

FEDERAL FISHERIES AGENCY

ORDER # 233

6 October 2008

Moscow

Allocation of responsibilities among the Deputy Heads of the Federal Fisheries Agency

In performance of the following Orders of the Government of the Russian Federation: Order #30 of 19 January 2005, "Standard Procedures for Interaction between Federal Executive Agencies"; Order #452 of 28 July 2005, "Standard Models for Internal Organization of the Federal Executive Agencies"; and in accordance with Point 10.1 of the Regulations on the Federal Fisheries Agency, approved by Order #444 of the Government of the Russian Federation dated 11 June 2008, "The Federal Fisheries Agency",

I HEREBY ORDER the following:

1. The responsibilities of the Deputies to the Head of the Federal Fisheries Agency shall be allocated in accordance with the procedures indicated in the Appendix to the present Order.
2. The attached list of allocated duties shall guide the employees of the central government apparatus, the territorial offices, the Agency's representative offices abroad, and subordinate organizations in the performance of their professional activities.
3. The organizational measures necessary to ensure execution of the present Order are to be carried out by the Deputy Agency Head for the Administrative Department (S.A. Smityushenko).
4. I shall exercise control over the execution of the present order.

Agency Head A.A. Krayniy

Approved by Rosrybolovstva Order #233 of 6 October 2008

ALLOCATION OF RESPONSIBILITIES AMONG THE DEPUTY HEADS OF THE FEDERAL FISHERIES AGENCY

1. GENERAL PROVISIONS:

The Deputy Heads of the Federal Fisheries Agency (hereinafter, the Agency) shall have the following rights and responsibilities within the Agency's assigned areas of activity, as well as in pursuing the goals and functions of the subdivisions they supervise:

- provide mutual cooperation (including through correspondence) with the agencies of government and the agencies of local self-government, citizens and organizations, as well as subdivisions of the Apparatus of the Government of the Russian Federation and the Administration of the President of the Russian Federation;
- coordinate and maintain control over the work of the subdivisions they supervise, issue orders to their heads;
- provide mutual cooperation (including by issuing orders) with the Agency's territorial offices, with the Agency's representatives and representative offices abroad, as well as subordinate organizations;
- conduct meetings between the representatives of government agencies, agencies of local self-government and organizations, and the employees of the Agency's subdivisions;
- review messages, documents and materials that have been received by the Agency
- coordinate draft legislation initiated by the President of the Russian Federation, by the Government of the Russian Federation or federal executive agencies concerning issues within the spheres of activity of the subdivisions they supervise, and sign Agency opinions on them in cases prescribed by the laws of the Russian Federation;
- review and formalize draft legal acts initiated by the Agency and other documents presented for the Agency Head's signature;
- engage scientific and other organizations, scientists and specialists in order to study the issues under consideration;
- introduce proposals and coordinate plans for pursuing scientific research and experimental design work for the Agency's needs;
- create coordination and consultation offices in the Agency, using the employees they supervise and others under mutual coordination and management;
- request and obtain information from government agencies, non-governmental and foreign institutions and the Agency's subdivisions;
- arrange for the subdivisions they supervise to pursue measures aimed at providing normative legal support for the Agency's activities, and present drafts of the Agency's respective legal acts to the Agency Head;
- coordinate the work of the subdivisions they supervise in preparing proposals for the draft operational plan and predicting the behavior of indicators of Agency activity;
- coordinate and maintain control over the organization of work in rendering government services by the subdivisions they supervise in their assigned spheres of activity;
- coordinate and maintain control over the management of State property in the spheres of activity assigned to the subdivisions they supervise.
- coordinate and maintain control over work in the subdivisions they supervise in protecting State Secrets, organize judicial proceedings according to established procedures, ensure the security of documents that have been created in the process of conducting activity and official documents, ensure the timely and precise execution of orders issued by the President of the Russian Federation, the Government of the Russian Federation or the Agency Head;
- make decisions on matters that fall under the purvey of the subdivisions they supervise, to include signing government contracts under power of attorney on the Agency's behalf and legal acts confirming acceptance of work performed during execution of signed contracts;
- conduct citizen audiences in accordance with the schedule approved by the Agency Head, ensure timely and complete review of written and oral citizen petitions, make decisions on them and send responses to the petitioners;
- mutual cooperation with the agencies of foreign governments and international organizations within the assigned area of activity;
- exercise other powers in performance of legal acts and orders from the President of the Russian Federation, the Government of the Russian Federation or the Agency Head .

2. DEPUTY AGENCY HEADS BEAR PERSONAL RESPONSIBILITY FOR ENSURING FUNCTIONAL PERFORMANCE IN THE FOLLOWING AREAS OF AGENCY ACTIVITY:

2.1. DMITRIENKO Dmitriy Vladimirovich – Deputy Agency Head:

- production activity on commercial fishing fleet vessels;
- safety at sea and emergency rescue operations in fishing areas;
- seaport production activity dealing with servicing the commercial fishing fleet vessels;
- development of a commercial fishing fleet vessel service charter;

- preparation and approval of lists of the types of vessel, fishing gear and methods used for the harvest (catch) of aquatic biological resources while engaged in coastal or commercial fisheries;
- organizational and methodological support for the diploma system and system of evaluation of personnel competence on commercial fishing fleet vessels;
- pass judgement in the solicitation and use of foreign workers among the crews of commercial fishing fleet vessels sailing under the Russian Federation's National Flag;
- as prescribed by the laws of the Russian Federation, make decisions on granting temporary permits to sail under the National Flag of the Russian Federation, or temporarily transfer a vessel to the flag of a foreign nation, as well as coordinate the process of naming vessels of the fishing fleet;
- conduct state monitoring of aquatic biological resources, to include tracking of allocations, numbers, quality and reproduction of aquatic biological resources and the condition of their habitat environment, of fisheries and conservation of aquatic biological resources; ensure the functionality of the industry-wide monitoring system;
- coordinate work on citizen petitions in the archival sphere;
- prepare equipment and facilities of the commercial fishing fleet for transfer to the Armed Forces of the Russian Federation or for their joint use in accordance with the mobilization missions approved by the Government of the Russian Federation;
- organize Agency mobilization preparation, mobilization and civil defense, provision of the special communication, coordination and activity control equipment for the Agency's territorial offices and its subordinate organizations in mobilization preparation, mobilization and civil defense.

2.2. EVSTRATIKOV Boris Mikhaylovich –
Deputy Agency Head:

- State control and supervision over the observance of the laws of the Russian Federation in the area of fisheries and conservation of aquatic biological resources;
- reproduction, conservation and restoration of aquatic biological resources and their habitat environment;
- acclimatization of aquatic biological resources;
- aquaculture;
- coordinate the placement of commercial and other facilities, as well as of newly-introduced technological processes that impact the condition of aquatic biological resources or their habitats;
- establish restrictions in fisheries as stipulated by the laws of the Russian Federation on fisheries and the conservation of aquatic biological resources;
- carry out measures aimed at the recovery of aquatic biological resources and their habitats disrupted through natural disasters or other reason, with the exception of aquatic biological resources that are located in specially protected natural territories of federal significance or have been listed in the Red Book of the Russian Federation;
- procedures for conducting acclimatization measures with aquatic biological resources;
- procedures for commercial fisheries enhancement of aquatic sites;
- develop fisheries regulations for each commercial fisheries basin;
- procedures to conduct fisheries for the purpose of the purposes of fish farming, reproduction and acclimatization of aquatic biological resources;
- process, issue and register harvest (catch) permits for aquatic biological resources and amend such permits, and curtail the term of validity of permits for harvest (catch) of aquatic biological resources or annul such permits before their scheduled expiration;
- conclude agreements on artificial enhancement of aquatic biological resources in aquatic sites of commercial fisheries significance;
- conservation of domestic aquatic target species of anadromous and catadromous fish, trans-border fish species and other aquatic biological resources in accordance with the list of such aquatic biological resources approved as prescribed by the laws of the Russian Federation, with the exception of aquatic biological resources located in specially protected natural territories of federal significance or listed in the Red Book of the Russian Federation;
- curtail fisheries in cases stipulated under Russian Federation law;
- mandatory revocation of rights to harvest (catch) aquatic biological resources listed as fisheries target species, in the cases stipulated under Russian Federation law;
- organize and control the activities of the Agency's 's territorial offices (Government of the Russian Federation Order #30 of 19 January 2005, "Standard Procedures for Interaction between Federal Executive Agencies", Section 5; Government of the Russian Federation Order #452 of 28 July 2005, "Standard Models for Internal Organization of the Federal Executive Agencies", Section IX);
- coordinate work on organizing and conducting measures aimed at countering corruption in the Agency's activities.

2.3. PODOLYAN Sergey Anatoljevich –
State Secretary - Deputy Agency Head:

- draft laws and prepare proposals for the formulation of positions by the President of the Russian Federation and the Government of the Russian Federation in draft federal laws under consideration by the chambers of the Federal

Assembly of the Russian Federation; ensure mutual cooperation with the chambers of the Federal Assembly of the Russian Federation and other activity as provided by Government of the Russian Federation Order #514 of 13 August 2005, "Status Details and Standard Job Description of the State Secretary and Deputy Heads of the Federal Executive Agencies";

- prepare and submit to the Government of the Russian Federation drafts of federal laws and normative legal acts from the President of the Russian Federation or the Government of the Russian Federation, as well as other documents that require a decision by the Government of the Russian Federation in issues relating to the Agency's established sphere of activity;
- organize work aimed at ensuring the Agency's participation in planning conferences of the Government of the Russian Federation and the Presidium of the Government of the Russian Federation, coordinate work in ensuring the Agency's participation in the conferences of the Government of the Russian Federation and Presidium of the Government of the Russian Federation (Order #452 of the Government of the Russian Federation of 28 July 2005 "Standard Models for Internal Organization of the Federal Executive Agencies", Points 2.12.-2-22.);
- organize the development and publishing of the Agency's normative legal acts;
- organize work in legal support activities by the Agency's central apparatus;
- legal protection of the interests of the Agency and its employees in court;
- coordinate work in controlling the execution by the Agency's subdivisions of the orders of the President of the Russian Federation and of the Government of the Russian Federation;
- organize measures for conducting administrative reform in the Agency and its territorial offices;
- in accordance with established procedures, create and operationally coordinate print and electronic mass media for the publication of normative legal acts and other documents within the Agency's assigned sphere of activity;
- organize and control the activity of the Agency's Internet site, coordination of work of the Agency's center for public communication for matters of legal regulation in the Agency's assigned spheres of activity;
- publication of normative legal acts and official announcements within the Agency's established sphere of activity, placement of other materials on issues that relate to the Agency's established sphere of activity, coordination of interaction with mass media, social organizations and citizens in matters of the Agency's law-drafting activity.

2.4. KHOLODOV Valeriy Viktorovich –
Deputy Agency Head:

- comprehensive economic analysis of the condition and forecast plans for social/economic and scientific/technical development of the industry over the long-, medium- and short-terms;
- economic analysis, planning and control over commercial economic activity of the organizations subordinate to the Agency;
- directed, targeted, departmental and other federal programs within the Agency's established sphere of activity;
- draft the portion of the federal budget that concerns the financing of the activities of the Agency, its territorial offices, the Agency's representative offices and representatives abroad, and its subordinate organizations;
- plan the Agency's work, including formulating plans and projections of the Agency's indicators of activity on the basis of a programmed targeted method for budget planning; arrange for the preparation and submission of reports on the results and main directions of the Agency's activity to the Government of the Russian Federation (RF Government Order #452 of 28 July 2005 "Standard Models for Internal Organization of the Federal Executive Agencies", Section II);
- arrange and coordinate the preparation of materials for the potential financial plan and draft federal law on the federal budget for the upcoming year, for that portion which concerns the Agency, (RF Government Order #452 of 28 July 2005 "Standard Models for Internal Organization of the Federal Executive Agencies", Section II);
- make suggestions on the maximum numbers and wage fund for workers of the Agency's central apparatus, its territorial offices, the Agency's representative offices and representatives abroad, and its subordinate organizations;
- coordinate measures for the Agency's participation in the work of the Governmental Commission for issues that concern development of the commercial fisheries complex;
- manage federal property assigned to the Agency and its subordinate organizations;
- coordinate work in placing government orders for goods and services for the needs of the Agency and its subordinate government institutions;
- organize and control over expenditures of funds from the federal budget for the obligations of the Agency and its subordinate organizations;
- organize inspections in the Agency's assigned areas of activity and those of its subordinate organizations;
- issues of organization and statistical reporting in the industry;
- issues of improving the government component of the economy of the fishing industry;
- system of payments in the industry, including payment for the utilization of aquatic biological resources;
- financial support, bookkeeping and control over the Agency's financial activity;
- social security for employees of the Agency's central apparatus .

2.5. _____ -
Deputy Agency Head:

- comprehensive study of the aquatic biological resources for purposes of their conservation;
- methodology for calculating the amount of damage caused to the living biological resources;
- list of species of living organisms which are listed as living resources of the continental shelf;
- list of species of aquatic biological resources listed as fisheries target species;
- list of species of aquatic biological resources for which total allowable catches are established for each commercial fisheries basin;
- list of species of aquatic biological resources listed as fisheries target species; [*sic*]
- State Cadastre of target species in the animal world that are fisheries target species;
- State commercial fisheries registry, list of the types of information contained in the State commercial fisheries registry that must be presented, and the conditions for its presentation;
- develop proposals for the total allowable catches of aquatic biological resources, and their submission for government ecological expert review;
- allocate aquatic biological resource scientific research quotas and harvest (catch) quotas among users of aquatic biological resources in order to conduct fisheries for the purposes of fish farming, reproduction or acclimatization of the aquatic biological resources, and aquatic biological resource harvest (catch) quotas to conduct fisheries for the purpose of training and cultural/educational purposes;
- identification of the categories of the aquatic sites of commercial fisheries significance and the particulars of the harvest (catch) of aquatic biological resources that inhabit them and are listed as fisheries target species;
- procedures for the operation of basin-wide scientific and commercial councils;
- procedures for conducting training and cultural/educational purposes fisheries;
- procedures for conducting fisheries to pursue traditional ways of life and conduct traditional commercial activities by the minority native peoples of the North, Siberia and the Far East of the Russian Federation;
- procedures for allocating commercial quotas for fresh-water aquatic species of commercial fisheries significance among the subjects of the Russian Federation;
- procedures for determining the boundaries of the commercial fisheries sections;
- fish processing on commercial fishing fleet vessels;
- procedures for the operation of the commission for anadromous fish harvest (catch) regulation and its make-up;
- list of aquatic biological resource species for which total allowable catches are established for each commercial fisheries basin;
- allocation between legal entities and individual entrepreneurs of commercial quotas, coastal harvest (catch) quotas for anadromous, catadromous and trans-border fish species, as well as harvest (catch) quotas for aquatic biological resources for the Russian Federation in regions affected by international treaties of the Russian Federation in the area of fisheries and preservation of aquatic biological resources, in the established procedure;
- identification and approval of yearly total allowable catches for aquatic biological resources in the internal waters of the Russian Federation, including in the internal seas of the Russian Federation, as well as the territorial seas of the Russian Federation, on the continental shelf and in the exclusive economic zone of the Russian Federation, Azov and Caspian Seas (hereinafter, total allowable catches of aquatic biological resources);
- allocation of total allowable catches of aquatic biological resources, as well as harvest (catch) quotas for aquatic biological resources, presented to the Russian Federation in accordance with international treaties of the Russian Federation, applicable to the types of quota;
- make decisions on releasing allocations of aquatic biological resources classified as fisheries target species;
- conduct competitions for the right to conclude an agreement to utilize a commercial fisheries section;
- conclude agreements on utilization of a commercial fisheries section;
- conclude agreements on utilization of non-quota aquatic biological resources listed as fisheries target species;
- conclude agreements with users of aquatic biological resources on allocating quota shares to them;
- cut harvest (catch) quotas for aquatic biological resources allocated to an individual entity having harvest (catch) rights for aquatic biological resources in the amount indicated in the aquatic biological resource harvest (catch) permit issued for the vessel conducting the fishery, if the volume of harvest (catch) of aquatic biological resources, including allowed by-catch, has been exceeded;
- coordinate the list of commercial fisheries sections, including the internal bodies of water of the Russian Federation, including the internal seas of the Russian Federation and the territorial waters of the Russian Federation, approved by the executive agency for the particular subject of the Russian Federation;
- organize auctions to sell the commercial harvest (catch) quotas for aquatic biological resources and shares thereof for conducting a commercial [*fishery*]; or conclusion of agreements with specialized organizations on organizing such auctions;
- sell at auction rights to conclude agreements to assigning shares of harvest (catch) quotas for aquatic biological resources which previously have not been listed as fisheries target species, or the harvest (catch) of which is being undertaken in new areas of their harvest (catch); or of an agreement for the utilization of these aquatic biological resources;
- programs for the training, re-training and re-qualification of specialists in the area of the fishing industry;
- assignments (control numbers) for determining the specialization and numbers of students accepted into professional education institutions subordinate to the Agency, at federal budget expense.

3. EXCLUSIVE POWERS OF THE AGENCY HEAD

Performs duties in accordance with the laws of the Russian Federation and legal acts issued by the President of the Russian Federation or the Government of the Russian Federation. Directly coordinates and maintains control over the activities of the Deputy Agency Heads and allocates their responsibilities; renders judgement on any issues concerning the area of competency of the Deputy Agency Heads in accordance with their officially assigned responsibilities.

Introduces the following to the Government of the Russian Federation:

- draft regulations on the Agency;
- proposals on maximum numbers and the wage fund for workers of the Agency's central apparatus and its territorial offices;
- suggestions on appointments to the position of Deputy Agency Head and removal from the position;
- the Agency's annual plan and performance indicators, as well as its activity report;
- drafts of normative legal acts and other documents which require a decision by the Government of the Russian Federation for matters relating to the Agency's established sphere of activity. Submits suggestions to the Ministry of Finance of the Russian Federation on formulating the part of the draft federal budget relating to financing the activities of the Agency, its territorial offices, the Agency's representative offices abroad, as well as its subordinate organizations.

Approves the following:

- work plans and performance indicators of departments and independent offices coordinated with the Deputy Agency Heads that supervise them;
- the Agency's structure and personnel makeup within the limits imposed by the size of the Government of the Russian Federation's wage fund and number of workers, as well as the estimated costs for its upkeep within the limits approved for the respective allocation period stipulated in the federal budget;
- departmental awards, regulations relating to such awards and their description;
- regulations on the Agency's structural subdivisions and its territorial offices; charters of the subordinate organizations;
- plans for conducting scientific research and experimental design work for the Agency's needs;
- worker numbers and size of wage fund for territorial offices, the Agency's representative offices and representatives abroad within the framework of the indicators established by the Government of the Russian Federation; estimate the costs for their upkeep within the framework of the allocations approved for the respective allocation period stipulated in the federal budget;
- plans for the Agency's mobilization preparation, mobilization and civil defense;
- list of the Agency's information that constitutes State Secrets, list of employee positions approved for working with information that constitutes State Secrets, lists of the Agency's workers having access to State Secrets, monetary bonuses to the Agency's employees who are working with information that constitutes a State Secret. Issues orders of a normative nature; for pressing issues and other current issues of organization and the Agency's activity, issues orders and instructions of a non-normative nature.

Organizes the work of the Agency's Collegium.

Revokes decisions made by the Agency's territorial offices that contradict the laws of the Russian Federation, unless another procedure for revoking decisions has been established by federal statute.

In accordance with the laws of the Russian Federation on government service, addresses the issue of serving federal government civic duty in the Agency, determines the personnel policy in the Agency, performs in full measure as representative of the hirer with respect to the federal government employees of the Agency, its territorial offices and foreign apparatus, and as employer with respect to the heads of the organizations subordinate to the Agency.

As provided by law, grants honorary titles or Russian Federation national awards to workers of the Agency's central apparatus and its territorial offices, as well as other individuals operating within the assigned sphere of activity.

Presents workers in the Agency's central apparatus, territorial offices and other individuals with departmental awards and industry-wide badges of honor.

Applies methods of stimulus and disciplinary penalties to workers in the Agency's central apparatus, the Agency's representative offices abroad, the heads and deputy heads of the Agency's territorial offices and the heads of the organizations subordinate to the Agency; makes decisions on rendering material aid and other monetary payments and compensations to workers of the central apparatus.

In accordance with established procedures, dispatches workers for whom the Agency is an employer on business trips and grants them vacation time.

Coordinates international cooperation in the assigned by the Agency spheres of activity, interaction with agencies of government foreign nations and international organizations.

Coordinates and maintains control over ensuring the compliance of international treaties of the Russian Federation in the area of fisheries, the fishing industry and maritime trades (in the portion relating to the harvest of aquatic biological resources), including preparation of proposals relating to the position of the Russian Federation in issues of harvest (catch) quotas for aquatic biological resources for foreign nations, as well as fulfilling the obligations arising from membership of the Russian Federation in international organizations .

Addresses issues of temporary performance of duties during periods of absence of employees from the central apparatus or the heads of organizations subordinate to the Agency.

Coordinates and maintains control over the activities of the following:

- Administrative Department;
- Department of International Cooperation;
- Office of Government Service and Personnel;
- Office for the Preservation of State Secrets.

4. STRUCTURAL SUBDIVISIONS OF THE AGENCY'S CENTRAL APPARATUS, COORDINATION AND CONTROL OVER THE ACTIVITIES OF THE DEPUTY HEADS OF THE FEDERAL FISHERIES AGENCY:

4.1. DMITRIENKO D.V.:

- Department of the Fleet, Ports and Monitoring;
- Department of Mobilization Preparedness and Mobilization.

4.2. EVSTRATIKOV B.M.:

Department of Control, Supervision, Fish Conservation and Reproduction.

4.3. PODOLYAN S.A.:

Department of Legal Support.

4.4. KHOLODOV V.V.:

- Department of Economy, Property Relations and Potentials for Development;
- Department of Finance.

4.5. (VACANT)

- Department of Fisheries Organization;
- Department of Science and Education.

ORGANIZATIONAL CHART
FEDERAL FISHERIES AGENCY ADMINISTRATIVE DEPARTMENT

AGENCY HEAD Andrey Anatoljevich Krayniy
Assistant, advisors 5

State Secretary Deputy Head	Deputy Head	Deputy Head	Deputy Head	Deputy Head
Podolyan S.A.	Dmitrienko D.V.	Evstratikov B.M.	Kholodov V.V.	
Department of Legal Protection	Department of the Fleet, Ports and Monitoring	Department of State Supervision, Fish Conservation and Reproduction	Department of Economy, Property Relations and Potential Development	Department of Fisheries Organization
Kats E.S.		Kumantsov M.I.	Kruglikov N.V.	Risovanny V.V.
20	27	40	34	39
	Office of Mobilization Preparation and Mobilization		Department of Finance	Department of Science and Education
	Yurchenko A.N.			Belyaev V.A.
	6		33	31
Administrative Department	Department of International Cooperation	Department (reserve)	Office of Government Service and Personnel	Office for the Preservation of State Secrets
Smityushenko S.A.	Okhanov A.A.		Andreev E.M.	Schukin Yu.E.
37	20		12	5

In accordance with Rosrybolovstva Order # 233 of 6 October 2008

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