

General People's Committee for Justice
Decree No. (526) of 1992
on the internal reorganisation of the Secretariat of Justice

General People's Committee for Justice

Upon review of:

- General People's Committee Decree No. (1160) of 1990 on reorganising the Secretariat of Justice;
- General People's Committee Decree No. (366) of 1983 on organising the military coordination offices;
- General People's Committee Decree No. (158) of 1991 on establishing a general directorate for the judicial police;
- General People's Committee Decree No. (637) of 1991 on amending Decree No. (158) of 1991;
- General People's Committee Decree No. (383) of 1992 on establishing a general directorate for the protection of morals and tourism facilities, amended by virtue of Decree No. (429) of 1992;
- General People's Committee Decree No. (360) of 1991 on the internal organisation of the Secretariat of Justice;
- Brother/Secretary of the General People's Committee for Justice Decree No. (568) of 1991 on establishing a unit for economic planning and monitoring in the Secretariat;
- General People's Committee for Justice Decree No. (308) of 1992 on establishing a department for internal monitoring and account auditing;

has decreed:

Article (1)

First: The internal organisation of the Secretariat of Justice shall be in accordance with the following:

- a) The following entities shall be directly subordinate to the Secretary of the General People's Committee for Justice:
 - 1) Administrative and Financial Affairs Department.
 - 2) General Directorate for Training.
 - 3) Committee Affairs Office.
 - 4) Legal Affairs Office.
 - 5) Follow-Up Office.
 - 6) Public Relations Office.
- b) Undersecretary for Judicial and Legal Affairs:

He shall assist the Secretary of the General People's Committee for Justice in executing General People's Committee for Justice decrees related to judicial and legal affairs and shall exercise direct supervision over the following directorates and agencies:

- 1) Judicial Body Inspection Department.
 - 2) Cases Authority.
 - 3) Department of People's Legal Defence.
 - 4) General Law Department.
 - 5) General Directorate for Judicial Police.
- c) Undersecretary for Security Affairs:

He shall assist the Secretary of the General People's Committee for Justice in executing General People's Committee for Justice decrees related to security affairs and shall exercise direct supervision over the following directorates and authorities:

- 1) General Department of Passports and Nationality.
- 2) General Directorate for Operations and Coordination.
- 3) General Directorate for Security Affairs.
- 4) General Directorate for Combatting Narcotic Drugs and Psychotropic Substances.
- 5) General Directorate of Civil Defence.
- 6) General Directorate for Traffic Affairs.
- 7) General Directorate for the Protection of Morals and Tourism Facilities.
- 8) Arabic and International Criminal Police Bureau.

Second: The following bodies shall be subordinate to the General People's Committee for Justice:

- 1) Socialist Real Estate and Authentication Department.
- 2) Internal Security Agency.
- 3) Judicial Institute.
- 4) Police Faculty.
- 5) Civil Defence Centre.
- 6) Judicial Expertise and Research Centre.
- 7) Information and Documentation Centre.
- 8) Public Facility and Establishment Security Authority.
- 9) Public Safety Commodity Importing Co.
- 10) Public Company for Judicial Facility Equipment and Maintenance.

Article (2)

The Administrative and Financial Affairs Department shall be composed of the following:

- 1) Judicial Entity Members Service Affairs Division.
- 2) Officer Affairs Division.
- 3) Non-Commissioned Officer and Enlisted Division.
- 4) Public Security Volunteer Affairs Division.
- 5) Employee Affairs Division.

The said divisions shall be responsible for the following competencies:

- Undertake the procedures of appointments, transfers, delegations, secondment, promotions, remuneration and other benefits, as well as leaves, missions, and referrals for retirement, in accordance with the laws and regulations in effect in this regard.
- Organise and document personal files, employee life cards, seniority tables, financial disclosure statements, and all matters related to employee affairs.
- Prepare and organise cadre records and provide the necessary information, data, and reports on employee affairs.
- Plan for the needs of the Secretariat in terms of the workforce through coordination with the competent departments.
- Monitor the conditions of those referred for retirement and propose ways to make use of their expertise.

- 6) The Judicial Bodies Affairs Division, which shall be responsible for the following:

- Tally and inspect the headquarters of judicial bodies, record the status thereof, and present reports thereon and on the extent to which judicial bodies require new headquarters.
- Tally the existing furniture in judicial bodies' headquarters. Prepare a technical report on the state thereof, and submit practical proposals on the headquarters' needs in terms of the furniture and supplies necessary for the workflow therein.
- Tally the judicial bodies' needs in terms of cameras and photocopiers, as well as the stationery needs thereof, and work to meet these needs.
- Prepare proposals related to developing and improving the conditions of the judicial bodies to ensure the successful flow of work therein.
- Monitor the Secretariat's demands for statistics, data, and information related to the affairs of said bodies.

7) The Administrative Oversight Division, which shall be responsible for the following:

- Coordinate with the competent departments and offices in the Secretariat to organise and oversee the arrival and departure of employees and prepare and review the necessary registers therefor.
- Prepare and organise a special register in the Secretariat headquarters and a register in each department and office outside of the Secretariat headquarters to record cases of exit and return to work during official working hours for anyone granted permission and authorised to be absent and the duration of the absence; prepare the forms that shall be submitted for this purpose by anyone authorised to exit to verify the legitimacy of his absence.
- Prepare daily shift schedules in the Secretariat, supervise and monitor the implementation thereof and report any negligence in this regard.
- Monitor performance rates in all departments and offices in the Secretariat and submit daily reports thereon.

8) The Archives and Administrative Affairs Division, which shall be responsible for the following:

- Receive incoming mail for the Secretariat, perform the mail activities issued thereby, and prepare the necessary correspondence therefor.
- Establish, arrange, and archive files related to the Secretariat's activities.
- Prepare indexes for the file guide.
- Maintain signature slips and certified stamps and certify the validity thereof.
- Perform the printing, copying, retrieval, and photographing activities necessary for all of the Secretariat's activities.

9) The Financial Affairs and Accounts Division, which shall be responsible for the following:

- Prepare draft budgets for the General People's Committee for Justice.
- Maintain the prescribed accounting records in accordance with the Financial System Law and the executive regulation thereof, as well as the relevant forms and documents.
- Issue financial compensation, payment orders and cheques, issue salaries and all other financial dues related to the credits of the General People's Committee for Justice.
- Prepare and transfer monthly and final accounts, and provide all competent bodies therewith.
- Collect all revenues that fall within the competency of the General People's Committee for Justice and monitor the renewal of letters of guarantee issued for the Secretariat.
- Supervise the execution of accounting systems to ensure the correctness of disbursement and revenue.
- Activities related to the social welfare fund for police officers. The matters of this fund shall be organised and the resources and methods of spending therefrom and rules and regulations

related thereto shall be determined by a decree issued by the Secretariat of the General People's Committee for Justice.

10) The Contracts and Procurement Division, which shall be responsible for the following:

- Announce the Secretariat of Justice's public tenders.
- Prepare the draft contracts necessary to fulfil the needs of the Secretariat through coordination with the competent bodies.
- Perform the activities of making the necessary procurement for the Secretariat.
- Perform the activities of obtaining imported goods from abroad for the Secretariat.
- Prepare information and data, and maintain the records, files, and other entries related to contracting and procurement.
- Other activities assigned thereto related to undertaking the activities of contracting and procurement.

11) The Works Division, which shall be responsible for the following:

- Prepare technical sketches, drawings, and specifications for the necessary projects for the Secretariat, oversee the execution thereof and take measures for the receipt thereof.
- Build and maintain the buildings assigned thereto.
- Organise and archive the documents and papers pertaining to buildings and projects, and prepare the information and statistics related thereto.

12) The Vehicles Division, which shall be responsible for the following:

- Study the Secretariat's needs in terms of vehicles and machinery, and draft the necessary plans to provide them.
- Receive vehicles and machinery, store, maintain, and disburse them, secure their storage, and disburse the necessary spare parts therefor.
- Monitor to ensure the proper usage of vehicles and machinery in the official purposes designated therefor, and prepare the reports necessary in that regard.
- Propose the procedures, rules, and regulations necessary to ensure the proper distribution of motor vehicles, the disbursement thereof and the disbursement of the spare parts therefor.
- Provide the fuel, oil, and petrol necessary for motor vehicles.
- Prepare driver's licences for police and public security vehicles.

13) The Supply and Storage Division, which shall be responsible for the following:

- Study the Secretariat's needs in terms of resources, equipment, and accessories, and draft the plans necessary for the provision thereof.
- Provide, store, and disburse all materials, equipment, and accessories and organise the maintenance of records, cards, and forms related thereto.

14) The Clubs and Shops Division, which shall be responsible for the following:

- Prepare the plans necessary in regards to clubs and shops and the development thereof.
- Perform the necessary procurement activities for shops, and store and distribute them in accordance with the decrees issued in this regard.
- Maintain and organise the registers, cards, forms, documents, books, and other records necessary to control the accounting system for clubs and shops.
- Prepare regular periodic reports in regards to the accounts of clubs and shops.

15) The Internal Monitoring and Account Auditing Division, which shall be responsible for the following:

- Activities related to auditing and monitoring all financial and accounting affairs related to the Secretariat, as well as its revenues and expenses, and ensure compliance with the texts of the State's Financial System Law, the amendments and executive regulations thereof, the Planning and Development Affairs Law, and the organising regulation of development accounts and the amendments thereof.

16) The Economic Planning and Monitoring Unit, which shall be responsible for the following:

- Undertake planning affairs for projects and activities included in the undistributed transformation plan, all affairs related to preparing a draft budget therefor, and procedures for implementing the projects and activities immediately upon the adoption of the State's general budget.

17) The Secretariat of Justice's Printing Office:

- The Printing Office shall be responsible for printing the Official Gazette and the annexes thereto, as well as the records, sheets, cards, forms, and other printing activities required by the activities of the Secretariat, the bodies subordinate thereto. It shall also be responsible for what the Secretariat agrees with other bodies to print for a consideration in accordance with the arrangement determined by virtue of a decree issued by the Secretary of the General People's Committee for Justice.

18) The Military Coordination Office:

- The Military Coordination Office shall be responsible for military coordination activities for all employees in the Secretariat and all bodies subordinate thereto or that it supervises, as well as employees in companies and public facilities subordinate to the Secretariat, and other competencies stipulated in General People's Committee Decree No. (366) of 1983.

Article (3)

The General Directorate for Training shall be composed of the following:

1) The Planning Division, which shall be responsible for the following:

- Conduct research and studies to increase job performance efficiency, create specialised technical and administrative professional cadres, develop individual skills and personal capabilities, and cultivate practical experience in coordination with the competent bodies in the Secretariat.
- Prepare theoretical and practical educational curricula in accordance with the training and qualification plans and participate in drafting the necessary plans and programs for training and vocational formation for employees of the sector.
- Prepare training and qualification plans to be adopted.
- Establish the programs necessary to prepare and form the educational and training cadres necessary to execute the plans, and supervise the execution thereof.
- Equip the necessary technical cadres to meet the sector's needs.
- Organise procedures for the annual marksmanship demonstrations of the police.
- Communicate and coordinate with other competent bodies to benefit from their programs in the field of training and vocational formation.

- Organise and participate in panels, lectures, and meetings related to the field of training and boosting efficiency.
- Provide programs, pamphlets, periodicals, and other publications related to training and the methods and requirements thereof.

2) The Follow-Up Division, which shall be responsible for the following:

- Supervise training and qualification organisations subordinate to the Department, which shall include police training centers and institutes, police science secondary schools, and police music units.
- Connect and coordinate with specialised organisations, institutions, and entities in the fields of training internally and externally, and strive to benefit from their programs to meet the needs of the sector.
- Propose developments to existing training and qualification organisations and create new ones.
- Deliver its opinion on candidates for enrolling in the training and qualification courses.
- Oversee the affairs of educational and training courses and delegations internally and externally, and prepare the necessary report in their regard.
- Establish and organise entries, and maintain records related to training and qualification.
- Prepare statistics and information pertaining to the fields of training and qualification, refer them to the Information and Documentation Centre.

3) The Police Sports Union, which shall be responsible for the following:

Spread Jamahiriya sports amongst police and local public security employees; prepare athletes, including players, trainers, administrators, and coaches; hold sports courses and meetings and participate internally and externally and coordinate with sports unions and competent bodies; supervise the branches thereof in the municipalities.

4) The Police Band, which shall be responsible for the following:

Prepare and qualify artists for police music ensembles; participate in other official events in which the participation thereof is requested; supervise the police music units in the municipalities and work on the artistic qualification thereof.

Article (4)

The Committee Affairs Office, which shall be responsible for the following:

- Organise the Secretary's meetings and communications.
- Gather the information and data requested by the Secretary.
- Prepare and review the correspondence issued by the Secretary in accordance with his instructions.
- Arrange for the meetings of the General People's Committee for Justice or the Secretary thereof, including preparing tables of activities and gathering any memoranda and information related to the items thereof in accordance with the instructions issued by the Secretary.
- Record and take down the minutes of meetings for the General People's Committee for Justice or the Secretary thereof, and notify the relevant entities of the contents of these minutes.
- Undertake archive affairs related to mail and information of a confidential or private nature.
- Record the decrees and publications issued by the General People's Committee for Justice or the Secretary thereof, number them and refer them for implementation while maintaining copies thereof.
- Carry out the necessary activities of printing, copying, and photographing for the activities of the Committee Affairs Office and any other tasks assigned thereto.

Article (5)

The Legal Affairs Office, which shall be responsible for the following:

- Prepare and review draft regulations and decrees that the General People's Committee for Justice is competent to issue.
- Deliver its opinion and provide counsel in legal and organisational matters brought before the Secretary or the Secretariat's two undersecretaries.
- Prepare and review draft laws and regulations related to the sector.
- Monitor cases filed by or against the Secretariat, in coordination with the Cases Authority.
- Prepare and review the contracts and agreements entered into by the Secretariat.
- Attend the meetings assigned thereto by the Secretary or either of the undersecretaries.

Article (6)

The Follow-Up Office, which shall be responsible for the following:

- Tally and collect Basic People's Congress resolutions and General People's Committee decrees that pertain to the judicial sector, follow-up on the execution thereof with the competent entities in the Secretariat as they are issued, prepare the necessary reports in their regard, and coordinate therein with the competent department in the General People's Committee.
- Follow up on the execution of decrees and instructions issued by the General People's Committee for Justice and provide periodic reports in their regard.
- Collect and summarise the minutes and decrees of the General People's Committees for Justice in the municipalities, submit them to the Secretary and follow up on the implementation of his remarks in their regard.
- Follow up on the execution of bilateral, regional, and international agreements in the justice sector through coordination with the competent bodies.
- Archive the reports of official delegations participating in international congresses and meetings, and follow up on the implementation of the procedures taken in their regard.
- Any other tasks assigned thereto.

Article (7)

The Public Relations Office, which shall be responsible for the following:

- Participate in making the necessary arrangements for the meetings, gatherings, and panels convened at the Secretariat level.
- Receive the complaints and grievances submitted by citizens and others, examine them and present them to the two undersecretaries according to their mandate, accompanied with the necessary remarks in particular and the execution of the instructions issued in their regard.
- Organise the Secretariat's inquiries and draft the regulations for the entry of visitors thereto and their exit therefrom.
- Organise the car parking lots belonging to the Secretariat.
- Perform all necessary activities for the reception, residence, and departure of delegations and visitors whose visits are related to the activity of the Secretariat.
- Undertake measures related to the travel and reception of delegates from the Secretariat in official missions domestically and abroad.
- Document the link between Secretariat employees and the bodies affiliated therewith between themselves, and work on providing methods of social and humanitarian service therefor.
- Undertake public relations activities between the Secretariat and the bodies associated therewith, and with other bodies domestically and abroad.

- Organise participation in exhibitions and festivals to showcase the Secretariat's role in the activities related thereto, and participate in reinvigorating national and religious holidays.
- Contribute to drafting public relations programs in the People's Committees for Justice in the municipalities and the training and qualification organisations affiliated with the Secretariat.
- Draft media plans to raise the public's awareness of the local public security philosophy in coordination with the competent department in the Secretariat, and oversee the execution thereof through multiple media outlets.
- Oversee what is presented or published by various media networks on matters related to the activities of the Secretariat, summarise them and present them in memoranda to the two undersecretaries by their mandate, and implement the instructions issued in their regard.
- Promote the activity of the Secretariat and the bodies affiliated therewith, and organise the holding of lectures, convene cultural seminars and meetings in the various fields of the Secretariat's activities in cooperation with the competent bodies in the Secretariat.
- Issue books, magazines, newspapers, and pamphlets, and prepare and present programs linked to the activity of the Secretariat in both visual and audio broadcasts.
- Provide the Secretariat's need in terms of books, references, pamphlets, magazines, newspapers, and other publications, as well as translation activities required by the Secretariat, and activities of photography and broadcasting and visual recording in the Secretariat.

Article (8)

The Judicial Body Inspection Department:

Shall undertake the execution of its competencies in accordance with the Judicial System Law issued by Law No. (51) of 1976 and the amendments thereof, and the inspection regulations issued pursuant thereto. It shall be composed of the following:

1) The Technical Inspection Division, which shall be responsible for the following:

- Inspect the activities of judicial body members in accordance with the laws in effect and the regulation on inspection of judicial bodies.
- Investigate complaints brought against judicial body members and propose methods of dealing therewith.
- Examine grievances and objections expressed by judicial body members.
- Maintain a confidential file for each judicial body member subject to inspection.
- Prepare judicial movements, including the proposal of appointments, transfers, and promotions, and deliver its opinion on delegation and secondment of judicial body members.
- Maintain records and entries related to the distribution of movement amongst judicial body members, and organise and prepare seniority records therefor.
- Propose the establishment of courts, prosecutions, and branches and offices of the Cases Authority and the Department of People's Legal Defence, and determine the jurisdiction of each one based on the studies and information provided by the competent bodies in this regard.
- Nominate candidates from judicial body members for training courses and judicial delegations in accordance with the plans determined by the competent bodies in the Secretariat.
- Other matters that the Secretary of the General People's Committee for Justice or Undersecretary for Judicial and Legal Affairs deems necessary to transfer for research or feedback thereon.

2) The Administrative and Clerical Inspection Division, which shall be responsible for the following:

- Inspect the administrative and clerical Secretariat of employees of the courts, prosecutions, and other judicial bodies in coordination with the competent bodies in the People's Committees for Justice in the municipalities, with the goal of achieving these employees' successful execution of their activities, their proper implementation of laws, regulations, and instructions, and the guidance thereof.
- Prepare periodic reports on the flow of administrative work in judicial bodies, propose solutions that ensure the development thereof in order to achieve success and raise the level of services.
- Monitor the integrity and consistency of work in the treasuries of courts and prosecutions, follow up on the movement of cash and deposits and guarantees therein, verify the implementation of the financial systems and rules in particular.
- Investigate the complaints brought against judicial body members that relate to their activities, perform the other administrative investigations assigned thereto.

3) The Studies and Statistics Division, which shall be responsible for the following:

- Prepare studies and research related to the development of judicial systems.
- Prepare and collect judicial statistics, and classify, tabulate, and analyse them.

4) Department Branches:

The Judicial Body Inspection Department shall have branches that shall be responsible for the Department's activities related to the inspection of the activities of judicial body members and the administrative and clerical inspection of the employees of these bodies, within the scope of jurisdiction of each Court of Appeals, and under the supervision of the Department president. Other branches of the Department may be established by virtue of a decree issued by the General People's Committee for Justice in accordance with the requirements of the public interest.

Article (9)

The Cases Authority:

Shall be responsible for exercising its competencies in accordance with Law No. (87) of 1971 on the Cases Authority. The organisation thereof and workflow therein shall be in accordance with the aforementioned law and the internal regulation of the Authority issued pursuant thereto.

Article (10)

The Department of People's Legal Defence:

Shall be responsible for exercising its competencies in accordance with Law No. (4) of 1981 on the establishment of the Department of People's Legal Defence. The organisation thereof and workflow therein shall be in accordance with the aforementioned law and the executive regulation thereof.

Article (11)

The General Law Department shall be composed of the following:

1) The Legal Opinion Division:

Shall be responsible for providing its legal opinion in matters referred to the Department from the Secretariats, People's Committees, public entities and organisations, and public facilities and companies, or those that contribute to the capital of these bodies, as well as in the case of a differing opinion on an interpretation or implementation of a legislative text.

2) The Legislation, Agreement, and Contract Review Division, which shall be responsible for the following:

- Write and review draft laws, regulations, and organisational decrees before they are issued.
- Review administration contracts, agreements, and treaties before they are entered into in accordance with the law.
- Propose the organisation of existing legislation and the amendment thereof so as to remove the shortcomings thereof that are revealed by practical implementation.
- Deliver its opinion in projects for peacefully settling disputes related to administrative contracts, or cancel them and withdraw work in accordance with the regulations issued in this regard.

3) The Technical Affairs division, which shall be responsible for the following:

- Supervise the issuance of the Official Gazette, tabulate it, and arrange the publishing of laws, regulations, decrees, and everything the laws and regulations stipulate shall be published thereby.
- Supervise the issuance of the annex to the Official Gazette pertaining to judicial sales.
- Extract the legal principles from the opinions that are issued by the Department as well as collect, tabulate, and publish them.

Article (12)

The General Directorate for Judicial Police shall be composed of the following:

1) The Execution Division, which shall be responsible for the following:

- Collect rulings, notices, service of process, and orders issued by courts and prosecutions and received by the Directorate, and tabulate and prepare the same in the form of statistics and monthly and yearly statements.
- Coordinate with the execution divisions in the branches whenever necessary to ensure the execution of judicial papers in an effective manner.
- Evaluate the performance level, inquire about negatives and shortcomings that may interfere with execution in the branches, and try to find the necessary solutions therefor.

2) The Reform and Rehabilitation Institution Affairs Office, which shall be responsible for the following:

- Tally needs in the field of reform and rehabilitation institutions, draft studies and information related to the descriptions thereof, determine the degrees thereof on the basis of these needs.
- Propose the equipment and tools and all accessories necessary for reform and rehabilitation institutions.
- Oversee the conditions of existing reform and rehabilitation institutions, submit periodic reports on the state thereof, and propose necessary solutions to eliminate the difficulties and problems existing therein in order to improve their efficiency and capacity to achieve their objective.
- Draft plans to provide social, cultural, and health care to inmates and to classify them, and work on achieving the philosophy of criminal punishment in Jamahiriyan society.
- Gather and archive information related to inmates, and classify it and submit any information requested in their regard from the content of that information.

- Monitor the enforcement of the laws and regulations in force within the institutions on inmates, and provide the necessary remarks and proposals in this regard.
 - Draft training curricula and programs to rehabilitate inmates and improve their skills in order to prepare them to be upstanding elements of Jamahiriyan society.
 - Monitor the employment of inmates during the duration of their serving of their sentences, submit the necessary recommendations to specify work camps to employ the inmates as well as the wages and remuneration they receive for the activities they perform.
 - Monitor inmate affairs after the completion of their sentences and their release in order to help them return to coexistence with society in a coherent way.
- 3) The Archives and Administrative Affairs Division, which shall be responsible for the following:
- Perform the activities of the Directorate's incoming and outgoing mail, other administrative archival activities, maintain the necessary administrative records and files therefor.
 - Perform the printing, copying, retrieval, and photographing activities necessary for all of the Directorate's activities.
 - Work on providing the Directorate's needs in terms of the supplies and accessories necessary for the conduct of work therein.
 - Provide means of transportation for judges and prosecution members upon their undertaking investigation and inspection.
 - Perform the necessary maintenance and inspection of vehicles, and provide the accessories therefor.
- 4) The Guards and Security Division, which shall be responsible for the following:
- Draft plans and regulations to ensure that the necessary guarding is provided for the headquarters of judicial and administrative bodies and the branches thereof.
 - Take the necessary procedures to provide security protection for members of judicial bodies.
 - Prepare the necessary plans to ensure the conduct of sessions and prevent anyone that would prejudice security and order inside the halls.
 - Organise entry and exit movement from the headquarters of judicial bodies to guarantee the maintenance of safety and order therein.
- 5) The Operations and Coordination Division, which shall be responsible for the following:
- Supervise weapons and ammunition storage and monitor the distribution and movement thereof.
 - Supervise wired and wireless communications and ensure that they are properly functioning as required.
 - Receive daily notices and the daily overview from the branches, supervise the movement of daily work after the completion of official working hours, and prepare a daily report thereof for the Director of the Directorate.
- 6) The Inspection and Follow-Up Division, which shall be responsible for the following:
- Periodic and spot administrative and technical inspection of the Directorate's divisions and branches to verify the proper flow of work therein.
 - Regulate administrative and technical violations, uncover shortcomings and submit periodic reports in their regard.

- Evaluate the performance level and propose suitable solutions for development and increase in the efficiency of employees in the Directorate, as well as in the divisions and branches thereof.
- Any other tasks assigned thereto.

7) Directorate branches:

Branches and offices in the municipalities shall be subordinate to the General Directorate for Judicial Police. The organisation and work methods thereof shall be specified by virtue of a decree issued by the General People's Committee for Justice on the basis of a proposal from the Director of the Directorate.

Article (13)

The General Department of Passports and Nationality shall be composed of the following:

1) The Administrative and Financial Affairs Division, which shall be responsible for:

- Perform the activities of incoming and outgoing mail and administrative archival activities, maintain the necessary records and files therefor, and perform customer service affairs activities in the Department, in coordination with the competent bodies in the Secretariat.
- Submit periodic reports every three months on the activities of the Department and the branches and divisions subordinate thereto, and perform public relations activities for the Department.
- Perform inquiries, guard the Department's headquarters, organise watch-keeping activities, organise and monitor the arrival and departure of employees in the Department, prepare the necessary registers therefor, identify violators and preserve general order inside the Department.
- Prepare training programs and courses for Department employees in coordination with the General Directorate for Training in the Secretariat.
- Maintain custody over travel documents and distribute them in accordance with work demands and conduct the Department's financial and accounting affairs.
- Perform communications affairs activities and provide maintenance to machinery in the General Department as well as the branches and divisions thereof and the bodies subordinate thereto, in coordination with the competent bodies in the Secretariat.
- Work on providing the Department's needs in terms of supplies, tools, accessories, and other services, as well as supply, storage, and vehicle affairs in the Department.

2) The Inspection and Follow-Up Division, which shall be responsible for the following:

- Perform the activities of investigating and collecting evidence against violators of provisions of the legislation organising Arab nationality, travel documents, identification cards, and the entry and residence of foreigners, and take the necessary measures to refer them to judicial bodies.
- Monitor the execution of rulings and decrees related to deportation, take the necessary measures therefor based on the law.
- Investigate foreigners and monitor their movements to verify the legitimacy of their residence, and implement legislation that is implemented by the Department in their regard.
- Receive requests from foreign countries in regards to residence and examine their transactions to verify the validity of their procedures, present them to the General Director and execute his instructions in their regard, archive and organise the necessary entries and records therefor.
- Periodic and spot administrative and technical inspection of the branches, divisions, and controls to verify the proper flow of work as required.

- Apprehend administrative and technical violations, uncover shortcomings and submit reports in their regard.
- Evaluate the performance level and propose suitable solutions for development and increase in the efficiency of employees.

3) The Information and Statistics Division, which shall be responsible for the following:

- Prepare a unified guide for travel documents through information cards, and review the information related to travel document requests coming from the branches and divisions to verify that there is no duplication in issuing more than one passport for a single citizen.
- Prepare a general guide for nationality entries.
- Prepare a unified guide for identification cards.
- Coordinate with the Department's branches and divisions and the Information and Documentation Centre in the Secretariat in regards to the documentation of information.
- Organise and archive the files pertaining to travel and nationality documents and identification cards, prepare the necessary registries therefor, classify the files and control the movement thereof.
- Supervise travel document and identification card archives in the branches and divisions, organise and archive files pertaining to residency, organise the necessary registries, arrange the files and control the movement thereof, and supervise residency archives in the branches and divisions.
- Organise and prepare a guide of the foreigners residing in the Great Jamahiriya.
- Prepare statistics related to travel and nationality documents and identification cards through the information collected from the competent offices, branches, and divisions, and classify, tabulate, and analyse them.
- Receive notifications on lost travel documents, identification cards, and nationality certificates from the branches and divisions, take circulation and follow-up measures and provide the necessary recommendations to treat the causes thereof.
- Prepare a monthly bulletin with the statistics related to travel documents, identification cards, and nationality certificates completed and lost, and present them to the General Director.

4) The Controls and Lists Division, which shall be responsible for the following:

- Oversee movement, entry, and exit through the prescribed crossings therefor.
- Provide direct technical supervision to passport controls at entry and exit crossings, receive notifications pertaining to entry and exit movement, and take the necessary procedures in their regard.
- Maintain lists and monitor their movement in accordance with the legislation in force.
- Any other activities assigned thereto by the General Director of the Department.

There shall be a passport control at each prescribed entry and exit crossing that shall be subordinate to the Department's Controls Affairs Division. Its jurisdiction shall be organised by virtue of a decree issued by the Director of the General Department of Passports and Nationality.

5) The Documents and Visas Division, which shall be responsible for the following:

- Prepare studies and submit proposals in regards to developing the principles for issuing travel documents, and organise the procedures of obtaining and renewing travel documents.

- Receive requests pertaining to the issuing of group passports and documents of a special and urgent nature, and undertake the activities of issuing travel documents in the consulate divisions subordinate to the People's Bureaus and Brotherhood Bureaus abroad.
 - Organise and archive the entries of documents issued thereby and transfer them to the Information and Statistics Division.
 - Issue sea and air passports.
 - Prepare studies and submit recommendations in regards to the principles for issuing identification cards, and organise the procedures of obtaining and renewing the same.
 - Receive notifications on the loss of identification cards, and notify the Information and Statistics Division thereof.
 - Tabulate and archive identification document entries and refer them to the Information and Statistics Division.
 - Prepare correspondence related to granting foreigners entry permits into the Great Jamahiriya for purposes designated in the law, and undertake the activities of issuing entry and transit visas for foreigners at consulate divisions and People's Bureaus abroad.
 - Respond to the inquiries of branches and divisions on the prescribed regulations for granting and renewing residency, and circulate the instructions issued by the competent bodies in regards to the conditions prescribed for the usage and granting of residency necessary on the basis thereof.
 - Grant residency to the categories for which special instructions are issued that are required by the General Department.
- 6) The Nationality Division, which shall be responsible for the following:
- Receive requests related to nationality affairs, classify and record them and undertake the necessary procedures in their regard.
 - Verify the conditions that must be met for the issuing of nationality certifications through proof or granting, and request that the information and documents related thereto be fulfilled.
 - Oversee and tally cases of the loss, revocation, or forfeiture of citizenship and present them in order for the necessary procedures to be taken in their regard.
 - Tabulate and archive nationality records and refer them to the Information and Statistics Division.
- 7) The Computer Division, which shall be responsible for the following:
- Draft a program for the digital documentation of information.
 - Receive information and data from the divisions and document it in accordance with the certified software.
 - Supervise computer units in the bodies subordinate to the Department, provide technical advice thereto, and prepare training programs on computer use for the Department's activities.
 - Study all documents, forms, and papers in effect in the Department, and submit recommendations for the development thereof that are consistent with the computer's uses, and coordinate with the Information and Documentation Centre in the Secretariat to serve the sector's unified program in the field of computers.
 - Contact and cooperate with public bodies in relation to the development of computer usage programs to obtain technical information and assistance in this field.

- Establish and manage workshops on the maintenance and development of machinery and tools used by the computer, and work on providing the necessary spare parts for maintenance.
- Work on establishing a specialised library in the field of computers and supplying it with the necessary books and resources.
- Any other tasks assigned thereto.

8) Branches:

Branches in the municipalities shall be subordinate to the General Department of Passports and Nationality. Other branches may be established by virtue of a decree issued by the General People's Committee for Justice on the basis of a proposal by the Director of the General Department of Passports and Nationality. The scope of the jurisdiction of these branches shall be determined by virtue of the aforementioned decree. The Department branches shall be subordinate to divisions in the branches of the municipality. The decree establishing them and defining their competencies shall be issued by the Director of the General Department of Passports and Nationality. The General Department of Passports and Nationality branches shall be responsible for the following:

- Receive transactions related to obtaining travel documents, identification cards, residence, exit, and return visas, and entry permits to be decided upon under the legislation and instructions organising such.
- Receive notifications of the accommodations and registration of foreigners, identify their places of residence in coordination with the competent bodies, and take the necessary action in this regard.
- Issue and renew travel documents and residency permits under the legislation in effect.
- Provide the competent divisions in the General Department with information and statistics in accordance with the rules and regulations in effect, and execute deportation orders in coordination with the Inspection and Follow-Up Division.
- Any other tasks assigned thereto by the General Director of the Department.

Article (14)

The General Directorate for Operations and Coordination shall be composed of the following:

1) The Central Rescue and Support Division, which shall be responsible for the following:

- Manage central rescue patrols, and maintain security and public order in the designated cases and locations assigned thereto.
- Support municipalities with equipped manpower when required by the security circumstances.
- Coordinate with the rescue divisions in the municipalities in relation to security programs in general.

2) The Anti-Infiltration Division, which shall be responsible for the following:

- Perform the functions of investigating and gathering information about infiltration, and propose practical solutions for the reduction thereof.
- Draft security programs in neighbouring areas and areas of a desert nature in the form of desert patrols to combat infiltration, and coordinate therein with the relevant bodies.
- Participate in the functions of investigating and collecting information required by anti-infiltration divisions in the municipalities.

- Tally and classify infiltrators, and gather them in the designated areas therefor in coordination with the anti-infiltration divisions in the municipalities.
 - Organise the lodging and deportation of infiltrators and take all measures related thereto.
- 3) The Communications Division, which shall be responsible for the following:
- Prepare the plans necessary to secure and develop police telecommunications and wireless communications means, and propose the devices, equipment, and spare parts needed to achieve such.
 - Conduct technical studies to introduce the most modern means to use the devices and tools.
 - Participate in drafting the necessary curricula for training and qualification in the field of communications.
 - Provide technical advice to the People's Committees for Justice in the municipalities and other security apparatuses in the field of communications.
 - Prepare a communications guide for the Secretariat and circulate it to the relevant bodies.
 - Perform the procedures of granting licenses related to the use of wireless devices, fax machines, and any other tools or equipment related to information transfer.
 - Work on providing the needs of the Secretariat and the bodies subordinate thereto in terms of communications systems and the various devices and accessories thereof, and store them and disburse them upon request.
 - Work on providing and storing the necessary spare parts for the communications devices used.
 - Organise and archive entries related to the devices and tools, and prepare monthly and yearly statistics pertaining thereto.
- 4) The Central Communications Room, which shall be responsible for the following:
- Provide communication and coordination between the Communications Room and the People's Committees for Justice in the municipalities and the various security agencies.
 - Receive and record notices in cases and serious incidents, as well as security information that must be urgently notified.
 - Receive continuous notices about the state of security daily within 24 hours.
 - Receive the daily overview of patrols and guards.
 - Receive urgent telegrams and correspondence that are transferred by means of fax after official working hours.
 - The Central Communications Room shall be organised internally by virtue of a decree issued by the Director of the General Directorate for Operations and Coordination.
- 5) The Police Aviation Division, which shall be responsible for the following:
- Perform aerial research and rescue activities.
 - Monitor and engage in the reconnaissance of beaches and neighbouring areas, and participate in combating smuggling and infiltration.
 - Monitor traffic management.
 - Train pilots and technicians, participate in preparing the curricula necessary for training in coordination with the competent department in the Secretariat.
 - Perform reconnaissance and aerial-visual security photography.
 - Provide aerial emergency and rescue services in cases of general and natural disasters.

- Archive the files of pilots and their assistants and monitor their fitness for flight.
- 6) The Coast Guard Division, which shall be responsible for the following:
- Perform maritime research and rescue activities.
 - Monitor beaches and regional waters, and control the crimes that may be committed therein.
 - Train the necessary personnel to command and manage naval boats.
 - Propose the necessary plans to protect the security of the coasts, and execute the implementation thereof after they have been adopted.
- 7) The Technical Affairs Division, which shall be responsible for the following:
- Establish and install communications systems, provide maintenance therefor and oversee the performance thereof.
 - Provide maintenance for short-term and long-term wireless communications devices.
 - Organise and coordinate communications between the various bodies subordinate to the General People's Committee for Justice, and between the People's Committees for Justice in the municipalities amongst themselves.
 - Establish and manage workshops and factories for the maintenance and development of machinery and equipment used by the Directorate, and provide, store, and distribute the necessary spare parts.
 - Perform the functions of maintaining and equipping the airplanes and boats used by the Directorate.
 - Provide maintenance for and equip the airstrips and air corridors used by the Directorate.
 - Provide maintenance for and equip the harbours used by Coast Guard boats.
 - Study offers pertaining to the machinery, equipment, airplanes, and boats for which the Directorate has a need, and analyse them from technical aspects before agreeing to purchase them.
 - Coordinate communication between the relevant bodies to organise police aviation activities, as well as the activities of coast guard boats.
 - Perform activities of aerial monitoring and wireless communication with police aviation and coastguard boats.

Article (15)

The General Directorate for Security Affairs shall be composed of:

- 1) The Public Security Affairs Division, which shall be responsible for the following:
- Propose the methods, means, regulations, and procedures for admitting and training people's security volunteers, and improving the efficiency of their professional performance.
 - Evaluate the needs of the operational programs for people's security, and collect information related to volunteers, departments, branches, and the people's security branches in the municipalities, and all installations and media.
 - Contribute to managing mobilisation and guidance programs to motivate citizens to join the people's security through coordination with the Relations Office and various media outlets.
 - Propose security plans related to preserving security and public order, and supervise the implementation thereof.

- Coordinate with the people's security units in the municipalities, reduce the technical and organisational challenges to the implementation of their duties, monitor the activities thereof, and prepare periodic reports in their regard.
- Prepare studies and plans and participate in implementing programs that facilitate the success of the practical applications of the people's security system through coordination with the People's Committees for Justice in the competent municipalities and departments.
- Monitor the activities of the people's security in the municipalities, prepare regular periodic reports in their regard, and propose solutions in coordination with the People's Committees for Justice in the municipalities.

2) The Criminal Investigation Division, which shall be responsible for the following:

- Perform the functions of investigation and evidence collection in serious and important criminal cases on the basis of assignments from the Secretary of the General People's Committee for Justice.
- Participate in the activities of investigation and evidence collection undertaken by the criminal investigation divisions in the municipalities on the basis of the request thereof.
- Tally and classify dangerous criminals, their tendencies and their criminal methods, monitor their activities in coordination with the criminal investigation divisions in the municipalities, and prepare a guide in their regard.
- Propose security plans related to prohibiting, preventing, and combatting crimes in coordination with the competent divisions in the municipalities.
- Work on developing devices, equipment, and tools used in the fields of crime prevention.
- Propose training and qualification plans for employees in the criminal investigation field, and transfer them to the competent body in the Secretariat.
- Review reports on important crimes and serious incidents, analyse the information thereof and extract the results in their regard.
- Receive monthly and yearly criminal statistics from criminal investigation divisions in the municipalities regularly, coordinate, tabulate, analyse the information thereof and conduct the necessary comparisons in their regard, and transfer them to the competent bodies.
- Prepare periodic reports on criminal trends on the basis of the outcomes of criminal studies and statistics, and oversee the monitoring of indicators and trends of criminal phenomena.
- Organise and develop methods for criminal registration.
- Receive daily notices on important crimes and serious incidents, and prepare regular periodic daily reports in their regard. The criminal investigation divisions in the municipalities shall undertake to provide this division with these notices on a regular and ongoing basis.
- Prepare and distribute crime bulletins related to the circulation of wanted, missing, and lost persons, and on missing and found funds.

3) The Criminal Evidence Division, which shall be responsible for the following:

- Receive fingerprints from all local people's security branches and criminal investigation divisions in the municipalities and other bodies, and record them in the designated registries.
- Classify fingerprints technically, archive them using the standard methods, and technically examine the fingerprints archived in the division.

- Classify and archive individual fingerprints for dangerous persons and criminal offenders that are provided by the criminal investigation divisions in the municipalities.
- Examine crime scenes, collect and submit fingerprints and footprints for correlation, and prepare technical reports with the results of examination and correlation.
- Perform the functions of fingerprint expertise before judicial bodies, and correlate fingerprints that are impugned for forgery and falsification.
- Open and prepare criminal files by virtue of the fingerprint cards received by the division, and prepare criminal directory cards.
- Receive judicial rulings in criminal cases and archive them in files.
- Issue criminal status certificates, and provide the competent bodies with the information requested thereby in regards to criminal status.
- Examine crime scenes at the request of the competent bodies, as well as forensic photography of crime scenes and of suspects.
- Provide technical expertise to People's Committees for Justice in the municipalities and other bodies at the request thereof in the field of making use of the uses of tracking dogs.
- Prepare plans and studies to make use of tracking dogs in security fields, and coordinate with the competent bodies in the Secretariat to train and qualify personnel employed in the field of its activity.
- Work on evaluating the uses of tracking dogs in the People's Committees for Justice in the municipalities.

Article (16)

The Anti-Narcotic Drugs and Psychotropic Substances General Directorate shall be composed of the following:

- 1) The Planning, Coordination and Information Division, which shall be responsible for the following:
 - Study criminal phenomena related to drugs and psychotropic substances to determine the various causes and effects thereof, and the methods of treating them and combating the spread thereof throughout society.
 - Propose general and detailed plans to combat drug and psychotropic substance crimes within the Great Jamahiriya.
 - Study bilateral, regional, and international agreements, as well as all legislation related to drugs and psychotropic substances, and propose ways of benefiting from the application and development thereof in a way that is consistent with the social, cultural, and scientific development of the society.
 - Take interest in cultural research and activities related to drugs and psychotropic substances, participate in local and international conferences and meetings in this field, and work on making use of the results thereof in order to improve efficiency and increase the awareness of workers in the Directorate.
 - Gather information to determine the sources of the production, manufacturing, and export of narcotic and psychotropic substances and the trafficking thereof, and gather information on the individuals, entities, and groups that smuggle drugs or psychotropic substances or those that are suspected thereof.

- Make use of the information available from international organisations, bodies, and institutions related to drugs and psychotropic substances and the sources and methods of trafficking the same.
- Take interest in collecting information related to addicts of drugs and psychotropic substances and dangerous criminals who have a record of smuggling or trafficking such substances, and record comprehensive information thereon and on the criminal tendencies and methods thereof.
- Deliver its opinion in regards to the issuing of licenses and permits related to the procurement or export of drugs and psychotropic substances, or the possession or trafficking thereof, and maintain records and files related thereto.
- Perform periodic and spot inspections on storage facilities and stores licensed to have in their possession or traffic drugs and psychotropic substances, and review their records and documents to verify their adherence to the restrictions and regulations prescribed in the Law on Drugs and Psychotropic Substances.
- Provide technical supervision over anti-drug and psychotropic substance crimes offices in the municipalities, coordinate efforts therewith and share urgent and confidential information to implement plans to combat the same.
- Draft awareness programs to expose the danger of the illegal use of narcotic and psychotropic substances in cooperation and coordination with the Public Relations Office and other relevant bodies.

2) The Investigation and Oversight Division, which shall be responsible for the following:

- Track and monitor criminal activity in the field of drugs and psychotropic substances, collect information on the movements and communications of criminals, and the locations of their criminal activity.
- Work on formulating documented sources of information pertaining to drug and psychotropic substance crimes, organise communication therewith and identify the information required therefrom.
- Encourage citizens to come forward with their information on drug and psychotropic substance crimes and the perpetrators thereof, and make use of all public and private sources in gathering information that is beneficial in uncovering crimes and the perpetrators thereof.
- Receive reports on criminal and suspected facts in the field of drug and psychotropic substance crimes, find sufficient evidence and clues that assist in the uncovering of the crime and the perpetrators thereof and in attributing the same thereto.
- Take the necessary measures to draft evidence collection reports that guarantee that evidence and clues are not lost and that their value as evidence is not squandered.
- Receive the properties seized in drug and psychotropic substance crimes, and transfer them to the competent bodies to be examined and analysed and for technical reports to be prepared thereon.
- Examine the scenes of drug and psychotropic crimes to examine and move the traces indicating the crime at the request of the competent bodies.
- Plan checkpoints to stop crimes in cases of *in flagrante delicto*, and execute the seizure plans in cooperation with the intelligence officers and leaders affiliated with the Division.
- Execute public prosecution instructions in regards to the requirement of reports and evidence collection.

3) The Security Division, which shall be responsible for the following:

- Guarantee the guarding of the Anti-Narcotic Drugs and Psychotropic Substances General Directorate headquarters and the divisions thereof.
 - Provide the maintenance and guarding of the seized narcotic and psychotropic substances until the disposal thereof in accordance with the law.
 - Organise sentry duty and entry and exit into and from the Directorate's headquarters and the divisions thereof.
 - Organise the storage and distribution of weapons and ammunition used by Directorate employees.
 - Guarantee the needs of detention centers in terms of the facilities, accessories, and specifications required to secure detention therein, guard arrests and ensure that detainees are unable to make external contact without the permission of the competent body.
 - Inspect arrestees and guarantee that dangerous objects are not in their possession during the duration of their time under arrest, organise the status registry in the Arrest Division, and verify the date and time of the detainee's entry and exit and the body that ordered his arrest or transfer to the body responsible for the investigation or release thereof.
- 4) The Technical Affairs Division, which shall be responsible for the following:
- Work on providing the Directorate's needs in terms of various supplies, equipment, and means.
 - Perform the functions of communications affairs and maintenance of devices in the Directorate and divisions subordinate thereto in coordination with the competent bodies in the Secretariat.
 - The supply, storage, and vehicle affairs of the Directorate.

Article (17)

The General Directorate of Civil Defence shall be composed of the following:

- 1) The Planning and Follow-Up Division, which shall be responsible for the following:
- Prepare civil defence projects and plans in times of peace and war, in cooperation and coordination with the competent divisions, units, and bodies, in preparation for their adoption.
 - Conduct the necessary studies and research to develop and improve the means and uses of civil defence.
 - Provide the Directorate's divisions and units with information on the nature and type of functions related to the development of means, and the results of the studies and research conducted in their regard.
 - Plan for needs in terms of the necessary media, supplies, tasks, equipment, and human elements for the various specialisations and tasks of civil defence.
 - Analyse technical information related to the latest incidents in the field of civil defence through statistics received from the Follow-Up Division, and propose civil prevention methods on the basis thereof.
 - Archive and collect international and local resources, books, studies, and publications in the field of civil defence.
 - Monitor the execution of civil defence plans and projects, evaluate the existing work systems and uncover the shortcomings thereof and difficulties faced in execution, and submit the necessary proposals for development and treatment.

- Perform field oversight activities and provide technical counsel in work locations, and perform the necessary experiments and tests to verify the efficiency of civil defence arrangements, in cooperation with the Operations Division.
- Prepare the necessary statistics for the different civil defence activities in cooperation with the various divisions in the Directorate, and extract results therefrom.
- Provide the documentation, information, and statistics apparatuses inside and outside of the Secretariat with the information and statistics related to civil defence.

2) The Technical Affairs Division, which shall be responsible for the following:

- Draft the necessary projects and plans to organise the means of extinguishing and preventing fires.
- Draft the systems and operations for extinguishment and rescue, provide the necessary technical assistance in this field to improve capacities in the field of firefighting and rescue.
- Tally and classify the available equipment and means of extinguishment and rescue, determine methods for the distribution thereof, and plan the centralisation thereof.
- Provide technical supervision of firefighting facilities in the municipalities, provide technical assistance and advice thereto, prepare reports on the conditions thereof, travel during serious fire incidents and provide technical reports thereon.
- Prepare statistics connected to the activities thereof and provide the relevant bodies therewith.
- Organise operations for detecting bombs during time of peace and war that have not exploded during air raids or war operations, and take the necessary procedures to remove them in cooperation with the competent bodies.
- Provide technical advice to secure and defend facilities and means of transport and communication from the dangers of bombs, explosives, fireworks, and the equivalents thereof.
- Prepare and oversee engineering projects related to civil defence, and projects to build public bomb shelters, monitor the execution thereof, and draft instructions pertaining thereto.
- Organise the necessary procedures to secure the transport, storage, and use of bombs, explosives, fireworks, and the like.
- Propose preventative instructions and arrangements to protect important facilities and utilities against the dangers of air raids, acts of war, and general and natural disasters.
- Supervise the formation of rescue teams, removal of debris, and maintenance of the Directorate's facilities and units.
- Prepare medical projects connected to the functions of civil defence, and supervise the civil defence's emergency centers.
- Organise and coordinate the use of the services of hospitals, rescue centers, the Red Crescent Society, pharmacies, medical storage facilities, and blood banks for the purposes of civil defence.
- Establish and manage the necessary workshops and factories for the management thereof, develop the tools and modes of civil defence, and direct the use of tools and modes of civil defence in general.
- Perform periodic inspection of civil defence divisions and units in the municipalities to verify the maintenance and validity of use of the technical tools and equipment.

3) The Operations Division, which shall be responsible for the following:

- Establish and monitor the main specialised room for civil defence operations, prepare and organise a specialised operations room in the municipalities, and coordinate work between them and the main room.
- Tally vital strategic objectives and determine priorities in the execution of civil defence plans during times of peace and war.
- Draft civil defence work plans to be put into effect in cases in which they must be implemented, specify mobilization areas and organise the means thereof in coordination with the competent bodies, and study and organise the methods and types of lighting restrictions.
- Organise communication with the competent bodies, whether military or civilian, to coordinate civil defence operations, and prepare and organise evacuation and aid plans in the event of war or general or natural disasters.
- Prepare projects for the formation of volunteer teams, prepare and organise urgent civilian land formations, select their assembly points and monitor the operation and direction thereof in accordance with the instructions organising the same.
- Prepare, organise, and distribute maritime rescue teams and monitor the operation and direction thereof in accordance with the instructions organising the same.
- Become familiar with the available local capabilities in everything related to civil defence activities regardless of the entity to which they are subordinate, tally them and draft plans to make use of them, organise and coordinate the aid exchanged between them in cases of public mobilisation.
- Establish stationary and mobile stations, outposts, and teams to detect nuclear radiation and environmental pollution in accordance with the international agreements in effect in this regard.

4) The Storage Division, which shall be responsible for the following:

- Evaluate the required needs in terms of tools and tasks for the various functions of civil defence, and work on the provision and storage thereof.
- Guarantee the presence of a strategic reserve in terms of all required supplies and accessories for civil defence activities during times of peace and war.
- Perform the functions of storing tools and emergency equipment, and oversee the maintenance thereof in coordination with the Technical Affairs Division in order to guarantee the preservation thereof in the event that they are suitable for immediate use.
- Maintain custody over materials stored under the laws and regulations in effect.
- Take the procedures for disbursing stored supplies that are of limited validity, or that are liable to spoilage if stored for a long duration, to the bodies that use such supplies and items. They shall be replaced with new items pursuant to the regulations.
- Retain the statistical information for inventory statements of the stored supplies and items, and provide the Planning and Follow-Up Division therewith.

5) The Guidance and Mobilisation Affairs Division, which shall be responsible for the following:

- Disseminate the rules, means, and objectives of civil defence amongst the citizens in general, and specifically amongst employees.
- Draft educational and guiding programs to raise awareness and provide general direction for citizens to properly behave in facing the risks of fires, pollution, nuclear radiation, and acts of war, and guide them on how to take advantage of public bomb shelters and use available means during times of peace and war.

- Organise the process of receiving inquiries in the Directorate, guide citizens and reply to their enquiries.
- Prepare booklets and publications relevant to the procedures of civil defence, in cooperation with the Public Relations Office in the Secretariat.

Article (18)

The General Directorate for Traffic Affairs shall be composed of the following:

1) The Planning and Statistics Division, which shall be responsible for the following:

- Propose the necessary plans to execute traffic systems and rules on public roads in accordance with the stipulations of the laws and regulations in a unified way in all municipalities.
- Collect information, statistics, and data related to the various elements of traffic security in terms of human capacities, modes, tools, and means, evaluate performance, and guarantee the optimal usage thereof.
- Propose the necessary plans to increase the efficiency of employees in the traffic field and train them in coordination with the relevant bodies.
- Collect information, statistics, and data related to driver's licenses, motor vehicles, incidents, traffic misdemeanours and violations, then tabulate, classify, analyse, and inquire about the trends thereof, and make this information available for the purposes of planning and research in cooperation with the competent divisions in the municipalities.
- Issue guiding and organisational booklets, pamphlets, and publications related to traffic and responsible for spreading traffic awareness.
- Participate in local and international conferences and panels related to traffic.
- Work on spreading traffic awareness and general safety rules in the use of roads and vehicles, in cooperation with the Public Relations Office in the Secretariat.

2) The Traffic Engineering Division, which shall be responsible for the following:

- Plan in the field of traffic engineering, focus on planning roads in general and within cities specifically.
- Study the distribution of directional and international traffic signs, in coordination with the traffic divisions in the municipalities and the other relevant bodies.
- Submit proposals related to the development of devices and equipment related to traffic and the methods of using them, as well as those related to the planning of roads, squares, traffic lights, and guiding and international signs.
- Oversee research and developments in traffic systems, control traffic movement and the legislation related thereto, benefit therefrom in developing the systems in effect.
- Participate in local and international conferences and panels that have a scientific aspect to them related to the planning of roads and traffic engineering.

3) The Licence Division, which shall be responsible for the following:

- Organise the procedures of motor vehicles, driver's licenses, circulation permits, and motor vehicle signs, and unify the procedures in force for extracting, renewing, and revoking these licenses, including preparing the general designs thereof and the unified forms used in this regard.

- Study and review technical standards for the validity of motor vehicles and develop them in a way that ensures general safety.
- Collect information and data on repair workshops, vehicle factories, and the measures for the scrapping and disposal thereof in coordination with the traffic divisions in the municipalities.
- Monitor metal sign factories for motor vehicles, verify that they conform with the prescribed specifications and conditions for manufacturing.

4) The Follow-Up and Inspection Division, which shall be responsible for the following:

- Manage central traffic patrols on highways and coastal roads outside of city limits ensure communication therewith and oversee the state of the traffic security thereof.
- Inspect the state of highways and coastal roads, as well as those that connect cities, maintain the traffic lights and signs thereof and oversee repair of any damages that may occur therein through coordination with the relevant bodies.
- Study work problems and the reasons therefor, expose shortcomings, provide recommendations for the treatment thereof, evaluate the performance and efficiency of employees in the traffic and licensing agencies, and provide recommendations to improve their level in this regard.
- Coordinate work between the traffic divisions in the municipalities in cases that require such.

Article (19)

The Arab and International Criminal Police Department, which shall be responsible for the following:

- Collect and exchange information and publications with the Arab and International Criminal Police Organisation (INTERPOL) on international criminal gangs and dangerous criminals.
- Organise communication and coordinate cooperation with the International Police offices in other countries to stop and combat crimes that are committed on an international scale.
- Contact the competent agencies to organise the procedures of receiving and extraditing criminals in accordance with bilateral, regional, and international laws and agreements.
- Monitor the execution of agreements of cooperation in the field of extraditing criminals and convicts, and submit remarks and suggestions in this regard.
- Participate in Arab and international conferences and meetings related to combatting crime, and prepare information and studies therefor.
- Perform the functions of investigation and evidence collection related to wanted persons, and apprehend them for justice by the Arab and International Criminal Police Department.
- Create and archive files, cards, records, and other entries pertaining to international criminals.
- Provide the General Secretariat of the Arab Interior Ministers Council and the specialised offices thereof with anything it requires within its specialisation, in terms of information, data, statistics, and documents.
- Distribute the publications of the General Secretariat of the Arab Interior Ministers Council, in terms of studies, publications, and statistics to the relevant bodies.
- Coordinate cooperation with the liaison branches in Arab Criminal Police offices in fellow Arab countries.

Article (20)

The General Directorate for the Protection of Morals and Tourism Facilities:

Shall be responsible for providing the necessary protection for tourists, protecting and securing tourism facilities and archaeological valuables, protecting public morals in public shops, cafes, restaurants, display houses, hotels, and other public spaces or those allocated for public access, and applying the legislation in force in this field. The Directorate shall also accompany group tourism caravans inside the Great Jamahiriya, work to ensure the necessary protection therefor, and receive and adjudicate notifications and complaints related to crimes of public morals in accordance with the legislation in form.

The General Directorate for the Protection of Morals and Tourism Facilities shall have offices in the municipalities. The organisation, affiliation, work and supervision methods thereof shall be determined by virtue of a decree issued by the General People's Committee for Justice.

Article (21)

The internal organisation of the bodies subordinate to the General People's Committee for Justice stipulated in Article (1), Clause (2) of this decree shall be determined by virtue of special decrees issued by the General People's Committee for Justice on the basis of a proposal from the presidents or directors thereof. It shall not violate the provisions of the laws or decrees of the establishment thereof and General People's Committee Decree No. (1160) of 1990 on the reorganisation of the Secretariat of Justice and the provisions of this decree.

Article (22)

The internal organisation of the General Directorate for the Protection of Morals and Tourism Facilities stipulated in Article (20) of this decree shall be determined by virtue of a decree issued by the General People's Committee for Justice on the basis of a proposal from the Director of the Directorate.

Article (23)

The directors of the departments shall issue the necessary instructions to organise the flow of work in the departments, divisions, branches and offices subordinate thereto provided that they do not contradict the provisions of this decree.

Article (24)

General People's Committee for Justice Decree No. (360) of 1991 on the internal organisation of the Secretariat of Justice shall be repealed. Any provision contrary to the provisions of this decree shall also be repealed.

Article (25)

This decree shall enter into effect from its date of issuance and shall be published in the Official Gazette.

General People's Committee for Justice – Libya

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