

Schedule 9 :

**Organization of (The name of Municipal/County/City) Government
Non-gratuitous Rationing of Daily Necessities Executive Committee**

Job title	Designation	Personnel headcount	Duties	Note
Chair	Served concurrently by the Mayor	1	To take charge of the overall conduct of Committee affairs and general matters related to non-gratuitous rationing.	
Vice Chair	Served concurrently by a Deputy Mayor or the Secretary General	1	To assist in Committee affairs and general matters related to non-gratuitous rationing.	
Executive Secretary	Served concurrently by a head of the bureaus or departments in charge of business concerned, or designated by the Chair.	1	Under the direction of the Chair to handle Committee affairs and general matters related to non-gratuitous rationing.	
Committee member	Served concurrently by heads of bureaus or departments concerned or appointed by the Chair.	10~15	To assist the Chair in handling matters related to non-gratuitous rationing.	
Chief of Planning Section	Appointed by the Chair	1	Responsible for planning and preparation of non-gratuitous rationing.	
Chief of non-gratuitous rationing Section	Appointed by the Chair	1	Responsible for matters concerning operation of non-gratuitous rationing.	
Chief of Administration Section	Appointed by the Chair	1	Responsible for matters concerning support of non-gratuitous rationing operation.	
Chief of News Section	Appointed by the Chair	1	Responsible for matters concerning press releases, communications and reporting.	
Chief of Security Section	Appointed by the Chair	1	Responsible for matters concerning security of non-gratuitous rationing operation.	
Section staff	Assigned by the Executive Secretary	15~18	To handle committee affairs and matters concerning non-gratuitous rationing.	
Total		33~41		