

This directorate seeks for financial resources required by the activities and projects of the organization, ensures compliance of the use of these resources and makes the legal statements and records. It is headed by a Director of Administration and Finance and may rely on two divisions:

The Finance and Accounting Division which is responsible for:

- developing and monitoring budgets in order to control operating costs and ensure major equilibria;
- setting up the financial management tools in the medium and short-term financing plan, cash budgets ...;
- providing the ES and operation managers with financial and management information required under optimum conditions of reliability and timeliness;
- producing periodic reports and legal documents;
- establishing the accounting information management system of the structure.

The Human Resources and General Administration Division which manages the NBA staff (payroll, evaluation, training and human resource management) and the coordination of organization's staff. As such, it would work to:

- ensure the continuous adaptation of human resources to the structure's objectives and their optimum utilization;
- ensure compliance with the constraints of social legislation;
- monitor the social atmosphere.