

REGULATIONS CONCERNING THE ORGANISATION OF THE HYDROGRAPHIC SERVICE OF THE UNITED STATES OF BRAZIL.

(Regulations dated 22nd October 1931).

CONSTITUTION OF THE DEPARTMENT.

ARTICLE 1.

The *Department of Navigation* is the Naval administrative instrument intended for the technical and administrative direction of the services concerned with air, sea and river navigation, and is attached to the Ministry of Marine.

ARTICLE 2.

The D. N. enjoys complete autonomy in the general direction of the services attached to it, being, like the other Departments, directly subordinate to the Ministry of Marine.

ARTICLE 3.

The principal objects of the D. N. shall be :—

- (a) To draw up charts of the coast of Brazil for air, sea or river navigation.
- (b) To draw up magnetic and oceanographic charts.
- (c) To draw up Sailing Directions and Lists of Lights for the coast and rivers of the country.
- (d) To prepare data on the subject of tides or the regimes of rivers in the ports, of interest to naval and mercantile vessels.
- (e) To publish copies of foreign charts of interest to national shipping.
- (f) To publish daily information for mariners on the subject of amendments to the charts, Lists of Lights and Sailing Directions of the coast of Brazil.
- (g) To publish monthly information on the above-mentioned amendments.
- (h) To republish and disseminate those foreign Notices to Mariners received by the D. N. which deal with this country.
- (i) To keep up to date its collections of charts, Lists of Lights and Sailing Directions, both national and foreign.
- (j) To publish an *Anuario Hidrografico*.
- (k) To facilitate by every means the knowledge of the rivers and ports of Brazil, thus contributing to the development of navigation.
- (l) To exchange publications with similar foreign departments.
- (m) To manage and keep the accounts of the hydrographic surveying services.
- (n) To manage and keep the accounts of the buoyage and beaconage of the coast and navigable rivers of the country.
- (o) To be the seat of courses (of instruction) dealing with the services attached to the Department of Navigation.
- (p) To superintend the services connected with the navigation of the national warships.
- (q) To collect and publish data of a nature useful to the Department of Fisheries.
- (r) To acquire, furnish, repair, maintain, and keep the accounts of the permanent nautical and meteorological material necessary for supplying the vessels of the Navy and those attached thereto.

ARTICLE 4.

In order to carry out the above arrangements, the D. N. shall take under its charge the necessary floating material and instruments.

It will also have at its disposal the military and civil staff as laid down by the *Regimento Interno*.

ARTICLE 5.

The D. N. shall be subdivided into four divisions which shall be called :
D. N. 1, D. N. 2, D. N. 3, D. N. 4.

ARTICLE 6.

D. N. 1 shall undertake the following : —

- (a) Control the acquisition, maintenance, supply and repair of the permanent nautical material for the naval vessels and establishments.
- (b) Control and keep the accounts of the workshops for optical work and for precision instruments, and of the general repair services.
- (c) Collect data for the publication of the *Anuario Hidrografico* and the List of Lights, and of elements for the efficient development of the fisheries.
- (d) Circulate any studies relative to hydrography which may reach the D. N.
- (e) Facilitate the acquisition of knowledge concerning the conditions of navigability of the coast and rivers of the country.
- (f) Take under its charge the archives and library of the Department.
- (g) Superintend the service of communications of the D. N.
- (h) Control the appointments to the services of the D. N.
- (i) Assist the Vice-Director in keeping the accounts of the general supply service.

ARTICLE 7.

D. N. 2 shall undertake : —

- (a) The direction and accountancy of the services concerned with Hydrography, Oceanography and Magnetism.
- (b) The direction of the services of Cartography, Time, Sailing Directions, chart correction and Notices to Mariners.
- (c) The magnetic service, the production of magnetic, hydrographic and oceanographic charts.
- (d) The study of tides and of the regimes of rivers.
- (e) The accountancy of the general navigational services.
- (f) The charge of the instruments necessary for the services attached to it.
- (g) The preparation of charts for air navigation.

ARTICLE 8.

D. N. 3 shall undertake : —

- (a) The direction and accountancy of the services dealing with lighting and beaconage, both maritime and fluvial.
- (b) The direction of the internal services concerned with supplies for lights and the repair and replacement of material for aids to navigation.
- (c) Superintendence over the staff employed on lights and aids to navigation.
- (d) To take charge of the necessary stock of material for lights.
- (e) To provide D. N. 1 annually with the information necessary for publishing the List of Lights.

ARTICLE 9.

D. N. 4 shall undertake : —

- (a) The payment and victualling of the subordinate staff of D. N. 4.
- (b) The drawing up of inventories of articles for supply to the Navy and for the use of the Divisions of the D. N.
- (c) The purchase of the material necessary for the D. N.
- (d) The carrying out of the general supply services in accordance with the *Codigo de Contabilidade* (Rules for Accountancy) and the *Leis de Fazenda* (Laws of Supply).

ARTICLE 10.

The Divisions shall be subdivided into sections, the number of which shall be determined by the *Regimento Interno*.

TECHNICAL MATERIAL.

ARTICLE 11.

The floating material at the service of the D. N. shall consist of surveying vessels, lighthouse tenders, light vessels, buoys and small boats.

ARTICLE 12.

The instruments under the charge of the D. N. shall consist of the geodetic, astronomical, hydrographic, topographic, photographic, nautical, meteorological, magnetic and

optical instruments, and the lighthouses and beacons, necessary for carrying out the work of the D. N.

PERSONNEL.

ARTICLE 13.

The staff at the service of the D. N. shall consist of :—

- (a) The staff proper which works at the seat of the D. N., viz. the Director-General of Navigation, the Vice-Director, the Chiefs of Divisions, the Chiefs of Sections, Sectional Assistants, technical employees and clerks, as laid down in the *Regimento Interno*.
- (b) The staff embarked in the surveying vessels and lighthouse tenders under the D. N.
- (c) The personnel for the hydrographic course, including the students.
- (d) The permanent lighting and beaconage staff, whether at the seat of the D. N. or elsewhere.

ARTICLE 14.

The D. G. N. shall be appointed by the President of the Republic from among the Flag Officers or Naval Captains on the active list.

ARTICLE 15.

The D. G. N. shall be responsible to the Minister of Marine for the services included in his Department, in accordance with the present regulations and the *Regimento Interno* of the D. N., and, in a general way, he shall :—

- (a) Carry out and cause to be carried out the provisions of the present regulations and of the *Regimento Interno* of the D. N.
- (b) Demand from the Minister of Marine the clauses necessary for the maintenance or improvement of the services included in his budget, when the estimates of the Ministry of Marine are drawn up.
- (c) Superintend, in accordance with the regulations, the courses in hydrography for officers and the other courses held at the D. N., until these can be transferred to the control of the Professional Schools of the Navy.
- (d) Communicate directly with the other Directors of services under the Ministry of Marine in the execution of his work.
- (e) Superintend the publication of special instructions for the efficient functioning of the hydrographic, magnetic, oceanographic and beaconage work, with the object of improving and standardising the methods of work.
- (f) Give or send to the Director of Personnel information with reference to the capabilities of the officers under him, in order that their records may be completed.
- (g) Keep the Director of Lights informed as to the issue of decisions affecting his Division.
- (h) Present annually to the Minister of Marine a report of the service under his orders, making or putting forward suggestions as to their suppression, improvement or distribution among the services attached to the D. N.
- (i) Submit to the ruling of the Technical Committee any and every question of a technical nature which may affect the general working of the Division.

ARTICLE 16.

The D. G. N. shall be assisted in his administration by the Vice-Director and the Chiefs of Divisions.

ARTICLE 17.

The Vice-Director shall be appointed by the Minister of Marine from among the Naval Captains or Commanders on the Active List, and he shall undertake :—

- (a) To assist the D. G. N. in the exercise of his financial functions and to deputise for him during his temporary absences.
- (b) To direct the service of external official correspondence, both reception and distribution.
- (c) To superintend the discipline, attendance and provisioning of the whole of the staff under the D. N.
- (d) To superintend the accounts of the Divisions, including that of supplies.
- (e) To superintend the accounts of the general subordinate staff and the material of the D. N.

- (f) To carry out the instructions laid down in these regulations and in the *Regimento Interno* of the D. N.
- (g) To preside and vote at the sessions of the Technical Committee.

ARTICLE 18.

The Chiefs of Divisions shall be appointed by the Director from among the senior officers appointed to serve in the D. N., and their responsibilities in general are :—

- (a) The technical direction of their Divisions, assuming complete responsibility to the D. G. N. with regard to the direction of their services.
- (b) The accountability of the Heads of Sections included in their Divisions.
- (c) The efficiency of the services under their charge, using their initiative in making requests and suggestions to the D. G. N. with this object in view.
- (d) To provide the D. G. N. with the data necessary for the drawing up of the Annual Report of the D. N.
- (e) To carry out the provisions of these regulations and of the *Regimento Interno* of the D. N.
- (f) To take part in and vote at the meetings of the Technical Committee.

ARTICLE 19.

The Heads of Sections and Assistants shall be appointed by the D. G. N. from among the officers appointed by the Director-General of Personnel for service in the D. N., in the requisite numbers for the services as determined by the *Regimento Interno* of the D. N.

ARTICLE 20.

The D. G. N. shall have as Assistant an officer on the active list of the Navy, who shall carry out the duties laid down in the *Regulamento de Estado Maiores* (Regulations for General Staffs).

ARTICLE 21.

The D. N. shall have as many artificers, stokers, motor-mechanics, coxswains of boats, clerks, seamen, oarsmen, etc. as laid down in the *Regimento Interno*.

ARTICLE 22.

The Civil Staff of the D. N. shall be determined by the budgetary table and shall carry out the duties allotted to it by the authorities of the Departments concerned.

TECHNICAL COMMITTEE.

ARTICLE 23.

The D. N. shall include a Technical Committee, composed of the following officers :—

The Vice-Director, Chiefs of Divisions, Senior Heads of Sections, and an official to act as Secretary of the Committee without a vote.

The Chief of D. N. 4 shall not have a vote except on questions pertaining to his Division, but he shall attend every session of the Committee.

ARTICLE 24.

The establishment of the Technical Committee is for the purpose of obtaining uniformity in the services under the D. N., in order to avoid discontinuity due to changes in the heads of the various services.

ARTICLE 25.

The Technical Committee shall :—

- (a) Advise the D. G. N. on all technical questions relating to his Department.
- (b) Investigate the instructions proposed by the Chiefs of Divisions relative to the various services of the D. N.
- (c) Investigate and report on all demands for instruments, lighting material and hydrographic material put forward by the Divisions, with reference to the advisability of the supply and the use to be made of them.
- (d) Investigate and report on the expenditure in connection with technical work for carrying out the duties of the various Divisions, whether at the seat of the D. N. or elsewhere.

(e) Give advice on the organisation of or alterations in the services under the Divisions, in order to avoid changes prejudicial to the work of the D. N.

ARTICLE 26.

In order to carry out the provisions of the preceding Article, it shall be obligatory for the Technical Committee to meet by the tenth day of every month at the summons of the Vice-Director.

ARTICLE 27.

In addition to the obligatory monthly meeting, the Technical Committee may be convened up to four times per mensem by the Vice-Director, at the written request of two of its members addressed to the Vice-Director, or on the initiative of the D. G. N.

ARTICLE 28.

The Minutes of the Technical Committee meetings shall be kept by the Secretary in a special book.

ARTICLE 29.

The Technical Committee functions when all its members are present.

ARTICLE 30.

The decisions of the Technical Committee shall be made by an absolute majority of the votes of its members (a half plus 1).

ARTICLE 31.

The decisions made by the Technical Committee on subjects proposed by the D. G. N. and on other questions, whether submitted to its examination or not, shall be of an advisory character and can subsequently be rescinded by order of the Minister of Marine.

ARTICLE 32.

Even when not consulted, the Technical Committee may express opinions on any decisions made by the Heads of Services on questions of a technical nature.

ARTICLE 33.

The Technical Committee shall draw up the annual budgetary estimates for the D. N. and shall submit them to the D. G. N. for approval.

