Ministry of Justice
Office of the President of the Republic of Paraguay

Resolution No.~~392~~

AMENDING RESOLUTION No. 26 OF AUGUST 3, 2016, "APPROVING THE ORGANIZATIONAL STRUCTURE OF THE GENERAL DIRECTORATE OF THE CIVIL REGISTRY UNDER THE MINISTRY OF JUSTICE"

-1-

Asunción, June 18, 2021

WHEREAS: Resolution No. 26 of August 3, 2016, "APPROVING THE ORGANIZATIONAL STRUCTURE OF THE GENERAL DIRECTORATE OF THE CIVIL REGISTRY UNDER THE MINISTRY OF JUSTICE":

Memorandum N.D.G.R.E.C. No. 884/2021, dated May 21, 2021, from the General Directorate of the Civil Registry; and,

WHEREAS:

That Resolution No. 26 of August 3, 2016, approved the Organizational Structure of the General Directorate of the Civil Registry, including the composition of its departments.

That, by Note N.D.G.R.E.C. No. 884/2021 dated May 21, 2021, the General Directorate of the Civil Registry requested the correction of Resolution No. 26 of August 3, 2016, regarding the names of the departments, in accordance with the terms of Decree No. 3080 of February 19, 2015.

Whereas, Decree No. 4780 of January 25, 2021 "REGULATING LAW No. 6672, OF JANUARY 7, 2021, 'APPROVING THE GENERAL NATIONAL BUDGET FOR FISCAL YEAR 2021'" provides in Article 153: "...Preliminary Report. Any creation or modification of the organizational structure of the OEE that has no budgetary impact, for approval under the applicable legal provision in accordance with its Charter, must be accompanied by a prior report from the SFP as well as a favorable report from the Ministry of Finance, through the DGASPyBE, regarding the correspondence of positions. No appointments may be made until a favorable report from the Ministry of Finance (MH) is received, nor may any salary differences, if any, be paid. The administrator shall be responsible for compliance with this provision. The OEE shall provide any additional information required by the DGASPyBE or the SFP regarding the request submitted by the OEE. The OEE may not make changes to their institutional organizational structure to create and/or establish hierarchical levels when such changes require additional budgetary resources to fund the creation of positions intended to staff the units or levels to be created or modified by the Entity. The OEE may request an exemption from this provision from the EEN within the first four months of the year."

Whereas, the functions performed by the General Directorate of the Civil Registry necessitate a significant administrative structure.

Whereas, the present proposed adjustment does not entail any expansion and/or modification of the departments within the General Directorate of the Civil Registry, but is nonetheless important for the purpose of adapting its structure in accordance with the provisions of Decree No. 3080/2015.

Whereas, in accordance with the provisions of Presidential Decree No. 1796 of June 19, 2014, Article 10, subsection (e), it is the authority of the Highest Institutional Authority "to adopt and implement the appropriate political, technical, and administrative measures to ensure the efficient implementation of its plans, policies, programs, and projects"; subparagraph (l) "to issue general regulatory provisions relating to its legal jurisdiction and to oversee compliance therewith," and subparagraph (m) "to adopt the necessary administrative, coordination, supervision, and control measures to ensure the fulfillment of the functions within its jurisdiction."

Issued.
June 22, 2021

adopt the necessary administrative, coordination, and supervisory measures to ensure the fulfillment of the functions within its jurisdiction

...ciones de su competencia"

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***THEREFORE**, in the exercise of her legal powers:*

THE MINISTER OF JUSTICE
RESOLVES:

Art. *1.— TO CORRECT Resolution No. 26 of August 3, 2016 "WHICH APPROVES THE ORGANIZATIONAL STRUCTURE OF THE GENERAL DIRECTORATE OF CIVIL REGISTRY UNDER THE MINISTRY OF JUSTICE," with regard to the names of the departments, in accordance with the terms of Decree No. 3080 of February 19, 2015, as follows: —*

a) *Registry Office*
b) *Private Secretariat*
c) *Cabinet Coordination*
d) *General Secretariat, comprising:*
   d.1. Registry Office
   d.2. Legalization Department
   d.3. Editorial Secretariat
e) *Information Technology Directorate, consisting of:*
   e.1. Technical Coordination, comprising the following departments:
   e.1.1. Databases and Security
   e.1.2. Analysis and Development
   e.1.3. Technical Support and Infrastructure
   e.I.4. Software Support and Training
   e.2. Administrative Coordination, consisting of the following departments:
   e.2.1. Data Entry and Verification
   e.2.2. Digitization and Quality Control
   e.2.3. Correction and Restoration
f.) Legal Advisory Division, comprising:
   f.1. Litigation Coordination, comprising the following departments:
   f.1.1. Judicial Affairs
   f:1.2. Administrative Proceedings
   f.2. Coordination of Internal Legal Affairs, comprising the following departments:
   f.2.1. Legal Opinions
   f.2.2. Legal Affairs
g) *Human Talent Management Division, comprising:*
   g.J. Human Talent Management Coordination, comprising the following departments:
   g:t.1. Personnel Evaluation and Selection
   g.1.2. Training and Human Development

   g.2. Human Resources Administration Coordination, comprising the following departments:
   g.2.1. Compensation and Benefits
   g.2.2. Employee Welfare
   g.2.3. Personnel Administration
h) *Internal Audit Division, comprising:*
   h.1: Internal Audit Coordination
   h.2. Management Audit Coordination
i) *Planning and Development Directorate, composed of*
   i.1, Planning Coordination
   i.2. Development Coordination

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j) *Communications Directorate*
k) *Directorate of Technical Advisory Services*
l) *Central Documentation Management Directorate, comprising:*
1.1. *Vital Statistics Coordination Unit, comprising the following departments:*
'L1.1. Birth Statistics
1.1.2. *Marriage Statistics*
1.1.3. *Death Statistics*
L1.4. Book Receipt and Verification
1.2. *Central Archives Coordination, consisting of the following departments:*
1.2.1. *Registry Archives*
1.2.2. *Certificate of Records*
1.2.3. *Marginal Notes*
1.2.4. *Request Registry*
1.3. *Supervision and Oversight Coordination, consisting of the following departments:*
L3.1. Supervision
L3.2. Audit
m) *Directorate of Civil Registry Offices, comprising:*
m.1. Mobile Registration Unit
m.2. Concepción Departmental Coordination
m:3. San Pedro Departmental Coordination Office
m.4. Cordillera Departmental Coordination Office
m.5. Guairá Departmental Coordination Office
m.6. Caaguazú Departmental Coordination Office
m.7. Caazapá Departmental Coordination Office
m.8. Itapúa Departmental Coordination
m.9. Departmental Coordination Office for Misiones
m.10. Paraguarí Departmental Coordination
m.11. Alto Paraná Departmental Coordination
m.12. Central Departmental Coordination
m.13. Ñeembucú Departmental Coordination
m.14. Amambay Departmental Coordination
m.15. Cañindeyú Departmental Coordination
m.16. Departmental Coordination Office of Presidente Hayes
m.17. Alio Paraguay Departmental Coordination
m.18. Boquerón Departmental Coordination
m.19. Capital Departmental Coordination Office.
n) *Directorate of the Center for Registry Studies, composed of:*
r.1. Academic Department
r.2. Department of Education and Training
o) *Directorate of Gender, Youth, and Indigenous Peoples, comprising:*
c.i. Gender Department
o.2. Department of Youth
c.3. Department of Indigenous Peoples
p) *Office of Administration and Finance, comprising:*
p.1.: Administrative Coordination, comprising the following departments:
p.1.1. Maintenance and General Services
p. *1.2. Supplies*
p.1.3. Transportation
p.1.4.:
Assets Asset Management
Contract Monitoring and Execution
Financial Coordination, comprising the following departments:
Internal Control
p.2.1. Energy Control

departamento de

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p.2.2. Treasury
p.2.3. Securities
p.2.4. Accounting
p.2.5. Budget
p.2.6. Accountability
p.3. Coordination of the Procurement Operations Unit, composed of the following departments:
p.3.1. Calls for Bids
P.3.2. Planning and Execution of the PAC
P.3.3. Awards

Art. 2.— NOTIFY the appropriate office; once completed, file.



José María Sosa Duarte
Secretary General

Cecilia Pérez Rejas
Minister