



Presidency

Official Gazette

Law No. 13 of 2015 Regarding the Institute of National Planning

Edition No. 8, Repeated (G)	Issued on 06 Jumada al-Awwal 1436 AH corresponding to (25 February 2015 AD)	Fifty - Eighth Year
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Official Gazette – edition 8, repeated (G) issued on 25 February 2015

**Decree of the President of the Arab Republic of Egypt
By the Law No. 13 of 2015
On the Institute of National Planning**

President,

Having taken cognizance of the Constitution;

The Law No. 231 of 1960 regarding the establishment of the Institute of National Planning (INP);

The General Authorities Act promulgated by the Law No. 61 of 1963;

The Law No. 42 of 1967 on the delegation of competencies;

The Law of the Council of State promulgated by the Law No. 47 of 1972;

The Regulating Universities Law No. 49 of 1972;

The Law No. 53 of 1973 on the State Budget;

The Law No. 69 of 1973 on the system of scientific researchers in the scientific institution;

The Law on the system of civil servants in the State promulgated by the Law No. 47 of 1978;

The Law No. 127 of 1981 on the Government Accountability; and

The Law No. 5 of 1991 on civil leadership positions in the administrative body of the State and the public sector;

**Having obtained the approval of the Council of Ministers; and
as the Council of State deems fit;**

The Following Law has been issued:

Article (1)

In the application of the provisions hereof , the following words and expressions shall have the meanings ascribed thereto hereunder:

INP: is the Institute of National Planning.

Competent Minister: is the Minister of Planning.

Board: is the INP Board of Directors.

Article (2)

Institute of National Planning established under the said law No. 231 of 1960 is a public authority with a separate legal entity practicing scientific activity.



Article (3)

The Headquarter is located in Cairo city, and any number of branches may be established through all governorates to practice the activities of the Institute.

Article (4)

INP aims at providing planners at all levels, decision makers and policy makers with visions and strategic alternatives, and increasing awareness and knowledge about planning and development and its scientific and practical principles, by improving researches and studies on comprehensive development plans for the State and the techniques of their execution, and studying the principles and scientific techniques of planning and development.

In order to achieve its objectives, INP shall:

1. carry out researches and studies in all fields that attribute to achieving the objectives;
2. develop planning cadres by organizing training programs in planning and development fields, and awarding certificates of success;
3. grant scientific degrees (Diploma, Master, and PhD) in fields of planning and development, whether individually or in cooperation with other similar scientific entities within the State or abroad;
4. allocate scholarships and remunerations to encourage research and studies;
5. delegate commissions and internal and external scientific missions;
6. hold scientific conferences, seminars and meetings;
7. issue and publish researches, studies, reports and scientific journals, and translate and write books and references related to the objectives of INP;
8. evaluate drafts and decisions related to planning and development;
9. help in spreading the culture of planning and development in the society; and
10. provide scientific consultancies to scientific and development entities at the State and abroad.

Article (5)

INP shall be managed by:

1. The Board, and
2. INP President.



Article (6)

The Board is chaired by the competent minister, and includes the following members:

1. INP President: replaces the competent minister in his absence;
2. INP Vice-presidents;
3. Managers of Scientific Centers;
4. Head of the Central Agency for Public Mobilization and Statistics;
5. Representative of the Ministry of Planning, appointed by the Minister of Planning;
6. Representative of the Ministry of Finance, appointed by the Minister of Finance;
7. Secretary General of the Supreme Council of Universities;
8. Secretary General of Council of Research Centers and Institutes affiliated to the Minister of Scientific Research Affairs; and
9. Five experienced and public figures members, appointed for two years by a decree of the competent minister, recommended by the President.

Secretary General of the Institute is responsible of the board's technical secretarial activities and participates in the discussions without any right to vote.

Article (7)

The Board is the highest authority of the institute, which controls and conducts its affairs. The Board may take any decision to achieve the objectives of the Institute, and undertakes its responsibilities as stated herein, and specially:

I. Planning, coordination, organization and follow up issues:

1. preparing and coordinating general policy of researches, consultancies, training, postgraduate programs and other scientific activities of the Institute, and developing and following up plans to provide the abilities necessary for achieving INP objectives;
2. approving the scientific, administrative and other supporting positions needed by the INP, and adopting plans to increase their qualifications and improve their skills and plans of providing INP with required equipment and facilities;
3. approving the annual budget and final accounts of INP;
4. adopting the rules of scholarships and remunerations of researches, studies and other activities of INP;
5. developing the rules organizing remunerations and incentives granted to members of the Scientific Body and associate Scientific Body, and other INP employees;
6. accepting the establishment of scientific centers and its departments.



7. accepting the establishment of technical centers of civil workers in the INP to provide the support required for scientific centers to perform their duties;
8. adopting the rules of Scientific Researches, and rules of participating in meetings, seminars and internal and external conferences;
9. discussing the annual reports of the President and scientific centers, recommendations of scientific coordination council and the general meeting of the scientific body, and evaluating, revising and developing work systems of different activities of INP to cope with the requirements of scientific development and society needs;
10. accepting new scientific programs or amending the current programs as per the applicable laws;
11. preparing and amending the Executive Regulation of this Law in the light of updated developments; and
12. approving the by-laws of INP related to employee's affairs, financial and administrative affairs, and purchases and warehouses, and other regulations organizing the workflow of the INP, without being limited to the applicable governmental rules and systems.

II. Executive Matters:

1. appointing, promoting, seconding and commissioning members of scientific body and the associate scientific body;
2. awarding certificates of success in scientific and training program;
3. determining the costs of services provided by INP, and the annual academic fees which shall not exceed ten thousand Egyptian pounds for Egyptians and ten thousand dollars for foreigners;
4. investing, managing and disposing INP funds;
5. accepting grants, endowments, wills, aids and donations within the limits appropriate with the INP objectives; and
6. approval of standing committee for the promotion of Scientific Body members.

III. Miscellaneous

1. approving the invitations of visiting professors for specific duties in INP based on the recommendations of the president;
2. establishing Special Units; and
3. other matters attributed to the Board under the law and its executive regulation hereof;

The Board shall have the power of the Minister with regard to competencies stipulated in laws and regulations, without prejudice to the State budget references.

The Board may delegate some of its competencies to one or more committees formed of its members, the Chairman of the Board or to the President.



Article (8)

The Board shall meet based on an invitation of the Chairman of the Board, at least once per quarter. The meeting shall be valid if attended by more than half of its members. Board's decrees shall be issued depending on the majority votes of the attendees. In case of an equality of voices, the President or his representative shall have the casting vote.

Article (9)

Members of the board shall receive the meeting attendance and travel allowances, to be determined by a decree of the Prime Minister.

Article (10)

INP President shall be appointed by a Presidential Decree, based on recommendation of the competent minister. Nominee, for this position, shall have been professor for at least five years. The Executive Regulation sets procedures and conditions of choosing the President and other conditions of this position.

President shall be appointed for a term of four years, renewable once. During the appointment term, President shall be deemed to hold assistant professor position, and shall return to that position by the expiry of appointment term as president, if it is still vacant. If such position is not vacant, president shall hold the title until being vacant.

Article (11)

INP president conducts its affairs, manages its scientific, administrative and financial affairs in the framework of the general policy developed by the Board, and represents it in its dealings with third parties and before courts. In particular, he is competent to:

1. execute the Board decrees;
2. develop plans and programs of scientific activity within the limits of the board decrees;
3. supervise the progress of researches, studies and other scientific activities practiced by the INP;
4. approve the scholarships, remunerations and aids related to research and studies;
5. nominate for INP commissions and representatives in meetings, conferences and scientific visits;
6. prepare the draft budget and regulations related to the execution thereof, and the final accounts; and



7. execute the approved budget within the limit of the Board Decrees;
8. prepare an annual report of the INP activities and submit the said report to the Board of Directors.

INP president is entitled to have all powers stipulated in all other laws and regulations, without prejudice to the Board's powers. He also may delegate some of his competencies to both or one of Vice-Presidents or the INP general secretary.

Article (12)

President shall have one or more Vice Presidents, up to three Vice-Presidents, to help the President in the management of the INP. Senior Vice-president shall replace the President in case of his absence.

Vice-president shall be appointed by a Presidential Decree, based on recommendation of INP president and approval of the competent minister.

Vice-president shall have been appointed as professor for five years at least.

The Executive Regulation sets procedures and conditions of choosing INP Vice-President and other conditions and competencies of this position.

Vice-President shall be appointed for a term of four years, renewable once. During the appointment term, Vice-President shall be deemed to hold professor position, and shall return to that position by the expiry of appointment term as Vice-President, if it is still vacant. If such position is not vacant, Vice-President shall hold the title until being vacant.

Article (13)

A general meeting of the INP shall be formed of all members of its Scientific Body, and shall be held at least once per year based on invitation of INP president. All members of the associate Scientific Body shall be invited.

The meeting shall discuss scientific, administrative and technical affairs of INP, plans of research, training, learning, certification and publication, and anything attributes to the development of INP, develop specific suggestions to improve the performance, discuss the annual report prepared by INP president on INP activities before submitting the report to the Board, and issue recommendations on that report and submit the same to the Board.

Article (14)

INP organization structure shall be formed of adequate number of scientific centers. Executive Regulation sets the number, names, competencies and departments of those centers, and their awarded certificates and study system.



Article (15)

Each Scientific Center shall have a Board, to be chaired by the Center's Manager, with membership of:

1. Center's deputy manager, who replaces the manager in case of his absence;
2. Heads of scientific departments;
3. A professor from each department. Membership shall be rotated annually among professors of each department based on their seniority; and
4. Senior assistant professor and senior professor of the center.

Article (16)

“**Coordinating Scientific Council**” shall be formed and presided by INP President, with membership of INP Vice-Presidents and managers of Scientific Centers. The Council shall meet periodically, whenever needed, to discuss the scientific and technical affairs of INP and to issue the relevant recommendations. Executive Regulation sets the work system of this Council.

Article (17)

Scientific positions in INP shall be determined and be equal to scientific positions as in Law No. 231 of 1960 and Regulating Universities Law, as follows:

Sr.	INP scientific positions	Equivalent positions under Law No. 231 of 1960	Equivalent positions under Regulating Universities Law
1	Institute President	Institute Manager	University President
2	Institute Vice-President		University Vice-President
3	Center's Manager	Center's Manager	Dean
4	Center's Deputy Manager		Vice-dean
5	Chairman of department's council		Chairman of department's council
6	Professor	Consultant	Professor
7	Assistant Professor	Senior Expert	Assistant Professor
8	Lecturer	Expert	Lecturer
9	Assistant Lecturer	Researcher	Assistant Lecturer
10	Teaching Assistant	Assistant Researcher	Teaching Assistant



INP Scientific Body is formed of INP president, Vice-Presidents, centers' managers, vice managers, chairmen of departments' councils, professors, assistant professors and lecturers. Associate Scientific Body is formed of assistant lecturers and teaching assistants.

Members of Scientific Body who reach retirement age shall be appointed in INP as professors emeriti, unless they request resignation.

Article (18)

Subject to positions equivalence table stated in Article (17) hereinabove, payroll and allowances table attached to the said Regulating Universities Law shall apply to INP President, Vice-Presidents, centers' managers, vice managers, chairmen of departments and all members of the Scientific Body and Associate Scientific Body.

Article (19)

Subject to Article (20) hereof, members of the Scientific Body and Associate Scientific Body shall abide by the following in performing their duties:

1. adhering to the original scientific customs and principles;
2. devoting themselves to scientific research activities, teaching, training and following up the performance of Associate Scientific Body members, students and trainees, as commissioned by the competent Center of the Council or INP management;
3. participating in the activities of councils and committees to which they are members, as well as the activities of the general conference of INP.
4. teaching outside the INP, providing other consultancies or expertise in a specific issue only with the consent of INP president, after taking the opinion of the manager of the competent center; and
5. not engaging in trade or management of any financial, industrial or commercial business or gather between their positions and any other business that is not appropriate with the prestige of their positions.

INP may prevent any member of the Scientific Body or the Associate Scientific Body from practicing any activity deemed to contradict with the positions duties or good performance.

INP president, after taking the opinion of the manager of the competent council, may permit members of Scientific Body to practice their professions outside INP during Non-working hours, provided that the one who is permitted to do so gains experience in the scientific specialty and that such permission does not contradicts with the duties provided for herein.



Article (20)

Members of the Associate Scientific Body shall exert their utmost efforts in their scientific study and research to obtain MA, PhD degrees or any equivalent degrees, and exercise their supporting scientific activities attributed to them, provided that the attribution of scientific activities shall allow them to continue their studies and research without hindrance or exhaustion.

Members of the Associate Scientific Body may register MA or PhD in the majors other than the majors of their scientific centers only by a decree from the President. After obtaining the opinion of the manager of the competent center .

Article (21)

Investigation with members of the Scientific Body, members of the Associate Scientific Body and full-time members shall be carried out by a professor or a committee headed by one of the professors, assigned by INP president.

Interrogation with members of the Scientific Body, members of the Associate Scientific Body and full-time members shall be carried out before a disciplinary council formed and presided by one of INP Vice-presidents, appointed by the INP Board annually, with membership of:

Vice-President of the Council of State, appointed annually.

One professors of the INP, appointed by the Board annually.

INP Board shall determine who replaces INP Vice-President in case of absence or hindrance.

Referral to interrogation and disciplinary council shall be based on a decree of INP President.

Interrogation before disciplinary council shall subject to trial rules of disciplinary courts stated in the law of the said Council of State.

As an exception of the provisions of this Article, interrogation of the INP President and Vice-Presidents shall be carried out by a three-member committee, to be formed by the competent minister to investigate the charges attributed to any of them. Head of the committee shall submit the results of the interrogation to the competent minister to take the required action.

Article (22)

INP shall have a general secretariat, to be formed of a general secretary with a high degree, and number of employees.

General secretary shall help INP President in supervising workers' affairs, and administrative and financial affairs of the INP, and carrying out all duties provided for herein and in the Executive Regulation hereof.



Article (23)

INP shall have a separate balance sheet, to be prepared within the limits of the State balance sheet. Resources of the INP are:

1. provisions for the INP from the General Balance sheet of the State;
2. grants, gifts, wills, aids and donations accepted by the Board, which meets the INP objectives;
3. costs of services provided by the INP to third parties, serving its objectives, and the annual academic fees; and
4. other resources to be added by the Board.

Resources shall be deposited in a special account in the Central Bank, and shall be withdrawn as required for the INP activities.

Article (24)

A fund shall be established to provide social and humanitarian services for members of Scientific Body and Associate Scientific Body and INP employees. The fund shall have a separate legal entity, and shall be managed by a board of directors to be formed under a decree by the competent minister. Resolutions of the fund's board shall be valid only if approved by the Minister as determined by the internal regulation of the fund.

The fund shall have a separate balance sheet, and the surplus shall be carried to the next year. Activities of the fund and all other services shall be free of all types of tax and charges, resources of the fund are:

1. subscriptions of members and employee;
2. provisions for the fund from the General Balance sheet of the State;
3. Grants, gifts, wills, aids and donations accepted by the fund's Board for this purpose;
4. 10% of the services fees provided by the INP; and
5. any other resources accepted by the Board.

Internal regulation of the fund shall be issued by a decree of the competent minister. The regulation shall specifically include work system and financial and administrative system of the fund, and shall determine the remunerations paid to the fund's members of the board of directors and to other assigned employees and experts and the conditions of its disbursement.

Article (25)

Provisions of the said Regulating Universities Law shall apply unless otherwise stated herein and without prejudice hereto.



Article (26)

Provisions of the said law on the system of civil servants in the State and payroll attached thereto shall apply to INP employees who are not members of the Scientific Body and Associate Scientific Body, unless otherwise stated herein, in the Executive Regulations hereof or internal regulations.

Article (27)

Executive Regulation hereof shall be issued by a decree of the Prime Minister, after being submitted by the competent minister. Until issuance of the regulation, provisions of the general regulation of the INP issued by resolution No. 1 of 1971, regulations and laws promulgated in execution of law No. 231 of 1960 shall be applied, without prejudice hereto.

Article (28)

The said Law No. 231 of 1960 shall be annulled.

Article (29)

This Decree shall be published in the Official Gazette, and enter into effect as of the next day of publication.

Issued in the State Presidency on Jumada al Ola 3, 1436 AH,

(Corresponding to February 22, 2015 AD).

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