



Lao People's Democratic Republic

Peace Independence Democracy Unity Prosperity

Prime Minister

No. 655/PM

Vientiane Capital, Date: 09 December 2021

Decree on

Organization and Functions of Social Protection Commission

- Pursuant to the Law on Government, No. 04/NA, dated 08 November, 2016.
- Pursuant to the proposal of the Ministry of Labour and Social Welfare, No. 3758/MoLSW, dated 22 September, 2021.
- Pursuant to the proposal of the Ministry of Home Affairs No 329/MHA, dated 17 November, 2021.

The Prime Minister issues the Decree as described below:

Part 1

General Provisions

Article 1: Objective

This decree defines the location, roles, responsibilities, scope of rights, structure, principles and working approach of the Social Protection Commission. It intends to provide a reference for the organizational structure and operations of the Social Protection Commission, in order for it to disseminate, monitor, promote, evaluate and report the implementation of the National Social Protection Strategy.

Article 2: Location and Roles

The Social Protection Commission is divided into two levels: Central and Provincial.

1. The Central Social Protection Commission

The acronym of the Social Protection Commission at the Central level is **"CSPC"**. The CSPC is a non-standing government body that is coordinated through the Ministry of Labour and Social Welfare. Its role is to be a secretariat to the government in regard to research, leadership, monitoring, promoting, evaluating, reporting and coordinating with relevant Ministries, organizations, local authorities in implementing the National Social Protection Strategy.

2. The Provincial Social Protection Commission

The acronym of the Provincial Social Protection Commission at the Provincial level is **“PSPC”**. The PSPC is a non-standing government body that is coordinated through the Provincial/Municipal Labour and Social Welfare Department. Its role is to be a secretariat to the Central Social Protection Commission, Provincial/Municipal Governors in regard to research, leadership, monitoring, promoting, evaluating, reporting and coordinating in the implementation of programs, projects and activities related to the National Social Protection Strategy at the local level.

Part 2

Responsibilities and Scope of Rights

Article 3: Responsibilities

1. The Central Social Protection Commission has the following responsibilities:

- 1) Follow the legislation of the National Assembly, the National Assembly Permanent Commission, the President and Prime Minister related to the National Social Protection Strategy;
- 2) Research and approve plans, programs, projects, activities and budgets on the implementation of the National Social Protection Strategy;
- 3) Disseminate the National Social Protection Strategy among Government Sectors at the central and local levels for their acknowledgement and agreement for effective implementation;
- 4) To encourage relevant sectors at the central and local levels to take ownership in disseminating the National Social Protection Strategy and to translate it into plans, programs and projects in line with the sectoral Socio-Economic Development Plan periodically;
- 5) Coordinate with relevant sectors at the central and local levels to build capacities of staff to implement the National Social Protection Strategy periodically;
- 6) Develop information systems related to the National Social Protection Strategy as a reference for the development and management of the National Social Protection Strategy;
- 7) Lead, promote, monitor and inspect the implementation of the National Social Protection Strategy as planned in each period;
- 8) Evaluate, approve and report the implementation of the National Social Protection Strategy periodically;
- 9) Organize internal meetings and participate in international meetings related to the National Social Protection Strategy as approved by the higher authority;
- 10) Cooperate and coordinate regionally and internationally in relation to the National Social Protection Strategy as approved by the higher authority;

11) Other responsibilities as assigned by the higher authority;

2. The Provincial Social Protection Commission has the following responsibilities:

- 1) Provide inputs to policy, plans, programs and projects related to the National Social Protection Strategy that is implemented in their locality in each period.
- 2) To lead relevant sectors at the local level in disseminating the National Social Protection Strategy and to translate it into plans, programs and projects in line with the sectoral Socio-Economic Development Plan periodically;
- 3) Disseminate the National Social Protection Strategy among Government Sectors at the provincial and district levels for their acknowledgement and agreement for effective implementation;
- 4) Develop needs assessments on capacity building for staff on the implementation of the National Social Protection Strategy in their locality;
- 5) Collect information related to the National Social Protection Strategy and report to the Central Social Protection Commission periodically;
- 6) Lead, promote, monitor and inspect the implementation of the plan, programs and projects related to the National Social Protection Strategy implemented in their locality periodically;
- 7) Take ownership in conducting evaluating, approval and reporting the results of the implementation of the plans, programs and projects related to the National Social Protection Strategy implemented in their locality periodically;
- 8) Attend relevant meetings on the implementation of plans, programs and projects related to the National Social Protection Strategy as assigned by higher authorities;
- 9) Cooperate and coordinate regionally and internationally in relation to the plans, projects and programs of the National Social Protection Strategy as approved by the higher authority;
- 10) Other responsibilities as assigned by the higher authority;

Article 4: Scope of Rights

1. The Central Social Protection Commission has the following rights:

- 1) Issue notice letters for the implementation of the National Social Protection Strategy to relevant sectors at the central and local levels periodically;
- 2) Mobilize resources within the country and externally, under the law and regulations for the implementation of the National Social Protection Strategy;
- 3) Assign staff to assist the secretariat in the implementation of the National Social Protection Strategy as periodically required ;
- 4) Organize ordinary and extraordinary committee meetings, report and draw lessons from the implementation of the National Social Protection Strategy on a periodic basis;

- 5) Exchange lessons and information related to the National Social Protection Strategy within the country and overseas as approved by higher authorities;
- 6) Other responsibilities as assigned by higher authorities.

2. The Provincial Social Protection Committee has the following rights:

- 1) Issue notice letters for the implementation of the plans, programs and projects related to the National Social Protection Strategy in their locality periodically;
- 2) Mobilize resources within the country and externally, under the law and regulations for the implementation of the plans, programs and projects related to the National Social Protection Strategy in their locality on a periodic basis;
- 3) Assign staff to assist the secretariat in the implementation of the plans, programs and projects related to the National Social Protection Strategy as periodically required;
- 4) Organize ordinary and extraordinary committee meetings, report and draw lessons learned from the implementation of the plans, programs and projects in their locality in each period;
- 5) Exchange lessons learned, information concerning the implementation of plans, projects and programs related to the National Social Protection Strategy within the country and overseas as approved by higher authorities;
- 6) Other responsibilities as assigned by higher authorities.

Part 3

Organizational Structure

Article 5: Structure

The structure of the Social Protection Commission is:

1. At the Central level

The Central Social Protection Commission (CSPC) has a secretariat based in the Department of Planning and International Cooperation, Ministry of Labour and Social Welfare. The acronym of this Central Social Protection Secretariat is “**CSPS**”.

2. At the Provincial level

The Provincial Social Protection Commission (PSPC) has a secretariat based in the Provincial/Municipal Labour and Social Welfare Department. The acronym of this Provincial Social Protection Secretariat is “**PSPS**”

Article 6: Human Resource Structure

A. Central level

The Central Social Protection Commission consists of:

1.	Minister of Labour and Social Welfare	Chair
2.	Vice Minister of Labour and Social Welfare	Vice Chair
3.	Vice Minister of Health	Vice Chair
4.	Vice Minister of Education and Sports	Vice Chair
5.	Vice Minister of Agriculture and Forestry	Vice Chair
6.	Director General of Planning and International Cooperation Department, MoLSW	Commission Member and Head of Secretariat
7.	Director General of Planning Department, MPI	Commission Member
8.	Director General of Lao Social Security Organization, MoLSW	Commission Member
9.	Director General of National Health Insurance Bureau, Ministry of Public Health	Commission Member
10.	Director General of Social Welfare Department, MoLSW	Commission Member
11.	Director General of State Budget Department, MoF	Commission Member
12.	Director General of Registration and Enterprise Management Department, MoIC	Commission Member
13.	Director General of Rural Development and Cooperatives Department, MAF	Commission Member
14.	Director General of Population Management Department, MoHA	Commission Member
15.	Director General of Labour Protection Department, LFTU	Commission Member
16.	Vice General Secretary, LNCCI	Commission Member

B. Provincial level

The establishment of the Provincial Social Protection Commission's organizational structure is delegated to the Provincial/Municipal Governors based on the proposal of the Department of Labour and Social Welfare, by assigning provincial officials as specified in Section IV, No. 1 of the National Social Protection Strategy, which was approved and promulgated under Decree No 224/PM, dated 01 April 2020.

Part 4

Principles and Working Approach

Article 7: Principles

The Social Protection Commission operates under the following principles:

1. Unity and collective decision making on the work performed under the Commission;
2. Follow the one-leader policy, with clear job responsibilities and encourage creativity of members of the Social Protection Commission;
3. All the functions of the Social Protection Commission and its personnel are referred to in the law, regulations, general principles and general goals of the National Social Protection Strategy.

Article 8: Approach

The Social Protection Commission has the following working approach:

1. Implement and address issues with a focus on the plans, programs and projects approved periodically under the National Social Protection Strategy;
2. Operate without an office base and organize meetings, monthly, quarterly, bimonthly and annually. Monitor and inspect, draw lessons as well as report regularly to the higher authorities. In any case the Social Protection Commission can call an extraordinary meeting to address urgent issues;
3. Coordinate closely with other sectors, organizations, local organizations, development partners, international organizations and other relevant sectors to implement the National Social Protection Strategy successfully.

Part 5

Final Provisions

Article 9: Budget and Stamp

The Social Protection Commission at the Central and Provincial Levels uses the budget from the Government, social organisations, development partners, international organizations within the country and overseas each year under the laws and regulations;

The Central Social Protection Commission uses the stamp of the Minister of Labour and Social Welfare for official operations;

The Provincial Social Protection Commission uses the stamp of the Provincial/Municipal Governor for official operations;

The Secretariat of the Social Protection Commission at the central level uses the stamp of the Department of Planning and International Cooperation, Ministry of Labour and Social Welfare for official operations;

The Secretariat of the Social Protection Commission at the provincial level uses the stamp of the Provincial/Municipal Department of Labour and Social Welfare for their official operations.

Article 10: Dissemination

The Chair of the Social Protection Commission at each level assigns clear responsibility to the vice chair and each commission member as well as determines the roles, duties and scope of rights and the working approach of the secretariat as defined in article 6 of this decree.

The Provincial/Municipal Governors issue the Decision on the Organization and Operations of the Provincial/Municipal Social Protection commission under this decree.

Article 11: Implementation

The Social Protection Commission, Ministries, State Organizations equivalent to Ministries and local organizations shall acknowledge and strictly implement this decree.

Article 12: Effectiveness

This decree enters into force from the date of signature.

Prime Minister

[Sealed and signed]

Phankham Viphavnh