

Schedule 10 :

Organization of (name of district, town, township and city) Non-gratuitous Rationing of Daily Necessities Executive Task Force

Job title	Designation	Personnel headcount	Duties	Note
Chief	Served concurrently by Town Mayor or District Executive	1	To take charge of the overall Task Force affairs and matters related to implementation of non-gratuitous rationing.	
Vice Chief	Served concurrently by Chief Secretary or Secretary.	1	To assist in Task Force affairs and handle matters related to implementation of non-gratuitous rationing.	
Secretary	Served concurrently by the executive of business concerned or designated by the Chief.	1	Under the direction of the Chief to handle Task Force affairs and perform non-gratuitous rationing operation.	
Planning Section Chief	Appointed by the Chief	1	Responsible for matters related to planning of non-gratuitous rationing operation.	
Non-gratuitous Rationing Section Chief	Appointed by the Chief	1	Responsible for matters concerning operation of non-gratuitous rationing.	
Administration Section Chief	Appointed by the Chief	1	Responsible for matters concerning support of non-gratuitous rationing operation.	
News Section Chief	Appointed by the Chief	1	Responsible for matters concerning press releases, communications and reporting.	
Security Section Chief	Appointed by the Chief	1	Responsible for matters concerning security of non-gratuitous rationing operation.	
Section staff	Dispatched by Secretary	9~15	To handle Task Force affairs and matters concerning non-gratuitous rationing.	
Total		17~23		