

## **EXECUTIVE ORDER NO. 266**

### *Organizing the Ministry of State - Executive Branch of the Government of the Republic of Palau*

**WHEREAS**, Sections 2 and 5 of Article VIII of the Constitution of the Republic of Palau and 2 PNC §103 provide for a Presidential Cabinet consisting of the Vice President and the Ministers who are appointed by the President with advice and consent of the Senate of the Olbiil Era Kelulau; and

**WHEREAS**, Section 7 of Article VIII of the Palau Constitution grants the President all the inherent powers and duties of a national chief executive, including, but not limited to enforcing the law of the land; and

**WHEREAS**, 2 PNC § 102 establishes eight Ministries within the Executive Branch of the Government of the Republic of Palau; and

**WHEREAS**, 2 PNC § 109 directs the President to provide for the subdivisions of the Ministries and to prescribe their duties, responsibilities and functions by Executive Orders; and

**WHEREAS**, 2 PNC § 110 empowers the President by Executive Orders to establish offices and agencies within the Executive Branch and to prescribe their duties, responsibilities and functions so as to assist the President, the Vice President and the Ministers in the performance of their duties, responsibilities and functions; and

**WHEREAS**, a series of Executive Orders have organized the Executive Branch of the Government of the Republic of Palau since the establishment of the Constitutional Government of the Republic of Palau on January 1, 1981, most recently Executive Order No. 203 and its addendums; and

**WHEREAS**, in order to provide clarity and to ensure efficiency and the effective delivery and execution of government services, the President has determined that the Ministry of State within the Executive Branch of the Government of the Republic of Palau must be reorganized;

**NOW, THEREFORE**, by virtue of the authority vested in the President by Article VIII of the Constitution of the Republic of Palau and the aforementioned laws, the President orders that Executive Order No. 203, and all addendums thereto, as such apply to the Ministry of State, are hereby repealed and replaced by this Executive Order--all other Executive Orders and Presidential or Administrative Directives organizing the Ministry of State within the Executive Branch of the National Government of the Republic of Palau being amended or repealed to the extent that such are specifically or by necessary implication amended or repealed hereby--and hereby organizes the Ministry of State within the Executive Branch of the National Government of the Republic of Palau as follows:

### **PART I. MINISTRY OF STATE**

The Ministry of State shall be headed by a Minister. The Ministry shall be responsible for national defense, treaty matters, relations between the national and state governments and relations with other nations, the United Nations, other international organizations, for related matters, and for the Office of the Public Defender.

The Minister shall coordinate the activities of the Ministry with appropriate authorities, boards, commissions and public corporations. The Minister shall be responsible for the performance of the duties and functions of the following offices, bureaus and divisions.

Section 1. Embassies, Ambassadors, Missions and Consulates. The Embassies of Palau, as established by Executive Order No. 141 and its various addendums, the Palau Permanent Mission to the United Nations, and all Ambassadors representing the Republic of Palau shall be under the direction of the Minister of State, shall be responsible to the President through the Minister of State, and shall represent the people and the Government of the Republic of Palau on a full-time basis before their respective foreign governments, the United Nations, and other organizations, both private or public, on matters pertaining to the Republic of Palau, actively and fully advocating all programs and policies of the Government of the Republic of Palau as directed. Palau Consulate Offices shall have the powers, duties and responsibilities as set forth in Executive Order No. 141 and its various addendums. All Consulate Offices located in the United States shall report to and be under the supervision of the Washington D.C. Embassy. All other Consulate Offices shall report to and be under the supervision of the Minister of State.

The Embassies of the Republic of Palau and the Palau Permanent Mission to the United Nations, are located as follows:

- Palau United States Embassy, Washington D.C., United States of America;
- Palau Permanent Mission to the United Nations, New York City, New York, United States of America;
- Palau Japan Embassy, Tokyo, Japan;
- Palau Taiwan Embassy, Taipei, Republic of China; and
- Palau Philippine Embassy, Martha, Philippines.

Subject to appropriations, the Consulates of the Republic of Palau are located as follows:

- Guam, United States of America; and
- Saipan, the Commonwealth of the Northern Mariana Islands.

Section 2. Office of the Public Defender. The Office of the Public Defender shall be headed by a Public Defender. The Office shall represent indigent individuals in all criminal matters as required by law. The Office shall represent indigents in civil matters, as directed by and under criteria established by the Minister of State, where deemed appropriate and where sufficient funding is available.

Section 3. The Bureau of Asian and Pacific Affairs. The Bureau of Asian and Pacific Affairs shall be headed by a Director. The Bureau shall be responsible for the conduct of affairs between the Republic and foreign governments and all international and regional organizations within the Asia-Pacific Region, including but not limited to, maintaining and protecting diplomatic relations with foreign countries, coordinating and facilitating out-of-country meetings and conferences and providing government protocol to visiting dignitaries from the Asia-Pacific region. The Bureau shall, through the Minister of State, coordinate its efforts with the Office of the President, appropriate ministries and agencies and the other bureaus within the Ministry of State.

- A. Division of Asia. The Division of Asia shall be headed by a Chief. The Division shall be responsible for monitoring the activities of the various Asian countries with the Republic, for monitoring the activities of the Palau Embassies located in Japan, the Republic of China, and the Philippines, for periodically reporting all such activities to the Minister of State, and for communications between the Ministry of State, said countries, and said Embassies.
- B. Division of the Pacific Region. The Division of the Pacific Region shall be headed by a Chief. The Division shall be responsible for monitoring the activities of all Pacific region organizations with the Republic, for periodically reporting said activities to the Minister of State, and for communications between the Ministry of State and said organizations.

Section 4. The Bureau of the United Nations and American Affairs. The Bureau of the United Nations and American Affairs shall be headed by a Director. The Bureau shall be responsible for the conduct of affairs between the Republic and the United Nations, foreign governments, and all international and regional organizations within the Americas, including but not limited to maintaining and protecting diplomatic relations with foreign countries, coordinating and facilitating out-of-country meetings and conferences and providing government protocol to visiting dignitaries from the United Nations and the Americas. The Bureau shall, through the Minister of State, coordinate its efforts with the Office of the President, appropriate ministries and agencies and the other bureaus within the Ministry of State.

- A. Division of North, Central, and South America, and the Caribbean. The Division of North, Central, and South America, and the Caribbean shall be headed by a Chief. The Division shall be responsible for monitoring the activities of the various countries from the North, Central, and South American, and the Caribbean regions with the Republic, for monitoring the activities of the Palau Embassy located in Washington D.C., for monitoring the activities of the Consulate Offices located in Guam and Saipan, for periodically reporting all such activities to the Minister of State, and for communications between the Ministry of State, said countries, and said Embassy and Consulate Offices.
- B. Division of the United Nations and International Organizations. The Division of the United Nations and International Organizations shall be headed by a Chief. The Division shall be responsible for monitoring the activities of the Palau Permanent Mission to the United Nations, for monitoring the activities of all international organizations other than the Pacific region organizations, for periodically reporting all such activities to the Minister of State, and for communications between the Ministry of State, and said Mission and international organizations.

Section 5. The Bureau of European, Middle East and African Affairs. The Bureau of European, Middle East and African Affairs shall be headed by a Director. The Bureau shall be responsible for the conduct of affairs between the Republic and foreign governments and all international and regional organizations within the European, Middle East and African regions, including but not limited to maintaining and protecting diplomatic relations with foreign countries, coordinating and facilitating out-of-country meetings and conferences and providing government protocol to visiting dignitaries from the European, Middle East and African regions. The Bureau shall, through the Minister of State, coordinate its efforts with the Office of the President, appropriate ministries and agencies, and the other bureaus within the Ministry of State.

- A. Division of European Union and Russia. The Division of European Union and Russia shall be headed by a Chief. The Division shall be responsible for monitoring the activities of the member states of the European Union and Russia with the Republic, for periodically reporting all such activities to the Minister of State, and for communications between the Ministry of State and said member states of the European Union and Russia.
- B. Division of Middle East, African, and Other States. The Division of Middle East, African, and other States shall be headed by a Chief. The Division shall be responsible for monitoring the activities of all Middle East, African, and other States with the Republic, for periodically reporting all such activities to the Minister of State, and for communications between the Ministry of State and said countries.

Section 6. Bureau of International Trade and Technical Assistance. The Bureau of International Trade and Technical Assistance shall be headed by a Director. The Bureau shall be responsible for conducting and coordinating international trade negotiations, and for researching and identifying the availability of financial grant, aid and technical assistance from foreign governments and all international and regional organizations for the benefit of the Republic of Palau, including but not limited to, providing assistance to national and state government agencies in the procurement of financial grant, aid and technical assistance. The Bureau shall, through the Minister of State, coordinate its efforts with the Office of the President, appropriate ministries and agencies, and the other bureaus within the Ministry of State.

- A. Division of International Trade and Commerce. The Division of International Trade and Commerce shall be headed by a Chief. The Division shall be responsible for all activities assigned by the Director.
- B. Division of Technical Assistance and Grants. The Division of Technical Assistance and Grants shall be headed by a Chief. The Division shall be responsible for all activities assigned by the Director.

Section 7. Bureau of Domestic Affairs. The Bureau of Domestic Affairs shall be headed by a Director. The Bureau shall be responsible for national and state relations; providing, upon request, assistance to the Election Commission in conducting national and state elections, plebiscites, and referenda; coordinating liaison activities between the Executive Branch with the Olbiil Era Kelulau; archiving all government rules, laws, procedures, regulations and other public documents for the national government, state governments and the private sector; issuing passports; and raising public awareness through the dissemination of all government activities and issues through various media outlets. The Bureau shall, through the Minister of State, coordinate its efforts with the Office of the President, appropriate ministries and agencies, and the other bureaus within the Ministry of State.

- A. Division of States. The Division of States shall be headed by a Chief. The Division shall be responsible for maintaining liaison services between the national and state governments and for all other activities assigned by the Director.

- B. Division of Publication and Law Access. The Division of Publication and Law Access shall be headed by a Chief. The Division shall be responsible for the compilation and publication of all laws enacted and for all other activities assigned by the Director.
- C. Division of Media. The Division of Media shall be headed by a Chief. The Division shall be responsible for the operation and maintenance of government-owned public media, dissemination of information, and for all activities assigned by the Director.
- D. Division of Passport. The Division of Passport shall be headed by a Chief. The Division shall regulate the issuance, security, and procurement of Republic of Palau passports and provide support services to citizens of Palau in obtaining foreign entry requirements and other needs while traveling abroad with a Republic of Palau Passport.

**PART II. EFFECTIVE DATE.**

This Executive Order shall take effect immediately and shall remain in force and effect until amended or repealed.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed my official seal this 19<sup>th</sup> day of August, 2009.

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Johnson Toribiong  
President  
Republic of Palau