



DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT ORGANISATION AND POST ESTABLISHMENT STRUCTURE JULY 2015

HEAD OF DEPARTMENT

PURPOSE: TO LEAD AND MANAGE THE DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT

FUNCTIONS:

1. Ensure optimal agricultural interventions to promote sustainable food security
2. Ensure the continuous improvement of sustainable rural livelihoods
3. Provide leadership and management of corporate services
4. Provide leadership and management of finance management
5. Render ministerial support services to the MEC
6. Ensure provision of executive support services to the HOD

1 Head of Department (16)
1 Personal Assistant (7)

MINISTERIAL SUPPORT SERVICES

PURPOSE: TO RENDER MINISTERIAL SUPPORT SERVICES TO THE MEC

FUNCTIONS:

1. Render administration support services
2. Provide media liaison services
3. Provide executive support services
4. Manage ministerial projects and parliamentary liaison services

1 Head of Ministry (13)
1 Personal Assistant (7)

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DIRECTORATE: HOD EXECUTIVE SUPPORT SERVICES

PURPOSE: TO ENSURE PROVISION OF EXECUTIVE SUPPORT SERVICES TO THE HOD

FUNCTIONS:

1. Provide administration support services
2. Provide operational coordination support

1 Senior Manager (13)
1 Personal Assistant (7)

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BRANCH: AGRICULTURAL DEVELOPMENT SERVICES

PURPOSE: TO ENSURE OPTIMAL AGRICULTURAL INTERVENTIONS TO PROMOTE SUSTAINABLE FOOD SECURITY

FUNCTIONS:

1. Provide strategic management of agricultural services
2. Provide strategic management of veterinary services
3. Provide strategic management of agricultural research, development and training institutes
4. Manage engineering services

1 Senior General Manager (15)
1 Personal Assistant (7)
1 Deputy Manager (Executive Support)

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BRANCH: RURAL DEVELOPMENT

PURPOSE: TO ENSURE THE CONTINUOUS IMPROVEMENT OF SUSTAINABLE RURAL LIVELIHOODS

FUNCTIONS:

1. Coordinate integrated rural development services
2. Facilitate the development of rural enterprises and industries

1 Senior General Manager (15)
1 Personal Assistant (7)
1 Deputy Manager (Executive Support)

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BRANCH: CORPORATE SERVICES

PURPOSE: TO PROVIDE LEADERSHIP AND MANAGEMENT OF CORPORATE SERVICES

FUNCTIONS:

1. Manage sound human resource management and development services
2. Manage business support services
3. Manage legal administration services
4. Promote and facilitate intergovernmental and international relations

N.B. THE CHIEF DIRECTORATE: FINANCIAL MANAGEMENT WILL REPORT DIRECTLY TO THE HOD

1 Senior General Manager (15)
1 Personal Assistant (7)
1 Deputy Manager (Executive Support)

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