

(Unofficial Translation)



MINISTERIAL REGULATION
on the Organization of the Energy Policy and Planning Office
Ministry of Energy
B.E. 2551 (2008)

By virtue of the provision of Article 8 (f) of the Act on the Administrative Organization of the State Affairs, B.E. 2534 (1991), as amended up to the Act on the Administrative Organization of the State Affairs (No. 4), B.E. 2543 (2000), the Minister of Energy hereby issues the Ministerial Regulation¹ as follows:

Article 1: The Ministerial Regulation on the Organization of the Energy Policy and Planning Office, Ministry of Energy, B.E. 2545 (2002) shall be nullified.

Article 2: The Energy Policy and Planning Office shall have the responsibilities to recommend the formulation of energy policy and planning, including energy-related measures, with a view to ensuring that the country will have appropriate, adequate and efficient energy supply in line with the national economic conditions, and shall have the following authority and duties:

- (1) Recommend energy policy, energy management and development plans of the country;
- (2) Formulate measures on energy conservation and renewable energy, and determine the framework for budget allocation for energy conservation and renewable energy promotion;
- (3) Formulate preventive and solution measures against oil shortages;
- (4) Coordinate, monitor and evaluate the outcome of implementation pursuant to the prescribed energy policy, energy management and development plans of the country, as well as manage energy funds;
- (5) Administer energy information technology and forecasts on the national energy trends; and
- (6) Perform any other task stipulated by laws to be the authority and duties of the Energy Policy and Planning Office, or other functions as assigned by the Ministry of Energy or the cabinet.

¹ Published in the Government Gazette Vol. 125, Part 103 a, dated 2 October B.E. 2551 (2008).

Article 3: The organization of the Energy Policy and Planning Office shall comprise the following:

- (1) General Administration Bureau
- (2) Energy Policy and Planning Division
- (3) Energy Forecast and Information Technology Center
- (4) Petroleum and Petrochemical Policy Bureau
- (5) Power Policy Bureau
- (6) Energy Conservation and Renewable Energy Policy Bureau

Article 4: Under the Energy Policy and Planning Office (EPPO), there shall be the Administrative System Development Group to undertake a core duty regarding the development of internal management of EPPO to ensure its effectiveness, efficiency and worthiness. The Administrative System Development Group shall report directly to the Director-General of the Energy Policy and Planning Office and shall be tasked with the following authority and duties:

(1) Provide recommendation and advice to the Director-General of the Energy Policy and Planning Office regarding the strategies for development of internal civil services system of EPPO;

(2) Monitor, assess and prepare reports on the development of internal civil services system of EPPO;

(3) Coordinate and exercise activities related to civil services development jointly with other central administrative agencies and agencies under EPPO and the Ministry of Energy; and

(4) Collaborate with or support the operation of other concerned agencies or as assigned.

Article 5: Under EPPO, there shall be the Internal Audit Group with a core duty to audit the internal operation of EPPO and provide support to the duty execution of EPPO. The Internal Audit Group shall report directly to the Director-General of the Energy Policy and Planning Office and shall be tasked with the following authority and duties:

(1) Undertake the auditing of the management, finance and accounting of EPPO; and

(2) Collaborate with or support the operation of other concerned agencies or as assigned.

Article 6: The General Administration Bureau shall have the following authority and duties:

(1) Undertake the work pertaining to general affairs of EPPO, coordination and secretarial support to concerned committees;

(2) Undertake the work pertaining to finance, accounting, budgeting, inventory and procurement, premises and vehicle fleets of EPPO;

(3) Deal with human resources management, instilling discipline and maintaining the merit system of EPPO;

(4) Publicize and disseminate activities, knowledge, progress of responsible tasks and achievements of EPPO;

(5) Undertake the work pertaining to current capital and management of the funds which are under EPPO's responsibility;

(6) Deal with legal matters and related regulations, legal and contract execution, civil and criminal liabilities, administrative cases and other cases that are under the powers and duties of EPPO; and

(7) Collaborate with or support the operation of other concerned agencies or as assigned.

Article 7: The Energy Policy and Planning Division shall have the following authority and duties:

(1) Recommend national energy policy, energy management and development plans at the macro-level in line with the national development plan;

(2) Monitor, evaluate and report the outcomes of implementation pursuant to the prescribed energy policy, energy management and development plans of the country;

(3) Develop programs, guidelines and strategies, budget plans and action plans, as well as follow up and evaluate the implementation outcomes achieved by EPPO;

(4) Serve as the secretariat to the National Energy Policy Council and the Oil Refiner Contract Contribution Fund Committee; and

(5) Collaborate with or support the operation of other concerned agencies or as assigned.

Article 8: The Energy Forecast and Information Technology Center shall have the following authority and duties:

(1) Survey, study, analyze and develop energy information, and act as the coordinating center for energy information technology management;

(2) Survey, study, analyze and develop energy trend estimation and national energy demand forecasts;

(3) Prepare and disseminate energy statistics and data, including reports on energy situations of the country;

(4) Develop and administer the information/data system of EPPO; and

(5) Collaborate with or support the operation of other concerned agencies or as assigned.

Article 9: The Petroleum and Petrochemical Policy Bureau shall have the following authority and duties:

(1) Recommend energy policy as well as management and development plans in relation to petroleum and petrochemical industry, including the development of a strategic plan for petroleum and petrochemical industry development;

(2) Cooperate with concerned agencies or organizations, both domestic and overseas, in matters pertaining to petroleum and petrochemical industry policy and planning;

(3) Monitor and promote participation of petroleum and petrochemical industry operators;

(4) Study, analyze, prepare statistics and estimate petroleum and petrochemical demand, as well as prepare and disseminate reports on the outcome of petroleum and petrochemical industry development of the country;

(5) Monitor, evaluate and report the outcome of implementation pursuant to the prescribed policy and plans, including the strategic plan for petroleum and petrochemical industry development; and

(6) Collaborate with or support the operation of other concerned agencies or as assigned.

Article 10: The Power Policy Bureau shall have the following authority and duties:

(1) Recommend energy policy as well as management and development plans in relation to the power sector, including the development of a strategic plan for power sector development;

(2) Cooperate with concerned agencies or organizations, both domestic and overseas, in matters pertaining to power policy and planning;

(3) Monitor and promote participation in the power industry operation of both public and private sector operators;

(4) Study, analyze, prepare statistics and develop load forecasts, as well as prepare and disseminate reports on the outcome of power development of the country;

(5) Monitor, evaluate and report the outcome of implementation pursuant to the prescribed policy and plans, including the strategic plan for power sector development; and

(6) Collaborate with or support the operation of other concerned agencies or as assigned.

Article 11: The Energy Conservation and Renewable Energy Policy Bureau shall have the following authority and duties:

(1) Recommend policy as well as management and development plans in relation to energy conservation and renewable energy development, including the development of a strategic plan for energy conservation and renewable energy development;

(2) Cooperate with concerned agencies or organizations, both domestic and overseas, in matters pertaining to energy conservation policy and planning as well as renewable energy policy and development plan;

(3) Monitor, evaluate and report the outcome of implementation pursuant to the prescribed policy and plans, including the strategic plan for energy conservation and renewable energy development;

(4) Serve as the secretariat to the Energy Conservation Promotion Fund Committee, including Sub-Committees appointed by the former; and

(5) Collaborate with or support the operation of other concerned agencies or as assigned.

Given on 12 September 2008

Lieutenant General Poonpirom Liptapanlop
Minister of Energy

Remarks: The rationale underlying the proclamation of this Ministerial Regulation is that it is deemed expedient to review the organizational structure as well as the authority and duties of the Energy Policy and Planning Office, Ministry of Energy, by adjusting the Office of the Secretary to the General Administration Bureau; adjusting and dividing the tasks of the Energy Policy and Planning Bureau into the Energy Policy and Planning Division and the Energy Forecast and Information Technology Center; adjusting and dividing the tasks of the Energy System Analysis Bureau into the Petroleum and Petrochemical Policy Bureau, the Power Policy Bureau, the Energy Conservation and Renewable Energy Policy Bureau, in order to correspond with increased tasks and to fit in with the nature of the work that has changed, which will enhance greater efficiency and effectiveness of the execution of assigned authority and duties. It is, therefore, essential to issue this Ministerial Regulation.