

ASGARDIA

HEAD OF NATION



Leo 15, 0004 (July 1, 2020)

REGULATIONS ON THE ADMINISTRATION OF THE HEAD OF NATION OF ASGARDIA

General Provisions

The Administration of the Head of Nation is the administrative body that facilitates the activity of the Head of Nation of Asgardia and monitors implementation of the Head of Nation's decisions.

The Administration of the Head of Nation of Asgardia facilitates the Head of Nation's activity.

In particular, this is expressed in the preparation of draft legislation to be submitted by the Head of Nation as a legislative initiative, as well as in the review of draft legislation considered by the Parliament and the preparation of relevant opinions thereof.

The Administration prepares draft decrees, directives, orders, statements of the Head of Nation of Asgardia and other documents.

The Administration monitors and verifies whether decrees, directives and orders of the Head of Nation of Asgardia are executed, and submits relevant reports.

The Administration facilitates interaction between the Head of Nation of Asgardia and all public administration bodies of Asgardia, international organizations and states of planet Earth.

The Head of Nation of Asgardia exercises general supervision over his Administration.

Its operation is directly coordinated by the Head of Administration, who reports to the Head of Nation.

1. The Administration:

1.1. The Administration of the Head of Nation of Asgardia (hereinafter referred to as the Administration) is a structural unit of the public administration system established according to Chapter 8, Article 32, paragraph 9b, line 6 of the Constitution of Asgardia, which facilitates the activity of the Head of Nation of Asgardia and monitors implementation of the Head of Nation's decisions.

2. Guidelines for the Administration:

2.1. In its activities, the Administration is entirely guided by the [Constitution](#) of Asgardia, the laws of Asgardia, the decrees and directives of the Head of Nation of Asgardia, and the present Regulations.

3. The Administration includes:

3.1. The Head of Administration of the Head of Nation of Asgardia (hereinafter referred to as the Head of Administration) and twelve senior advisors of the Head of Nation in the following areas:

3.1.1 Justice;

3.1.2. Economy and finance;

3.1.3. Foreign affairs (including the Protocol Service of the Head of Nation);

3.1.4. Information and communications (including the press service of the Head of Nation);

3.1.5. Science;

3.1.6. Safety and security;

3.1.7. Citizenship;

3.1.8. Trade and commerce;

3.1.9. Equity and resources;

3.1.10. Youth and education;

3.1.11. Manufacturing;

3.1.12. Culture;

3.2. The Administration Office is also being established.

4. The Administration's duties:

4.1. Ensuring that the Head of Nation of Asgardia exercises his powers according to Chapter 8, Article 32 of the Constitution of Asgardia;

4.2. Monitoring the implementation of the decisions of the Head of Nation of Asgardia;

4.3. Assisting the Head of Nation of Asgardia in defining the main directions of the internal and foreign policy of the Nation;

4.4. Developing, in collaboration with the relevant public authorities, nationwide projects and monitoring their implementation;

4.5. Facilitating the activity of the Head of Nation of Asgardia in addressing human resources matters under his authority, matters related to granting national awards of Asgardia and awarding honorary titles of Asgardia;

4.6. Assisting the Head of Nation of Asgardia in addressing matters related to the provision of all legal regulations defined in the [Constitution](#) of Asgardia;

4.7. Assisting the Head of Nation of Asgardia in ensuring the coordinated functioning and interaction of public authorities;

4.8. Ensuring implementation of other powers entrusted to the Head of Nation of Asgardia by the [Constitution](#) of Asgardia and its laws.

5. Functions of the Administration to facilitate the activity of the Head of Nation of Asgardia:

5.1. Ensuring preparation of draft legislation for submission to the Parliament of Asgardia by the Head of Nation of Asgardia as a legislative initiative;

5.2. Ensuring preparation of amendments to draft legislations adopted by the Parliament of Asgardia;

5.3. Preparing draft opinions on draft legislations adopted by the Parliament of Asgardia and in the process of their submission for consideration;

5.4. Preparing proposals for Decrees to be signed by the Head of Nation of Asgardia to put laws into force or to reject them;

5.5. Preparing, obtaining approval and submitting draft decrees, directives, orders (lists of orders) and statements of the Head of Nation to the Head of Nation of Asgardia;

5.6. Ensuring the promulgation of laws, issuance of decrees and directives by the Head of Nation of Asgardia, and other documents signed by the Head of Nation of Asgardia;

5.7. Exercising control over laws (as far as the powers of the Head of Nation of Asgardia are concerned), decrees, directives, and other decisions of the Head of Nation of Asgardia being executed;

5.8. Organizational support for implementation of the Head of Nation's constitutional powers, including:

- preparation for parliamentary elections;
- preparation for referendums;
- preparation for granting government awards and honorary titles;
- preparation for granting pardon decisions;

- preparation and establishment of the necessary advisory committees.

5. 9. Ensuring interaction between the Head of Nation of Asgardia and public bodies of other states and their officials, political and public figures, international and other Earth organizations;

5. 10. Facilitating the activity of the Supreme Space Council of Asgardia;

5. 11. Assisting the Head of Nation of Asgardia in exercising his powers in human resources matters.

6. Administration activity in the performance of its functions:

6. 1. Interaction with the Supreme Space Council of Asgardia, the Parliament of Asgardia, the Government of Asgardia, the Supreme Court of Asgardia and other constitutional public administration bodies, continental, country and regional public administration bodies of Asgardia, other public bodies and their offices, local self-governing bodies, as well as with state bodies of foreign states and their officials, with Asgardian, international, and other Earth organizations;

6. 2. Drafting records on persons holding public positions of Asgardia and public service positions of Asgardia, appointment and dismissal from which is performed by the Head of Nation of Asgardia or advised by the Head of Nation of Asgardia, records of persons nominated for appointment to these positions, records of senior officials (heads of the highest executive bodies of state power) of the localities of Asgardia and other persons in accordance with the regulations of Asgardia;

6. 3. Executing and monitoring implementation of orders of the Head of Nation of Asgardia;

6. 4. Requesting and receiving necessary information from all public authorities, local authorities and other public bodies, local self-governing bodies and organizations;

6. 5. Using national data banks, using national, including governmental, communication systems;

6. 6. Arranging and carrying out scientific activity and research, including attracting scientific organizations, scientists and experts on a contractual basis.

7. General supervision of the Administration:

7. 1. General supervision of the Administration is performed by the Head of Nation of Asgardia, who directly supervises the following Administration representatives:

- The Head of Administration;

- The Supreme Councilors.

8. The Head of Administration:

8. 1. Represents the Administration in public bodies of Asgardia, local public bodies of Asgardia, local self-governing bodies, as well as in Asgardian, international and other Earth organizations;

8. 2. Carries out general coordination of activities of the Supreme Councilors and distributes matters within their competence;

8. 3. Carries out general supervision of activities of the Administration staff;

8. 4. Approves the list of data to be classified by the Administration;

8. 5. Issues orders on Administration activity;

8. 6. Ensures execution of the Head of Nation's orders;

8. 7. Requests and receives necessary information from national and local public bodies of Asgardia, local self-governing bodies, as well as from organizations;

8. 8. Arranges preparation and submission of the budget application on matters related to the activities and support of the Administration;

8. 9. Manages budget funds in accordance with Administration cost estimates;

8. 10. Has the right to make certain changes to the cost estimates of the Administration on behalf of the Head of Nation of Asgardia, which should not lead to an excess expenditure of funds allocated for the corresponding year.

9. Supreme Councilors to the Head of Nation of Asgardia:

9. 1. Prepare topical proposals for the Head of Nation of Asgardia for implementation in his scope of responsibilities, current and future plans of the Head of Nation of Asgardia;

9. 2. Participate in the preparation of national, official and other visits, official meetings, talks, negotiations, working visits of the Head of Nation of Asgardia, his meetings with citizens and other events in collaboration with other relevant departments of the national bodies of Asgardia;

9. 3. Prepare specialized draft orders of the Head of Nation of Asgardia and execute particular orders of the Head of Nation of Asgardia;

9. 4. Interact with relevant representatives of the national bodies of Asgardia – in particular, the Parliament and the Government of Asgardia;

9. 5. Contact the Ministers and Chairpersons of the Parliament Committees of Asgardia, and other officials of Asgardia on matters within their respective competencies and receive relevant information from them;

9. 6. Submit proposals on laws that have been submitted to the Head of Nation of Asgardia, as well as on preparation of decrees and orders issued by the Head of Nation of Asgardia;

9. 7. Sign official documents within their competence;

9. 8. By order of the Head of Nation of Asgardia or the Head of Administration, lead working groups created to prepare specialized activities involving the Head of Nation of Asgardia;

9. 9. Use Administration databases;

9. 10. Facilitate, on behalf of the Head of Nation of Asgardia or the Head of Administration, the activities of advisory and consultative bodies to the Head of Nation of Asgardia.

10. Status of the Administration and its employees:

10. 1. The Administration is a structural unit of the public administration system of Asgardia; its employees and its office staff are civil servants of Asgardia that belong to respective categories.

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Asgardia Head of Nation