

MINISTRY OF HEALTH

THE SOCIALIST REPUBLIC OF VIETNAM

Independence – Freedom – Happiness

No.: 4059/QĐ-BYT

Hanoi, October 22nd 2012

DECISION

**STIPULATING FUNCTIONS, DUTIES, AUTHORITIES AND ORGANIZATIONAL
STRUCTURE OF THE ADMINISTRATION OF SCIENCE, TECHNOLOGY AND
TRAINING – MINISTRY OF HEALTH**

THE MINISTER OF HEALTH

Pursuant to Decree No. 36/2012/ND-CP dated April 18th 2012 of the Government stipulating functions, duties, authorities and organizational structure of Ministries, Ministerial-level agencies;

Pursuant to Decree No. 63/2012/ND-CP dated August 31st 2012 of the Government stipulating functions, duties, authorities and organizational structure of the Ministry of Health;

At request of the Director of Administration of Science, Technology and Training and head of Department of Personnel Organization, Ministry of Health,

DECIDES:

Article 1. Position, function

Administration of Science, Technology and Training is an entity under the Ministry of Health. As an advisory entity, it supports the Minister of Health engage in management over scientific research, technology development and human resource training in health field across the country.

The Administration of Science, Technology and Training has legal status, official stamp, specific bank account and head office in Hanoi City.

Article 2. Duties, authorities

1. Scientific and technology development in health sector

a) Be a coordinator in developing and suggesting to competent agencies to issue legal documents, policies, strategies, plans, and national technical specifications on scientific research and technology development in health sector, clinical, moral tests, clinical & biological research in health sector;

- b) Be a coordinator in guiding and organizing the implementation of plans for science & technology development in health sector; organizing, defining and selecting, suggesting competent agencies approving scientific, technology research subjects, projects, missions at Ministerial level; monitoring, supervising, and ensuring quality of researches; organizing appraisal, evaluation, inspection & acceptance, introduction to applying scientific research and technology renovation results, transferring new technologies in health sector;
- c) Presiding, coordinating with relevant Administrations, Departments in managing activities in standard and technical specification field in terms of health: prepare planning, plans for developing national standards, national technical specifications to be submitted to competent agencies for approval and organizing the development of national standards, national specifications to be submitted to competent agencies for announcement or issuance; managing standards, metrology and quality in health field; guiding, monitoring the introduction, application of national standards, specifications in health sector;
- d) Summarizing, supervising, evaluating the implementation of science & technology cooperation plans with foreign entities; proposing the Minister to adjust or supplement contents and science cooperation form to be compatible with the reality and performance capacity in the plan period;
- đ) Presiding, organizing appraisal, approval of first applications in Vietnam for advanced technologies, new technique, new methodologies in health sector; guiding, organizing appraisal, approval, implementation guide, evaluation and inspection & acceptance for clinical drug trial and research on human;
- e) Be a coordinator to organize, coordinate with relevant Administrations, departments in implementing Technical Barriers to Trade (TBT) in state governance of Ministry of Health and participating the Question & Answer System regarding technical barriers to economic integration in terms of health;
- g) Be a standing evaluation committee for moral issue in clinical biological research of the Ministry of Health; monitoring, supervising, guiding operations of Moral Councils in clinical biological research at preliminary level;
- h) Grant, withdraw certificates for trial undertaking organizations; good clinical practice (GCP) for main studiers and clinical trial studiers in health sector in Vietnam in accordance with the law;
- i) Coordinate to implement and organize the implementation of privileges, policies on science & technology management of the State and regulations of the Ministry of Health; coordinate with relevant agencies, bodies in reviewing & approving initiatives, inventions, scientific and technological awards in health sector;
- k) Participate in managing science & technology research subjects, projects, and missions at the State level.

2. Human resource training for health sector

- a) Preside over establishing plans for developing human resource training system for health sector and specific policies in human resource training in health sector to be submitted to competent agencies for approval;
- b) Preside over developing national technical specifications on ensuring quality of human resource training for health sector, including levels at job training, intermediate education, college, university and post-university, to be submitted to competent agencies for approval and guiding, organizing the execution of national technical specifications after being approved;
- c) Preside over developing and submitting to competent agencies to issue standards for professional capacity for training sectors and dedicated sectors in health field and guide, organize the implementation;
- d) Preside over developing, organizing the implementation of plans for training, further training for teaching methodologies, scientific research methodologies in health care sector for lecturers in health human resource training entities at central and local level;
- đ) Participate in developing plans for training, further training officials and staff in health sector;
- e) Preside over advising the Minister of Health to coordinate with Ministry of Education and Training in state management over post-university speciality training for health sector, including level-1 speciality, level-2 speciality, resident physician;
- g) Preside over management over training, constantly updating medical knowledge, other training programs and providing practical training before granting professional licenses in accordance with the law;
- h) Preside over developing, implementing, monitoring, supervising the implementation of regulations on foreigners who involve in studying, training, researching in entities of health sector in accordance with the law;
- i) Be a coordinator in workmanship management over medical and pharmaceutical universities, colleges, and intermediate education and job training entities under the Ministry of Health; organize inspection, supervision, and evaluation on the quality of health-care human resource training in accordance with the law.

3. Do summaries, statistics, establish and manage database of scientific research, technology development and training of human resource in health field.

4. Manage officials, staff, finance, assigned assets in accordance with the law and designation by the Minister of Health.

5. Undertake other duties, authorities assigned by the Minister of Health.

Article 3. Apparatus organization and operation mechanism

1. Administration leaders

The Administration leader and Administration deputy leaders are appointed, dismissed by the Minister of Health in accordance with the law.

The Administration leader is responsible before the Minister of Health and the law for operations of the Administration. Administration deputy leaders are supporting to the Administration leader and assigned by the leader to be in charge of some tasks, responsible before the leader and the law for the assignments.

2. Organizational structure of the Administration

a) Administration office;

b) Planning – Financial division;

c) Management division for Science research and technology development;

d) Management division for product and clinical trial research;

đ) University, college, intermediate education and job training management division;

e) Post-university and constant training management division.

g) Non-productive organizations under the Administration:

- Vietnam Journal of Medicine and Pharmacy (published in English and Vietnamese);

- Center for training, research and quality control.

3. Operation mechanism:

a) The Administration of Science, Technology and Training is operating under a chief;

b) Functions, duties, authorities of the Administration Office are stipulated by the Administration leader on the basis of functions, duties, and authorities of the Administration assigned by the Minister of Health. Relationship among the Administration office and divisions, organizations under the Administration is stipulated by the Administration leader;

c) Appointment, dismiss of managing positions in the Administration office and division, organizations under the Administration shall comply with the law and designation of the Minister of Health;

d) Managing positions in the Administration, Administration office and divisions, organizations under the Administration are benefited from allowances in accordance with the law.

4. Official workforce

Official workforce of the Science, Technology and Training Administration is defined in accordance with the law regarding workplace and adjusted by demand of workplace decided by the Minister of Health at the proposal by the Administration leader.

5. Operation expenses for the Administration are funded by the state budget and other cooperative sources.

Article 4. Execution

This decision shall take effect as of October 20th 2012.

This decision shall repeal previous regulations of the Minister of Health regarding functions, duties and authorities of entities, units related to scientific research and technology development and training of human resource in health field.

Article 5. Responsibility for implementation

The Chief of Ministry Office, Chief Inspector of Ministry, Head of Department, Administration leader, General Administration leader under Ministry of Health and heads of relevant entities, units are responsible for executing this decision./.

Copy to:

- As mentioned in Article 5;
- The Governmental Office; Ministry of Internal Affairs;
- Ministry of Science & Technology; Ministry of Education & Training;
- Deputy Ministers of Health;
- Departments of Health of provinces, cities under central management;
- Entities, bodies under Ministry of Health;
- Health divisions of sectors;
- The Portal of Ministry of Health;
- Documental storage.

MINISTER

Nguyen Thi Kim Tien