the Ministry umbrella, make suggestions on their structure, make-up and schedule;

10.10.11. to solve issues related to public service of the Ministry employees in an order established by legislation;

10.10.12. to make suggestions on the list of senior officials authorized to consider cases on administrative offences in an order established by legislation of the Azerbaijan Republic;

10.10.13. to submit suggestions to the President of the Azerbaijan Republic on the number of employees financed from the state budget;

10.10.14. to determine rules for setting up and abolishing temporary units established for fulfilling the functions vested in the Ministry and its units;

10.10.15. to send the military personnel, employees of militarized structures and public employees of the Ministry on a business trip to the government bodies of the Azerbaijan Republic in an order stipulated by the legislation of the Azerbaijan Republic;

10.10.16. to confer military and special ranks, including the rank of colonel, to private, junior, medium and senior personnel of the Ministry in an order established by legislation, including those ahead of schedule and out-of-turn, deprives people of military ranks, files a motion with the President of the Azerbaijan Republic on approving the list of senior officer's positions, on conferring top military ranks on senior officers and on sending senior officers into retirement;

10.10.17. to define powers of senior officials of the Ministry on issues of signing and termination of employment agreements with the service personnel hired to work for the Ministry;

10.10.18. to nominate employees and servicemen of the Ministry to state awards of the Azerbaijan Republic;

10.10.19. to establish, in an order established by legislation, badges to decorate servicemen, employees with special ranks and public officers under the Ministry umbrella, as well as those providing assistance in the fulfilment of the Ministry's tasks, approve their description and status, decorate people with such badges and make other reward decisions as stipulated by regulatory and legal acts;

10.10.20. to submit suggestions to the President of the Azerbaijan Republic on establishing uniforms and marks of distinction within the Ministry, supply norms, and on approval of marks of distinction, banner and other attributes;

10.10.21. to manage financial resources allocated to the Ministry from the state budget, decide on bonuses to the salaries of private and senior servicemen and public officers of the Ministry depending on the specificity of their service and the limit of the allocated amount, provide material assistance and award bonuses in an order established by legislation, or vest these powers in someone under his supervision;

10.10.22. in an order established by legislation of the Azerbaijan Republic, to take administrative measures to servicemen, civilian employees with special ranks and public officers of the units under the Ministry umbrella;

10.10.23. to establish time norms for dry food packages of servicemen and rescuers of the Ministry in the conditions of a calamity, an emergency situation and during one-off emergency tasks;

10.10.24. to exercise other rights established by the Disciplinary Charter of the Armed Forces of the Azerbaijan Republic for the Ministry servicemen;

10.10.25. to represent the Ministry in relations with state bodies, institutions, enterprises and organizations of the Azerbaijan Republic and foreign countries, hold negotiations and sign agreements, contracts and protocols within the authority delegated to him;

10.10.26. to make suggestions on issues attributed to the Ministry's competence, formation of the state budget and out-of-budget funds for the current year;

10.10.27. to approve, in an established order, master plans for the construction and development of civil defence camps, camps of search and rescue, emergency rescue units, designs of civil defence facilities, plans of scientific research and experimental prospecting activities in prevention

and elimination of the consequences of emergency situations, fire safety, radiation safety and prevention of accidents;

10.10.28. to approve, in an established order and within his authority, the list of military positions in civil defence troops, personnel of the fire safety service and the special paramilitary security service, as well as the lists of military and special ranks corresponding to these positions, ensure their mobilization and combat readiness, secrecy and security;

10.10.29. to approve safety norms for the units within the Ministry;

10.10.30. to exercise other rights in line with legislation of the Azerbaijan Republic and delegate a portion of authority to officials under supervision;

10.11. to set up a board within the Ministry comprising the minister (chairman), deputy ministers who are members of the board due to their position, Emergency Situations Minister of the Nakhchivan Autonomous Republic, the central staff of the Ministry and senior officials of units subordinated to the Ministry;

10.12. The Ministry board shall also include scientists and specialists.

10.13. The number and make-up of the Ministry board shall be approved by the President of the Azerbaijan Republic on the minister's motion.

10.14. During meetings, the Ministry board discusses issues related to the activity of the Ministry and makes appropriate decisions.

10.15. Meetings of the Ministry board shall be valid when more than half of its members are in attendance.

10.16. Decisions of the Ministry board shall be passed by an ordinary majority of votes of those in attendance.

10.17. When the vote is split, the vote of the chairman of the Ministry board shall be deciding.

10.18. Decisions of the Ministry board shall be recorded in minutes and approved by the Minister.

10.19. In the event of disagreement between members of the Ministry board, the minister shall inform the President of the Azerbaijan Republic and makes a decision.

10.20. Members of the Ministry board may inform the President of the Azerbaijan Republic of their opinions.

10.21. Heads of other bodies of executive authority and organizations, as well as representatives of nongovernmental organizations, may be invited to attend meetings of the Ministry board.

10.22. Honorary scientific and technical council shall be set up within the Ministry to solve important problems within the Ministry's competence. The Regulations of the Council shall be approved by the Minister.

*Approved
by Decree No 394
of the President of the Azerbaijan Republic
dated April 19, 2006*

Structure of the Ministry of Emergency Situations of the Azerbaijan Republic

Central Staff of the Ministry of Emergency Situations of the Azerbaijan Republic

Entities, forming the part of the Ministry of Emergency Situations of the Azerbaijan Republic

State fire safety service

State service of fire control

Civil defence troops

State agency on material resources

State agency for control over safety in construction

Agency for control over safety in industry and mining

State inspectorate on small-sized ships

State service on rescue on waters

Special paramilitary security service

Emergency rescue service on the Caspian basin

Crisis management centre

Isotope special enterprise

Operational investigations department

Scientific production association

Central laboratory

Emergency rescue service

Capital construction department

Aviation detachment

Dog-breeding service

Educational and training centre

Sport and fitness centre

Medical service

Regional centres

Attested (accredited) organizations

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