



Federal Chancellor: **Annemarie Huber-Hotz**
 Vice-Chancellor: Oswald Sigg
 Vice-Chancellor: Corina Casanova
 Staff: 186,6
 Budget: CHF 45 928 000.–

1 Federal Palace West Wing, 3003 Bern
 T 031 322 37 91, F 031 322 37 06
 Hansruedi Moser, Franziska Kümmerly
www.admin.ch

mittees, verifies petition lists, formally examines popular initiatives, organises federal votes and elections to the National Council and deals with complaints relating to votes and elections. In addition, the section monitors pilot runs of e-voting. Switzerland often has to deal with and respond to a variety of crises (e.g. the floods of August 2005, the tsunami of December 2004, the SARS epidemic in March 2003). Such events can also present the federal administration with significant challenges. That is why it is important that members of the management teams in the offices, departments and the Federal Chancellery make sure they are prepared. Leading and responding under difficult circumstances and under extreme time pressures is something that can be trained.

The task of conducting training at high or strategic level falls to the **Strategic Leadership Training** (SLT) unit. Training consists of workshops or information events and exercises. The most recent example is the Leadership Exercise 2005: Epidemic in Switzerland held in January of last year. For the planning, organisation and execution of these exercises, the SLT works with internal bodies and external partners (e.g. cantons, business, international organisations).

Information and Communications Sector Vice-Chancellor Sigg

Were there to be no **Information Section**, the Federal Council would take decisions and tackle problems without the public being any the wiser. Headed by the Federal Council Spokesman, the section ensures that the media and the public are continually provided with transparent information. An example of this can be seen in the press conferences held following Federal Council sessions, which are also broadcast on the internet (<http://www.admin.ch/ch/d/conferenza/>). A further key task is the publication of the Federal Council's explanatory remarks in the run-up to federal votes.

The **Federal Parliamentary and Central Library** is an academic library open to members of parliament and the administration. It is linked electronically to a further 60 libraries and documentation centres in the Federal Administration through the Alexandria system.

Internal Services Sector

The primary tasks of **Internal Services** include human resources, finance and accounting, information technology, events management at the von-Wattenwyl-Haus and the Lohn country residence and the authentication of signatures for foreign authorities.

Federal Data Protection Commissioner

The **Commissioner** works to safeguard the privacy of the individual. Data processing activities by federal agencies or by private individuals and organisations are subject to his supervision. He can conduct investigations and, in the event of a violation he can recommend that data processing methods be changed or discontinued. In addition, he provides advice to private individuals, federal agencies and the cantons.

Federal Data Protection Commission

This appeals commission hears complaints against decisions of federal bodies (with the exception of the Federal Council) and cantonal decisions. It also rules on recommendations made by the Data Protection Commissioner on matters in the private sphere. Its rulings are referred on appeal to the Federal Supreme Court.

The Political Forum of the Confederation, housed in Bern's Käfigturm, will be holding the following exhibitions in 2006:

Until 24 March
Virus, beware!

An exhibition on the subject of vaccination with a photo exhibit by Sebastião Salgado entitled "The End of Polio".

24 March

Museum Night in Bern

with a special programme in the Käfigturm

17.1. / 31.1. / 14.2. / 28.2. / 14.3. / 28.3. / 11.4. / 25.4.

Where are Europe's borders?

A series of events produced by the Swiss Library for Eastern Europe and the Political Forum

May to June

Swiss press Photo 05

The best press photos from 2005

Would you like to receive regular information on events at the Käfigturm? You can subscribe at www.kaefigturm.admin.ch or send your address to Käfigturm – a Political Forum of the Confederation, 3003 Bern.





The Federal Department of Foreign Affairs

FDFA

The “Fifth Switzerland” thrives and prospers
Switzerland exists beyond its own borders: Over 600,000 or a tenth of all Swiss live abroad, regardless of whether they are near or far, or living abroad temporarily or permanently.

One of its tasks in safeguarding Switzerland’s interests in the world also involves keeping an eye on those of our countrymen abroad. Alongside the associations of Swiss Abroad, Swiss embassies and consulates often serve as bridges to the home country.

While the safeguarding of Switzerland’s interests is the overriding aim of our foreign policy, the FDFA places particular emphasis on the commitment to peace and security and the alleviation of hardship and poverty in the world. To that end, Switzerland works with other countries and international organisations towards improving lives and progress, which in turn is ultimately in our country’s own interests. The FDFA also places great stead in strengthening the rules that enable states, peoples and individuals to live together.

Article 40, paragraph 1

The Confederation shall encourage relations among Swiss citizens living abroad and their relations with Switzerland. It may support organisations that pursue this objective.

Over six hundred thousand people across all continents go to make up the “Fifth Switzerland”, and around a quarter of those are under the age of eighteen; many of this generation only know about their origins from what their parents have told them. That’s where the Foundation for Young Swiss Abroad comes in: every year it arranges for some three hundred children from over fifty countries to holiday in Switzerland. This allows children aged between eight and fourteen to get to know the country and understand other cultures through the contact with similarly aged children from around the world.

**Federal Department
of Foreign Affairs**
FDFA

The FDFA is responsible for safeguarding Swiss interests abroad. Swiss foreign policy is built on the following five main objectives:

- **peaceful coexistence of nations**
- **respect for human rights and promotion of democracy**
- **safeguarding Swiss economic interests abroad**
- **alleviation of need and poverty in the world**
- **preservation of natural resources.**

General Secretariat

As the FDFA's staff office, the General Secretariat supports the Head of Department in the management of the department and in preparing for the Federal Council meetings. It is responsible for public relations, and maintains contact with the staff offices of the other departments as well as with parliament. It ensures the supervision and monitoring of embassies and consulates through the Diplomatic Inspectorate and the Consular and Financial Inspectorate. It is also responsible for coordinating the Department's telematics and for ensuring equal opportunities within the FDFA.

Staff: 56,2
Budget: CHF 7 894 000.–
Secretary-General: Peter Müller
www.eda.admin.ch

State Secretariat

The State Secretary and Political Director is the first person after the Head of Department to whom the Federal Council turns to discuss matters of foreign policy. He is responsible for the conceptual development and strategic planning of foreign policy and for reporting to the political authorities.

He deputises for the Head of Department when necessary, such as at meetings of the Foreign Affairs Committees of the National Council and the Council of States. He maintains regular contacts with his counterparts abroad and in Bern. His main dossiers include cooperation with the UN, the continuing

development of Switzerland's relations with the EU and a wide variety of activities in the field of security and peace policy. The State Secretariat consists of the Directorate of Political Affairs, the Protocol Service, the Centre for Analysis and Prospective Studies, and the Centre for International Security Policy.

Staff: 265
Budget: CHF 270 449 000.–
State Secretary: Michael Ambühl
www.eda.admin.ch

Directorate of Political Affairs

The Political Affairs Directorate is where Switzerland's foreign policy is formulated, and it is responsible for all Switzerland's missions abroad. As such, it is the central collection point for all the information needed to determine and protect Swiss foreign interests, identify potential areas of crisis and tension, assess Switzerland's global opportunities, prepare actions, and conduct negotiations on security matters, international solidarity, the promotion of democracy, the rule of law and human rights.

The Directorate is divided into eight divisions responsible for the following areas:

- **Political Affairs Division I:** Europe, Council of Europe, OSCE
- **Political Affairs Division II Africa and the Middle East**
- **Political Affairs Division II Asia-Pacific**
- **Political Affairs Division II The Americas**

Also responsible for foreign interests (mandates as protecting power)

• **Political Affairs Division III:** United Nations, Swiss activities in international organisations, host-country policy, la Francophonie

• **Political Affairs Division IV:** Peace policy and human security, human rights policy, humanitarian policy and international migration policy, field operations and Swiss Expert Pool for Civilian Peacebuilding

• **Political Affairs Division V:** Coordination of sectoral policies: Economic and financial affairs; Environment, energy and transport; Culture, science and research

• **Political Affairs Division VI:** Safeguards the interests of Swiss citizens abroad, supports Swiss nationals in emergency situations and publishes foreign travel recommendations. It is also responsible for the Confederation's policy on the Swiss Abroad (Swiss communities, Swiss schools, political rights, information, etc.).

Integration Office (FDFA/FDEA): The Integration Office, a joint office of the Directorate of Political Affairs and the State Secretariat for Economic Affairs (seco) is responsible for relations with the European Union and the European Free Trade Association (EFTA).

Presence Switzerland (PRS), which reports to the Directorate of Political Affairs, promotes a real-life, positive image of the country by highlighting its diversity and attractive aspects.

Staff and budget included in figures for the State Secretariat.
Director: Urs Ziswiler
www.eda.admin.ch



Head of Department:
Micheline Calmy-Rey

i Federal Palace West Wing, 3003 Bern
T 031 322 31 53, F 031 324 90 47
Ivo Sieber, Jean-Philippe Jeannerat,
Carine Carey, Lars Knuchel
www.eda.admin.ch

Diplomatic and Consular Missions abroad

The main task of the network of Swiss diplomatic and consular missions is to safeguard Swiss interests vis-à-vis other states and in international organisations. It includes embassies, general consulates, consulates, multilateral missions and cooperation offices, and offers a wide range of services to Swiss nationals and businesses abroad.

Staff: 1 960,4
Budget: CHF 285 213 000.–
www.eda.admin.ch

Directorate of Corporate Management DCM

The DCM manages the department's human and financial resources for the optimum implementation of Switzerland's foreign policy goals. It oversees the network of Swiss missions abroad, ensures efficient consular services, and the security of missions abroad and their staff. The DCM is also responsible for the department's logistics, IT, personnel and accounting services. In addition, legislation, the application of law and legal advice for the department (excluding questions of international law) are included in its remit. The Swiss Government Travel Centre, which organises official international trips, is also part of this Directorate.

Staff: 291,8
Budget: CHF 82 127 000.–
Director: Martin Dahinden
www.eda.admin.ch

Directorate of International Law

International law has traditionally been an important part of Swiss foreign policy because Switzerland recognises that a foreign policy based on international law is seen to be credible, predictable and firmly based on principles.

As the "legal conscience" of the FDFA and the office of the Swiss government responsible for questions of international law, the Directorate ensures that Switzerland meets its international legal obligations both abroad and at home. To this end it is involved in the negotiation, conclusion and implementation of agreements based on international law. It is also responsible for ensuring that Swiss legal claims vis-à-vis foreign states and entities are enforced. The International Law Directorate's activities are very wide-ranging and include neutrality, human rights and international humanitarian law, legal questions relating to cross-border cooperation and Rhine and maritime navigation. Traditionally the Directorate has also been responsible for relations with the Principality of Liechtenstein.

Staff: 50
Budget: CHF 11 288 000.–
Director: Paul Seger
www.eda.admin.ch

Swiss Agency for Development and Cooperation SDC

The SDC is active in three specific areas:

- bilateral and multilateral development cooperation
- humanitarian aid including actions by the Swiss Humanitarian Aid Unit (SHA)
- cooperation with Eastern Europe.

The SDC is directly involved in various projects to support or cofinance programmes led by multilateral organisations, and participates in both Swiss and international aid programmes.

The aim of development cooperation is to combat poverty following the principle of helping people to help themselves. In particular, the SDC promotes economic and national self-sufficiency, works to improve conditions of production, assists in dealing with environmental problems and helps to ensure better access to education and basic healthcare for the most underprivileged population groups.

The mission of the Confederation's agency for humanitarian aid is to save lives and alleviate suffering. During armed conflicts and following natural disasters, it does this by providing help through the Swiss Humanitarian Aid Unit and supports its humanitarian partner organisations.

The SDC helps the countries of Eastern Europe and the Commonwealth of Independent States (CIS) to progress towards democracy and a market economy.

The SDC's specialist units are grouped in the Thematic and Technical Resources Department. The focus here is on conflict prevention, good governance, social development, employment and income, natural resources and environment.

While humanitarian aid is sent to those places where it is most needed, bilateral development assistance is focused on 17 priority countries in Africa, Asia and Latin America. Technical cooperation with Eastern Europe centres on eleven countries in South-East Europe and the CIS. On a multilateral level, the SDC works with UN agencies, the World Bank and regional development banks.

Staff: 534,2
Budget: CHF 1 289 572 000.–
Director: Walter Fust
www.deza.admin.ch





FDHA

Safeguarding the future

The Federal Department of Home Affairs is a real “everyday life” department. It deals with issues and dossiers that affect people’s lives on a daily basis – provision for retirement (Old Age and Survivors’ Insurance [AHV] and pension funds), medical, accident and invalidity insurance, food safety, substance abuse and AIDS prevention, research and education, culture, family policy, gender equality, equality for people with disabilities, efforts to combat racism, statistics, the national archives and, last but not least, weather forecasting.

The world is changing and society with it. If policies are to keep pace with these changes they must be adapted accordingly.

In the area of social security, one of the greatest challenges lies in safeguarding the objectives already achieved by securing the long-term financing of the system. There are also great challenges in the area of research and education. Knowledge is a key resource in our society and there is fierce competition between states in this area.

Article 111, paragraph 2

The Confederation shall ensure that the federal old age, survivors’ and invalidity insurance and occupational pension provision are able to fulfil their purpose at all times.

Who wouldn’t agree with that? But when it comes to how the Confederation should ensure this in future, opinions differ greatly: By reducing payments? By increasing contributions or the number of people who contribute? By limiting the number of people eligible? Or will future economic growth be enough? Maybe it will require a bit of all these things – but in what proportions?

**The Federal Department
of Home Affairs**
FDHA

General Secretariat GS

The General Secretariat is responsible for planning, coordination and controlling, and acts as coordinator in the decision-making process between the federal offices and the Head of Department. It coordinates resources, and provides logistical and IT services to the whole department. The General Secretariat's Legal Service is responsible for overseeing national and international charitable foundations. Also affiliated to the General Secretariat are the Federal Commission against Racism and the Office for the Equality of People with Disabilities.

Staff GS: 59, IDZ: 66
Budget GS: CHF 17 000 000.–
IDZ: CHF 17 100 000.–
Secretary-General: Pascal Strupler
www.edi.admin.ch

**Federal Office for Gender
Equality FÖGE**

In 2006 the office will be focusing on promoting equal opportunities in professional life, equal pay, sexual harassment in the workplace, work-life balance and the issue of violence against women and men. It also plays an active role at the international level. The Documentation Centre for Women's Issues and the Secretariat of the Federal Commission for Women's Issues are also affiliated to the office.

Staff: 12
Budget: CHF 7 100 000.–
Director: Patricia Schulz
www.equality-office.ch

**Federal Office of Culture
FOC**

The FOC is active in the areas of cultural promotion and awareness, national heritage and the preservation of historic buildings and monuments. It looks after the art collections that belong to the Confederation and manages the Swiss National Library and the Swiss National Museum. The FOC also safeguards interests relating to the preservation of local character and archaeology. The office supports artists, film makers and designers and promotes the interests of various linguistic and cultural communities. The article on culture in the Federal Constitution offers an opportunity to rethink federal policy and its efforts to promote culture in cooperation with the cantons, communes and private organisations. The consultation procedure on the Culture Promotion Act and the revision of the Pro Helvetia Act has been concluded and will now be submitted to parliament. This legislation and the reorganisation of the Swiss National Museum are the main goals for the FOC this year.

Staff: 213
Budget: CHF 190 700 000.–
Director: Jean-Frédéric Jauslin
www.bak.admin.ch

Swiss National Library

As of 1.1.2006, the Swiss National Library SNL is the only part of the FOC to be operated under a service agreement and global budget. The SNL's task is to collect, catalogue, preserve and make available all publications

relating to Switzerland. In addition, the SNL also houses a series of special collections, the most important being the Swiss Literary Archive and the Graphic Collection. The Dürrenmatt Centre in Neuchâtel is also part of the SNL.

Staff: 112
Budget: CHF 23 000 000.–
Director: Marie-Christine Doffey
www.snl.ch

Swiss Federal Archives SFA

The Federal Archives safeguard the Confederation's valuable and unique documents from 1798 to the present day, cataloguing them and making them accessible to those interested. If the entire inventory were set out it would stretch 46 kilometres. It includes original documents such as the constitution, deeds, photos, films, recordings and databases. Access to such records is essential in a democratic constitutional state and provides continuity and transparency and enables citizens to exercise democratic control over government and administration activities. The Federal Archives also provide documents for historical, cultural and social science research. The main focus for 2005 is the consolidation of projects ensuring transferral to the eArchive which entails the digitisation and long-term preservation of documents as well as access to these digital documents.

Staff: 49
Budget: CHF 11 900 000.–
Director: Andreas Kellerhals
www.bar.admin.ch

**Swiss Meteorological Institute
MeteoSwiss**

The national weather service keeps its eye on the weather around the clock, produces forecasts and warns the authorities, emergency services and the public when there is a threat of storm force winds, heavy rainfall, thunderstorms or heatwaves. It provides specialised forecasts tailored to the needs of businesses, individuals and sports people where necessary, as well as comprehensive weather services for civil, military and private aviation. Scientists at MeteoSwiss are also involved in projects aimed at improving understanding of weather and climate in Alpine areas. MeteoSwiss participates in a number of important international bodies and officially represents Switzerland in the World Meteorological Organization in Geneva. In 2006 MeteoSwiss will celebrate its 125th anniversary.

Staff: 255
Budget: CHF 76 500 000.–
Director: Daniel K. Keuerleber-Burk
www.meteoschweiz.ch

**Federal Office of Public Health
FOPH**

The overriding aim of the FOPH is to promote and maintain the good health of all people living in Switzerland. On the one hand, it seeks to promote people's awareness and thereby enable them to take responsibility for their own health. On the other, it wants a general and consistent improvement of everyone's health through health promotion, disease prevention and health protection campaigns and the curing of illnesses and alleviation of



Head of Department:
Pascal Couchepin

1 Inselgasse, 3003 Bern
T 031 322 80 33, F 031 322 10 15
Jean-Marc Crevoisier, Katja Zürcher
www.edi.admin.ch

suffering caused by disease and accidents. In order to achieve these aims, the FOPH deals with issues such as epidemiology and infectious diseases, substance abuse and drug prevention, food safety, noise and radiation protection, assessment and checks on chemicals and toxic products, stem cell research and bioterrorism, and health and accident insurance. In addition to questions relating to social health insurance, which continue to be topical, the Confederation will in 2006, raise the issue of new regulations for research on humans, which would strengthen Switzerland's standing as a location for research, and at the same time guarantee the protection and dignity of those concerned.

Staff: 397
Budget: CHF 2 588 000 000.-
Director: Thomas Zeltner
www.bag.admin.ch

Swiss Federal Statistical Office SFSO

The SFSO publishes information on the situation and developments in Switzerland in a multitude of fields and plays a part in enabling comparisons in an international context. It provides the quantitative information needed for understanding the present and planning for the future. The *Statistical Yearbook*, the *Pocket Book*, and most importantly the new internet portal, provide an overview of the available information. The SFSO provides its services according to the guidelines that its work is scientific, topical, user-friendly and complies with data protection regulations. The main goal for 2006 is the start of imple-

mentation of the agreement on statistics with the EU, which formed part of the second series of bilateral agreements.

Staff: 470
Budget: CHF 108 800 000.-
Director: Adelheid Bürgi-Schmelz
www.statistik.admin.ch

Federal Social Insurance Office FSIO

Switzerland has a good, reliable social insurance system through which it is able to safeguard the livelihood of the disadvantaged and provide an acceptable standard of living for all. The FSIO ensures that this system remains reliable within its areas of responsibility – Old Age and Survivors' Insurance [AHV], Invalidity Insurance [IV], supplementary benefits, occupational pension funds, income compensation for people on national service and for women on maternity leave as well as family allowances in the agricultural sector. It oversees the work of the executive bodies and is responsible for the regular adjustment of legislation to the changing social reality. To a certain extent it is itself the authority that implements the law. Currently, the FSIO is concentrating on the consolidation of Old Age and Survivors' Insurance (new revision project) and Invalidity Insurance (fifth revision). Spending by the Confederation on social welfare amounts to around CHF 13.8 billion, just over one quarter of the national budget.

Staff: 213
Budget: CHF 10 831 700 000.-
Director: Yves Rossier
www.bsv.admin.ch

State Secretariat for Education and Research SER

The State Secretariat for Education and Research is the Confederation's specialised agency for national and international issues relating to further and university education, research and space affairs. The State Secretariat drafts and implements decisions to ensure a coherent policy in the areas of science, research and universities. Its areas of responsibility are the following: coordination of Swiss university and research policy, promotion of cantonal universities, Swiss school-leaving certificates, grants, European education programmes, international education cooperation, research promotion (through the Swiss National Science Foundation and the scientific academies), international research organisations and programmes, contacts with foreign national partners and development of international relations, supervision of international cooperation and interdepartmental coordination in the field of space policy, preparation and assessment of the implementation of the performance mandate in relation to the Federal Institutes of Technology.

Staff: 115
Budget: CHF 1 736 900 000.-
Director: State Secretary Charles Kleiber
www.sbf.admin.ch

Federal Institutes of Technology Group FIT Group

The FIT Group, an interconnected system of technical universities and research institutes, offers excellence in teaching and research. The two FITs in Zurich

and Lausanne, the PSI, the WSL, the EMPA and the EAWAG all come under the strategic management of the FIT Board made up of twelve leading figures from the fields of science, industry and politics. The 12,000 staff and roughly 20,000 students in connection with society, industry and universities at home and abroad produce excellent achievements at the highest scientific level. The main aims of the FIT Board's strategic planning for 2004-2007 are the adjustment and reform of university teaching methods and the pursuit of a leading place in international research.

Staff: 12 000
Budget: CHF 1 880 400 000.-
President of the FIT Board:
Alexander J.B. Zehnder
www.ethrat.ch

Swiss Agency for Therapeutic Products Swissmedic

In order to protect humans and animals, all therapeutic products including human and veterinary medicines and medical devices are officially monitored. Swissmedic ensures that only high-quality, safe and effective medicines are made available. The comprehensive testing of therapeutic products means it is possible to identify new risks at an early stage and ensure the swift implementation of relevant safety measures. As a control agency, Swissmedic is the Swiss centre of competence for therapeutic products and makes a major contribution to a high-quality healthcare system.

Staff: 280
Budget: CHF 65 000 000.-
Director: Franz Schneller
www.swissmedic.ch





FDJP

Towards a more tolerant society

The Federal Department of Justice and Police has a wide range of responsibilities. It deals with socio-political issues such as the co-existence of Swiss and foreign nationals, asylum matters, internal security and the fight against crime. Marital status and citizenship issues are also just as much a part of the FDJP's brief as corporate governance, gaming supervision, or the drafting of codes and instruments for international legal assistance and police cooperation.

In 2006, the FDJP is focusing on a number of ever present challenges such as improving various areas of business law (partial revision of the Code of Obligations: company law, corporate governance, auditing, patent and copyright legislation), various measures in the field of internal security, the fight against terrorism and organised crime and policies on foreign nationals and asylum.

Article 5, paragraph 2

State activities must be in the public interest and proportionate to the ends sought.

Just a few years ago we would have considered such thorough screening of our luggage and clothing unreasonable. Today, as here at Bern-Belp airport, we accept it as normal. The feeling of being more at risk than in the past leads us to be more accepting of restrictions in favour of greater security.

The Federal Department of Justice and Police
FDJP

General Secretariat GS

The General Secretariat creates the conditions that allow the Head of Department to fulfil his tasks within the government and vis-à-vis the public. In other words, it initiates, plans and coordinates the department's activities and prepares the material that is to form the basis for decisions that have to be taken on government, parliamentary or departmental business. The General Secretariat supports the departmental offices in the planning and the achievement of their objectives.

Appeals addressed to the department are dealt with by the FDJP Appeals Service, which acts as an administrative appeals body. The service will be integrated into the new Federal Administrative Court in 2007.

The **IT Service Centre (ISC)** develops and manages the department's IT applications.

Staff: 149, ISC: 133
Budget: CHF 21 700 000.–, ISC CHF 41 700 000.–
Secretary-General: Walter Eberle
ISC Head: Christian Baumann
www.ejpd.admin.ch

Federal Office of Justice
FOJ

The FOJ drafts bills relating to the main areas of law, including private law, criminal law, debt collection and bankruptcy law, international private law and

public and administrative law. The office also advises the other agencies of the Federal Administration on all legislative matters. It is responsible for the supervision of the commercial register, the register of births, marriages and deaths, the land registry and the enforcement of criminal penalties, and also keeps the register of criminal convictions in Switzerland. In relation to administrative appeals, it prepares rulings for the consideration of the Federal Council. The FOJ also has administrative responsibility for the organisation of the project to establish the new federal courts (Federal Criminal and Federal Administrative Courts).

The office represents Switzerland at international level at the Strasbourg human rights bodies and in many other organisations and is the national agency in charge of cases of international child abduction. It collaborates with foreign authorities in the spheres of judicial assistance and extraditions.

Staff: 225
Budget: CHF 134 400 000.–
Director: Heinrich Koller
(Michael Leupold as of 1 July)
www.bj.admin.ch

Federal Office of Police
fedpol

In the field of internal security, fedpol serves as a centre for information, coordination and analysis for its cantonal and international partners. It has preventive tasks focusing on the protection of the state and on pro-

TECTIVE measures for people and properties considered to be at risk, and is also involved in prosecution, especially in the fight against organised crime.

It coordinates investigations, while also leading its own investigations for cases of drug trafficking (and its financing) and counterfeiting. In addition, fedpol operates the Money Laundering Reporting Office Switzerland. Since 2002, it has also been able to run its own investigations in cases of serious crime (organised crime, money laundering, corruption) under the supervision of the Attorney General.

Staff: 740
Budget: CHF 186 700 000.–
Director: Jean-Luc Vez
www.fedpol.ch

Federal Office for Migration
FOM

The Federal Office for Migration is responsible for all matters relating to legislation on foreign nationals and asylum. The office regulates immigration into Switzerland and in the Swiss labour market. It also rules on which individuals can be considered to be refugees and hence receive protection. Foreign nationals living here on a permanent basis should be as well integrated as possible, if necessary with state assistance. The FOM, in conjunction with the communes and the cantons, is responsible for naturalisation procedures. It also encourages the voluntary return of asylum seekers to their country of origin and assists in the repatriation of

asylum seekers whose applications have been turned down and foreign nationals who are residing illegally in Switzerland. The FOM maintains an international dialogue with countries of origin, transit countries and other host countries on all issues relating to migration.

In 2006 the office will focus on the revision of the Asylum Act and the Foreign Nationals Act as well as work on their implementation. In addition, asylum structures should be adapted to the current situation and measures put in place to improve the integration of foreign nationals.

Staff: 610
Budget: CHF 849 600 000.–
Director: Eduard Gnesa
www.bfm.admin.ch

Office of the Attorney General
OAG

As the Confederation's independent prosecuting authority, the Office of the Attorney General of Switzerland, which forms part of the FDJP, is responsible for investigating and prosecuting offences directed against the Confederation or seriously affecting its interests, such as espionage, abuse of office by federal employees, and crimes involving explosives or radioactive material. The Office of the Attorney General is above all responsible for prosecutions and the provision of legal assistance in complex inter-cantonal and international cases involving organised crime and terrorism, money laundering, corruption and white-collar crime. The Attorney General,



Head of Department:
Christoph Blocher

i Federal Palace West Wing, 3003 Bern
T 031 322 18 18, F 031 322 40 82
Livio Zanolari
www.ejpd.admin.ch
info@gs-ejpd.admin.ch

the two Deputy Attorney Generals and the federal attorneys conduct federal criminal proceedings in close cooperation with the Federal Criminal Police in the Federal Office of Police and work under the supervision of the new Federal Criminal Court in Bellinzona, where they also prosecute the criminal proceedings brought by them and the Federal Examining Magistrates.

Staff: 114
Budget: CHF 28 700 000.–
Attorney General: Valentin Roschacher
www.ba.admin.ch

Federal Office of Metrology and Accreditation METAS

METAS provides calibration and accreditation services for science, industry and the public. Some 144 high technology calibration laboratories work in tandem to establish internationally standardised units of measurement. METAS also supervises the use of measuring instruments in trade, transport, public safety, health and environmental protection. It trains and advises calibration experts and agencies and monitors implementation by the cantons. The Swiss Accreditation Service evaluates and accredits the professional competence of laboratories, and inspection and accreditation agencies for products, management systems and personnel.

Staff: 157
Budget: CHF 32 100 000.–
Director: Wolfgang Schwitz
www.metas.ch

Federal Institute of Intellectual Property IIP

The IIP advises the federal authorities on questions relating to intellectual property and represents Switzerland abroad in all associated matters. Anyone who wishes to file a patent application for an invention, register a trademark or file an industrial design, must contact the IIP, which administers these industrial property rights and copyright. The Institute has access to more than 40 million patent documents from over 30 countries and is also able to document over 500,000 trademarks. Its services also include technology and patent information, research on registered trademarks and training events on intellectual property.

In terms of legislation, the focus in 2006 is on the amendment of the Copyright Act to take account of the new communications technologies and the creation of a federal patent court as well as a professional code for patent lawyers.

Staff: 209
Budget: CHF 69 300 000.– (Turnover)
Director: Roland Grossenbacher
www.ige.ch

Swiss Asylum Appeals Commission AAC

The Commission is a specialist administrative appeals court that hears appeals against decisions made by the Federal Office for Migration on asylum requests and on deportation from Switzerland. The Commission, which is independent in its rulings and subject only to the law, is from an administrative point of view subject to the direct supervision of the Federal Council and the overall supervision of the Federal Assembly. Decisions of wider public interest are regularly published in EMARK, a special compilation of decisions. In 2007, the AAC will be replaced by the Federal Administrative Court.

Staff: 160 (including judges)
Budget: CHF 22 200 000.–
President: Bruno Huber
www.ark-cra.ch

Swiss Institute of Comparative Law SICL

The SICL offers academics consultancy services on legal questions and provides government agencies, international organisations, courts and private individuals, in particular attorneys and notaries with legal opinions on foreign law and international public and private law. The Institute's library has more than 280,000 books and documents in over 60 languages. The catalogue can be consulted online at www.isdc.ch.opac. The library's collections of Chinese and Arabic

law are unique in Europe. The Institute also houses the European Documentation Centre, which holds the official publications of the EU and books about the EU. Every year, the SICL organises colloquia on current legal issues for Swiss and foreign experts. It is the source of highly specialised and sometimes rare information for specialists worldwide.

Staff: 33
Budget: CHF 7 100 000.–
Director: (vacant)
www.isdc.ch

Swiss Federal Gaming Board SFGB

The SFGB is the statutory supervisory authority responsible for monitoring compliance with casino regulations, and issues the necessary directives for the implementation of the Gaming Act. In cases of violation, the Board also acts as the prosecuting authority and may issue rulings. It also assesses and levies gaming tax.

Staff: 35
Budget: CHF 6 800 000.–
Director: Jean-Marie Jordan
www.esbk.admin.ch



DDPS

Always ready to respond

In the largest government department there are over 12,000 staff working to ensure security and protection and promote physical activity among the Swiss population. In order to fulfil these tasks, the DDPS is divided into four sectors: Defence, Civil Protection, Sport and Armatisuisse.

In order to provide security, the armed forces, civil protection and civilian institutions work hand in hand. They protect and provide assistance at home and abroad. This includes guarding embassies, assisting in the event of natural disasters, protection duties during international conferences, supporting the Border Police and peace promotion activities, which form an important contribution to international security and consequently to Switzerland's own security. The DDPS also keeps itself in readiness to respond at any time to changes in the security situation at home and abroad. In order to be able to meet this commitment it needs a sufficient supply of modern equipment. That is the responsibility of the DDPS's procurement and technology centre, Armatisuisse. The DDPS is also concerned about improving the health of the Swiss population through activity. Through the Federal Office of Sport, the department promotes sport and physical activity at national level.

Some of this year's greatest challenges include the continued development of the armed forces and civil protection, the optimisation of the department's internal synergies, maintaining output in the context of decreasing resources and ongoing preparations for the Uefa Euro 2008.

Article 185, paragraph 1

The Federal Council shall take measures to safeguard external security, and the independence and neutrality of Switzerland.

...and that's why Switzerland possesses 54 of these Tigers and 33 Hornets. In peacetime they act as aerial police to ensure the safe passage of civilian and military air traffic over Swiss territory. In the event of conflict, they must secure Switzerland's airspace and together with the Land Forces defend our territory.

Federal Department of Defence, Civil Protection and Sport DDPS

General Secretariat GS

Each Federal Councillor is both a member of the Federal Council and the head of his or her department. The General Secretariat supports the Head of Department in the many tasks for which he is responsible. It controls, coordinates and monitors the efficient use of resources in the individual sectors. This involves not only personnel and finances, but communications, and legal and environmental issues.

The General Secretariat also looks after the three Geneva Centres: The Geneva International Centre for Humanitarian Demining, The Geneva Centre for Security Policy and the Centre for Democratic Control of Armed Forces.

Staff: 265
Budget: CHF 93 668 300.–
Secretary-General: Dr. Markus Seiler
www.vbs-ddps.admin.ch

Office of the Military Attorney General MAG

Young people who break the law answer to Youth Courts, insurance matters are handled by the Federal Insurance Court and cases related to the armed forces fall under the jurisdiction of military law. The military justice system is independent of armed forces command and of the administration. The Military Attorney General ensures that the military justice institutions – the prosecuting authorities and the

military courts – are able to fulfil their tasks. The MAG is the highest prosecutor; he supervises the proper conduct of criminal proceedings. Under the Geneva Conventions, he is also responsible for pursuing suspected war criminals.

Staff: 16
Budget: *included in that of the General Secretariat*
Oberauditor: Brigadier Dieter Weber
www.aa.admin.ch

Strategic Intelligence Service SIS

Knowledge is an indispensable factor in order to be able to take decisions. The earlier these risks and opportunities are identified, the sooner instruments can be put in place to safeguard our interests effectively. The SIS is the intelligence service that monitors developments in risks and opportunities for Switzerland abroad. It reports directly to the Head of Department and obtains its direct mandate from the Federal Council Security Committee which consists of the heads of the DDPS, FDFA and FDJP. The focus of the intelligence gathering and analysis activities of the SIS are political, economic, military and scientific/technical matters such as the proliferation of weapons of mass destruction and their delivery systems, illegal technology transfers, international terrorism and arms trafficking.

Staff/Budget: *included in that of the General Secretariat*
Director: Dr. Hans Wegmüller
www.vbs-snd.ch

Directorate for Security Policy DSP

The international situation and the challenges to Switzerland's security are constantly changing. The Directorate for Security Policy monitors these developments and analyses the consequences for the armed forces and civil protection. It prepares strategies and reports on security policy, oversees missions at home and abroad from a security policy perspective, coordinates the department's international contacts and deals with arms control and disarmament policy.

Staff: 27
Budget: *included in that of the General Secretariat*
Director: Ambassador Raimund Kunz
www.dsp.admin.ch

Defence

The threat situation for Switzerland has changed. That has been shown by the terrorist attacks on New York, Madrid and London. While the threat of a classic war between two or more countries has not entirely disappeared in the western world, it has been superseded by that of terrorism. This has meant that states have had to rethink their defence and security concepts particularly with regard to the armed forces – even in Switzerland. On top of that, the state also has to make savings. It was with these considerations in mind that the Federal Council took its decision on the further development of the armed forces on 11 May 2005.

In Switzerland, security remains a product that is created with civilian resources, such as

the police and border police. These resources are implemented in such a way as to be able to ensure security in regular situations. If an extraordinary situation arises and if the civilian forces are at the limits of their capacity, the armed forces are ready to assist at the request of the civilian authorities and take on certain tasks under their command. They assist the local civilian authorities in the event of natural disasters or support cantonal authorities where there are threats to internal security. In addition, the armed forces also contribute to international peace promotion efforts. They are prepared to respond to changes in the security policy situation and with a certain preparation time, to defend the country.

The Defence Sector, led by the Chief of the Armed Forces, creates the conditions that enable these tasks to be fulfilled. It consists of the Land and Air Forces, the Armed Forces Planning Staff and the Armed Forces Joint Staff, the Armed Forces College, the Armed Forces Logistics Organisation and the Command Support Organisation. The Armed Forces Planning Staff has to look ahead and be able to recognise future challenges that are militarily relevant. These form the basis for armed forces and arms procurement guidelines. The Armed Forces Joint Staff implements the strategic guidelines through specific operations and ensures the required level of readiness. The Armed Forces College is responsible for the basic and advanced training of Land Forces and Air Force militia officers and military professionals.



Head of Department:
Samuel Schmid

i Federal Palace East Wing, 3003 Bern
T 031 324 50 58, F 031 324 51 04
Jean-Blaise Defago, Dominique Bugnon,
Martin Bühler, Sebastian Hueber
www.vbs.admin.ch

The Command Support Organisation provides all the required electronic support services from a single source. The Commanders of the Land Forces and the Air Force bear overall responsibility for the Land Forces and the Air Force respectively. They ensure that personnel receive appropriate training and guarantee the readiness of ground and air force units.

Logistics are the mainstay of the armed forces. They are the prerequisite for successful armed forces operations, whether in defence, disaster relief and internal security operations, or in international peace support missions. Logistics involve the shipping and return of supplies, maintenance, medical services, transport, and infrastructure.

Staff: 10 610
Budget: CHF 4 040 231 300.–
Chief of the Armed Forces: Lieutenant-General
Christophe Keckeis
www.armee.ch

Civil Protection

While Switzerland has long been spared from armed conflicts, the country has increasingly had to deal with environmental and natural disasters. Civil protection comes into play in the case of disasters and emergency situations, as well as in the event of armed conflict. In order to cope with such incidents, it is able to provide crisis management, protection, rescue and assistance. Civil protection has no military character, but it is an integrated system designed to ensure coordination and cooperation between the five partner organisations, namely the police and fire services,

the health service, technical operations and civil defence. In disaster and emergency situations, a joint management organisation can be set up.

Responsibility for civil protection rests mainly with the cantons. However, the Confederation plays a significant role, being responsible for measures relating to any armed conflict as well as for disasters and emergencies of national dimension, such as radioactive contamination, emergencies relating to dams, or epidemics. The Confederation is responsible for early warning systems, the protective infrastructure and the communications systems required by management staff. Working closely with the cantons, it also draws up guidelines for training. It is directly responsible for training senior management staff and specialists in civil defence. In addition, it is involved in planning the further development of the integrated system of civil protection, organising research and development and providing information.

The Federal Office for Civil Protection (FOCP) is basically in charge at a national level. In keeping with its tasks, FOCP consists on the one hand of organisational units that deal with planning and coordination matters, training, and maintaining the civil protection infrastructure, and on the other with specialist agencies which provide both the authorities and the operational units with efficient support in their preparations and in the event of any incidents. These are the National Emergency Operations Centre,

which processes some 400 incident and damage reports a year and the Spiez Laboratory, which has also developed into a useful partner to the UN.

Staff: 303
Budget: CHF 100 323 500.–
Director: Willi Scholl
www.bevoelkerungsschutz.ch

Sport

Sport helps us to stay fit, brings people together and motivates. The Federal Office of Sport ensures that sport and exercise remain popular from youth into old age and across all cultures and sections of society.

The Federal Office of Sport (FOSPO) based in Magglingen is the federal government's specialist centre, supporting and promoting sport in all its forms at national level and is organised in the following domains: sport policy services, the Swiss Sports Institute Magglingen, infrastructure and operations, media, and the Youth Sports Centre Tenero. The Federal Office of Sport, which devises and develops national sport policy, sees itself as a platform for evaluating, developing and implementing goals and strategies for sport promotion in collaboration with its partners in Swiss sport. In the framework of the Swiss Sports Institute, FOSPO provides for the necessary training, research and development. In Magglingen and Tenero it runs centres for education, training and courses that are open to the institute and to associations, clubs and schools. FOSPO's work is intended to encourage sport among the whole population.

Staff: 284
Budget: CHF 117 772 100.–
Director: Matthias Remund
www.baspo.ch

Armasuisse

There is probably scarcely a household in Switzerland in which an Armasuisse product is not to be found: a map or an atlas. These high quality products are produced by the Federal Office of Topography (Swisstopo), a division of Armasuisse. However its core activities involve the development, evaluation, procurement, disposal and sale of equipment and constructions. Armasuisse primarily provides services for the armed forces and other clients within the DDPS. In addition to Swisstopo, which also exercises overall supervision and responsibility for the official land survey, there is also the Federal Office for Command and Control, Telematics and Training Systems. This is responsible for the procurement and management of all these systems in the armed forces. The Federal Office for Weapons Systems, Vehicles and Equipment is responsible for the procurement and management of all airborne and ground systems as well as the vehicles and military equipment. Armasuisse's Real Estate Sector is responsible for the efficient management of the 26,000 odd properties belonging to the DDPS. The Science and Technology Centre carries out technical examinations and assessments.

Staff: 935
Budget: CHF 217 095 300.–
Head: Dr. Alfred Markwalder
www.armasuisse.ch



FDF

Rules for the financial centre

History shows through sad examples that should a bank collapse, there are serious consequences for the often numerous creditors. Savings are lost or are only paid out in part years later. The same also applies when an insurance company is no longer able to fulfil its obligations. Premiums have been paid in vain, insurance cover vanishes or pensions are no longer paid. In addition, this kind of collapse can have a knock-on effect on the economy as a whole.

In order to minimise the chances of a financial institution failing, as well as for other reasons such as combating money laundering, the Confederation issues provisions for the financial market and monitors their compliance. Financial market legislation, also referred to as financial market regulation, not only applies to banks and life insurance companies but also to stock market traders, casinos and to other persons who, on a professional basis, deal with assets belonging to third parties (e.g. asset managers, fiduciaries, bureaux de change and also some lawyers).

Article 98, paragraphs 1 to 3

The Confederation shall legislate on the banking and stock exchange system; in doing so it shall take account of the special tasks and standing of the cantonal banks.

It may legislate on financial services in other fields.

It shall legislate on private insurance.

Every game has rules, and where a large number of players are involved, a referee is needed to ensure these are respected. Especially when large sums of money are concerned, there needs to be an impartial figure who is respected by all players, who has an overview of the situation, and who is capable of issuing warnings or imposing sanctions if these rules are broken – as is the case in the financial market. Because this market is undergoing deep and rapid change, the government wants to create a new supervisory authority which takes all these aspects into account: It should take over the tasks of the Federal Banking Commission, the Money Laundering Control Authority and the Federal Office of Private Insurance.

**The Federal Department
of Finance**
FDf

The Federal Department of Finance plans the decisions of the federal government on the allocation of resources – finances, human resources, construction and IT – and is responsible for their implementation. Through its core sectors, the FDF has a direct influence on the efficiency of social welfare provision and on Switzerland's strength as a location for business.

General Secretariat GS

The General Secretariat acts as the central staff office for the head of department with the key sectors of Planning and Controlling, Communications and Resources. The main tasks of Planning and Controlling are the acquisition, preparation and evaluation of information relevant to the management of the department. It supervises the planning process and monitors and assesses the way in which items of business are dealt with in the offices (controlling/reporting). The code of FDF communication follows the following principles: information is mandatory, truthful, factual and undistorted. The Resources Sector, to which the FDF translation services belong, coordinates and manages the department's financial, human resources and office space requirements as well as its IT needs. The Federal Strategy Unit for Information Technology is also affiliated to the General Secretariat. It has the task of preparing strategic decisions for the use of information and communication technologies (ICT) in the Federal Administration, ensuring the long term quality of IT specifications, heading IT programmes and coordinating the protection of data and IT systems.

Staff: 106
Budget: CHF 65 806 187.–
Secretary-General: Peter Grütter

**Federal Finance Administration
FFA**

The FFA is responsible for the budget and financial plans and for managing the accounts, assessing the spending plans of all departments and develops financial policy concepts such as the financial policy model, the new system of financial equalisation and tasks between the Confederation and the cantons and the debt brake. It ensures that the Confederation can meet its payment obligations at any time. It is also involved in national and international finance and currency matters and upholds Switzerland's interests in the context of its international relations. Furthermore, it is responsible for legislation on banking and monetary matters and on financial law. The Money Laundering Control Authority, *Swissmint* and the Central Compensation Office in Geneva, which manages Old Age and Survivors' Insurance (AHV) and Invalidity Insurance (IV) for Swiss citizens living abroad, also come under the remit of the FFA. Alongside the recurring business, important FFA projects next year are the new accounting model, implementing the new system of financial equalisation, work on new financial market supervision, and work on resolving the problems of the federal pension fund and state-owned companies.

Staff: 225 including the Money Laundering Control Authority, and excluding *Swissmint* (18) and the Central Compensation Office (591)
Budget: CHF 4 010 300 371.–
Director: Peter Siegenthaler
www.efv.admin.ch

**Federal Office of Personnel
FOPER**

FOPER prepares the principles and instruments of human resources management for the Confederation. It carries out the preparatory work for personnel-related matters that come before the Federal Council, advises the departments and their agencies in implementing personnel policies and provides a central training programme and maintains relations with social partners. It ensures that restructuring and cost-cutting programmes are implemented in a socially acceptable way.

Staff: 97
Budget: CHF 203 762 500.–
Director: Juan Gut
www.personal.admin.ch

**Federal Tax Administration
FTA**

The FTA is responsible for collecting the bulk of federal revenues. In 2004 this amounted to almost CHF 35 billion from a total of CHF 45 billion. In addition, the FTA also ensures the uniform application of federal tax laws in the cantons, develops policy strategies and sustainable bases for tax legislation and negotiates double taxation conventions. In 2006, the FTA will set about preparing immediate measures in favour of married couples and families and the simplification of the VAT system. In addition, it will also be monitoring parliamentary debate on the reform of corporate taxation.

Staff: 990
Budget: CHF 6 650 913 700.–
(including cantonal contributions to federal taxes)
Director: Urs Ursprung
www.estv.admin.ch