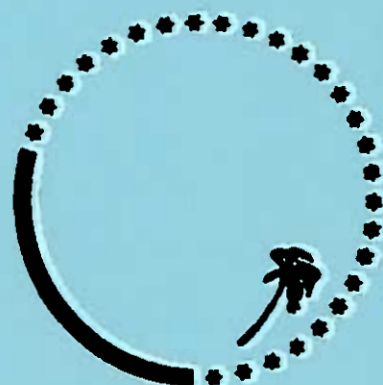


# EIGHTEENTH MEETING

Committee of Representatives of  
Governments and Administrations

*B R I E F I N G B O O K*



**South Pacific Commission**

Noumea, New Caledonia  
May 24 - 28, 1993

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SPC/CRGA 18

Provisional Agenda Rev.1  
**ORIGINAL: ENGLISH****SOUTH PACIFIC COMMISSION****EIGHTEENTH MEETING OF THE COMMITTEE OF REPRESENTATIVES  
OF GOVERNMENTS AND ADMINISTRATIONS  
(Noumea, New Caledonia 24 – 28 May, 1993)****REVISED PROVISIONAL AGENDA****Chairperson:** Representative of New Zealand**Vice-chairperson:** Representative of Niue**CLOSED SESSION (24 – 25 May 1993)**

1. Official Opening
2. Adoption of Agenda
3. Election of Drafting Committee
4. Hours of Work
5. Report on Action Taken on the Report of the Seventeenth Meeting of the Committee of Representatives of Governments and Administrations held in Suva, Fiji, 27–29 October 1992 (Working Paper 19).
6. Finance
  - A. Proposed New Formula for Core Budget (Assessed) Contributions by France and New Caledonia (Working Paper 6)
  - B. Overdraft Limit (Working Paper 4)
  - C. Provident Fund Loans to Members (Working Paper 3)
7. Staffing and Administration
  - A. Staff Rules and Staff Regulations Matters (Working Paper 7)
  - B. Triennial Review of Terms and Conditions of Service (Working Paper 18)

- C. Review of Canteen Operations (Working Paper 21)
  - D. Project Assistant - SPC/EC Plant Protection Project (Working Paper 8)
  - E. Creation of a position of Project Assistant for Economics Unit (Working Paper 17)
  - F. Biological Control of Taro Beetles - Laboratory Assistant (Working Paper 11)
  - G. Biological Control of Taro Beetles - Administrative Assistant (Working Paper 12)
- 8. Draft Corporate Plan for the South Pacific Commission (Working Paper 16)
  - 9. Management Systems of the South Pacific Commission : Secretariat Update (Working Paper 22)
  - 10. Medical Benefits Scheme: Proposed Revision (Working Paper 23)
  - 11. Sub-Committee on New Membership and the Canberra Agreement: Progress Report
  - 12. Headquarters Reconstruction and Housing Projects: Progress Reports (Working paper 20)
  - 13. Staff Housing (Working Paper 13)

**PLENARY SESSION (26-28 May 1993)**

- 14. The Proposed Plant Protection Agreement for the Pacific (Working Paper 2)
- 15. EC Support to the Plant Protection Service (Working Paper 9)
- 16. Appointment of an European Community Technical Coordinator to be attached to the South Pacific Commission, Noumea (Working Paper 10)
- 17. Recommendations 6, 11 and 18 of the Twenty-fourth Regional Technical Meeting on Fisheries - Noumea, New Caledonia, 3-7 August 1992 (Working Paper 5)
- 18. Recommendations of the Fourth Regional Conference of Development Planners Meeting - Noumea, New Caledonia, 7-11 December 1992 (Working Paper 15)

19. Progress and Evaluation Report - 1992 Work Programme (Working Paper 1)
    - A. Comments by Representatives of Island Governments and Administrations
    - B. Secretariat's Evaluation
  20. Prioritisation of Activities and Work Programme for 1994 (Working Paper 14)
  21. Venue for the Thirty-third South Pacific Conference
  22. Other Business
  23. Adoption of the Report
- 

21 April 1993



**SOUTH PACIFIC COMMISSION****EIGHTEENTH MEETING OF THE COMMITTEE OF REPRESENTATIVES  
OF GOVERNMENTS AND ADMINISTRATIONS  
(Noumea, New Caledonia 24 - 28 May 1993)****REPORT ON ACTION TAKEN ON THE REPORT OF THE SEVENTEENTH MEETING  
OF THE COMMITTEE  
OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS  
HELD IN SUVA, FIJI 21 - 23 OCTOBER 1992****AGENDA ITEM 5 - FINANCE****A. Auditor's Report and Financial Statements for 1991**

1. On considering the Audit Report for 1991, CRGA 17 recommended and the 32nd South Pacific Conference endorsed immediate implementation of the Audit report recommendations with the exception of:

- Valuation of assets on the basis of original invoices
- adoption of the accrual system for all accounting

2. It was further recommended and endorsed that the auditors be requested to monitor continuously the financial situation and progress made on the implementation of their recommendations.

**ACTION TAKEN**

3. Detailed responses to the Auditor's report have already been submitted by the Secretariat to CRGA 17 as per Working Paper 15. The Secretariat has taken action on the recommendations as approved by the Thirty-second South Pacific Conference and has discussed further with the Auditors the ways by which the recommendations are to be carried out. The 1992 Annual Accounts are being prepared, with most of the recommendations being implemented, and the Auditors will commence work towards the end of April 1993.

## EC FUNDING

4. The Secretary-General was requested to approach the European Community with a request that SPC be the Secondary Authorising Officer for EC funding allocated to programmes it managed, particularly Marine Resources, from EDF VII under the Lomé IV Convention.

## ACTION TAKEN

5. As directed by CRGA, the EC was approached and their answer is quoted below:

*'... at the 4th Pacific ACP/EC Meeting of 28 February 1992, it was agreed that the Forum Secretariat will be the Regional Authorising Officer for the first two phases of the project cycle, i.e. the programming and the project identification phase of all Lomé IV Pacific Regional Programmes.*

*It was further agreed that the responsibility for preparation and appraisal (in accordance with the provisions of Article 287 of the Fourth Lomé Convention) of individual projects/programmes under the Regional Indicative Programme, the submission of requests for financing and the subsequent implementation of programmes will be mandated by the Pacific ACP states to the entity, be it a regional organisation, or a national government that is most closely involved in the technical implementation of the programme concerned.'*

## CANTEEN OPERATIONS

6. CRGA 17 requested the Secretariat to submit a working paper to CRGA 18 recommending whether the Canteen should be continued or discontinued.

## ACTION TAKEN

7. This item is listed for discussion under the Agenda Item - Staffing and Administration : Review of Canteen Operations.

### E. Overdraft Limit

8. In considering the overdraft limit CRGA 17

- reduced the limit to 300,000 CFP units and authorised CRGA 18 to review this limit if necessary,
- invited donors to pay their contributions early if possible, in order to prevent cash flow difficulties and avoid having to use this overdraft facility, and
- requested the Secretariat to present a paper on the subject to CRGA 18

## **ACTION TAKEN**

9. This item is listed for discussion under the Agenda Item - Finance : Review of SPC Overdraft Limit.

## **AGENDA ITEM 6 - MANAGEMENT SYSTEMS OF THE SOUTH PACIFIC COMMISSION**

10. CRGA 17 recommended and the thirty-second South Pacific Conference endorsed the recommendations made by the Management Systems Review Sub-Committee on the Management Systems of the South Pacific Commission and directed the Secretariat to report to CRGA 18 on the progress made in implementing of these recommendations.

## **ACTION TAKEN**

11. This item is listed for consideration under the Agenda Item - Management Systems of the South Pacific Commission : Secretariat Update.

## **PRIORITISATION OF PROGRAMMES**

12. In noting the information paper presented by the Secretariat on the prioritisation of activities, CRGA 17 noted that a fuller report on this same topic would be presented at CRGA 18.

## **ACTION TAKEN**

13. A working paper on the prioritisation of programmes is to be considered under the Agenda Item - Prioritisation of Activities and Work Programme for 1994.

## **AGENDA ITEM 7 - CORPORATE PLAN FOR THE SOUTH PACIFIC COMMISSION**

14. After consideration of the Draft Corporate Plan for SPC, CRGA 17 requested member countries to submit their comments directly to the Secretariat, which would incorporate them in a revised draft to be presented and approved by CRGA 18 for immediate implementation.

## **ACTION TAKEN**

15. This item is listed for further discussion under the Agenda Item - Draft Corporate Plan for the South Pacific Commission.

## **AGENDA ITEM 8 - STAFFING AND ADMINISTRATION**

### **GENERAL**

#### **MEDICAL BENEFITS SCHEME**

16. CRGA 17 noted that a revised Medical Benefits Scheme for the Staff of the South Pacific Commission would be submitted to CRGA 18.

#### **ACTION TAKEN**

17. Work in this item is still in process and the Secretariat will submit the revised Medical Benefits Scheme to CRGA 19.

#### **DEMOGRAPHY PROGRAMME**

18. In considering interim arrangements for the Demography Programme following the withdrawal of UNFPA funding, CRGA 17 requested the Secretariat to submit to CRGA 18 comments on the possible duplication of activities between the SPC and UNFPA in this area.

#### **ACTION TAKEN**

19. This item is listed for consideration under the Agenda Item - SPC Demography Programme : Comments on possible Duplication between SPC and UNFPA.

#### **TRIENNIAL SALARIES REVIEW**

20. During consideration of general staffing and administration matters, the representative of Australia informed CRGA 17 that AIDAB had recently been requested to fund the triennial Salaries Review.

#### **ACTION TAKEN**

21. The Triennial Review of Terms and Conditions of Staff was carried out in February 1993 by Mr Rod Tinning. The Report of this review and the Secretariat's comments are listed for discussion under the Agenda Item - Triennial Review of Terms and Conditions of Service.

## **AGENDA ITEM 9 - NEW MEMBERSHIP AND THE CANBERRA AGREEMENT - PROGRESS REPORT BY THE SUB-COMMITTEE**

22. In considering the progress made on the revision of the Canberra Agreement, CRGA 17 noted that the Sub-Committee would be submitting a third revision of the Canberra Agreement to CRGA 18 as well as a working paper on new membership.

#### **ACTION TAKEN**

23. These items are listed for discussion under the Agenda Item - Sub-Committee on New Membership and the Canberra Agreement: Progress Report.

## **AGENDA ITEM 10 - SPC HEADQUARTERS RECONSTRUCTION**

### **B. Furniture and Fit-out requirements - Discussion Paper**

24. CRGA 17 endorsed the resolution presented by the Headquarters Reconstruction and Housing Project Steering Committee and directed the Secretariat to communicate to the European Economic Community, the Thirty-second South Pacific Conference its wish to secure financial support for the purchase of modern office and communication equipment, computerised information systems and sound and projection equipment.

25. The resolution included a

- a request to those SPC member countries that are also EEC members to lend their support to the Secretariat's demarche and

- a request to the Secretary-General, to write to SPC member countries seeking contributions to the provision of furniture, fittings and appropriate decorative items for the new Headquarters.

### **ACTION TAKEN**

26. The Secretariat wrote to the EEC's delegate in Suva on 17 November 1992 and 13 January 1993. The response received is listed for discussion under the Agenda item - Headquarters Reconstruction and Housing Projects: Progress Reports

## **AGENDA ITEM 14 - PROPOSED PLANT PROTECTION AGREEMENT FOR THE PACIFIC**

27. After discussion on the proposed Plant Protection Agreement for the region, CRGA 17 agreed that the proposed Agreement be discussed further at CRGA 18, with a view to deciding a suitable time and date for a meeting of plenipotentiaries to sign the Agreement.

### **ACTION TAKEN**

28. This item is listed for discussion under the Agenda item - Proposed Plant Protection Agreement for the Pacific.

## **AGENDA ITEM 18 - YOUTH AND ADULT EDUCATION PROGRAMME**

29. CRGA 17 considered a draft corporate plan for the SPC Youth Division and the Secretariat's comments on Vanini's evaluation report. It was agreed that further discussion would be deferred until CRGA 18 so that both items could be studied in the general context of the SPC Corporate Plan.

### **ACTION TAKEN**

30. The Corporate Plan for the Youth Programme is to be considered in the context of the SPC Corporate Plan under the Agenda Item - Draft Corporate Plan for the South Pacific Commission.

**AGENDA ITEM 21 - RECOMMENDATIONS OF THE TWENTY-FOURTH REGIONAL  
TECHNICAL MEETING ON FISHERIES**

31. CRGA 17 recommended and the Thirty Second South Pacific Conference endorsed the recommendations of the Twenty fourth Regional Technical Meeting on Fisheries, with the exception of Recommendations 6, 11 and 18, which have direct implications on the Budget and could be referred to CRGA 8.

**ACTION TAKEN**

32. This item will be discussed in the context of the 1994 Budget which will be submitted to CRGA 19.

**AGENDA ITEM 26 - OTHER BUSINESS**

33. CRGA 17 reminded the Secretariat that a working paper was to be presented at CRGA 18 providing an alternative contribution formula for assessed contributions taking into account the offers made by France and New Caledonia at the Thirty-first Conference and the Special Session of Conference held in March 1992.

**ACTION TAKEN**

34. This item is listed for consideration under Agenda Item - Finance. Proposed New Formula for Core Budget (Assessed) Contributions by France and New Caledonia.

**RECOMMENDED ACTION**

35. CRGA is invited to note the action taken by the Secretariat on the Report of the Seventeenth Meeting of the Committee of Representatives of Governments and Administrations.

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16 April 1993



## SUMMARY BRIEFING

### Proposed New Formula for Core Budget (Assessed) Contributions By France and New Caledonia

#### BACKGROUND/ISSUE

1. Through discussions with the Government of France and New Caledonia, the Secretariat has developed a new proposal on assessed contributions paid by island member countries whereby the French Government will increase its level of assessed contribution in view of lessening the financial burden of the smaller island countries.

2. Of the total share in the core budget, assessed contributions paid by island member countries amount to approximately 6.9015% with the exception of New Caledonia. The proposal calls for a 5.9015% increase in either France's and New Caledonia's assessment; leaving the remaining island countries with an equal assessment of 0.05% or 1% of the total assessed in the core budget. The French Government believes that the increase in their assessment will as previously mentioned lessen the financial burden of the smaller island countries and at the same time give these same countries the opportunity to contribute a significant amount to the extra-budget.

3. The following table depicts Guam's Assessed Contributions from 1990 to 1993. In 1993, the Government of Guam paid a total of \$41,150.00 in US dollars for its assessment. Percentage share to the core budget has remained constant at the same level of 0.5517%. This percentage ratio is determined on the level of development and economic growth in each of the member countries. As an example of how the new formula will be implemented, Guam's new percentage share for 1993 will amount to 0.05% or 317,000 CFP units as its assessment to the core with 3,180,800 CFP to the Extra-budget. Using the exchange rate for that given period, approximately \$3,729.00 in US dollars will be paid to the core budget with the remaining balance, \$37,421.20 allotted to the extra budgetary fund. Member countries can elect to nominate their XB contributions to the particular programs of their choice or given to the Secretariat and the CRGA or Conference to disperse wherever appropriate.

| GUAM'S ASSESSED CONTRIBUTION |         |           |                                   |             | PROPOSED NEW FORMULA                     |                                 |
|------------------------------|---------|-----------|-----------------------------------|-------------|------------------------------------------|---------------------------------|
| YEAR                         | % SHARE | CFP UNITS | EXCHANGE RATE - CFP (Approximate) | US\$\$      | % SHARE (Nominal Share of 0.05% To Core) | XB CONTRIBUTION (0.5017% to XB) |
| 1990                         | 0.5517  | 2,925,200 | 113                               | \$25,886.45 | -----                                    | -----                           |
| 1991                         | "       | 3,214,800 | 91                                | \$34,996.00 | -----                                    | -----                           |
| 1992                         | "       | 3,340,500 | 107                               | \$31,095.00 | -----                                    | -----                           |
| 1993                         | "       | 3,497,800 | 85                                | \$41,150.00 | 317,000 CFP = US\$3,729.00               | 3,180,800 CFP = US\$37,421.20   |

\*\* Total Assessed Contributions from Member Governments and Administrations for 1993 is 6,340,012 CFP Units.

4. According to the Secretariat, the French Government will present its views on the proposed new formula in CRGA 18 and whether the proposal is still consistent with the offer of the two governments. If the intent of the proposal is to reduce the assessed contributions to allow increases in the extra budget, the proposed formula is a plausible solution in that no added increases will be incurred. However, if the overall intent is to reduce the amount assessed to each member country, then the formula would not apply since members are still required to assume the percentage share initially allotted. The proposal merely presents a difference in percentage ratio in the core and extra budget.

## **RECOMMENDATION**

5. At a time of severe budget constraints and cutbacks, developing governments find it seemingly difficult to identify the monetary resources needed to meet the high standards of living and the fulfillment of other commitments. Since we have not received the views of the French Government on this, we are unable to provide a recommendation that would satisfy the requirements of the parties in question and that of the Commission. However, we wonder on the rationale behind the proposal in terms of whether the French Government is foreseeing to obtain a greater control over the Commission in view of the fact that the New Headquarters is being built in New Caledonia with most of the funds provided by them or whether because France is proposing to assume a greater burden of the core budget.

These are questions that we ponder on and for which we do not have any plausible answers to give. Further discussion on this issue is recommended. In all probability, we may have to assume a flexible attitude on this matter for the fact that the French Government is lobbying hard with the US to allow us to maintain our membership status in the SPREP. It is hoped that a reasonable solution can be agreed upon by the Committee.

## **RESTRICTED**

SPC/CRGA 18/WP.6  
CLOSED SESSION

Working Paper 6 WP  
ORIGINAL : ENGLISH

### **SOUTH PACIFIC COMMISSION**

#### **EIGHTEENTH MEETING OF THE COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS** (Noumea, New Caledonia, 24-28 May 1993)

#### **PROPOSED NEW FORMULA FOR CORE BUDGET (ASSESSED) CONTRIBUTIONS BY FRANCE AND NEW CALEDONIA**

(Paper presented by the Secretariat)

#### **Background**

1. During discussions on the subject of SPC Headquarters Building at CRGA 15 (Nuku'alofa, Tonga, 22-25 October 1991), the representative of France stated that his government would be prepared to "review the level of its assessed contribution as part of an overall review of the scale of contributions" (Report of CRGA 15 para.63). This offer was renewed by France at the Special Session of the South Pacific Conference held in Noumea 23-25 March 1992, in respect of France and New Caledonia, "with a view to lightening the financial burden of the smaller island countries" (Report of the Special Session of the South Pacific Conference, paragraphs 30 and 58).

2. CRGA 16 also addressed this matter and paragraph 104 of its report states that "The Committee noted that the Secretariat, in consultation with France and New Caledonia, would be presenting proposals to CRGA 17 on possible reassessment of contributions."

3. CRGA 17 recorded that the "The Committee reminded the Secretariat that it expected to receive at CRGA 18 a paper on an alternative contribution formula taking into account the offers made by France and New Caledonia at the Thirty-first Conference and the Special Session of Conference held in March 1992". (Report of CRGA 17 paragraph 82).

#### **Comments**

4. Mindful of the expressed desire of island countries to make Extra Budgetary(XB) contributions to the work programme of the Commission, the Secretariat's proposal discussed with the representative of France is as follows.

5. The total share of the assessed contributions paid by island member countries (excepting New Caledonia) comes to 6.9015%. (The table of percentage shares of the full membership is appended as Attachment 1). As France had expressly stated that their increased assessed contribution will be for reducing the share of the island countries, this 6.9015% is the figure that we would be focussing on.

6. The percentages of assessed contributions of the other four metropolitan countries viz: Australia, New Zealand, United Kingdom and United States, are to remain unchanged. None of these countries, had made any offers similar to France's and New Caledonia's.

### Proposal

7. The Secretariat proposes that all the developing island member countries (20) of the Commission, with the exception of New Caledonia, be "nominally" apportioned equal assessed contributions of 0.05% (1% of total assessed) each. This would mean that France and New Caledonia will then be able to increase their assessed contributions by another 5.9015%, to be split between them at their discretion.

8. The reduction of the island member countries' share of the assessed contributions will not mean that these members will then be paying only 0.05%. The Secretariat further proposes that the current assessed percentage should continue to be paid, but that the amounts over and beyond the "nominal" 0.05%, become the "XB contribution" of that member country towards the Commission's work programme. Moreover, each country can elect to nominate the particular programme(s) that it wishes for its "XB contribution" to be given to; or leave it to be decided upon by the Secretariat and/or CRGA/Conference.

9. As an example of the scenario proposed in the foregoing paragraph, let us take the cases of American Samoa, Papua New Guinea, and Tuvalu. American Samoa contributes 0.5517% to the Core budget, equivalent to 34,978 CFP units, out of a total assessed contributions from member governments and administrations for 1993 of 6,340,012 CFP units. Under the Secretariat's proposal, American Samoa, for its "nominal" assessment of 0.05%, will pay 3170 CFP units to the Core budget. The balance, (0.5017%) of 31,808 CFP units, becomes its "XB contribution" to the work programme. American Samoa can then either nominate/specify the programme/project areas that they wish for their XB contribution to be given to; or leave it to the Secretariat and/or CRGA/Conference to allocate as deemed appropriate.

10. Papua New Guinea's share of the total assessed contribution is presently 0.3940%, equivalent to 24,980 CFP units for 1993. At 0.05%, Papua New Guinea's monetary contribution would be same as American Samoa, at 3170 CFP units. The balance (0.344%) of 21,810 CFP units becomes its "XB contribution" to the Work Programme, to be allocated in similar fashion as American Samoa's XB contribution (para 8 above).

11. For Tuvalu, it contributes 0.2477%, equivalent to 15,704 CFP units. Its 'nominal' assessment of 0.05%, like American Samoa and Papua New Guinea, will be 3170 CFP units, leaving the residual percentage 0.194%, or 12,534 CFP units, to be allocated to the Work Programme as its XB contribution.

12. The Secretariat believes that these proposals give realisation to the expressed desire of the island countries to contribute extra-budgetarily to the Commission's work programme budget, without any real increase beyond their current levels of assessed contribution/percentages. This would also, in the view of the Secretariat, bring the work programmes/projects of the Commission that more closer to the recipient countries, in that the island countries, in addition to prioritisation of work programme activities, vis-a-vis funding available from the Administrative budget, would also, through the allocation of their "XB" contributions to the work programme, indicate their interests and priorities.

#### Discussions with France

13. These proposals have been discussed with France. It is understood that France will make its views known on the matter at CRGA 18.

#### Recommended Action

14. The Committee is invited to consider proposals in this Paper and decide as appropriate.

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26 March 1993

**SOUTH PACIFIC COMMISSION**  
**PERCENTAGE SHARE OF ASSESSED CONTRIBUTIONS**  
**FROM GOVERNMENTS AND ADMINISTRATIONS**

|                                              | Island Members<br>% shares | Metropolitan<br>% shares | Total<br>% Shares |
|----------------------------------------------|----------------------------|--------------------------|-------------------|
| American Samoa                               | 0.5517                     |                          | 0.5517            |
| Australia                                    |                            | 33.3641                  | 33.3641           |
| Cook Islands                                 | 0.2477                     |                          | 0.2477            |
| Federated States of Micronesia               | 0.3940                     |                          | 0.3940            |
| Fiji                                         | 0.5517                     |                          | 0.5517            |
| France                                       |                            | 13.9022                  | 13.9022           |
| French Polynesia                             | 0.5517                     |                          | 0.5517            |
| Guam                                         | 0.5517                     |                          | 0.5517            |
| Kiribati                                     | 0.2477                     |                          | 0.2477            |
| Marshall Islands                             | 0.3940                     |                          | 0.3940            |
| Nauru                                        | 0.2477                     |                          | 0.2477            |
| New Caledonia                                | 0.5517                     |                          | 0.5517            |
| New Zealand                                  |                            | 16.1862                  | 16.1862           |
| Niue                                         | 0.2477                     |                          | 0.2477            |
| Northern Mariana Islands                     | 0.3940                     |                          | 0.3940            |
| Palau                                        | 0.3940                     |                          | 0.3940            |
| Papua New Guinea                             | 0.3940                     |                          | 0.3940            |
| Solomon Islands                              | 0.2477                     |                          | 0.2477            |
| Tokelau                                      | 0.2477                     |                          | 0.2477            |
| Tonga                                        | 0.2477                     |                          | 0.2477            |
| Tuvalu                                       | 0.2477                     |                          | 0.2477            |
| United Kingdom                               |                            | 12.2131                  | 12.2131           |
| United States of America                     |                            | 16.8812                  | 16.8812           |
| Vanuatu                                      | 0.2477                     |                          | 0.2477            |
| Wallis and Futuna                            | 0.2477                     |                          | 0.2477            |
| Western Samoa                                | 0.2477                     |                          | 0.2477            |
| <b><u>TOTAL ASSESSED CONTRIBUTIONS %</u></b> | <b>7.4532</b>              | <b>92.5468</b>           | <b>100.0000</b>   |

**SUMMARY:**

|                              |               |                |                 |
|------------------------------|---------------|----------------|-----------------|
| New Caledonia                | 0.5517        |                | 0.5517          |
| Other Island members         | 6.9015        |                | 6.9015          |
| Metropolitan members         |               | 92.5468        | 92.5468         |
| <b>Total % Contributions</b> | <b>7.4532</b> | <b>92.5468</b> | <b>100.0000</b> |

## **SUMMARY BRIEFING**

### **Overdraft Limit**

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#### **BACKGROUND/ISSUE**

1. A Bank Overdraft is that amount owing to a bank by a depositor as a consequence of checks drawn in an amount exceeding his or her deposits in a commercial account. With the reported deficits from 1990-1992, the Commission requested that an overdraft limit of 500,000 CFP, approximately US\$549,450.00, be established for those instances when cash projections reveal payments in excess of deposits.

2. In analyzing the statement of cash flow projections for 1993, the following concerns are noted:

- In view of the fact that salaries and allowances are projected as fixed expenses on an annual basis, the Commission has somehow failed to generate the adequate revenue to cover projected payments either because of non-payment of dues or that salaries and allowances were committed before the identification of resources. Considerable expenses are, therefore, incurred by the Commission in relation to salaries and allowances. In reviewing this, the area that the Secretariat could evaluate in reducing salaries and allowances are the short term contracts of staff personnel in the Commission.
- Like many other international organizations, SPC has to contend with off-shore and local inflation and fluctuating exchange rates, requiring careful management of the budget. In view of the increasing and developing programmes, the SPC Secretariat has increasingly had to identify and rely on extra-budgetary funds. Many existing activities and projects are already largely supported by extra-budgetary funds and the organization is largely dependent on outside sources of income.

Because the Secretariat must rely on extra-budgetary means for the support of its activities and programmes, member countries must be obligated to fulfill the requirements in their assessed contributions to the Commission. Only then can a balance between the core budget and the extra budget be attained to ensure the adequate management of finances and the generation of income for the continued implementation of activities in the various work programmes.

- Because of continued and sustained financial difficulties, it is essential that a system be developed to prorate the activities and programs in the Commission. This system will, hopefully, assist the Secretariat to identify and adequately manage its financial resources and help in the reduction of payment expenditures.

Basically, the weaknesses identified have either resulted from undefined accounting procedures and the lack of internal controls or from the non-application of defined procedures, particularly, in ensuring the availability of funds before the commitment of expenditures.

## **RECOMMENDATION**

The Secretariat will present to CRGA 18 the recommendation to increase the overdraft limit of 300,000 CFP units set by the 32nd Conference to 500,000 CFP. It is recommended that support of the increase be given provided that the above concerns are taken into consideration and at all possible means to encourage the commission to identify other budgetary means or resources before utilizing the bank overdraft and that procedures be rigorously applied.

**RESTRICTED**

**SPC/CRGA 18  
CLOSED SESSION**

**Working Paper 4  
ORIGINAL : ENGLISH**

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE COMMITTEE OF REPRESENTATIVES  
OF GOVERNMENTS AND ADMINISTRATIONS  
(Noumea, New Caledonia, 24-28 May, 1993)**

**OVERDRAFT LIMIT  
(Paper presented by the Secretariat)**

**INTRODUCTION**

1. Article 25 of the Financial Regulations states that the South Pacific Conference will set annually a limit on what advances by way of bank overdraft the Secretary-General may obtain for a particular year.
2. The overdraft limit approved by the Special Session of the South Pacific Conference held in Noumea on 23-25 March 1992 was 500,000 CFP units. This limit was reduced to 300,000 CFP units by the 32nd South Pacific Conference in Suva, giving CRGA.18 mandate to revise this limit if necessary.
3. The Commission has not yet used the overdraft facility provided, however, it is normal business precaution that such a facility be made available. Revised cash-flow projections for the 1993 financial year are set out in the attachment.

**RECOMMENDED ACTION**

4. The CRGA is invited to recommend to the South Pacific Conference a bank overdraft limit for the second half of 1993 at 500,000 CFP units.
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**SOUTH PACIFIC COMMISSION**  
**REVISED STATEMENT OF CASH FLOW PROJECTION -- 1993**  
(In CFP Units '000)

|                        | January          | February         | March            | April            | May              | June             | July             | August           | September        | October          | November         | December         | TOTALS            |
|------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|
| Balance B/FWD          | 220,773          | 979,818          | 1,255,394        | 1,904,967        | 795,467          | 2,121,068        | 1,586,769        | 1,377,269        | 588,041          | 24,141           | (385,359)        | (504,159)        | 220,773           |
| <b>RECEIPTS:</b>       |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                   |
| Core Budget            | 1,072,574        | 910,509          | 1,085,974        | 0                | 1,835,099        | 35,203           | 0                | 80,872           | 0                | 0                | 180,700          | 1,230,000        | 6,430,931         |
| Extra Budget           | 693,200          | 412,500          | 618,599          | 45,500           | 845,500          | 785,500          | 1,145,500        | 515,500          | 810,500          | 845,500          | 805,500          | 455,500          | 7,978,799         |
| <b>TOTAL RECEIPTS</b>  | <b>1,765,774</b> | <b>1,323,009</b> | <b>1,704,573</b> | <b>45,500</b>    | <b>2,680,599</b> | <b>820,703</b>   | <b>1,145,500</b> | <b>596,372</b>   | <b>810,500</b>   | <b>845,500</b>   | <b>986,200</b>   | <b>1,685,500</b> | <b>14,409,730</b> |
| <b>PAYMENTS:</b>       |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                  |                   |
| Salaries & Allowances  | 506,729          | 497,433          | 505,000          | 505,000          | 505,000          | 505,000          | 505,000          | 505,000          | 505,000          | 505,000          | 505,000          | 505,000          | 6,054,162         |
| Local Creditors        | 250,000          | 300,000          | 300,000          | 350,000          | 450,000          | 500,000          | 500,000          | 500,000          | 450,000          | 400,000          | 350,000          | 300,000          | 4,650,000         |
| O/Seas Creditors       | 250,000          | 250,000          | 250,000          | 300,000          | 400,000          | 350,000          | 350,000          | 400,000          | 400,000          | 350,000          | 250,000          | 200,000          | 3,750,000         |
| <b>TOTAL PAYMENTS</b>  | <b>1,006,729</b> | <b>1,047,433</b> | <b>1,055,000</b> | <b>1,155,000</b> | <b>1,355,000</b> | <b>1,355,000</b> | <b>1,355,000</b> | <b>1,405,000</b> | <b>1,355,000</b> | <b>1,255,000</b> | <b>1,105,000</b> | <b>1,005,000</b> | <b>14,454,162</b> |
| <b>BANK BALANCE/OD</b> | <b>979,818</b>   | <b>1,255,394</b> | <b>1,904,967</b> | <b>795,467</b>   | <b>2,121,068</b> | <b>1,586,769</b> | <b>1,377,269</b> | <b>588,041</b>   | <b>24,141</b>    | <b>(385,359)</b> | <b>(504,159)</b> | <b>176,341</b>   | <b>176,341</b>    |

## **SUMMARY BRIEFING**

### **Provident Fund Loans to Members**

---

#### **BACKGROUND/ISSUE**

1. Submitted last October to the CRGA 17 was the financial statement report regarding the Commission's Provident Fund for the year ended December 31, 1992. A provident fund is similar in concept to the accounting principle of petty cash or trust funds in that certain amount(s) are deposited or withdrawn for specific purposes or projects. Year end balance sheet statements for 1992 reflected net assets at a total of 2,582,021 CFP units or approximately \$2,413,103.00 in US dollars (exchange rate for that period was 107).

2. For investment purposes, the Secretariat is proposing a system whereby part of the funds may be invested through secured loans to members at an interest rate consistent with that charged by commercial banks. Through this system, member countries can borrow up to a maximum of 80% of their accrued contributions along with a higher rate of return to the Commission as an investment.

3. In proposing this system, the Commission, however, did not provide the specifications, guidelines or details on how the funds are to be applied as an investment measure or the categories in which to qualify to utilize these funds. As evident in the auditors report of the Commission's financial accounts, it was found that much of the problems sustained by the Commission were the result of the non-compliance of strict accounting procedures. Although the proposal is attractive in generating additional revenues, there were no indications on whether the system conformed or complied with generally approved accounting principles.

#### **RECOMMENDATION**

4. The Bureau of Planning recommends that the representative to the CRGA 18 note the working paper as presented but should refrain from recommending approval until the Secretariat can provide the proper justifications and the guidelines in proposing the above system and whether the proposal meets the criteria of approved accounting procedures.

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE COMMITTEE OF REPRESENTATIVES  
OF GOVERNMENTS AND ADMINISTRATIONS  
(Noumea, New Caledonia, 24-28 May, 1993)**

**PROVIDENT FUND LOANS TO MEMBERS  
(Paper presented by the Secretariat)**

**INTRODUCTION**

1. Rule no 13.(1) of the Provident Fund requires that "The moneys comprising the Fund shall, as far as practicable, be invested in such security or securities yielding interest as the Commission shall approve."
2. The Commission has initiated a system whereby part of the funds may be invested through secured loans to members, at the same interest rate as charged by commercial banks for personal loans (currently 9.8% per annum). From these loans the Provident Fund earns a higher rate of return than it does from its other investments, and at the same time gives members easy access to short-term financial assistance.
3. Conditions established for this loan arrangement in order to safeguard the funds, allow the members to borrow up to a maximum of only 80% of their accrued contributions. The loans (interest and principal) are recouped in monthly instalments within a maximum period of twelve months. When a member leaves the service of the Commission, any loan balance outstanding will be cleared against the member's Provident Fund settlement.
4. A signed formal agreement between the borrower and the Commission (sample as per attachment) is required for every loan.

**RECOMMENDED ACTION**

5. This Paper is submitted for the information of CRGA.
-

## SPC PROVIDENT FUND LOAN AGREEMENT

1. In consideration of the South Pacific Commission Provident Fund granting me a loan as detailed below,

I hereby agree :

- (a) to pay interest on the loan at ..... per annum or Bank Personal Loan interest, whichever is the greater ;
  - (b) to repay interest and principal in monthly instalments
  - (c) that I may repay the loan at any time within the maximum period of 12 months without incurring penalty interest
2. The maximum period of the Loan will be 12 months or the number of months remaining in the current staff contract, whichever is the lesser.

AMOUNT OF LOAN .....

RATE OF INTEREST .....

MONTHLY REPAYMENT .....

NAME OF BORROWER .....

*Signed by the Borrower :* .....

*Signed on behalf of the  
SPC Provident Fund :* .....

*Witness :* .....

*Date :* .....



## **SUMMARY BRIEFING**

### **Staff Rules and Staff Regulations Matters**

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#### **ISSUE**

1. In accordance with Staff Rules and Staff Regulations, the Secretariat is required to report to CRGA/Conference short term appointments in excess of three months and temporary appointments including relief appointments, to positions not falling within the approved establishment.
2. Working Paper 7 is a report presented by the Secretariat outlining the above. Identified in the outline are those individuals whose positions are being extended and the approval of boarding allowance provided to those children boarding in private homes.

#### **RECOMMENDATION**

3. The Bureau of Planning recommends to the representative of CRGA 18 to note the paper presented by the Secretariat and endorse if the extension of service is fully justified and does not constrain the financial situation of the Commission as evident in the cash flow projection for 1993.

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE COMMITTEE OF REPRESENTATIVES  
OF GOVERNMENTS AND ADMINISTRATIONS  
(Noumea, New Caledonia, 24 - 28 May 1993)**

**STAFF RULES AND STAFF REGULATIONS MATTERS  
(Paper presented by the Secretariat)**

**A. SHORT TERM CONTRACTS**

1. Staff Rule IV.(4) (d) provides that "Short term appointments may be made, for periods of up to three months, to a position not falling within the approved establishment, subject to such special conditions as the Secretary-General may determine. Exceptional cases requiring appointments in excess of three months must be reported to the next CRGA/Conference with full justification."
2. The Twelfth Meeting of CRGA further determined (paragraph 185 of its Report) that temporary employment in established positions for periods in excess of three months is also to be reported to the next meeting of the CRGA.
3. Short term appointments in excess of three months and temporary appointments including relief appointments, to positions not falling within the approved establishment and to positions within the approved establishment respectively are listed below:

**Ms Tekura Manea - Office Assistant (Economy)**

4. Ms Tekura Manea was originally employed as Temporary Office Assistant in the Economics Section for a three-month period from 3 May 1992 to 2 August 1992 to handle typing, data processing and filing for the Chief Economist and the Economist (Rural Development).

5. Since that time, a further 3 contracts has been issued to Ms Manea, one from 3 August 1992 to 2 October 1992, the second from 3 October 1992 to 2 January 1993 and the third from 3 January to 2 April 1993.

6. In view of the on-going need for secretarial help within the Economics Section, the establishment of the post of Project Assistant for the Economics Services is listed for discussion by CRGA 18 under the Agenda Item - Staffing and Administration.

**Ms Deborah Carter-Gau - Project Assistant/Demography**

7. Following the resignation of the incumbent of the post of Project Assistant for the Demography Section and the uncertainty of funding for appointment on a fixed term contract, Ms Deborah Carter-Gau was offered a temporary contract for the period 14 September to 31 December 1992.

8. Ms Garter-Gau was issued with a further contract covering the period 1 January to 31 March 1993 to provide much-needed secretariat assistance to the Programme.

**Ms Luana Von Reiche-Boyer - Senior Accountant**

9. Ms Von Reiche-Boyer was offered temporary employment from 1 December 1992 to 28 February 1993 as Senior Accountant to prepare financial reports for selected extra-budgetary funded projects, in particular the EC-funded and Headquarters Reconstruction projects.

10. A further contract was issued to Ms Von Reiche-Boyer for the period 1 March to 31 May 1993 as a result of the continuing need for financial reporting for EC-funded projects.

**B. BOARDING ALLOWANCE**

11. At paragraph 88 of its report, the Thirtieth (1990) South Pacific Conference approved the recommendation by the CRGA 12 for the inclusion in Staff Rule III(11)(f), as a new sub-paragraph (iii), the following:

*The word "boarding" will normally be defined as meaning that the child for whom the education allowance is being paid is boarding at the educational establishment which he/she is attending full-time. However, in exceptional circumstances, and with the prior approval in principle of the Secretary-General as to the items to be covered, education allowance may be paid for children who are boarding in private homes. Documentary evidence of costs shall be submitted. A list of all cases of payment of education allowance for children boarding in private homes shall be submitted to the Committee of Representatives of Governments and Administrations.*

12. Under this new sub-paragraph, the following education allowances have been paid for children who are boarding in private homes.

| Name of Officer        | Position              | Amount paid | Period      | Boarding arrangements               |
|------------------------|-----------------------|-------------|-------------|-------------------------------------|
| Vaasatia Poloma Komiti | Director of Services  | 80,525 CFP  | Feb.-Nov.   | Private boarding for two children   |
| Finau Sitaleki         | Health Co-ordinator   | 130,100 CFP | Apr./Dec    | Private boarding for three children |
| Stephen Vete           | AIDS Infor. Officer   | 118,800 CFP | Jan.-Aug 92 | Private boarding for two children   |
| Ray Moss               | Graphics Arts Officer | 80,850 CFP  | August      | Private boarding for two children   |

#### RECOMMENDED ACTION

13. The Committee is invited to note the action taken by the Secretariat with regard to these staffing matters.

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8 March 1993

## **SUMMARY BRIEFING**

### **Triennial Review of Terms and Conditions of Service**

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#### **BACKGROUND/ISSUE**

1. Presented for the Committee's review and consideration is the study on the Commission's salary structure and employment conditions for contract and professional staff in New Caledonia, Fiji, and the Solomon Islands. The suggested recommendations in the study are said to be consistent with existing procedures implemented in the Forum Secretariat, SOPAC, FFA, SPREP and SPBEA. Basically, the underlying factor of the study is to create a system that will enable the Commission to realize considerable long-term savings in personnel expenditures and flexible enough to recognize the differences in the cost of living in different countries.
2. Of no surprise, the study revealed that salary structures within the Commission are considerably higher than other counterpart organizations within the region, basically because salary structures according to New Caledonia standards are applied to all staff personnel irrespective of the country in which the individual works. Cash flow projections for 1993 in Working Paper 4 is reflective of this analysis.
3. In all the working papers for CRGA 18, the one significant factor that you will find in all of them is the need for and the lack of financial resources. This continues to be a growing concern of the Commission as it has often times reached the point of not being able to meet the operational demands of its services. Most if not all of the constraints that the SPC faces is attributed to the fact that it does not enforce strict application of accounting procedures in the commitment of expenditures and evident weaknesses in internal controls.
4. For the moment, it is difficult to ascertain the views of the Secretariat regarding the study. It is recommended that the Secretariat be requested to provide its analysis on the findings and the suggested recommendations to determine its consistency and feasibility.
5. From the review of the study, we find the analysis to be thoroughly sound and the recommendations to be adequate in addressing the situation. As with the Management Systems Review, the above study is consistent with the overall reorganization of the Commission in establishing clearer guidelines and operational procedures that would, hopefully, bring the Commission in line with accepted practices of other regional organizations and begin its initial step, along with the Management Systems Review and a system of prioritizing activities, in maintaining better control and management of resources.

# RESTRICTED

SPC/CRGA 18  
CLOSED SESSION

Working Paper 18  
ORIGINAL : ENGLISH

## SOUTH PACIFIC COMMISSION

### EIGHTEENTH MEETING OF THE COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS (Noumea, New Caledonia, 24-28 May 1993)

#### TRIENNIAL REVIEW OF TERMS AND CONDITIONS OF SERVICE

1. The triennial review of the South Pacific Commission Terms and Conditions of Service was carried out by Mr Rod Tinning in February 1993 and the Secretariat acknowledges with appreciation the funding provided by AIDAB for the review.
  2. The report submitted by Mr Tinning after completing the review is attached.
  3. The Secretariat's response to this report is submitted in a separate working paper.
-

**SOUTH PACIFIC COMMISSION**

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**COMMISSION DU PACIFIQUE SUD**

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In reply, please quote

PLEASE ADDRESS REPLY TO  
THE SECRETARY-GENERAL

Ati George Sokomanu  
Secretary-General  
South Pacific Commission  
NOUMEA

Late last year I was asked by AIDAB, in response to a Commission request, to conduct a review of the Commission's Salaries and Conditions of Service System. As a result, I was made available to carry out the review from 3 February, 1993. The Terms of Reference are at Attachment A.

In developing the new conditions and salary structure for the Commission I have drawn on the work I have done when involved with similar reviews at the Forum Secretariat, the South Pacific Applied Geoscience Commission (SOPAC), the Forum Fisheries Agency (FFA), the South Pacific Regional Environment Programme (SPREP) and the South Pacific Board for Educational Assessment (SPBEA). I believe that the resulting package:

- . will enable the Commission to retain high quality and adaptable staff;
- . is easy to comprehend and simple to administer;
- . is competitive with those offered by other regional organizations; and
- . will provide the Commission with considerable long-term savings in expenditure.

The new package includes new salary scales for the contract (professional) staff based in New Caledonia (Attachment B), Fiji (Attachment C) and the Solomon Islands (Attachment D); a new salaries system for the permanent (support) staff in New Caledonia (Attachment E), Fiji (Attachment F) and the Solomon Islands (Attachment G) and revised staff regulations (Attachment H).

#### **Professional Salaries and Entitlements**

The salaries of professional officers have been completely restructured and this has provided an opportunity to give them new designations more in keeping with their responsibilities. Therefore the present Directors become Deputy Secretaries-General and the present Programme Co-ordinators become Directors.

Commission professional salaries as they now operate have two interesting features, namely:

- (i) they are paid at the New Caledonian rate irrespective of the country in which the officer works. Because of the very high cost of living in New Caledonia this can result in quite generous salaries being paid to staff based in Fiji or the Solomon Islands; and

- (ii) a range of professional officers have been paid on the same P1 salary scale. Through the payment of increments this means that some of these officers receive salaries significantly higher than their equivalents in other regional organizations and often significantly higher than their professional supervisor.

With the growth in SPC staff throughout the region, the Commission needs a more flexible salary system which recognises the differences in the cost of living in different regional countries and gives management the flexibility to negotiate a competitive but realistic salary package with prospective appointees. Therefore different professional salary scales have been developed for New Caledonia, Fiji and the Solomon Islands. These are based on those operating at the Forum Secretariat and adopted at SOPAC. The New Caledonian salary scales include an extra 35% in recognition of the higher living costs in Noumea.

The proposed salary scales include the following features:

- The choice of two salaries for Conference when appointing a Secretary-General, or appointing or extending the contract of a Deputy Secretary-General.
- Significantly expands the range of options available to the Secretary-General when appointing Directors, Managers and Project Officers but abolishes the payment of increments.

In recognition of the present high number of P1 Managers at the Commission and the desirability that Manager positions in future should still attract applicants from the Northern Hemisphere, the bottom level available for Directors at the Forum Secretariat has become, at a slightly discounted rate, the top level available for Managers.

This will still result in some P1 positions in Noumea providing a salary of up to CFP 1,462,993 less than at present and those in Fiji up to F\$37,154 less than at present at the January exchange rate.

- The ability to appoint less experienced officers as Assistant Project Officers. Such appointments provide excellent training opportunities and one is currently in place at the SPC. A similar category exists at the FFA and SPREP.

Other key elements in the proposed Salaries and Conditions of Service System for professional staff include:

- (i) giving the Secretary-General the responsibility to set a starting salary for new staff within the revised salary levels which is competitive within the Region (Regulation 21(c)).
- (ii) some additional expatriate allowances (Regulations 23 (a), (e) and (g)) for staff working in Honiara over and above what they would have received had they worked in Noumea or Suva. This is in recognition that additional benefits are required as inducements to recruit and, particularly, to retain staff in more difficult locations. The same entitlements are provided to expatriate staff working for the FFA and SPREP.
- (iii) linking salaries and expatriate entitlements for staff working in Honiara to SDRs (Regulation 20(e)). This brings those staff into line with staff at the FFA. A linkage to SDRs in the Solomon Islands seems more appropriate than adjusting salaries in line with movements in the local Consumer Price Index, in the light of expenditure patterns of professional staff.
- (iv) providing the Secretary-General with a domestic assistance allowance. At present each Secretary-General brings a housekeeper from his home country who is then considered by the Commission as an employee with expatriate entitlements. In future domestic help will remain a private matter for the Secretary-General and no direct relationship will be established between the housekeeper and the Commission.

- (v) a standard establishment allowance for all staff other than the Secretary-General (Regulation 17(a)(iii)). At present the amount of establishment allowance depends on whether the officer is accompanied or not and is linked to his or her level of salary. This change brings the Commission into line with other regional organisations.
- (vi) a standard relocation allowance of two weeks' salary on completion of service with the Commission, except for staff in Honiara where it rises to six weeks' salary after a six-year contract (Regulation 23(g)). This is a significant reduction on the present entitlement.
- (vii) A reduction in travel entitlements. In future contract staff working in New Caledonia and Fiji will be entitled to home travel every two years instead of every eighteen months as at present (Regulation 23(f)). This is still a more generous arrangement than exists at the Forum Secretariat and SOPAC. However this benefit is offset by higher deductions for housing from most Commission staff than is the case at the Forum Secretariat and SOPAC.  
Children are currently entitled to two trips per year to their parents' place of employment and this will be reduced to one trip per year. (Regulation 23(d)). This will bring the SPC into line with other regional organizations.
- (viii) The abolition of a number of minor benefits such as payment of a spouse allowance and removal of protection against variations in the exchanges rates between the CFP and the currency of the officer's home country.
- (ix) Enabling officers to claim the full cost of educating their dependent children up to a maximum level (Regulation 23(c)). At present they can claim only half of the costs. This will bring the Commission into line with other regional organisations.
- (x) Payment of an airfare in the case of death or serious illness or injury of an immediate relative (Regulation 27(d)). This is an existing entitlement and is unique to the SPC. However, it provides considerable ease of mind to officers far from home. In view of the Commission's desire to attract applicants from the Northern Hemisphere its retention is recommended.
- (xi) Retention of the existing housing arrangements (Regulation 28). These are considered far from satisfactory. Ideally staff in Noumea should be allowed to find their own housing within limits set by the Commission rather than the SPC being the "meat in the sandwich" between the officer and real estate agent. However, in view of the decision to build residential accommodation for Commission staff no recommendation has been made to change the present system. Should rented accommodation ever be required to supplement the new accommodation being built for the SPC then the current arrangements should be reviewed at that time.

#### **Support staff**

The Commission needs a salary structure for its support staff which:

- is competitive with other employers;
- encourages staff to perform at a consistently high level throughout the year; and
- is simple for it to administer.

These are the principles used in developing the salary structures for support staff at the Forum Secretariat, FFA, SOPAC, SPREP and SPBEA. As now exists in those organizations, it is proposed that the Commission's Salaries and Conditions of Service System for support staff include:

- (i) non-overlapping salary scales;

- (ii) six-monthly adjustments in the salary scales in accordance with movements in the local Consumer Price Index (Regulation 20(c));
- (iii) payment of increments solely on the basis of work performance (Regulation 21(d)). The increments are significant as an encouragement to consistently high performance during the year;
- (iv) promotions based on open competition with the government and private sectors (Regulation 13(c)); and
- (v) the same recreation leave (Regulation 25), sick leave (Regulation 26) and other leave (Regulation 27) for all support staff at any duty station.

The salary scales for support staff in New Caledonia have been developed by taking account of the salary scales in the Territorial Public Service. The salaries are all inclusive so that additional allowances such as a child allowance will no longer be paid. Where an officer's current salary exceeds his or her proposed salary Band then that officer's salary should be frozen until cost of living adjustments increase the new salary to the level of their existing salary.

The salary scales for support staff in Fiji and the Solomon Islands are based on those being used at the Forum Secretariat and the FFA respectively. However, they have been reduced where appropriate to take account of the fact that Commission staff do not pay tax.

The position of Administration Officer in Fiji was a particularly difficult position to assess. At present its responsibilities are limited by the need to refer most matters to Noumea for decision. If the recommendation of the Management Systems Review Team to decentralise authority within the Commission is implemented then the Administration Officer position should probably be upgraded to the Project Officer level.

All support staff at the Commission are currently on contract with an expectation that their contracts will not be extended after ten years, although this time limit is often exceeded. However the current "ten year rule" causes considerable uncertainty and has an adverse effect on staff morale. It is therefore proposed that contract support staff become permanent as is now the case for support staff at the Forum Secretariat, SOPAC, SPREP and SPBEA. The way the proposed staff regulations are worded provides plenty of scope to deal with non-performers, by sacking if necessary.

### **Staff Regulations**

The proposed new Staff Regulations are not dissimilar to those operating at the Forum Secretariat, SOPAC, and SPREP. They incorporate much of what is currently included in the Commission's Manual of Staff Rules. The Manual of Staff Rules will cease to exist and the Regulations will be supplemented by internal Administrative Directives.

### **Advertising of Contract Positions**

Contract professional positions are currently advertised by Savingsgrams which are sent to the official contacts in member governments. This sometimes results in a very limited number of applications being received. Further, in an effort to save money, interviews are rarely held. These procedures can result in inappropriate selections being made which result in delays in implementing programmes.

It is considered essential that a more professional approach is taken to the selection of contract staff, with advertisements being placed in regional publications and professional journals. Further money should be allocated in the budget to provide for interviews of a short-list of applicants.

### **Medical Coverage**

The proposed new Staff Regulations abolish the current practice of deducting 1.5% from officers' salaries to cover medical insurance. This will bring the Commission into line with other regional organisations. However because a small working group is looking at the future of medical coverage at the Commission no further recommendations have been made in this area, although my preference would be for SPC to take out group coverage with a local health insurance company.

### **Security of Staff Families in Fiji**

Considerable concern was expressed by staff in Fiji over the safety of their families while they are abroad on Commission business.

The rising house breakin rate in Suva has been addressed by the Forum Secretariat in recent years. Whenever a Forum Secretariat officer is away from Fiji, the officer's family is provided with a security guard twelve hours per day or, if they prefer, the house is monitored by regular security patrols. In addition all houses of expatriate staff are fitted with burglar alarm systems.

It is recommended that the Commission investigate appropriate security measures for their staff in Fiji as soon as practicable.

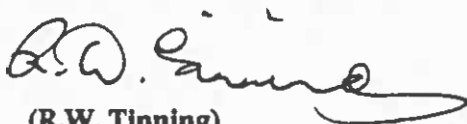
### **Implementation Schedule**

It is recommended that the new Salaries and Conditions of Service System for the Commission be implemented in January 1994.

Professional staff on contracts which expire after 1 January 1994 will remain on those contracts until they expire. If they are offered extensions then such extensions would be on the basis of the new salaries and conditions of service.

The 18th Meeting of the CRGA may wish to consider including a clause into any contracts signed between June 1993 and December 1993 which will require the staff member to transfer to the new System on 1 January 1994, irrespective of whether they will gain or lose financially by such a transfer.

I would like to thank you and your staff for the assistance I have been given during my visits to Noumea and Suva. The submission prepared by the Staff Advisory Committee in advance of my arrival was particularly helpful.

  
(R.W. Tinning)

**TERMS OF REFERENCE**

1. Review the existing salaries classification structure and recommend changes if considered appropriate with the view to aligning salary grades to the Forum Secretariat system.
2. Review the salary ranges applicable to each group and grade, taking into account where appropriate
  - the comparative and competitive rates of other regional organisations;
  - the local Public Service;
  - the relativities of salaries and conditions of service of Commission staff based in Noumea, Suva, Honiara and in the field.
3. Comprehensively review existing conditions of service as contained in the Staff Regulations and Staff Rules and recommend changes where considered necessary, and to develop a new set of Staff Regulations not dissimilar to the Forum Secretariat system.
4. In discussion with management and other interested parties, suggest an update/redraft of the Commission's manual of Staff Rules which:
  - properly reflects the Commission's policy of fixed term appointment rather than career service appointments;
  - removes any ambiguities or anomalies with regard to terms of appointment and conditions of service;
  - incorporates all conditions of service so far approved by CRGA and Conference;
  - includes draft paragraphs for any further changes to terms of appointment which may be recommended;
  - provides for a workable, integrated reference document for personnel administration.
5. Review and report on any other related matters.
6. Table with SPC management and staff draft Staff Regulations as early as possible during the visit and provide a final report prior to departure in late February 1993.
7. Present the final report to the 18th Meeting of the Committee of Representatives of Governments and Administrations (CRGA) to be held in Noumea, New Caledonia in May 1993.

## SCHEDULE 2A (i)

SPC SALARY SCALES FOR CONTRACT STAFF IN NEW CALEDONIA  
(CFP PER ANNUM)\*

| BROADBAND                                                   | LEVEL | (90%)     | (95%)     | STARTING<br>SALARY<br>(100%) | (105%)    | CONTRACT<br>RENEWAL<br>(110%) |
|-------------------------------------------------------------|-------|-----------|-----------|------------------------------|-----------|-------------------------------|
| SECRETARY-GENERAL<br>CFP 8,737,320 to CFP 9,569,969         |       |           |           | 8,737,320                    |           | 9,569,969                     |
| DEPUTY SECRETARY-GENERAL<br>CFP 7,639,777 to CFP 8,367,817  |       |           |           | 7,639,777                    |           | 8,367,817                     |
| DIRECTOR OF DIVISION<br>CFP 6,047,248 to CFP 7,438,825      | 2     | 6,119,939 | 6,425,936 | 6,747,233                    | 7,084,595 | 7,438,825                     |
|                                                             | 1     | 6,047,248 | 6,349,610 | 6,667,090                    | 7,000,445 | 7,350,467                     |
| MANAGER<br>CFP 4,102,150 to CFP 6,227,229                   | 3     | 5,123,156 | 5,379,314 | 5,648,280                    | 5,930,694 | 6,227,229                     |
|                                                             | 2     | 4,451,073 | 4,673,627 | 4,907,308                    | 5,152,673 | 5,410,307                     |
|                                                             | 1     | 4,102,150 | 4,307,257 | 4,522,620                    | 4,748,751 | 4,986,189                     |
| PROJECT OFFICER<br>CFP 2,461,595 to CFP 4,456,970           | 4     | 3,666,760 | 3,850,098 | 4,042,603                    | 4,244,733 | 4,456,970                     |
|                                                             | 3     | 3,496,890 | 3,671,734 | 3,855,321                    | 4,048,087 | 4,250,491                     |
|                                                             | 2     | 3,362,218 | 3,530,329 | 3,706,845                    | 3,892,187 | 4,086,796                     |
|                                                             | 1     | 2,461,595 | 2,584,675 | 2,713,909                    | 2,849,604 | 2,992,084                     |
| ASSISTANT PROJECT OFFICER<br>CFP 1,678,838 to CFP 2,246,713 | 3     | 1,848,485 | 1,940,836 | 2,037,776                    | 2,139,674 | 2,246,713                     |
|                                                             | 2     | 1,780,369 | 1,869,415 | 1,962,868                    | 2,061,094 | 2,164,093                     |
|                                                             | 1     | 1,678,838 | 1,762,744 | 1,850,872                    | 1,943,406 | 2,040,714                     |

\* Includes New Caledonia Living Allowance of 35%.

**SCHEDULE 2A (ii)**

**SPC SALARY SCALES FOR CONTRACT STAFF IN FIJI  
(FIJI DOLLARS PER ANNUM)**

| BROADBAND                                                | LEVEL | (90%)  | (95%)  | STARTING<br>SALARY<br>(100%) | (105%) | CONTRACT<br>RENEWAL<br>(110%) |
|----------------------------------------------------------|-------|--------|--------|------------------------------|--------|-------------------------------|
| <b>DIRECTOR OF DIVISION</b><br>\$71,680 to \$88,120      | 2     | 72,500 | 76,130 | 79,980                       | 83,930 | 88,120                        |
|                                                          | 1     | 71,680 | 75,300 | 79,030                       | 83,000 | 87,650                        |
|                                                          | 3     | 60,729 | 63,765 | 66,953                       | 70,301 | 73,816                        |
| <b>MANAGER</b><br>\$48,600 to \$73,816                   | 2     | 52,820 | 55,480 | 58,170                       | 61,090 | 64,460                        |
|                                                          | 1     | 48,600 | 51,050 | 53,610                       | 56,310 | 59,340                        |
|                                                          | 4     | 43,480 | 45,700 | 47,920                       | 50,360 | 53,160                        |
| <b>PROJECT OFFICER</b><br>\$29,160 to \$53,160           | 3     | 41,510 | 43,600 | 45,700                       | 48,030 | 50,720                        |
|                                                          | 2     | 39,870 | 41,850 | 43,940                       | 46,160 | 48,740                        |
|                                                          | 1     | 29,160 | 30,660 | 32,170                       | 33,800 | 35,450                        |
| <b>ASSISTANT PROJECT OFFICER</b><br>\$19,900 to \$26,631 | 3     | 21,911 | 23,006 | 24,155                       | 25,363 | 26,631                        |
|                                                          | 2     | 21,104 | 22,159 | 23,267                       | 24,431 | 25,652                        |
|                                                          | 1     | 19,900 | 20,895 | 21,939                       | 23,036 | 24,190                        |

## SCHEDULE 2A (iii)

## SPC SALARY SCALES FOR CONTRACT STAFF IN THE SOLOMON ISLANDS

| BROADBAND                       | LEVEL | (SDRS PER ANNUM) |        |                              |        |                               | (SOLOMON ISLAND DOLLARS PER ANNUM) |         |                              |         |                               |
|---------------------------------|-------|------------------|--------|------------------------------|--------|-------------------------------|------------------------------------|---------|------------------------------|---------|-------------------------------|
|                                 |       | (80%)            | (95%)  | STARTING<br>SALARY<br>(100%) | (105%) | CONTRACT<br>RENEWAL<br>(110%) | (90%)                              | (95%)   | STARTING<br>SALARY<br>(100%) | (105%)  | CONTRACT<br>RENEWAL<br>(110%) |
| DIRECTOR OF<br>DIVISION         | 2     | 33,334           | 35,001 | 36,751                       | 38,588 | 40,158                        | 133,808                            | 140,498 | 147,523                      | 154,899 | 162,644                       |
|                                 | 1     | 32,938           | 34,585 | 36,314                       | 38,130 | 40,037                        | 132,219                            | 138,830 | 145,771                      | 153,060 | 160,713                       |
| MANAGER                         | 3     | 27,905           | 29,300 | 30,765                       | 32,303 | 33,918                        | 112,013                            | 117,614 | 123,495                      | 129,670 | 136,154                       |
|                                 | 2     | 24,244           | 25,456 | 26,729                       | 28,066 | 29,469                        | 97,320                             | 102,186 | 107,295                      | 112,660 | 118,293                       |
|                                 | 1     | 22,344           | 23,461 | 24,634                       | 25,866 | 27,159                        | 89,690                             | 94,175  | 98,884                       | 103,829 | 109,021                       |
| PROJECT<br>OFFICER              | 4     | 19,971           | 20,970 | 22,019                       | 23,120 | 24,276                        | 80,170                             | 84,179  | 88,388                       | 92,808  | 97,449                        |
|                                 | 3     | 19,047           | 19,999 | 20,999                       | 22,045 | 23,151                        | 76,457                             | 80,280  | 84,294                       | 88,508  | 92,933                        |
|                                 | 2     | 18,313           | 19,229 | 20,190                       | 21,200 | 22,260                        | 73,512                             | 77,188  | 81,047                       | 85,100  | 89,355                        |
|                                 | 1     | 13,408           | 14,078 | 14,782                       | 15,521 | 16,297                        | 53,821                             | 56,512  | 59,338                       | 62,305  | 65,419                        |
| ASSISTANT<br>PROJECT<br>OFFICER | 3     | 10,068           | 10,571 | 11,099                       | 11,654 | 12,237                        | 40,415                             | 42,434  | 44,554                       | 46,781  | 49,122                        |
|                                 | 2     | 9,697            | 10,182 | 10,691                       | 11,226 | 11,787                        | 38,926                             | 40,873  | 42,916                       | 45,063  | 47,315                        |
|                                 | 1     | 9,144            | 9,601  | 10,081                       | 10,585 | 11,115                        | 36,706                             | 38,540  | 40,467                       | 42,490  | 44,618                        |

SCHEDULE 2A (iii)

## SPC SALARY SCALES FOR PERMANENT STAFF IN NEW CALEDONIA

| BAND | 1         | 2         | 3         | 4         | 5         | 6         | 7         | 8         | EXAMPLES OF POSITIONS COVERED                                                                                                                                                                                                         |
|------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3    | 2 813 892 | 2 882 985 | 2 952 078 | 3 021 171 | 3 090 264 | 3 159 357 | 3 228 450 | 3 297 543 | Senior Project Assistant<br>Personal Assistant to an Executive Officer<br>Purchasing Officer<br>Conference Officer<br>Personnel Officer<br>Registry Officer<br>Layout Artist<br>Senior Accounts Clerk<br>Quality Controller of Typing |
| 2    | 2 286 288 | 2 355 381 | 2 424 474 | 2 493 567 | 2 562 660 | 2 631 753 | 2 700 846 | 2 769 939 | Project Assistant<br>Clerk/Typist<br>Accounts Officer<br>Travel Officer<br>Canteen Manager<br>Foreman                                                                                                                                 |
| 1    | 1 828 147 | 1 891 081 | 1 954 015 | 2 016 949 | 2 079 883 | 2 142 817 | 2 205 751 | 2 268 685 | Maintenance Officer<br>Clerical Assistant<br>Library Assistant<br>Printery Assistant<br>Data Entry Processor<br>Driver<br>Cleaner                                                                                                     |

SCHEDULE 2B (II)

SPC SALARY SCALES FOR PERMANENT STAFF IN FIJI

| BAND | 1      | 2      | 3      | 4      | 5      | 6      | 7      | 8      | EXAMPLES OF POSITIONS COVERED                                                                              |
|------|--------|--------|--------|--------|--------|--------|--------|--------|------------------------------------------------------------------------------------------------------------|
| 4    | 18,585 | 19,346 | 20,126 |        |        |        |        |        | Administration Officer                                                                                     |
| 3    | 15,810 | 16,440 | 17,142 | 17,844 |        |        |        |        | Senior Accounts Clerk<br>Senior Project Assistant<br>Senior Clerk                                          |
| 2    | 11,477 | 11,980 | 12,887 | 13,015 | 13,509 | 14,048 | 14,601 | 15,192 | Laboratory Technical Assistant<br>Library Assistant<br>Accounts Clerk<br>Travel Clerk<br>Project Assistant |
| 1    | 8,207  | 8,567  | 8,920  | 9,302  | 9,685  | 10,052 | 10,532 | 11,005 | Clerical Assistant<br>Driver<br>Handyman                                                                   |
|      | 6,812  | 6,917  | 7,030  | 7,127  | 7,240  |        |        |        | Cleaner<br>Gardener<br>Cook<br>Assistant Handyman<br>Watchman                                              |

SECRETARY GENERAL'S OFFICE

SCHEDULE 2B (II)

**SCHEDULE 2B (iii)**

**SPC SALARY SCALES FOR PERMANENT STAFF IN THE SOLOMON ISLANDS**

| BAND | 1     | 2     | 3     | 4      | 5      | 6      | 7      | 8      | EXAMPLES OF POSITIONS COVERED            |
|------|-------|-------|-------|--------|--------|--------|--------|--------|------------------------------------------|
| 2    | 8,333 | 9,036 | 9,740 | 10,444 | 11,148 | 11,852 | 12,556 | 13,261 | Clerical Officer<br>Data Entry Processor |
| 1    | 4,265 | 4,759 | 5,235 | 5,675  | 6,113  | 6,552  | 6,991  |        | Driver/Courier<br>Clerical Assistant     |

# **SOUTH PACIFIC COMMISSION**

## **STAFF REGULATIONS**

### **PART 1: SCOPE AND APPLICATION**

#### **Regulation 1**

- (a) These Regulations set out the mutual obligations and rights of the Commission and its employees. They have been approved by the South Pacific Conference and are administered by the Secretary-General. They apply to all staff appointed by the Commission and where appropriate to the Secretary-General as well. They do not apply to temporary or short-term contract employees, casual workers or consultants unless the contrary is specifically indicated, nor where other conditions have been agreed to in writing.
- (b) If any part of these Regulations becomes contrary to the laws of New Caledonia, Fiji or the Solomon Islands (as applicable), or where they are silent, the laws of the local country will apply.
- (c) These Regulations may be supplemented or amended by the Conference without prejudice to the existing contracts of staff members.
- (d) The Secretary-General may delegate his or her authority under the Staff Regulations to a Deputy Secretary-General or other senior officer.
- (e) The Secretary-General may supplement these Staff Regulations with Administrative Directives not inconsistent with these Regulations or any decision made by the Conference; and further, may issue such Administrative Directives as may appear to be necessary to render these Regulations effective.
- (f) If the Conference decides to locate permanently contract positions in countries other than New Caledonia, Fiji or the Solomon Islands then the Secretary-General will decide to which of the three existing duty stations conditions will be linked.

### **PART II: DEFINITIONS**

#### **Regulation 2**

In these Regulations, unless the context otherwise requires –

**'Allowances'** means remuneration other than salary but does not include money received to meet expenses incurred by an employee in the course of duty.

**'Commission'** means the South Pacific Commission.

**'Conference'** means the South Pacific Conference.

**'Contract Staff'** are staff undertaking work which requires:

- (i) a university degree or equivalent qualification; or
- (ii) a lower qualification with expertise and practical experience of sufficient breadth to counter-balance the lack of formal qualifications; or
- (iii) a level of understanding of English which can not be found amongst applicants from New Caledonia.

**'Dependent'** means the legally and financially dependent spouse or dependent child of an employee. A staff member will have only one dependent spouse recognised by the Commission.

**'Dependent child'** means an employee's unmarried, legally and financially dependent child who is:

- (i) under the age of 16 years; or
- (ii) under the age of 19 years if undertaking full time study at a secondary school; or
- (iii) under the age of 22 years if enrolled and undertaking full time study at a university or other tertiary institution; or
- (iv) mentally or physically incapacitated.

**'Duty Station'** is the permanent location of the staff member during his or her employment with the Commission.

**'Employee'** is a general term which according to the context may mean permanent staff, contract staff, temporary staff or all three.

**'Establishment'** means staff positions approved by the Conference.

**'Expatriate'** means a staff member, not a permanent resident of New Caledonia, or where applicable, Fiji or the Solomon Islands, who resides in New Caledonia, Fiji or the Solomon Islands only by virtue of employment with the Commission.

**'Field Staff'** such as Master Fishermen are contract employees who have no fixed duty station for a significant part of their employment with the Commission but rather move location about every three months.

**'Local'** means a staff member who is a permanent resident of New Caledonia, or where applicable, Fiji or the Solomon Islands.

**'Remuneration Policy'** means the basis for remuneration approved by the Conference.

**'Salary'** means the basic annual rate of pay for the job which is specified in the Commission's salary scale.

**'Seniority'** in respect of a Deputy Secretary-General means the period of appointment of the Deputy Secretary-General.

**'Staff'** or **'Staff Member'** means a salaried employee appointed to an established position either permanently or for a set period.

**'Permanent Staff'** are staff whose work does not require the qualifications and experience of contract staff and includes accounts, administration, clerical, secretarial and technical employees.

### **PART III: DUTIES AND OBLIGATIONS**

#### **Status as International Civil Servants**

##### **Regulation 3**

The Secretary-General and all members of the staff of the Commission are international civil servants. Their responsibilities are not national but exclusively international. By accepting appointment, they pledge themselves to discharge their functions and to regulate their conduct with the interests of the Commission only in view.

#### **Responsibility of the Commission**

##### **Regulation 4**

The Secretary-General is responsible for the proper functioning of the Commission. Staff members are subject to the authority of the Secretary-General and shall not seek or receive in the performance of their duties any instruction from any external authority.

#### **Oath or Declaration of Office**

##### **Regulation 5**

- (a) As soon as possible after accepting their appointment all members of staff shall subscribe to the following oath, declaration, affirmation or promise:

'I solemnly swear (undertake, affirm, promise) to exercise in all loyalty, discretion and conscience the functions entrusted to me as a member of the international service of the South Pacific Commission, to discharge those functions and regulate my conduct with the interests of the South Pacific Commission only in view, and not to seek or accept instructions in regard to the performance of my duties from any government or other authority external to the South Pacific Commission'.

- (b) In the case of the Secretary-General the oath shall be made orally and signed at a meeting of the Conference before the Chairperson. Where undue delay may occur before there is an opportunity for him or her to take the oath before the Chairperson at a meeting of Conference, the Secretary-General may take it before a person authorised by the Conference.
- (c) In the case of all other staff members the oath shall be made and signed before the Secretary-General or Acting Secretary-General.

#### **Privileges and Immunities**

##### **Regulation 6**

Under Article XIII of the Agreement establishing the South Pacific Commission-

- (i) The Secretary-General and staff are immune from suit and legal process in respect of things done in the course of the performance of their official duties.
- (ii) The Secretary-General and staff are exempt from taxes in respect of emoluments received as an officer or servant of the organisation.
- (iii) The Secretary-General and Deputy Secretaries-General are exempt from local taxes on all goods imported for their own use.

- (iv) Staff who are not local are exempt from taxes on the importation of furniture and effects imported at the time of first taking up a position with the Commission and such time thereafter as may be agreed between the Secretary-General and the governments of New Caledonia, Fiji or the Solomon Islands (as applicable).

### **Communication of Unpublished Information**

#### **Regulation 7**

Staff shall exercise the utmost discretion in regard to all matters of official business. They shall not communicate to any persons or the press any unpublished information known to them by reason of their official position, except in the course of their duties or by authorisation of the Secretary-General. All rights in, and title to, the results of any work performed by staff in the course of their duties shall be the property of the Commission.

### **Conduct**

#### **Regulation 8**

Staff shall avoid any action, and in particular any kind of public pronouncement or activity, which may adversely reflect on their positions as international civil servants. They are not expected to give up their national sentiments or their political or religious convictions; but they shall at all times bear in mind the reserve and tact incumbent upon them by reason of their international status.

### **Outside Activities**

#### **Regulation 9**

No staff may accept, hold or engage in any office or occupation which, in the opinion of the Secretary-General, is incompatible with the proper discharge of their duties with the Commission. To the extent considered reasonable by the Secretary-General the time of staff shall be at the disposal of the Commission.

### **Candidacy for Public Office**

#### **Regulation 10**

Any staff member who becomes a candidate for a public office of a political character shall resign from the Commission.

### **Acceptance of Honours, Decorations, Favours, Gifts or Fees**

#### **Regulation 11**

No staff shall accept in respect of their work for the Commission any honour or decoration from any government or organisation or except with the approval of the Secretary-General, any favour, gift or fee from any government, organisation or person during the period of their appointment.

## PART IV: APPOINTMENT AND PROMOTION

### Appointment of Secretary-General and Staff

#### Regulation 12

##### Secretary-General and Deputy Secretaries-General

- (a) The Secretary-General and Deputy Secretaries-General are appointed by the Conference, the Secretary-General for one three-year term and the Deputy Secretaries-General for up to two three-year terms.

##### Secretary-General – Exercise of Powers

- (b) When the position of Secretary-General is vacant the Secretary-General's functions and powers shall be exercised according to the instruction of the Chairperson of the Conference and in the absence of any such instruction by a Deputy Secretary-General on a seniority basis.
- (c) When the Secretary-General is absent from Headquarters, a Deputy Secretary-General shall be designated, usually on a rotational basis, to act as Secretary-General; in the event that both Deputy Secretaries-General are also absent, an officer of the Secretary-General's choice shall be designated Officer-in-Charge.

##### Power of Appointment

- (d) The power of appointment rests with the Secretary-General subject to the establishment and remuneration policy approved by the Conference.

#### Appointment Policy

#### Regulation 13

- (a) In selecting staff for appointment to the Commission the dominant considerations shall be:

- (i) the required qualifications and experience
- (ii) competence
- (iii) personal integrity

- (b) Subject to Regulation 13(a) above the Secretary-General shall, in selecting contract staff, give due consideration to the nationals of Commission member states and to the desirability of equitable national representation.

- (c) When a permanent vacancy occurs, the Commission will give first consideration to employees at the same level being rotated into the position. If no suitable employee is available then the vacancy will be advertised in the press.

- (d) When two applicants for a permanent position are rated equally suitable, and one is a Commission employee, preference shall be given to the existing staff member.

- (e) Men and women are equally eligible for all posts at the Commission.

## Appointment Procedure

### Regulation 14

- (a) No appointment is valid which is not the subject of a written offer of employment signed by the Secretary-General and a written acceptance signed by the appointee. Every offer of employment shall contain a statement of duties, all terms and conditions of employment and a copy of the Staff Regulations.
- (b) An appointment is permanent, temporary or on a fixed or short term contract. The length of appointment of a temporary or contract staff member is set by the Secretary-General according to the requirements of the work programme.
- (c) A temporary appointment may not exceed a period of six months. A temporary appointment is usually made to replace a permanent staff member who has resigned at short notice or is on leave or to meet seasonal needs.
- (d) A fixed term of appointment is of not less than three years. A short term appointment is for any period less than three years and is subject to such terms and conditions as the Secretary-General determines.
- (e) A fixed term appointment is renewable, based on the needs of the Commission, and the merit and performance of the employee, for a further period of three years. Extensions beyond two contract terms may only be approved by the Secretary-General in exceptional circumstances and shall be reported to the Conference.
- (f) A contract employee appointed to New Caledonia as a result of an assessment that no local would have the level of understanding of English which would be required for the position but who in all other respects undertakes work which would normally be undertaken by a permanent staff member, will be given the option after two fixed term appointments to become a permanent staff member, subject to the needs of the Commission and the merit and performance of the employee. If the contract employee accepts permanency he or she will cease to be eligible for any expatriate entitlements, including a return home fare at the end of their employment with the Commission. Such employees will never have their contracts extended beyond six years.
- (g) The length, terms and conditions of appointment may be varied in exceptional circumstances by the mutual agreement in writing of the Secretary-General and the employee, subject to the establishment and remuneration policy approved by the Conference.
- (h) Appointment is provisional until confirmed. Appointment is subject to a satisfactory medical examination by a designated medical practitioner and a probationary period of six months' service which may be extended or reduced by the Secretary-General. At the end of the probationary period the Secretary-General shall in writing:
  - (i) confirm the appointment; or
  - (ii) extend the probationary period; or
  - (iii) terminate the appointment.
- (i) The appointment of –
  - (i) an expatriate runs from the date of leaving home to take up the appointment with the Commission.
  - (ii) a local employee runs from the date of taking up duties .
- (j) Salary is earned from the date of appointment.

## **Promotion**

### **Regulation 15**

- (a) A permanent staff member is promoted when appointed to a position higher than his or her current position.
- (b) A promotion is a variation of the terms of an appointment and is subject to Regulation 14(g).

## **Termination**

### **Regulation 16**

#### **Ways of Termination**

- (a) An appointment is terminated –
  - (i) when being a fixed term appointment it reaches the end of its term; or
  - (ii) when being a permanent appointment the staff member reaches the age of 60 years; or
  - (iii) by either the Commission or the staff member giving the other two months' notice in writing; or
  - (iv) without notice by either the Commission or the employee paying to the other two months' salary in lieu of notice; or
  - (v) as a disciplinary measure by dismissal with or without notice under Regulation 30(b).

#### **Suspended Staff**

- (b) Before dismissing or giving notice to a staff member who is a permanent employee of a member government's Public Service the Secretary-General shall inform the government in question.

#### **Certificate of Service**

- (c) A staff member shall, on leaving the service of the Commission, be given a certificate relating to the nature of his or her duties, the length of service, the amount of emoluments, and other relevant information.

#### **Final Pay**

- (d) Upon leaving the service, any indebtedness of a staff member to the Commission shall be deducted from any money due to the staff member from the Commission.

## PART V: ENTITLEMENTS ON APPOINTMENT AND TERMINATION

### Regulation 17

#### Entitlements

- (a) The Commission shall meet the following appointment and termination expenses of contract staff recruited from outside the country in which they will work (New Caledonia, Fiji or the Solomon Islands). The entitlements cover the transport and accommodation enroute of the staff member and accompanying dependents between home and Noumea, Suva or Honiara and back, by the shortest and most economical route. The Secretary-General has discretion, after taking family circumstances into account, to include dependents who arrive within six months of the start of appointment or leave within one month of termination.

#### Fares

- (i) Secretary-General: Business class  
Other Staff: Economy class

#### Removal Expenses

- (ii) The reasonable cost of packing, insuring, shipping and unpacking furniture, household and personal effects at the time of travel as follows –

- (a) When fully furnished housing is allotted to an expatriate staff member recruited overseas:

6m<sup>3</sup> in respect of the staff member.  
2m<sup>3</sup> in respect of a dependent spouse.  
1m<sup>3</sup> in respect of each dependent child.

- (b) When fully furnished housing cannot be assured to an expatriate staff member recruited overseas:

double the furnished entitlement.

- (c) Up to 20 kilos of excess baggage per person.

#### Establishment Grant

- (iii) To offset incidental expenses and compensate for the upheaval of removal, an establishment grant on appointment, or when a staff member moves duty station permanently, at the rate prescribed in Schedule 1 to these Regulations.

#### Temporary Accommodation

- (iv) Accommodation at a suitable hotel, motel or other fully furnished accommodation for up to five working days, or such other period as the Secretary-General considers reasonable in the circumstances.

#### Commission Assistance

- (v) An appointee will be assisted to settle into his or her duty station.

### **Ineligibility**

- (b) The entitlements prescribed in Regulation 17(a) do not apply and, at the Secretary-General's discretion, may be withheld in whole or in part if:
- (i) all or part of the expenses in question are met from some other source; or
  - (ii) within 12 months of appointment the staff member resigns appointment under Regulation 16(a) (iii) or (iv) or is dismissed under Regulation 30(b)(iv) or (v).

## **PART VI: HOURS OF WORK**

### **Normal Hours**

#### **Regulation 18**

- (a) The Secretary-General has the right to call upon the services of staff to the extent considered reasonable.
- (b) Normal office hours in New Caledonia and the Solomon Islands are 7.30 a.m. to 12 noon and 1 p.m. to 4 p.m. Monday to Friday, making a total of 37 hours 30 minutes per week.
- (c) Maintenance staff in New Caledonia work from 7 a.m. to 12 noon and 1 p.m. to 3.30 p.m. Monday to Friday.
- (d) Normal office hours in Suva are 8 a.m. to 1 p.m. and 2 p.m. to 4.30 p.m. Monday to Friday.
- (e) The Nightwatchmen in Suva work from 5 p.m. to 5 a.m.

### **Overtime**

#### **Regulation 19**

### **Eligibility**

- (a) Permanent and temporary staff at Band 4 and below may claim overtime or time off in lieu of overtime for the hours they are required to work in excess of their normal working hours.

### **Overtime Rates of Pay**

- (b) The rates of pay for overtime are:
  - (i) for days other than public holidays and Sundays, one and a half times the normal hourly rate; and
  - (ii) for Sundays and public holidays, double the normal hourly rate.
- (c) When the Nightwatchmen work in excess of 12 hours a day, double the normal hourly rate will be payable.

### **Overtime Rates for Casual Work**

- (d) Full overtime rates are only paid for the performance of regular duties of an equivalent level of responsibility. Staff who agree to do casual work below their normal level of responsibility outside normal office hours shall receive overtime at the appropriate casual wage for the job.

### **Meal Allowances**

- (e) Staff required to work overtime for more than 6 hours on a Saturday, Sunday or public holiday, or beyond 6.30 p.m. on a full working day shall be paid lunch and dinner allowances as appropriate at rates approved by the Secretary-General.

### **Transport Assistance**

- (f) Staff required to work more than one hour's overtime on a given day shall be taken home by Commission transport, or if it is not available by taxi at Commission expense, if their normal means of transport to and from work is not available.
- (g) Staff required to work overtime on weekends or public holidays shall be:
  - (i) taken to and from work by Commission transport, or if it is not available by public transport or taxi at Commission expense; or
  - (ii) entitled to claim mileage allowance under Regulation 29(d)

## **PART VII: REMUNERATION**

### **Regulation 20**

#### **Determination and Review**

- (a) The remuneration policy and conditions of service of Commission employees are determined by the Conference.

#### **Currency of Remuneration**

- (b) The remuneration of all Commission staff shall be expressed and paid in the currency of the country in which the employee resides during his or her period with the Commission.

#### **Adjustments**

- (c) The salaries for permanent staff in New Caledonia, Fiji and the Solomon Islands are adjusted every six months in accordance with movements in the local Consumer Price Index.
- (d) The salaries and expatriate allowances for contract staff in New Caledonia and Fiji are adjusted every six months in accordance with movements in the local Consumer Price Index.
- (e) The salaries and expatriate allowances for contract staff in the Solomon Islands are expressed in International Monetary Fund Special Drawing Rights (SDRs) and adjusted annually or whenever a movement of 5% or more is measured in the value of the Solomon Island dollar relative to SDRs.
- (f) The salaries and expatriate allowances for field staff, irrespective of the country in which they are temporarily located, are adjusted every six months in accordance with movements in the New Caledonian Consumer Price Index.

## Salaries

### Regulation 21

#### General

- (a) The current salaries are set out in Schedule 2 to these Regulations.

#### Grading

- (b) The salary range for all positions other than Secretary-General and Deputy Secretaries-General are set by the Secretary-General subject to the establishment and remuneration policy approved by the Conference.

#### Grade of Appointment

- (c) Appointments of permanent staff shall be to the bottom step of the grade for the position except that the Secretary-General shall have discretion, in particular cases, to appoint to a higher step if the circumstances justify it. The Secretary-General shall appoint contract staff at a level within the designated salary band which is competitive with salaries being paid for similar experience and qualifications within the South Pacific region.

#### Increments

- (d) The Secretary-General may authorise an increment to a permanent staff member at the completion of each year's service where that staff member's work performance has been highly satisfactory and where he or she has not reached the maximum of the salary range for his or her position. Where the staff member's performance has not been considered highly satisfactory during the year, the Secretary-General will explain to the staff member why he or she will not receive an increment or, in cases of poor performance, why his or her salary will be reduced by an increment.
- (e) The Secretary-General may decide to require permanent staff members to have certain skills before moving up from a particular increment to the next within a salary band. Such skills could include a knowledge of French and English or knowledge of particular computing packages. In such cases the Secretary-General will consider what assistance will be provided under the Commission's training policy (Regulation 32(k)) to enable staff members to acquire those skills.

## PART VIII: ALLOWANCES AND RELATED BENEFITS

### Higher and Extra Duties Allowance

#### Regulation 22

- (a) Any staff member may at any time be required to undertake the duties of a senior or other position whether or not the circumstances justify increased pay.
- (b) A staff member who is required to carry out the full duties of a higher graded position for a continuous period of not less than ten working days will be paid a higher duties allowance amounting to the difference between his or her salary at the time and the starting salary for the higher graded position.

## Expatriate Allowances

### Regulation 23

In addition to salary, expatriate contract staff are entitled to receive the following allowances and benefits –

- (a) A **location allowance** of 5% of salary for staff working in the Solomon Islands.
- (b) A **child allowance** for each dependent child normally resident in New Caledonia, Fiji or the Solomon Islands (as applicable). The allowance for the time being is set out in Schedule 1.
- (c) An **education allowance** to reimburse actual expenditure on the following items for each dependent child up to the maximum set out in Schedule 1.
  - (i) In New Caledonia, Fiji or the Solomon Islands (as applicable) – tuition and boarding fees and compulsory school excursions.
  - (ii) Outside New Caledonia, Fiji or the Solomon Islands (as applicable) – tuition and boarding fees, compulsory school excursions, regulation school uniforms and purchase and hire of text books.

Any external financial assistance (such as a bursary) received by an expatriate contract employee towards the above items is to be deducted from actual expenses when determining the amount to be reimbursed.

The education allowance is to be paid instead of, and not in addition to, the child allowance in (b) above for those dependents being educated outside of the country of the staff member's employment.

- (d) **School holiday travel.** The entitlement is for the reimbursement of one return economy class flight each year between a place of education agreed to by the Secretary-General and Noumea, Suva or Honiara (as applicable) by:
  - (i) each dependent child being educated outside of the country of the staff member's employment; or
  - (ii) the staff member or spouse, providing the journey is not made within the final six months of the contract.
- (e) **Home leave travel** for staff working in Honiara for every completed year of service except for the terminal year. The entitlement is for the reimbursement of one economy class return flight between Honiara and home for the staff member, spouse and dependent children. The normal home for the staff member will be agreed between him or her and the Commission at the time of appointment.
- (f) **Home leave travel** for staff working in Noumea or Suva who, having completed two years of service, are returning for a further one year. The entitlement is for the reimbursement of one economy class return flight between Noumea or Suva (as applicable) and home for the staff member, spouse and dependent children. The normal home for the staff member will be agreed between him or her and the Commission at the time of appointment.

A staff member who resigns or is dismissed under Regulation 30(b)(iv) or (v) before completion of his or her term of appointment is liable to repay a part of the money received proportionate to the unfulfilled part of the term of appointment.

(g) **Relocation allowance** for staff who have completed their contracts. This entitlement is:

- (i) in the case of staff working in Noumea or Suva a payment equivalent to two weeks' salary upon repatriation; or
- (ii) in the case of staff working in Honiara a payment equivalent to three weeks' salary after a three year contract or six weeks' salary after a six year period.

## **Secretary-General's Entitlements**

### **Regulation 24**

In addition to any other allowances provided for elsewhere in these Regulations the Secretary-General shall be entitled to the following:

- (a) rent-free accommodation;
- (b) reimbursement of electricity charges for the accommodation; and
- (c) a domestic assistance allowance. The allowance is linked to the New Caledonian Consumer Price Index and the rate for the time being is set out in Schedule 1.

## **PART IX: LEAVE**

### **Annual Leave**

#### **Regulation 25**

(a) **The annual leave entitlement is:-**

**Contract staff: 30 days**

**Permanent staff  
in New Caledonia: 30 days**

**Permanent staff  
in Fiji: 18 days**

**Permanent staff in  
the Solomon Islands: 22 days**

(b) For each staff member the leave year runs from the date of appointment to its anniversary and thereafter from anniversary to anniversary. Leave accumulates with the passing of the leave year with the full entitlement, minus any leave taken, falling due on the anniversary of appointment.

(c) Annual leave does not carry over for more than two years without written approval from the Secretary-General. In considering applications to carry annual leave over the Secretary-General will have regard both to the requirements of the Commission and the situation of the staff member.

(d) If a local public holiday is observed on a normal working day while a staff member is on annual leave that day shall be added to his or her entitlement.

- (e) Applications for leave should be in the hands of the Secretary-General 30 days before the leave applied for begins.
- (f) The Commission will not pay salary in lieu of suspended annual leave except in the case of termination of contract or termination of employment not involving dismissal under Regulation 30 (b).

### **Sick Leave**

#### **Regulation 26**

- (a) Each staff member is credited with 30 days' paid sick leave at the beginning of each year of service. Sick leave not taken accumulates up to a maximum of 90 days.
- (b) To qualify for sick leave a staff member is required:
  - (i) to notify his or her immediate superior as early as practicable on the first day of absence; and
  - (ii) as soon as practicable, to apply for sick leave in writing.
- (c) All applications for sick leave shall be supported by a certificate from a qualified medical practitioner justifying the absence on medical grounds unless:
  - (i) the application is for two days or less; and
  - (ii) the applicant has taken less than eight days of uncertified sick leave in the last 12 months.
- (d) The Secretary-General may at any time withdraw the dispensation from the requirement to furnish a medical certificate, or require a staff member to undergo a medical examination from a designated medical practitioner, when certified sick leave appears to be excessive.
- (e) If a staff member is taken sick or is injured for more than five days while on annual leave and produces a medical certificate to that effect, the period of sickness shall be recorded as sick not annual leave.

### **Other Leave**

#### **Regulation 27**

#### **Maternity Leave**

- (a) A staff member with at least one year's continuous service at the expected date of confinement is entitled to the following maternity leave:-
 

|                                                                     |         |
|---------------------------------------------------------------------|---------|
| Permanent Staff in Fiji and the Solomon Islands and Contract Staff: | 60 days |
| Permanent Staff in New Caledonia:                                   | 70 days |
- (b) The period of maternity leave begins on a date decided by the Secretary-General in consultation with the mother but not more than 30 days before the expected confinement. The balance of the leave, but in any case not less than 30 working days, shall be taken immediately after confinement.

### **Compassionate Leave**

- (c) Applications for compassionate leave will be considered by the Secretary-General on an individual basis, but will not exceed five working days plus minimal travelling time for all staff members whether they have to travel outside or within the country of employment.
- (d) Contract staff may have the cost of their economy class return fare met by the Commission (up to the cost of a return fare to their normal home (Regulation 23 (e) and (f))) in the case of the death or serious illness or injury of an immediate relative.

### **Special Leave**

- (e) The Secretary-General may grant up to three days paid leave per year to an employee to enable him or her to care for a sick family member. Sick leave (Regulation 26(a)) may not be used for this purpose.

### **Special Leave Without Pay**

- (f) Requests for special leave without pay shall be submitted in advance and require approval in writing from the Secretary-General. Special leave may be granted for cases of extended illness or other exceptional or urgent reasons.
- (g) Special leave without pay shall be granted only after accrued annual leave has been expended. No leave accruals or other financial allowances of any kind shall be claimed or granted during periods of special leave without pay.

## **PART X: HOUSING**

### **Regulation 28**

- (a) Expatriate contract staff in New Caledonia and the Solomon Islands shall be allocated a house, apartment or flat by the Secretary-General with due regard to the size and composition of the staff member's dependent household and to seniority
- (b) The percentage of salaries charged by the Commission for rent will be:
  - . 10% for a one-bedroom house, apartment or flat.
  - . 12.5% for two bedrooms.
  - . 15% for three or more bedrooms.
- (c) In Fiji or where the Secretary-General agrees in the case of New Caledonia or the Solomon Islands a staff member may rent his or her own accommodation, if this will not result in the Commission being required to pay rent on, or to maintain, vacant accommodation.
- (d) Where agreement is given for a staff member to rent his or her own accommodation the Commission will pay the difference between the staff member's normal contribution towards accommodation costs (Regulation 28 (b)) and a rental ceiling set by the Commission. In such cases the Commission will meet any fees charged by the real estate agency in negotiating the lease.

## PART XI: EXPENSES

### Regulation 29

#### Duty Travel

- (a) The Commission meets the travelling expenses necessarily incurred by staff required to travel away from Noumea, Suva or Honiara (as applicable) on official business.
- (b) The Secretary-General is entitled to travel business class. All other staff travel economy class except that the Secretary-General shall have the discretion, where particularly arduous combinations of duty and travel have to be undertaken on behalf of the Commission, to authorise business or executive class travel.

#### Per Diem Allowance

- (c) Staff travelling on business and spending the night away from their base of employment will receive:
  - (i) reimbursement of actual and reasonable expenses. Such expenses will include the cost of the hotel and other non-private accommodation and meals. A daily incidental allowance is also payable at a rate set by the Secretary-General; or
  - (ii) a subsistence allowance at a per diem rate set by the Secretary-General. The subsistence allowance will be adjusted downward where the staff member is accommodated privately or accommodation and/or meals are provided for by a sponsoring government or organisation.

#### Mileage Allowance

- (d) A mileage allowance at the rates prevailing in the local Public Service may be claimed by a staff member who uses his or her personal vehicle with the prior approval of the Secretary-General in the following circumstances:
  - (i) to travel on official business outside Noumea, Suva or Honiara (as applicable) when Commission transport is not available; or
  - (ii) when working overtime as set out in Regulation 19(g)

#### Official Entertainment

- (e) The Secretary-General may be reimbursed the expenses of official entertainment extended on behalf of the Commission.
- (f) Providing the Secretary-General's approval in writing has been obtained to the offer of official entertainment, the Deputy Secretaries-General and Directors, or their representatives, may be reimbursed the expenses of entertainment extended on behalf of the Commission. The Secretary-General shall not seek or authorise any reimbursement under this provision unless reasonable evidence of the official nature of the entertainment is provided and the claim is supported by receipts.

## PART XII: DISCIPLINE

### Regulation 30

#### Offences

- (a) An employee commits an offence who:
- (i) wilfully disobeys a lawful order of the Secretary-General or of any officer to whom the employee is formally responsible;
  - (ii) wilfully disregards the Regulations;
  - (iii) is negligent, inefficient or incompetent in the exercise of his or her duties;
  - (iv) wilfully acts without regard to the Commission's interests;
  - (v) behaves disgracefully or improperly either in an official capacity or otherwise; or
  - (vi) steals or misappropriates the funds or property of the Commission.

#### Penalties

- (b) The Secretary-General may discipline an employee found guilty of an offence by:
- (i) an official reprimand;
  - (ii) a fine not exceeding 14 days' salary;
  - (iii) demotion to a lower step in the grade of the officer's position;
  - (iv) dismissal with notice under Regulation 16(a)(iii); or
  - (v) if the offence is theft or misappropriation of the Commission's funds or property, by summary dismissal without notice.

#### Procedures

- (c) No employee suspected of committing an offence shall be penalised under Regulation 30(b) unless guilt is confirmed by:
- (i) the employee's own admission; or
  - (ii) by the outcome of criminal proceedings; or
  - (iii) by the findings of an internal inquiry conducted as soon as practicable by the Secretary-General (or in his or her absence by a Deputy Secretary-General) and two other staff members, one of whom may be nominated by the suspected employee.

#### Suspension

- (d) An employee may be suspended without pay if suspected of theft or misappropriation of the Commission's property and on pay in all other cases. If the suspicion cannot be sustained the employee will be fully reinstated with effect from the date of suspension.

### **PART XIII: STAFF CONSULTATIONS**

#### **Regulation 31**

- (a) Regular meetings will be held between Commission management and staff to discuss general matters relating to the work programme, staff administration and staff welfare.
- (b) A Staff Advisory Committee will be elected annually by staff to represent their views on proposed changes in their working conditions. The Staff Advisory Committee will be entitled to nominate one member on any working group established to consider aspects of staff administration and staff welfare.

### **PART XIV: GENERAL**

#### **Regulation 32**

##### **Personal Accident Insurance**

- (a) All employees who are required by the Commission to travel away from their home base by any form of transport on official business are insured under the Commission's blanket cover for personal accidents.
- (b) All contract staff are covered 24 hours per day by the Commission's Personal Accident Insurance Policy.
- (c) Permanent staff are covered by the Commission's Personal Accident Insurance Policy during working hours only. Working hours for this purpose includes overtime and direct travel between home and the office.

##### **Medical insurance**

- (d) All employees and their dependents are covered by the Commission's medical scheme 24 hours a day.

##### **Superannuation**

- (e) An expatriate contract staff member will contribute 6% of his or her salary (basic salary and, where applicable, location allowance) to the Commission's Provident Fund or any other recognised fund approved by the Secretary-General.
- (f) Locally-recruited staff will contribute 6% of salary to the SPC Provident Fund or a recognised local fund approved by the Secretary-General.
- (g) The Commission will make a contribution to the staff member's Provident Fund equal to that made by the employee.
- (h) The Rules of the Commission's Provident Fund are attached to these Regulations.

##### **Protective Clothing**

- (i) On confirmation of their appointment permanent staff regularly employed on labouring or laboratory work shall be issued with two sets of overalls and two pairs of safety boots. Staff regularly employed in the Printery will be issued with two dust coats.

- (j) Overalls, dust coats and safety boots issued to staff will be replaced on a fair wear and tear basis but not more than once a year.

#### **Training**

- (k) The Secretary-General shall, where deemed necessary in the interests of the Commission, provide for the training of staff members in areas directly related to their duties and advancement.

#### **Documentation**

- (l) The Secretary-General shall maintain up-to-date documents detailing the establishment grading system, salary scales and conditions of service of the Commission as approved by the Conference.

## **SCHEDULE 1**

The following expatriate allowances are adjusted in accordance with movements in the local Consumer Price Index (Regulation 20(d)):

### **Establishment Grant (Regulation 17(a)(iii))**

New Caledonia -

. Secretary-General: CFP 148,510  
. Others: CFP 111,372

Fiji: \$1,320

### **Child Allowance (Regulations 23(b) and 22(c))**

New Caledonia: CFP 117,262 per annum for each dependent child

Fiji: \$1,390 per annum for each dependent child

### **Education Allowance (Regulation 23 (c))**

New Caledonia: CFP 364,317 per annum for each dependent child

Fiji: \$5,830 per annum for each dependent child

### **Domestic Assistance Allowance for the Secretary-General (Regulation 24(c))**

CFP 1,000,000 per annum

The following allowances for expatriates based in the Solomon Islands are adjusted annually or whenever a movement of 5% or more is measured in the value of the Solomon Islands dollar relative to SDRs (Regulation 20(e)):

### **Establishment Grant (Regulation 17(a)(iii))**

\$2,435

### **Child Allowance (Regulations 23(b) and 23(c))**

\$2,655 per annum for each dependent child

### **Education Allowance (Regulation 23 (c))**

\$10,753 per annum for each dependent child

## **SUMMARY BRIEFING**

### **Review of Canteen Operations**

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#### **BACKGROUND/ISSUE**

1. According to the wishes of CRGA 17, the Secretariat presents thru this working paper a review of the above operations. Inconsistencies regarding the operations of the Canteen were raised in part to the report conducted on the audit of SPC accounts. The Secretariat informs us that the concerns raised in the audit report have been thoroughly addressed and the recommended solutions implemented .
2. The Secretariat views the operations of the Canteen to be worthwhile, especially, since it is operating on a profit level higher than expected. Both management and staff favor the continuation of the canteen and the privileges that it offers.
3. Since all areas of concern have been addressed by management, the Bureau finds no plausible reason why the operations of the canteen should be discontinued. As stated, profits earned are generated back to the Commission for use in other areas. The Bureau of Planning recommends support for the continuation of the Canteen.

**RESTRICTED**

SPC/CRGA 18  
CLOSED SESSION

Working Paper 21  
ORIGINAL:ENGLISH

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE  
COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS**  
(Noumea, New Caledonia, 24-28 May 1993)

**REVIEW OF CANTEEN OPERATIONS**  
(Paper presented by the Secretariat)

- 1 This paper recommends to CRGA 18 that the SPC canteen service be continued.

**Background**

- 2 CRGA 17 recommended to the 32nd Conference that "the Secretariat submit a paper to the 18th CRGA recommending whether the Canteen should be continued or discontinued" (SPConf.32/WP.9 paragraph 17 (e) refers). This recommendation was endorsed by the Conference.

- 3 The Privileges and Immunities Agreement signed between the Commission and the French Government in February 1953 authorised the operation of the canteen on a duty-free basis.

- 4 The canteen operations have evolved from a requisitioning system involving weekly distribution of staff orders in the early days to the current self-service style of operation. It operates without any subsidy from the SPC. The manager's salary, canteen electricity costs, repairs and maintenance and expenditure on capital items as well as interest paid to the Commission are met from the gross profit.

**Comments**

- 5 Since 1989, the canteen's accounts have been completely separated from the core budget, but they are still within the scope of the annual audit of all SPC accounts.

- 6 The recommendation from CRGA 17 referred to in paragraph 1 of this working paper came out of a discussion of the 1991 audit report and, in particular, comments by the auditors on weaknesses in the operation of the canteen which they considered needed to be addressed. In particular these weaknesses were:

- that the stocktake at the canteen had not been undertaken by an independent person but by the Canteen Manager himself.
- that there was no second count undertaken;
- that there are no cash registers on which to base a cash audit;
- that customers do not receive a sales slip for their purchases.

7 In effect all these concerns have since been taken care of. The December 1992 stocktake at the canteen was done by Finance, Administration and the Canteen Manager. The auditors were also present at the final stages of the audit. The Canteen Committee (made up of Management, Finance, the Canteen Manager and user representatives) has approved the purchase of a cash register which will correct the situation with respect to the two last concerns of the auditors.

8 The auditors also commented on the fact that few of the suggestions of their predecessors had been implemented. The Secretariat can affirm that all recommendations of previous audits have been put place. Only those concerning infrastructure have not, pending the move to the new headquarters site.

9 The attached, as yet unaudited, accounts for the canteen for the 1992 calendar year, show that the canteen is operating at a level of profitability above expectation.

10 Staff have been consulted and favour the continuation of the canteen on the grounds that it provides a valuable service to them. The staff canteen is convenient, it provides a range of goods which is not always readily available to staff locally and for new expatriate staff, who are predominantly anglophone, it facilitates the settling-in process. The duty-free privileges which staff enjoy are controlled to ensure that there is no abuse.

11 Management supports the view of staff. Furthermore it believes that the closure of the canteen at this stage, when the operation is running smoothly and looks to continue to do so, and when the canteen effectively constitutes no drain on the resources of the Commission, would be unwarranted.

#### Recommendation

12 The Secretariat recommends that the canteen be continued.

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| SOUTH PACIFIC COMMISSION - CANTEN OPERATION<br>STATEMENT OF INCOME AND EXPENDITURE<br>FOR THE YEAR ENDED 31 DECEMBER, 1992 (Amounts in 100CFP Units) |         |         |     |        | A C T U A L S |         |  | 1992 |
|------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|-----|--------|---------------|---------|--|------|
| 1989                                                                                                                                                 | 1990    | 1991    | GAS | PETROL | CANTEEN       | TOTAL   |  |      |
| ACTUAL                                                                                                                                               | ACTUAL  | ACTUAL  |     |        |               |         |  |      |
| 483,896                                                                                                                                              | 512,866 | 596,224 | 0   | 75,716 | 495,236       | 570,952 |  |      |
| SALES                                                                                                                                                |         |         |     |        |               |         |  |      |
| LESS COST OF SALES:                                                                                                                                  |         |         |     |        |               |         |  |      |
| 188,844                                                                                                                                              | 126,775 | 94,079  | 0   | 278    | 130,657       | 130,935 |  |      |
| 354,406                                                                                                                                              | 407,002 | 552,821 | 0   | 66,474 | 411,320       | 477,794 |  |      |
| 543,250                                                                                                                                              | 533,777 | 646,900 | 0   | 66,752 | 541,977       | 608,729 |  |      |
| 126,775                                                                                                                                              | 94,079  | 130,935 | 0   | 222    | 164,134       | 164,356 |  |      |
| 416,475                                                                                                                                              | 439,698 | 515,965 | 0   | 66,530 | 377,843       | 444,373 |  |      |
| 67,421                                                                                                                                               | 73,168  | 80,259  | 0   | 9,186  | 117,393       | 126,579 |  |      |
| 13.9%                                                                                                                                                | 14.3%   | 13.5%   | 0   | 12.1%  | 23.7%         | 22.2%   |  |      |
| 8,579                                                                                                                                                | 15,000  | 3,902   | 0   | 0      | 3,315         | 3,315   |  |      |
| 58,842                                                                                                                                               | 58,168  | 76,357  | 0   | 9,186  | 114,078       | 123,264 |  |      |
| ADJUSTED GROSS PROFIT                                                                                                                                |         |         |     |        |               |         |  |      |
|                                                                                                                                                      | 11.3%   | 12.8%   |     | 12.1%  | 23.0%         | 21.6%   |  |      |
| Less Expenses:                                                                                                                                       |         |         |     |        |               |         |  |      |
| 88                                                                                                                                                   | 45      | 3,538   |     |        |               | 1,638   |  |      |
| 8,290                                                                                                                                                | 8,832   | 6,221   |     |        |               | 5,984   |  |      |
| 3                                                                                                                                                    | 0       | 1,203   |     |        |               | 924     |  |      |
| 1,503                                                                                                                                                | 980     | 825     |     |        |               | 1,050   |  |      |
| 42,148                                                                                                                                               | 9,595   | 11,893  |     |        |               | 14,328  |  |      |
| 52,032                                                                                                                                               | 30,492  | 27,668  |     |        |               | 28,601  |  |      |
| 6,810                                                                                                                                                | 8,224   | 25,009  |     |        |               | 52,525  |  |      |
| (7,775)                                                                                                                                              | (965)   | 7,259   |     |        |               | 70,759  |  |      |
| (965)                                                                                                                                                | 7,259   | 32,268  |     |        |               | 32,268  |  |      |
| NET PROFIT/(LOSS)                                                                                                                                    |         |         |     |        |               |         |  |      |
| Balance B/FWD                                                                                                                                        |         |         |     |        |               |         |  |      |
| Bal OFWD (RESERVES)                                                                                                                                  |         |         |     |        |               |         |  |      |
| 103,007                                                                                                                                              |         |         |     |        |               |         |  |      |

| B U D G E T S |         |         |  |  |
|---------------|---------|---------|--|--|
| 1992          | 1993    | 1994    |  |  |
| BUDGET        | BUDGET  | BUDGET  |  |  |
| 570,000       | 600,000 | 630,000 |  |  |
| 130,000       | 135,000 | 145,000 |  |  |
| 475,000       | 500,000 | 525,000 |  |  |
| 605,000       | 635,000 | 670,000 |  |  |
| 135,000       | 145,000 | 150,000 |  |  |
| 470,000       | 490,000 | 520,000 |  |  |
| 100,000       | 110,000 | 110,000 |  |  |
| 17,5%         | 18,3%   | 17,5%   |  |  |
| 22,000        | 23,000  | 24,000  |  |  |
| 78,000        | 87,000  | 86,000  |  |  |
| 13,7%         | 14,5%   | 13,7%   |  |  |
| 4,000         | 5,000   | 6,000   |  |  |
| 10,000        | 10,000  | 10,000  |  |  |
| 3,000         | 2,000   | 2,000   |  |  |
| 4,000         | 4,000   | 4,000   |  |  |
| 12,000        | 10,000  | 10,000  |  |  |
| 30,000        | 32,000  | 34,000  |  |  |
| 63,000        | 63,000  | 66,000  |  |  |
| 15,000        | 24,000  | 20,000  |  |  |
| 32,268        | 47,268  | 71,268  |  |  |
| 47,268        | 71,268  | 91,268  |  |  |

## **SUMMARY BRIEFING**

### **Staff Hiring**

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#### **ISSUE**

1. Presented for your consideration is the proposal to establish the following positions in the Commission:

- a. Project Assistant - SPC/EC Plant Protection Project [Working Paper 8]
- b. Project Assistant Economics Unit [Working Paper 17]
- c. Laboratory Assistant Biological Control of Taro Beetles [Working Paper 11]
- d. Administrative Assistant Biological Control of Taro Beetles [Working Paper 12]

2. In considering the above, the following facts are pointed in relation to the above:

- Except for the activities in the Economics Unit, the European Community provides funds in the implementation of activities and services in the Plant Protection program. However, because of the substantial amount of assistance provided to the Commission, the EC has stated that, in future, it will have to carefully consider and review all funding requests provided that the Commission reaffirms its commitment to increase core budget allocations in the Plant Protection program to ensure long term sustainability in its activities and services.
- In CRGA 16, it was evidently apparent that a definitive system needed to be developed that would guide the Secretariat in prioritizing the activities of the Commission before the commitment of funds. This system, when developed will act as an input mechanism into the Commission's annual budgetary process in determining funding requirements of program implementation, staff hiring, and the cost associated in the extension of services to member countries.

#### **AGENCY BRIEFING**

3. In relations to the Biological Control of Taro Beetles, the College of Agriculture offers the following assessment. Taro is considered a major crop in the South Pacific and is essential for subsistence in most of the islands. The taro beetle of late is becoming an agricultural pest of major importance. Adult beetles tunnel into the taro, making large channels and allowing decay organisms to enter which destroys the tuber of the taro. The beetles not only attack the taro plants but also bananas and young coconut trees. A solution to the taro beetle problem is of high importance to countries afflicted by the pest including Papua New Guinea and the Solomon Islands. The project has no current economic or other impact on Guam because the pest does not occur here or elsewhere in the Micronesian region. If the pest should evade quarantine and establish on Guam, the project would be beneficial in that appropriate control technology might be available and there would be fewer time delays implementing controls. Potentially, the beetle could affect taro, a minor but culturally important crop, bananas and young coconut. Positive gains are being made.

## **RECOMMENDATION**

4. At the present moment it is uncertain whether the Commission is able to identify the core funds for the establishment of the above considering the fact that it is projecting a deficit in its cash flow projections for 1993. Although the above positions are essential in ensuring the continuation of services and activities to the region, it is probably best to hold off the establishments until the funding resources can be clearly identified and would not constraint the stability of the Commission. Should funding be available from the EC for the duration of the project, then support is recommended to the above. In any instance, further discussion on this is necessitated in the closed session on how the Secretariat proposes to allocate the needed funds. Only then can a determination be made on which option to pursue with the least impact on the Commission's resources.

**RESTRICTED**

SPC/CRGA 18  
CLOSED SESSION

Working Paper 8  
ORIGINAL : ENGLISH

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE  
COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS**  
(Noumea, New Caledonia, 24-28 May 1993)

**PROJECT ASSISTANT - SPC/EC PLANT PROTECTION PROJECT**  
(Paper presented by the Secretariat)

**Introduction and Background**

1. The SPC/EC Plant Protection Service project was discussed at CRGA 17 which endorsed the project and made a commitment in principle that SPC core budget allocation to the Plant Protection Service (PPS) be gradually increased over the life of the project.
2. The project accepts that there will always be a need for a regional plant protection service although not necessarily on its present scale. It proposes that during the 8-10 years of the project national plant protection services be strengthened allowing the PPS to be reduced in size.
3. The project proposes to reduce the number of staff attached to the PPS from the current level of five professional officers and two support staff, down to two professional staff and four support staff.
4. The project, however, also envisages a substantial programme in plant protection activities to help strengthen national services. The reduction in professional support and the continuing heavy work load will place a considerable extra burden on the SPC Plant Protection Officer (PPO) who will manage the project.
5. The project, therefore, makes provision for the appointment of an assistant to the PPO to help with the day to day administration of the project.

**Duties of the Project Assistant**

6. Under the direction of the PPO the Project Assistant will be responsible for the day to day management of the PPS office, including: preparation of routine correspondence, reception of enquiries, inputting of technical data, maintenance of commitments ledgers and files, acting as secretary to technical meetings, and provision of routine administration support for other PPS staff.

### **Funding and Salary Scale**

7. The SPC/EC Plant Protection Service project will cover all salary and other costs for four years, after which it is envisaged that the post will be funded under the Work Programme Support Allocation from the Regular Budget. Given the nature of the workload and the responsibilities of the post, appointment at the level of Steps 16-11 (Fiji Unified Salary Scale) in the SPC Classification and Salaries scale is considered appropriate.

### **Recommended Action**

8. CRGA is invited to:

- (a) Recommend to the Thirty-third South Pacific Conference that it approve the establishment of the post of Project Assistant to the Plant Protection Service,
- (b) In making this recommendation, draw to the attention of Conference that this post will be funded under the SPC/EC Plant Protection Service project for the first four years only. Funding will only be available thereafter if Conference approves the proposal in document SPC/CRGA 18/WP... for a progressive increase in the Work Programme Support Allocation to the Plant Protection Service.

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19 March 1993

# **RESTRICTED**

**SPC/CRGA 18  
CLOSED SESSION**

**Working Paper 17  
ORIGINAL : ENGLISH**

## **SOUTH PACIFIC COMMISSION**

### **EITHEENTH MEETING OF THE COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS (Noumea, New Caledonia, 24 - 28 May 1993)**

#### **CREATION OF A POSITION OF PROJECT ASSISTANT FOR THE ECONOMICS UNIT (Paper presented by the Secretariat)**

#### **PURPOSE**

1. The purpose of this paper is to seek CRGA approval to create the position of a full time Project Assistant in the Economics Unit.

#### **BACKGROUND AND JUSTIFICATION**

2. The Economics Unit currently has two professional staff although a third position of Economist (Research) which Conference approved in 1989 remains vacant due to lack of funding. In 1992, Management approved the employment on a temporary basis of an administrative assistant to help the Unit with its burgeoning database entry needs, meetings, word processing and other registry functions.
3. Much of the Unit's load stem from its co-ordinatory role over several multidisciplinary projects including the Integrated Rural Development Programme, Coconut Processing Technology, Household Food Security and Geographical Information System. The Unit chairs and also provides the Secretary to the Co-ordinating Committee of the Integrated Rural Development Programme; a body which increasingly is assuming responsibility for providing technical advice to Management on overall project planning, monitoring, implementation and evaluation in the Commission's other projects and programmes.
4. The registry requirements of the Unit have not only increased but like other programmes in the Commission, calls for a system of filing and information classification which is more technical rather than administrative in nature. Most of the other programmes in the Commission have their own Project Assistants because of this reason.

5. The Unit is also heavily involved in travelling for consultancy and advisory purposes and as resource persons in international and regional meetings and to represent SPC. On many occasions the Unit could be left without staff had it not been for the temporary administrative assistant.
6. The duties of the Project Assistant are set out in the attached Annex. The existing temporary administrative assistant who currently performs part of this schedule cannot have her contract repeatedly extended. There is a need to offer a more longer term appointment including defining a work-field more appropriate for the project assistance nature of the Unit's requirements.

#### RECOMMENDATION

7. The Committee is requested to endorse the establishment of a position of Project Assistant in the Economics Unit and recommend to the 33rd SPC Conference that approval be given for the establishment of the position subject to the availability of funds and the recruitment of a suitable candidate.
- 

07 April 1993

## **DUTY STATEMENT**

### **ECONOMIC PROJECT ASSISTANT**

#### **GRADE AST 5**

Under the supervision of the appropriate programme officers (Chief Economist and Economist/(Rural Development), the Project Assistant will perform the following duties:

1. Word processing of technical reports and documents
2. Assisting with literature searches and document acquisition
3. Maintaining of filing system programme, library and registry
4. Assisting with the maintenance and use of economic and rural development databases
5. General typing and clerical duties
6. Assist in co-ordinating meetings
7. Other duties as required by the Economics and Rural Development Programmes

#### **QUALIFICATION AND EXPERIENCE**

- Secretarial skills and computer knowledge of word-processing, spreadsheets and database programmes
  - Ability to work cordially with others
  - Bilingual ability (English and French), highly desirable
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**RESTRICTED**

SPC/CRGA 18  
CLOSED SESSION

Working Paper 11  
ORIGINAL : ENGLISH

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE**  
**COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS**  
(Noumea, New Caledonia, 24-28 May 1993)

**BIOLOGICAL CONTROL OF TARO BEETLES -  
LABORATORY ASSISTANT**

(Paper presented by the Secretariat)

**Introduction and background**

1. The Biological Control of Taro Beetles is a project implemented by the South Pacific Commission as part of the European Community funded Pacific Regional Agricultural Programme. Four staff members are based at Dodo Creek Research Station, Ministry of Agriculture and Lands, Honiara with other components based in Vanuatu (rose beetle) and Fiji (taro beetle chemical control). The present funding finishes in March 1994, but an extension to March 1997 is under consideration.
2. Funds are available for the recruitment of a laboratory assistant on local Solomon Islands conditions of service, to be based in the laboratory in Honiara.

**The Post**

3. The Secretariat seeks CRGA approval to appoint a suitably qualified person to assist with the maintenance of insect cultures and laboratory experiments, on the equivalent of Solomon Islands Public Service Level 3, for the duration of the project, i.e. until March 1994 or until March 1997 if the project extension is accepted.
4. The officer's duty station will be Taro Beetle Laboratory, Dodo Creek Research Station, Honiara. Detailed Terms of Reference for the post are attached in an Appendix.
5. Delegates are invited to recommend the establishment of this new post within the SPC Agriculture Programme.

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25 March 1993

**Terms of Reference**

**Laboratory Assistant  
Biological Control of Taro Beetles**

Under the direction of the Insect Pathologist, Taro Beetle Project, the Laboratory Assistant will:

1. Maintain the mass culture of taro beetles, including collection of materials and preparation and sterilisation of culture medium, setting up adults for egg laying, and daily checking of eggs, larvae and pupae.
2. Prepare a fortnightly summary of numbers of each stage in the mass culture.
3. Assist with setting up and monitoring of disease experiments.
4. Wash culture boxes, laboratory glassware and other items, and general cleaning of the laboratory.
5. Carry out other duties as instructed by the Team Leader or Insect Pathologist, Taro Beetle Project.

**Qualifications**

The Officer should have a Form V school certificate.

**Duty Station**

The officer will be stationed at the Taro Beetle Laboratory, Dodo Creek Research Station, Honiara.

**Status**

The appointment will be at the equivalent of Level 3 of the Public Service of Solomon Islands with a starting salary of SID 6,000, which will be taxable.

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**RESTRICTED**

SPC/CRGA 18  
CLOSED SESSION

Working Paper 12  
ORIGINAL : ENGLISH

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE  
COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS**  
(Noumea, New Caledonia, 24-28 May 1993)

**BIOLOGICAL CONTROL OF TARO BEETLES -  
ADMINISTRATIVE ASSISTANT**

(Paper presented by the Secretariat)

**Introduction and background**

1. The Biological Control of Taro Beetles is a project implemented by the South Pacific Commission as part of the European Community funded Pacific Regional Agricultural Programme. Four staff members are based at Dodo Creek Research Station, Ministry of Agriculture and Lands, Honiara with other components based in Vanuatu (rose beetle) and Fiji (taro beetle chemical control). The present funding finishes in March 1994, but an extension to March 1997 is under consideration.

2. Funds are available for the recruitment of an administrative assistant on local Solomon Islands conditions of service, to be based in the laboratory in Honiara.

**The Post**

3. The Secretariat seeks CRGA approval to appoint a suitably qualified person to carry out administrative duties, on the equivalent of Solomon Islands Public Service Level 5, for the duration of the project, i.e. until March 1994 or until March 1997 if the project extension is accepted.

4. The officer's duty station will be Taro Beetle Laboratory, Dodo Creek Research Station, Honiara. Detailed Terms of Reference for the post are attached in an Appendix.

5. Delegates are invited to recommend the establishment of this new post within the SPC Agriculture Programme.

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25 March 1993

**Terms of Reference**

**Administrative Assistant  
Biological Control of Taro Beetles**

Under the direction of the Team Leader, Taro Beetle Project, the Administrative Assistant will:

1. Carry out typing of correspondence and other documents for project officers and send by mail or fax, and prepare photocopies.
2. File all correspondence and send copies to SPC Noumea.
3. Prepare Commitments of Funds, and send to SPC Noumea for approval, prepare Payment Vouchers and process all transactions into Honiara accounting system.
4. Submit to Finance in Noumea details of transactions processed in Honiara for incorporation in Noumea general ledger.
5. Assist with staff travel arrangements, including Travel Proposals, plane and hotel bookings, and Travel Claims.
6. Carry out other duties as instructed by the Team Leader, Taro Beetle Project.

**Qualifications**

The Officer should have a Certificate in Secretariat Studies, three to four years relevant experience, and a typing speed of at least forty words per minute. Ability to use a computer and familiarity with word processing would be an advantage.

**Duty Station**

The officer will be stationed at the Taro Beetle Laboratory, Dodo Creek Research Station, Honiara.

**Status**

The appointment will be at the equivalent of Level 5 of the Public Service of Solomon Islands with a starting salary of SID 10,650, which will be taxable.

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## **SUMMARY BRIEFING**

### **Draft Corporate Plan for the South Pacific Commission Management Systems of the SPC: Update**

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#### **STATUS OF ISSUE**

1. In accordance with the review of the SPC's Management Systems, a Corporate Plan which clearly defines the Commission's aim, goals and objectives by program area is to be developed by the Secretariat to be used as the guiding instrument in the sustainability of programmes and relationships with other regional organizations.
2. The Corporate Plan is just one area of change in the Management System's Review. Other areas include the organizational structure of the work programmes, budget and financial controls, program evaluation, and areas of responsibility in the Secretariat.
3. Much of the suggested changes in the Management System Review have been implemented or are in the process of being finalized for implementation. Working Paper 22 provides a summary of actions taken thus far by the Secretariat. Noting the progress taken thus far, changes are evident in the areas of responsibility of Management, review of salary structures and conditions, the implementation of a new medical scheme benefits, and the reorganization of the work programme into five sectors with Program Managers administering the budgets under their delegation and the development of a system whereby program areas and activities are prorated on a level of absolute necessity.
4. Overall, the Corporate Plan and the Management Review Systems is viewed to be consistent and necessary in obtaining greater attention to goals and direction, clearer managerial reporting lines, improved internal management communication and more effective monitoring of work programs. It can also be viewed as being necessary to avoid the risk of losing credibility of the Commission as a regional organization and the subsequent failure of not attracting the resources for the continuation of programs and activities.
5. It is recommended that the representative to the CRGA 18 support the Corporate Plan and note the progress achieved thus far in implementing the changes suggested in the Management Systems Review. The Committee Representative should also support the immediate implementation of the plan.

**RESTRICTED**

SPC/CRGA 18  
CLOSED SESSION

Working Paper 16  
ORIGINAL: ENGLISH

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE  
COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS**  
(Noumea, New Caledonia, 24-28 May 1993)

**DRAFT CORPORATE PLAN FOR THE SOUTH PACIFIC COMMISSION**  
(Paper presented by the Secretariat)

1. This paper recommends that the draft corporate plan be adopted for immediate implementation.

**Background**

2. A draft Corporate Plan was submitted to CRGA 17 by the Secretariat (document SPC/CRGA 17/WP.31 refers).

3. CRGA 17:

- requested member countries to submit their comments on the draft directly to the Secretariat, which would incorporate them in a revised draft to be submitted to CRGA 18;
- agreed to recommend to the 32nd South Pacific Conference that it delegate authority to CRGA 18 to approve the Plan for immediate implementation thereafter.

4. In the context of its discussion of the draft Corporate Plan for the SPC Youth Division (SPC/CRGA 17/WP.4) and the Secretariat's comments on Vainini's Evaluation Report (SPC/CRGA 17/WP.5) CRGA also:

- agreed to defer consideration of the Corporate Plan for the Youth Division to CRGA 18, which would study it in the overall context of the SPC Corporate Plan, and as a consequence of this, to defer also further consideration of document SPC/CRGA 17/WP.5.

5. The 32nd Conference endorsed CRGA 17's decisions.

### Comments

6. A Savingram was sent to all official contacts (Savingram 53 of 9 November 1992 refers) requesting countries to provide their comments on the draft plan submitted at CRGA 17 by 1 February 1993. To date only one response has been received.

7. A revised Plan has been prepared by the Secretariat, however, and is attached as Annex 1 to this paper. It is a statement of the Commission's Mission and Goals for the period 1993 to 1995 and is to form the basis of setting programme objectives, budget presentation and evaluation of programmes.

8. The 1993 Objectives for the Commission detailed in Annex 2 have been prepared with this in mind.

### Recommendations

9. The Secretariat recommends that CRGA 18:

- approve the Corporate Plan as in Annex 1 to this working paper for immediate implementation;
- approve the 1993 Objectives for the Commission as contained in Annex 2;
- note that the outcomes for the 1993 Objectives will be evaluated at CRGA 20.

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2 April 1993

## GOALS OF THE COMMISSION BY PROGRAMME HEAD

## EXECUTIVE MANAGEMENT

**SOUTH PACIFIC COMMISSION MISSION STATEMENT**

***"THE SPC STRIVES TO PROVIDE HIGH QUALITY ECONOMIC,  
SOCIAL AND SCIENTIFIC SERVICES TO ASSIST THE PEOPLE***

***OF THE PACIFIC ISLANDS IN ADVANCING THEIR DEVELOPMENT AND WELL BEING"***

**SPC CORPORATE GOALS**

## AGRICULTURE

- to increase the income-earning capacity of Pacific Island countries.
- to increase the self-sufficiency of Pacific Island countries.
- to improve the health of Pacific Island people.
- to heighten the skills level of Pacific Island peoples.
- to promote cooperation with non-participating governments, with non-governmental organisations and with other regional organisations operating in the region.
- to carry out the decisions of CRGA and the Conference in a timely and effective manner.

## MARINE RESOURCES

## **GOALS OF THE COMMISSION BY PROGRAMME HEAD**

### **EXECUTIVE MANAGEMENT**

- to ensure that the internal operations and systems of the South Pacific Commission are developed and maintained to the highest possible standards of efficiency and performance.
- to ensure that the Commission is responsive to the needs of the Pacific Island member countries and carries out the decisions of Conference and CRGA.
- to maintain high level contacts with member countries, other countries, donors and other relevant international organisations.
- to secure effective liaison between SPC and other organisations in the region to ensure appropriate levels of cooperation, collaboration and coordination.
- to be a good employer.

### **AGRICULTURE**

- to promote land and agricultural management practices which are currently acceptable and both economically and environmentally sustainable in PICs.
- to strengthen national capabilities to reduce losses due to crop pests (insects, pathogens and weeds) and animal diseases already present, and to prevent the introduction of new pests and diseases.
- to facilitate trade through improved quarantine procedures.
- to strengthen access to and use of credible agricultural information by national agricultural services, and provide them with the means to overcome constraints that currently prevent the timely integration of new or alternative agricultural enterprises into farming systems.

### **MARINE RESOURCES**

- to provide member countries with scientific advice and support that will enable the monitoring, development and rational management of the fisheries resources of the region.
- to provide and disseminate to member countries relevant fisheries information on a timely basis.
- to coordinate and implement training programmes to meet the fisheries development needs of Pacific Island countries.
- to promote the increased participation of Pacific Island nationals in aspects of economic activity based on fishery resources.

## **COMMUNITY HEALTH SERVICES**

- to promote and maintain developments that enhance the health of the Pacific Island people.
- to strengthen the health and nutrition services of member countries.
- to improve health information systems of PICs and strengthen monitoring of health status, diseases surveillance and health systems research.
- to prevent and control communicable and non-communicable diseases.
- to co-ordinate, collaborate and liaise with other agencies working on health and development in the PICs to stimulate and support community action.

## **SOCIO-ECONOMIC, RURAL TECHNOLOGY AND STATISTICAL SERVICES**

- to improve Pacific Island Countries statistical capability.
- to have compatible systems, classifications and methods and, where appropriate, international standards adopted by Pacific Island Countries.
- to re-establish the SPC Statistics Section as the focal point for data about the Pacific.
- to assist government efforts to improve national capability in economic planning and analysis.
- to document, publish and disseminate information on Island experiences in economic and social development.
- to assist and support PICs and their national rural development offices in the development, implementation and management of rural development policies.
- to promote environmentally sound and sustainable technological development in the rural areas and agriculture of PICs.
- to promote the use of appropriate and renewable energy in the rural areas of PICs.
- to complete an assessment of needs of the PICs in the field of agricultural technology.
- to assist Governments to assess and understand the nature of existing population problems and to integrate demographic factors into the development planning process for continued socio-economic development.

## **COMMUNITY EDUCATION SERVICES**

- to support national efforts to incorporate women in national development and spread the benefits of development to all Pacific women.
- to improve the use of the media in public information for education and development.
- to improve the quality of media materials produced in PICs.
- to improve the knowledge, skills and approaches of media practitioners.
- to produce media materials to promote national and regional education and development.
- to ensure the widest participation amongst youth in the process of development (economic, social and cultural) in the PICs.
- to provide training in appropriate technology to enable women to live a more productive life at the community level and disseminate skills and knowledge to others.

## **INFORMATION SERVICES**

- to service the publication needs of the programmes and sections of SPC.
- to improve knowledge of the work of the SPC in the region and amongst donors and other interested agencies.
- to provide, on demand, accurate, timely and efficient information to SPC library users.
- to provide language services for the Commission which enable it to operate effectively in its two official languages.
- to have in place a computer system which meets the needs of the Commission and which staff are trained to use.

## **ADMINISTRATIVE SERVICES**

- to provide Management, programmes and staff with timely, effective and efficient administrative support services within budget provisions.

## **FINANCE OFFICE**

- to ensure that the Commission's accounting systems and financial services are of the highest professional standards.
- to provide timely, effective and efficient advice and support to management and programmes on financial matters.

## BACKGROUND

The South Pacific Commission (SPC) was the first of the intergovernmental organisations established in the Pacific region. It was established in 1947 by the Canberra Agreement. The original membership of the Commission has been expanded over time and now comprises 27 countries.

The main thrust of the Commission's activities has not changed. It continues to focus on assisting the development of its Pacific Island member states through providing technical advice and training and disseminating information on economic, social and scientific issues relevant to the region.

The Commission has grown significantly in recent years. It has become important in the face of this situation and the growth in the number of other organisations in the region to clearly delineate the current and future role of the SPC.

The Corporate Plan has been requested by the member countries of the SPC. It will determine the direction of effort of Commission staff over the period 1993 to 1995.

The Plan is not a static document. It will be subject to review over that period to ensure that the Commission's work reflects the needs of the Pacific Island states.

The target clients of the Commission consist of 22 Island member countries who are either fully independent and sovereign nations or partly self-governing territories with special association and links to one of the Commission's 5 metropolitan members. In 1990 the total population of the Island member countries was 5.9 million with Papua New Guinea accounting for 3.5 million and Fiji 0.7 million. The total land area of client countries is 550,652 square kilometers with Papua New Guinea accounting for 84% of the total. The Island countries are spread over millions of square kilometers of the Pacific Ocean stretching from the Mariana Islands in the northwest to Papua New Guinea in the southwest, and Pitcairn and French Polynesia in the southeast to the Line Islands (Kiribati) in the northeast.

The Island economies are predominantly subsistence-based with 70 to 80% of resident populations living in remote inland villages and isolated islands. With the exception of a handful of them, agricultural commodities and fish are their main exports. By virtue of their smallness in size, small populations and their scattered nature, the delivery of government and social services to communities, let alone the development of production for markets, is invariably difficult.

With the exception of a very few, all the Island countries are net receivers of foreign capital, remittances and official aid. Prospects for growth for the great majority of the Commission's Island members are limited by a host of factors including their geographic position, the brain drain and lack of appropriate skills needed for economic development. Urbanisation has further exacerbated the problems confronting Island countries with crime rate and malnutrition rising.

The principal aim of the Commission is to provide appropriate guidance, advice and technical assistance to Island member countries in accordance with the priorities and financial parameters laid down by the South Pacific Conference. The Commission will concentrate on providing sustainable services which are better provided on a regional rather than a national basis.

## **SOUTH PACIFIC CONFERENCE AND COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS**

The South Pacific Conference is the premier decision-making body of the South Pacific Commission. The Commission is charged with implementing the decisions taken by the 27 member countries (American Samoa, Australia, Cook Islands, Federated States of Micronesia, Fiji, France, French Polynesia, Guam, Kiribati, Marshall Islands, Nauru, New Caledonia, New Zealand, Niue, Northern Mariana Islands, Palau, Papua New Guinea, Pitcairn Islands, Solomon Islands, Tokelau, Tonga, Tuvalu, United Kingdom, United States of America, Vanuatu, Wallis and Futuna and Western Samoa).

Since the adoption of a resolution at the Conference held in the Northern Mariana Islands in October 1983, all governments and administrations have had full and equal membership in the organisation. This means that decision-making, based as far as possible on consensus, is shared equally by member governments irrespective of their political status.

The Conference's major role is to examine and adopt the Commission's work programme and budget for the coming year. Amongst its other functions, it appoints the three principal officers of the Commission, the Secretary-General, the Director of Programmes and the Director of Services.

The Committee of Representatives of Governments and Administrations (CRGA) operates as a Committee of the Whole. It meets twice a year to prepare the work of the Conference, to examine and recommend the administrative and work programme budgets for the following year and to evaluate the previous year's activities undertaken by the Commission. It also has a role in nominating the three principal officers to the Conference for its approval. The reports of the two CRGA meetings are submitted to the annual Conference for its consideration and approval.

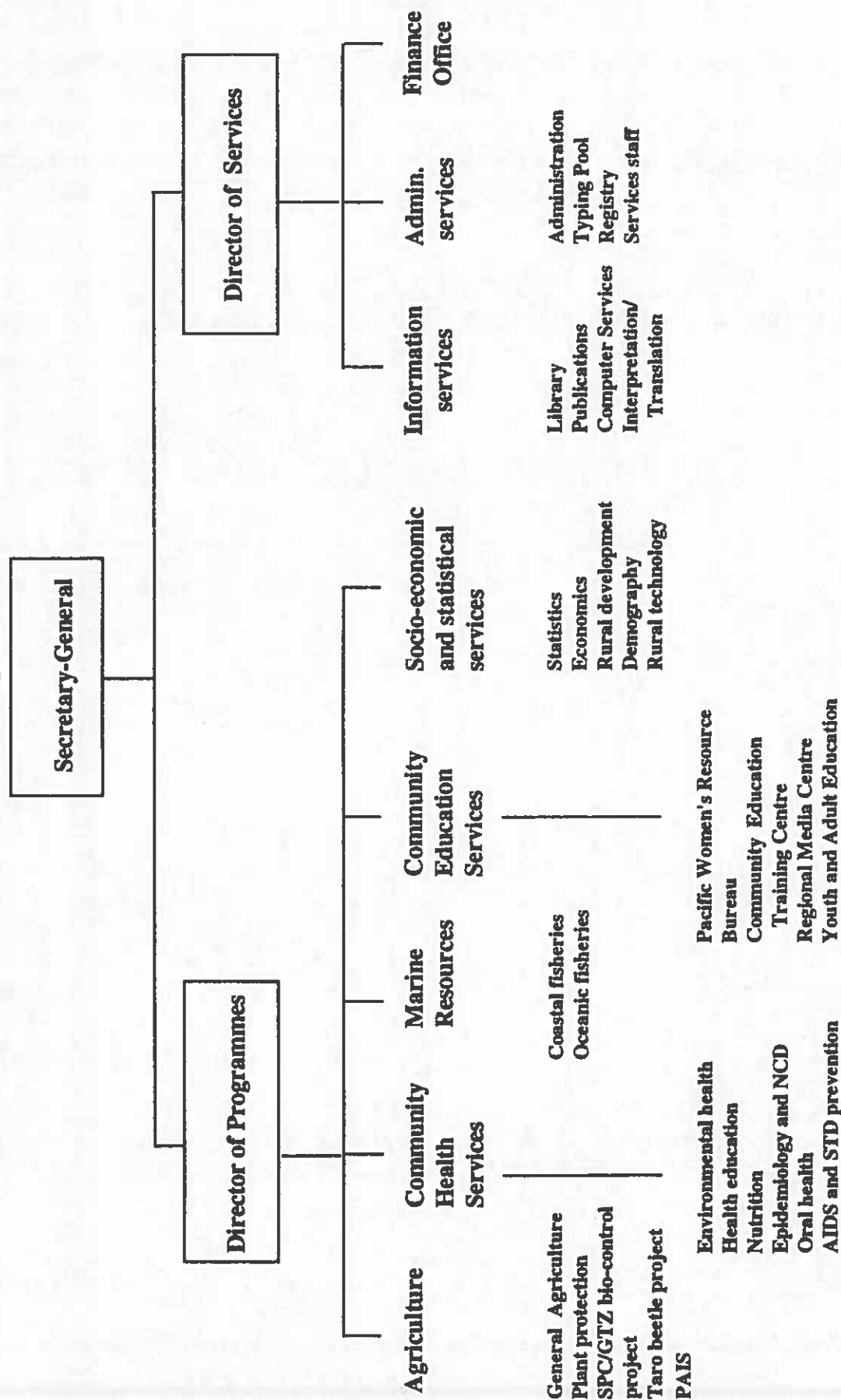
## **FUNDING FOR THE COMMISSION'S ACTIVITIES**

The budget of the South Pacific Commission consists of two parts. One is the statutory (assessed) contributions by members to a core budget. There is an agreed formula for contributions to this budget. The agreement of all 27 member countries is required to increase their annual statutory contributions. Most of the core budget funds the administrative costs of the Commission.

The second element of the Commission's budget is extra-budgetary contributions. These voluntary contributions are provided by some member governments (Australia, France, French Polynesia, Guam, New Caledonia, New Zealand, Northern Mariana Islands, Papua New Guinea, United Kingdom and United States of America), other governments (Japan, Chile, Canada, Taiwan), and a wide range of international aid agencies and NGOs (eg various UN agencies, WHO, ADB, EEC, Commonwealth, Bahai Church).

The approved assessed and extra-budgetary contributions for the Commission in 1993 are of the order of US\$ 22 million.

Approximately 80 percent of the Commission's total income is used for work programme activities.



**1993 OBJECTIVES OF THE COMMISSION BY PROGRAMME HEAD****EXECUTIVE MANAGEMENT**

- to effect all outstanding approved recommendations of the Management Systems Review.
- to effect all appropriate recommendations from the 1993 CRGAs and Conference.
- to complete a programme of visits to member countries, donors and international organisations.
- to attend all SPOCC meetings and have SPC represented at all major meetings of sister regional organisations.
- to increase communication and consultation with staff at all levels.

**AGRICULTURE**

- to extend the atoll fruit and nut trees project to at least twelve outer islands in five Pacific Island countries
- to finalise requirements for the establishment of a coconut processing technologies unit which meets the needs of twelve Pacific Island countries.
- to complete animal health surveys in three Pacific Island countries and commence surveys in three Pacific Island countries.
- to finalise the establishment of animal health clinical and advisory services to five Pacific Island countries.
- to complete the arrangements for the commencement of the SPC/EC Plant Protection Service Project.
- to establish a Pacific Plant Protection Organisation within the terms of the Plant Protection Agreement for the Pacific.
- to complete preliminary investigations into the biological, cultural and chemical control of four pests present in Pacific Island countries.
- to complete the work in the countries currently participating in the Regional Fruit Fly control project and increase the number of countries participating in the project by three.
- to complete the establishment of a pilot Pacific Island Agricultural Information System (PAIS) for distribution to four Pacific Island countries.
- to complete training in the usage and distribution of animal health, plant protection and bibliographic databases to ten participating Island countries.
- to complete two newsletter issues, three technical reports, two handbooks, four advisory leaflets and one literature alert and Ag-alerts as required.

## **MARINE RESOURCES**

- to confirm the technical feasibility of commercial small-scale tuna and broadbill swordfish longlining in selected locations, and see the establishment of medium-scale domestic longline fisheries in two countries.
- to increase by 50% the number of functioning Fish Aggregation Devices in two countries where FAD programmes currently exist, and establish new FAD deployment and monitoring programmes in three other countries.
- to establish or increase the production of new/improved dried tuna- and other fish-based products in three atoll countries of the region.
- to complete all necessary preparations for the establishment of a Regional Post-Harvest Fisheries Centre in Suva, Fiji, in 1994.
- to upgrade fish handling practices in the chilled and frozen fish sectors within the national fisheries of nine countries.
- to establish six small-scale commercial fish processing operations for women from coastal fishing communities.
- to improve assessments of national inshore fishery resources in three countries.
- to increase regional inshore marine resource database holdings by 100%.
- to establish inshore fishery management policy improvements in three countries.
- to establish a standardised certification programme for fishing vessel deckhands in four countries, and mechanisms for small fishery business management and organisational management training in five countries.
- to establish mechanisms for fishery sector human resource development planning in five countries.
- to increase the membership of the SPC Fisheries Programme Special Interest Groups by 25%.
- to maintain the present level of awareness of SPC fisheries activities and significant regional fisheries events. - to increase the technical and economic data arising from Programme activities disseminated to appropriate target audiences within the region.
- to continue to produce an annual regional oceanic fisheries status report, covering all tuna and billfish catches in the western Pacific.
- to complete the assessment of western Pacific skipjack and yellowfin tuna resources based on large scale tagging experiments, and complete four comprehensive National Fishery Assessments.
- to complete a stock assessment of South Pacific albacore, based on catch/effort, length composition and tagging data.

- to produce four Quarterly Tuna Statistical Bulletins
- to complete a monograph detailing results of all aspects of the Regional Tuna Tagging Project.
- to complete three comprehensive reviews of respectively tuna abundance, by-catch and discards, and tuna movements, in the western Pacific.
- to continue support for tuna fishery databases in 13 countries.

## **COMMUNITY HEALTH SERVICES**

- to inform development planners and workers in all PICs of the relationship of development and health in the Pacific Islands and to assist one PIC in undertaking health and nutrition impact assessments of development projects.
- to complete year one objectives in the sanitation and personal hygiene programmes for two PICs with one PIC implementing an in-country vector control project.
- to fund and provide technical assistance to at least five NCD and twenty AIDS/STD small grants.
- to develop a national programme for the promotion of oral health that is adopted by one PIC.
- to assist in the development of school health and nutrition curriculum that is adopted by one PICs.
- to complete the food composition data base, new Pacific Island food composition tables, food preparation guidelines and food and dietary guideline leaflets and distribute to all departments of health, education and agriculture in the region.
- to conduct two national trainings on health systems research and one national training on disease surveillance.
- to assist in the implementation and support national cancer registries in two PICs.
- to assist two countries to review and revise their national disease surveillance system and to make available mechanisms for epidemic investigation and control assistance to all member countries.
- to complete technical documents on two review papers for the Pacific region on lifestyle and environmental diseases and their risk factors.
- to conduct four PIC in-country trainings on programme planning and evaluation in health education for communicable and non-communicable disease activities.
- to conduct four national and one sub-regional workshops on HIV and STD prevention and the establishment and support of at least one in-country Resource Centre in all PICs.
- to assist in the establishment of one training programme for oral health workers and two programmes for environmental health training.

- to develop health, food and nutrition policies and activities to reduce lifestyle and environmental diseases that are adopted in two PICs.
- to participate in at least ten management and technical meetings of other agencies and sectors with the aim of promoting coordination of health programmes.
- to establish collaborative activities and/or agreements with at least two regional or international agencies with the aim of obtaining funds for two CHS project proposals.

#### **SOCIO-ECONOMIC, RURAL TECHNOLOGY AND STATISTICAL SERVICES**

- to conduct all basic SOAP training courses required by PICs within 6 months of the country requirement.
- to partially meet country requirements for specialised training by conducting at least one specialised, sub-regional course and one in-country course.
- to complete a review of the content and teaching methods used in existing course materials for the basic SOAP course, by June.
- to complete a review of country needs, current technology and teaching methods used in existing course materials for the intermediate SOAP course, by December.
- to secure PICs' contribution of at least 20% of the total cost of in-country training courses by December.
- to increase by two the number of advisory/consultancy services provided by staff.
- to obtain financial and staffing resources (of about \$600,000 US) to enable extensive assistance to be given to ADB member countries by June. - to obtain financial and staffing resources (of about \$400,000 US) to enable extensive assistance to be given to non ADB member countries by December.
- to increase the number of countries using PC/Trade as a full trade processing system from 4 to 7.
- to institutionalise the Regional Conference of Statisticians as a regular two-yearly meeting.
- to meet publication deadlines of September for SPRESS; June for RPI; September for "Overseas Trade" and April, August and November for "The Island Statistician".
- to mount two regional workshops on development planning methodologies.
- to publish three bulletins on "Island Economies".
- to manage and co-ordinate the Commission's 4 multi-disciplinary projects including the Integrated Rural Development Programme.
- to carry out project appraisal and economic analysis as required by Island Governments.

- to assist Management as required in the area of management and public policy economics.
- to complete the rehabilitation and up-grading of 500 solar photovoltaic generators in New Caledonia and French Polynesia.
- to complete a feasibility study on a Pacific regional apiculture development project.
- to organize one regional and two in-country workshops on the utilization of and implications of demographic variables and information on socio-economic development.
- to provide advisory assistance to at least 2 countries per year in integrating population variables and concerns into their National Development Plans and their national population policies.
- to organize a Regional Seminar for Ministers, policy makers and opinion leaders on the interrelationships between population and socio-economic development.
- to provide advisory assistance to at least 3 countries in establishing strategic population goals and targets, including family planning and population distribution.
- to complement UNFPA in the provision of ad-hoc advisory assistance to all countries in coordinating national projects and activities in data collection, population research, data processing, analysis, data utilization, population policy, monitoring, and recruitment of technical expertise and other project inputs.
- to monitor, publish and maintain demographic and socio-economic indicators for the Region, including indicators on the status of women and special population groups, and to compile/publish annually a Population/demographic data sheet for the Pacific.
- to create or strengthen the mechanism for TCDC modality in regional demographic programmes and projects.
- to collaborate with Regional Organizations and UN Agencies in population and development planning projects at national and regional levels.

#### **COMMUNITY EDUCATION SERVICES**

- to strengthen the PWRB's network and effectively follow-up on the women's national activities by convening 4 sub-regional caucus meetings.
- to have established an Advisory Sub-Committee of the Pacific Women's Regional Conference.
- to extend the Revolving Fund for credit schemes to the women of Micronesia.
- to complete a review of the credit schemes in Melanesia and Polynesia.
- to complete a revised edition of the Directory of Women's Organisations in the region.

- to complete a review of the impact of the Nairobi Forward-looking strategies on Pacific women.
- to provide financial support which assists local initiatives from the Women's Project Fund to rural women's groups in four countries.
- to maintain an up-to-date information service and increase distribution of Women's News by 100 percent.
- to provide basic leadership/management training to women's groups in two countries.
- to provide theoretical and practical training for 120 radio station staff, 100 television and video production staff and 100 graphic designers, print and publications staff.
- to provide theoretical and practical training for 500 health and other extension/educators to enable them to plan for, prepare, conduct and follow up social mobilisation campaigns.
- to produce and distribute up to thirty professional video programmes, 100 radio spots, 20 posters and 12 quarterly newsletters in support of national and regional development.
- to conduct up to 10 training and/or technical needs assessments and systems reviews to improve the efficiency of national media institutions.
- to initiate research into at least 3 topics which would contribute to the goals of the media programme.
- to strengthen the capabilities of national youth offices in 2 PICs through training and setting up of youth networking structures.
- to conduct training at National Level in 3 countries for approximately 120 youth and community workers.
- to assist in securing funds to send two Vanuatu students to Fiji to study/observe approaches adopted by the Fiji Ministry of Youth, Employment Opportunities and Sport.
- to help create a pilot Youth Credit Scheme for Tongan Youths.
- to provide financial assistance to five countries to respond to local initiatives by youth groups to the organisation and implementation of training programmes and projects which lead to income generation for youth.
- to train 30 Pacific island women in the areas of community development, agriculture and related fields, health, nutrition, home economics and crafts to be community workers.
- to conduct three short-term (4-6 weeks duration) Workshops for 30 Pacific island women and men which improve the health and economic capability of the rural community.

- to conduct research and experimental work in two specific areas which enables families to better utilise local resources.
- to disseminate information to at least 30 organisations and individuals from the Region in the areas of community development, food preparation, health, home economics, food gardening, and appropriate technology.
- to facilitate 3 short-term attachments to individuals from the region, in specialist areas such as Nutrition, Agriculture, Income-generation.
- to contribute to at least 2 in-country workshops in collaboration with other SPC programmes or with ex-students.

### **INFORMATION SERVICES**

- to reduce delays in commencing printing of publications to a maximum of 2 weeks.
- to provide an information service which answers at least 80 percent of library users' information requests from library resources (including overseas databases) and meets both the users' needs and deadlines.
- to increase awareness and usage of library resources and services amongst SPC staff.
- to complete translation of all newsletters, bulletins and periodicals within 2 weeks of requested time.
- to complete translation of meeting reports within 1 month of requested time.
- to complete translation of all technical studies and reports within 3 months of requested time.
- to provide translation services for all SPC meetings.
- to provide interpreting services at all SPC meetings in Noumea and elsewhere.
- to provide interpretation and translation services on a fee-paying basis in Noumea and elsewhere to non-SPC customers when SPC's own workload can be accommodated.
- to complete a review of SPC computer needs.
- to complete standardisation of SPC computer software.
- to complete replacement of obsolete computer hardware.

## **ADMINISTRATIVE SERVICES**

- to complete reviews of or formulating policies relating to the Secretariat's occupational health and safety programmes (ie repetitive strain injury, asbestos materials, and a smoke-free working environment).
- to review and update the provision's of the SPC's medical benefits scheme.
- to formulate policy guidelines relating to the allocation of housing on the SPC housing complex to be constructed at Receiving.
- to review the SPC's Manual of Staff Rules and Regulations in the light of the Tinning Report and its degree of acceptance at the 33rd South Pacific Conference and update relevant provisions contained in the Manual.
- to review and update staff counselling and assessment procedures based on performance objectives and appraisal.
- to review the current records and archival retrieval system and introduce a computerised retrieval system and evaluate the practicality and procedures for micro-filming SPC archives.

## **FINANCE OFFICE**

- to implement all accounting and financial recommendations of the Auditors in between audits.
- to provide all reimbursement claims to and financial statements for donors within one month of requested time.
- to complete Annual Budgets and Work Programme in time frame specified by CRGA rules
- to complete monthly operating statements for all programmes and sections within three weeks of end of month.
- to prepare all relevant financial working papers for CRGA within time frame specified by CRGA rules.

# RESTRICTED

SPC/CRGA 18  
CLOSED SESSION

Working Paper 22  
ORIGINAL : ENGLISH

## SOUTH PACIFIC COMMISSION

### EIGHTEENTH MEETING OF THE COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS (Noumea, New Caledonia, 24-28 May 1993)

#### MANAGEMENT SYSTEMS OF THE SOUTH PACIFIC COMMISSION : SECRETARIAT UPDATE

##### PURPOSE OF PAPER

The purpose of this paper is to report to CRGA 18 the progress made in implementing the recommendations of the Management Systems Review, as adopted by CRGA 17.

##### THE RECOMMENDATIONS

For ease of reference, the recommendations, action taken and appropriate remarks are tabulated in the annexure to this paper.

Where there are financial implications, the recommendations will be incorporated in and submitted to CRGA 19 together with the 1994 Budget.

##### RECOMMENDED ACTION

The Committee is invited to note the action taken on the recommendations of the Management Systems Review.

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| RECOMMENDATION                                                                                                                                                                                 | ACTION TAKEN                                                      | REMARKS                                                                                                                                                          |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 27(a) That the term of office of the Director of Programmes(DP) & Director of Services(DS) be three years, rather than the four-year term proposed by the Management Systems Review(MSR) team. | Implemented                                                       | No change to the term of office of the DP & DS, prior to MSR                                                                                                     |
| 27(b) That the Sub-Committee's recommendations on Chapters 3, 4 & 5 of the MSR team report, be adopted:                                                                                        |                                                                   |                                                                                                                                                                  |
| - Recruitment, selection, & length of term of office of DP & DS<br>[Rec 328 (i) & (ii)]                                                                                                        | Implemented                                                       | As above                                                                                                                                                         |
| - Consolidation & clarification (6/10 year rules) of Staff Regulations, and revision of Financial Regulations<br>[Rec 333(i),(ii) & (iii)]                                                     | For consideration by CRGA 18                                      | - The report of the Triennial Review(WP.18) consolidates the Staff Regulations & Staff Rules<br><br>- The revision of the Financial Regulations is still pending |
| - Review policy on Medical Benefits to Staff<br>[Rec 416 (iii)]                                                                                                                                | To be finalized                                                   | This will be submitted for consideration by CRGA 19                                                                                                              |
| - Commercialize travel service [Rec 416 (iv)], and printing & reproduction services<br>[Rec 416(vii) & Rec 521]                                                                                | Implemented                                                       | Competitive bids were invited to provide travel service in 1991 and is to be undertaken for 1993                                                                 |
| - Full utilization of CETC by hiring out [Rec 332]                                                                                                                                             | CETC facilities are now being used during the CETC vacation break | Full implementation will await the outcome of CETC evaluation to be undertaken this year                                                                         |
| - Recruitment<br>- advertising of vacancies in regional publications<br>[Rec 328 (iii)]                                                                                                        | To be finalised                                                   |                                                                                                                                                                  |
| - overlap between incumbent and new recruit<br>[Rec 328(iv)]                                                                                                                                   |                                                                   | At no additional cost to SPC                                                                                                                                     |
| - Personnel Appraisal<br>[Rec 329(i) & (ii)]                                                                                                                                                   | In process                                                        |                                                                                                                                                                  |

| RECOMMENDATION                                                                              | ACTION TAKEN                                   | REMARKS                                                                                                                                  |
|---------------------------------------------------------------------------------------------|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| - Staff Training [Rec 330(i) & (ii)]                                                        | No action taken                                | - Cost for language training high.                                                                                                       |
|                                                                                             | Staff are taken on board with necessary skills | - Staff training policy by level or by task or by permanent/contract status is dependent on adoption of Triennial Review recommendations |
| - Upgrade & computerize Registry [Rec 506]                                                  | No action taken                                | To await move to new HQ                                                                                                                  |
| - Streamline and upgrade travel administration [Rec 508]                                    | Present system - more appropriate              |                                                                                                                                          |
| - Charge overhead costs to canteen's operations [Rec 510]                                   | Implemented                                    | - The Canteen is operating profitably with no costs charged to administrative budget                                                     |
| - Streamline library's operations [Rec 519]                                                 | In process                                     |                                                                                                                                          |
| - Provide interpretation service with additional resources by hiring out services [Rec 523] |                                                | - Only when workload permits translation services are provided, at competitive rates for meetings and conferences                        |

28. The Committee further agreed to recommend to the 32nd South Pacific Conference:

- (b) That the level of priority of the post of Funding Co-ordinator, whose establishment was recommended by CRGA 16 be discussed by CRGA 18 in May 1993

The Secretariat considers that this role is more appropriately that of the Secretary-General

- (c) That, with effect from 1994 the 6% administration fee be abolished and full administrative and support costs be built into all project proposals

Implemented

| RECOMMENDATION                                                                                                                                                                                                                                                                                                                                                                                                    | ACTION TAKEN                             | REMARKS                                                                                                                                                                                                                                                                                                                                                                        |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (d) That serious consideration be given to the proposal by the Representative of Fiji for the establishment of a post of Internal Auditor, in the context of a thorough review of Financial Regulations and procedures, and that, pending the establishment of this post there be continuous monitoring of the financial situation and of financial controls by the official Auditors;                            | Pending                                  | The internal auditor's position is needed. However action is awaiting the outcome of a proposal from France to finance the position                                                                                                                                                                                                                                            |
| (e) That the Sub-Committee's recommendation that the work programme be organized into five sectors, with Programme Managers administering budgets under delegation, be finalized at CRGA 18. In this context, the Committee adopted a suggestion by the Representative of France that the Programme Managers have personal financial responsibility for these budgets                                             | In process                               | Its full implementation is dependent on the prioritisation of programmes by SPC member countries                                                                                                                                                                                                                                                                               |
| (f) That the Sub-Committee's recommendation for the establishment of the six new positions listed below be deferred for consideration by CRGA 18, in the context of the 1994 budget. These positions are:<br>- Programme Manager, Food & Materials<br>- Programme Manager, Socio-Economic<br>- Programme Manager, Community Education & Media<br>- Funding Co-ordinator<br>- PEACESAT operators for Noumea & Suva | Not implemented<br><br>- Agri<br>- Stats | The Secretariat is of the view that costs to be incurred is unnecessary as:<br>- PMF&M is merely a change in title for Agric Coordinator<br>- The Statistics, Economics and Demography programmes are adequate as they are.<br>- The issue of relocation has not been resolved hence the consolidation of these programmes cannot be implemented until the matter is resolved. |

| RECOMMENDATION                                                                                                                                                                                                         | ACTION TAKEN                          | REMARKS                                                                                                                                                                                                                                  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| (g) That the CRGA Budget Session be moved from May to October                                                                                                                                                          | Implemented                           | - The co-ordinating of funding for programmes is the responsibility of the Secretary-General<br>- Peacesat operations are not necessary as Peacesat operations could be handled by the Media Center as part of its communication network |
| (h) That a decision on the recommendation of the MSR team that some programmes be relocated to Suva be deferred for discussion by CRGA 18. This matter was related to reconstruction of the SPC Headquarters in Noumea | No action taken                       | The Secretariat awaits the decision of CRGA and the South Pacific Conference on this matter                                                                                                                                              |
| 29. The Committee noted document SPC/CRGA 17/Information Paper 5 on prioritisation of activities. It noted also that a fuller report on this topic would be submitted to CRGA 18.                                      | For consideration of CRGA 18 in WP.16 |                                                                                                                                                                                                                                          |

## **SUMMARY BRIEFING**

### **Medical Benefits Scheme of the SPC**

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#### **BACKGROUND/ISSUE**

1. Presented for your information is the progress report by the Secretariat on establishing a medical insurance plan for the Commission's staff and dependents. The Secretariat is not prepared at the present time to offer a final report to the Committee regarding this matter, therefore, an analysis on this cannot be offered.

2. In a related matter to this, the Bureau recently received a letter from a staff personnel of the Commission who was seriously injured in an automobile accident while on duty travel. Because of the serious extent of her injuries, the Commission has informed her that her medical expenses were considered a liability to the Commission. While the individual was in the state of recuperating from her injuries, she was notified by the Secretary-General two months prior to the expiration of her contract that her services in the Commission will not be renewed. The Commission operates its own medical scheme for its employees with 100% medical coverage. It is evident that the present medical benefit scheme no longer meets the needs of the Commission in allowing its staff to enjoy total medical coverage.

3. While the cost of medical care could have a significant financial impact upon the Commission's operating budget, the Commission has opened itself to this problem by self-insuring itself. To avoid the above situation in the future, it is time for SPC to take health insurance out for its employees. While premiums are expensive, all it takes is something like this to make it pay off. Therefore, the Commission is commended in taking the initiative of pursuing a medical benefit scheme with a private company other than itself. (For information on this situation, please refer to the attached letter).

**RESTRICTED**

SPC/CRGA 18  
CLOSED SESSION

Working Paper 23  
ORIGINAL:ENGLISH

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE  
COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS**  
(Noumea, New Caledonia, 24-28 May 1993)

**MEDICAL BENEFITS SCHEME OF THE SOUTH PACIFIC COMMISSION**  
(Paper presented by the Secretariat)

1 This paper recommends that CRGA 18 note the progress made in revising the Commission's Medical Benefits Scheme.

**Background**

2 CRGA 17 noted that "a revised scheme would be submitted to CRGA 18" (SPConf.32/WP.9 paragraph 32 refers).

**Comments**

3 Work has continued on developing a new scheme for the Commission but the Secretariat is not yet in a position to present a final proposal for CRGA's approval.

4 The Secretariat is working with four local companies in respect of Noumea-based staff and will be contacting Fiji-based companies in respect of SPC staff there and in the Solomon Islands. The cover that is being considered is in the areas of doctors visits, hospitalisation, and optical, dental and maternity costs.

5 In line with the recommendation in the Tinning Report concerning medical benefits for staff, the Secretariat's current thinking is that the scheme should be non-contributory as far as staff are concerned.

6 The Secretariat will provide an oral briefing at CRGA 18 on the state of its negotiations with insurance companies.

7 A final proposal on the Medical Benefits Scheme will be submitted to CRGA 19 in the context of the 1994 budget for the Commission.

Recommendations

8 The Secretariat recommends that CRGA 18:

- note progress in developing a new Medical Benefits Scheme for Commission staff;
  - note that a final proposal based on a non-contributory scheme will be submitted to CRGA 19 in the context of the 1994 budget.
-

Miss Valérie Hassan  
P.O. Box D5  
Noumea Cedex

Noumea, 20 January 1993



Dear Sir

I wish to bring to your attention a serious personal matter, of which I believe you should be aware.

I was employed as an interpreter/translator with the South Pacific Commission between January 1990 and January 1993. On 9 November 1991, while in Koné, New Caledonia, on duty travel, I was seriously injured in a car accident. I had not been drinking nor was I driving over the speed limit. The gravity of the accident was such that I have had four operations, spent ten weeks in hospital, a further five months on crutches and was recently required to have two more operations.

In April 1992 I resumed work at the Commission. In September that year, four months before the expiry date of my contract (January 1993), I requested to know whether or not my contract would be renewed. I felt this to be a reasonable expectation, based on my staff appraisals which have always been of a very high standard (see attached).

I was therefore surprised to be called to the office of the Deputy Director of Programmes a few days before CRGA 16 and advised verbally (needless to say, this has never been confirmed in writing...) that my state of health had become a financial liability to the Commission. The Commission, as you will no doubt be aware, has its own medical benefit scheme, and was therefore liable for all medical expenses incurred because of the accident. The Commission, anxious to put an end to these costs, suggested through the Deputy Director of Programmes that I take leave without pay for an indefinite period but return to work for it once fully recuperated. I received a minute (16 October 1992) to this effect, which remains on my personnel file and of which I have kept a copy.

I found it hard to believe that my employer, to whom I gave ample evidence of commitment and dedication on numerous occasions, could treat me with such contempt and fail me at the moment when I had most need of support, while offering to take me back once I was fully recovered. It appears that Management, pleased with my professional services, did not wish to dispense with me entirely... In any case, I refused this offer, which I considered unworthy of myself and my employer.

After several difficult and anxious weeks of waiting, I received, barely two months before the expiry date of my contract, a letter signed by the Secretary-General, informing me that it would not be renewed. I therefore left the South Pacific Commission on 5 January 1993, and am now on the point of returning to France. However, before doing so, and although fully acknowledging Management's discretion regarding renewal of contracts, I feel it necessary to bring to your attention the following facts:

— Article VI.5 c) of the Commission's Staff Rules refers to work accidents and provides that *where a staff member sustains a physical injury or illness while on official duty under circumstances interpreted as not strictly within the terms of VI.5 a) but whose presence in the geographic area where the injury or illness occurred is due to official duty travel and the Secretary-General is satisfied that such injury or illness is not due to his wilful conduct, the member shall be granted leave of absence on full pay for the duration of absence necessitated by the illness or injury, up to a maximum of six calendar months.*

As I had committed no violation of the road rules, nor was I under the influence of alcohol, this accident can in no way be considered as being due to wilful conduct on my part. Therefore my accident, under the terms of the above-mentioned article, should have been considered a work accident right from the start. On the contrary, Management did not see fit to consider this aspect of the question until June 1992. In other words, the negligence and late reaction of Management put the Commission to considerable expense which could have been entirely borne by the insurance company that covers the SPC for work accidents. If Management had taken appropriate measures in time, the Commission could probably have avoided both paying my medical costs and dispensing with my services.

—My hospital and physiotherapy bills and transport costs were not settled for almost one year, which resulted in my receiving irate and insistent telephone calls from the ambulance company and physiotherapists. Some of them even considered resorting to calling in bailiffs to settle the outstanding accounts. Such an attitude obviously does not serve to enhance the image of the SPC in the eyes of the local community.

— I have been the victim of an archaic system which Management insists on maintaining. Indeed, the medical benefit scheme no longer meets the needs of the Commission. Even now, more than fourteen months after the accident, which demonstrated the inadequacy of the medical scheme and should have served as an example, the Commission still operates the same system and has not yet taken out medical insurance with a private company. In other words, should another staff member face serious medical problems, the financial stability of the Commission would be threatened and the staff member concerned could well receive the same treatment as I did. Still, the contract that I signed three years ago did guarantee 100 per cent medical cover. Perhaps it is time to amend the rules pertaining to this matter and specify that staff at the Commission enjoy total medical cover, **provided they remain in good health**, and that they will be alone in the face of adversity, as is my case today. Indeed:

—I am now without employment, and confronted with unresolved health problems. I must now return to France to continue my convalescence but am uncertain as to whether I will find medical insurance that will cover the expenses relating to this accident which occurred while I was on duty travel for the Commission. There is something medieval about this situation, which hardly serves the image of the Commission. As a matter of fact, news travels fast in Noumea and many wonder how an organisation of the Commission's stature could treat with such indifference a dedicated staff member whose sole fault was to be sick, and could dispense with her services without hesitation, and with complete disregard for the most basic principles of fair employment.

— SPC is supposed to be dedicated to the promotion of the welfare and development of Island countries. It is regrettable that it should not apply the same principles of support to its own staff members.

I am now returning to France to continue my physiotherapy and try to forget the humiliation and contempt I suffered at the Commission. Many of you have met me during meetings and conferences and know that I am a serious and dedicated professional. I hope that in future I will be able to serve an organisation that will recognise my professionalism. In the meantime, I feel it is my duty to inform you about these facts which are, in my opinion, of a very serious nature as they set a dangerous precedent and allow criteria other than professional ones to be the basis for ridding the organisation of 'trouble-makers'.... Moreover, they run directly counter to the principles of assistance and generosity such an organisation should embody.

I now leave it to you to make sure that the difficulties I have encountered serve as an example, and that never again can such injustice be inflicted, in the name of your countries, upon dedicated staff members in the course of their duties.

Yours faithfully

A handwritten signature in dark ink, appearing to read 'Valérie Hassan', with a large, stylized flourish at the end.

Valérie Hassan

15<sup>th</sup> year of service

WAYS IN WHICH OFFICER CAN IMPROVE PERFORMANCE

1. Mr. Harris has very quickly become a key member of the interpretation team... His past experience as a per-bure conference interpreter on the European market and his extremely professional approach to the work are considerable assets for the
2. Commission. Although he is a relatively newcomer to the translation field, he has immediately proved to be very efficient and has continually improved his performance by learning new terminology and expanding his knowledge in the S.P.C.'s technical activities.

90.11.126  
HEAD OF PROGRAMME  
OR  
HEAD OF SECTION

PART C: To be completed by officer concerned.

I acknowledge having read this report on my work performance.

Separate comments are attached. YES/NO

90.11.30

PART D: To be completed by DP/DDP

1. GENERAL COMMENTS

2. I have discussed this report with the officer concerned - YES/NO

3. I recommend:

(a) Payment of Increment YES/NO

(b) Confirmation of Contract YES/NO

(c) Renewal of Contract YES/NO  
for .... years

DP/DDP

PART E: To be completed by Secretary-General.

1. GENERAL COMMENTS

2. I approve:

(a) Payment of Increment YES/NO

(b) Confirmation of Contract YES/NO

(c) Renewal of Contract YES/NO  
for .... years

SECRETARY-GENERAL

Mo Haman has become very familiar with the SPC's traditional fields and has constantly improved her performance both as an interpreter and translator. Her experience and the quality of her work are real assets for our organisation.

92 01 01

HEAD OF PROGRAMME

HEAD OF SECTION

PART A: To be completed by officer concerned.

I acknowledge having read this report on my work performance.

*Officer on sick leave*

PART B: To be completed by DP/DPF

1. GENERAL COMMENTS

*I agree with the report.*

2. I approve:

(a) Payment of Increment YES/NO  
(b) Confirmation of Contract YES/NO  
(c) Renewal of Contract for .... years YES/NO

*H. L.*  
23.01.92

DP/DPF

PART E: To be completed by Secretary-General.

1. GENERAL COMMENTS

2. I approve:

(a) Payment of Increment YES/NO  
(b) Confirmation of Contract YES/NO  
(c) Renewal of Contract for .... years YES/NO

SECRETARY-GENERAL

3rd year of service

WAYS IN WHICH OFFICER CAN IMPROVE PERFORMANCE

1. With the departure of Mrs Toulet and Mr Pellain, Ms. Heron is now the most senior officer in the French unit of our section. Her experience and ability as an interpreter stand the Commission in excellent stead. As a translator..
2. Her output and the quality of her work have reached very high standards and are essential assets during this period of staff turnover within our section:.....

.....  
7.1.9.1.92.

HEAD OF PROGRAMME  
OR  
HEAD OF SECTION

PART C: To be completed by officer concerned.

I acknowledge having read this report on my work performance.

Separate comments are attached.

YES/NO

10/3/92

PART D: To be completed by DP/DDP

1. GENERAL COMMENTS .....

2. I have discussed this report with the officer concerned - YES/NO

3. I recommend:

(a) Payment of Increment YES/NO

(b) Confirmation of Contract YES/NO

(c) Renewal of Contract YES/NO  
for .... years

DP/DDP

PART E: To be completed by Secretary-General.

1. GENERAL COMMENTS .....

2. I approve:

(a) Payment of Increment YES/NO

(b) Confirmation of Contract YES/NO

(c) Renewal of Contract YES/NO  
for .... years

SECRETARY-GENERAL

## **SUMMARY BRIEFING**

### **Headquarters Reconstruction**

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#### **STATUS OF ISSUE**

1. The following working papers provide an overview of the developments that have transpired with the New Headquarters Building for the SPC.

#### **Working Paper 20:**

#### **Headquarters Reconstruction and Housing Projects: Progress Report**

2. In the purview of the 17<sup>th</sup> CRGA, the Secretariat was instructed to communicate with the European Community on the feasibility of providing funds to enable the Commission to furnish and equip the new building with modern office supplies and computerized information systems for increased operational responsibilities. Judging from the response received, program guidelines and procedures from the EC do not provide support for administrative headquarters buildings for regional organizations. However, a flexible approach can be taken to provide equipments that support EC financed projects. It is likely that the Commission would have to pursue and identify other measures to finance the administrative equipments required.

3. With reference to furnishings, it was recommended that contributions on art works symbolizing the ethnic and cultural heritage of the member countries be sought to symbolize the new headquarters as a true House of the Pacific. This proposal is highly recommended for the Government of Guam to support. Artworks depicting our cultural heritage will serve not only to enlighten people of our unique ancestral history but also on the tradition that has molded much of our present society.

4. Although much of the funds to the construction of the new building is provided by Australia, France and New Caledonia, member countries should consider the possibility that voluntary contributions may be requested by the Secretariat in meeting the financial obligations of the new building. If this is the case, member countries must be prepared to assume this responsibility.

#### **Working Paper 13:**

#### **Staff Housing**

5. In terms of the architectural work in the design of the headquarters, substantial progress has been achieved thus far in reflecting the wishes of the member countries.

However, in relations to housing requirements, both SPC and the Project Manager agree that due to the sensitive nature of the issue, considerable time and effort would be needed to adequately reflect and plan the needs of the SPC staff.

6. On a new related development to housing requirements, the Government of New Caledonia is requesting to SPC for the return of the housing units at Mont Coffyn to serve as accommodation to its public servants. To supplement the housing units at the Headquarters, the Commission also leases approximately 13 villas situated at Mont Coffyn. In exchange for these units, the Government of New Caledonia proposes to construct 13 housing units at the receiving site at its own expense. The Secretariat points out that in all the discussions undertaken on the Headquarters Building, no mention was ever given to the housing units at Mont Coffyn.

4. In response to the above, the Secretariat has informed the Government of New Caledonia that it would be up to the decision of the Conference on whether to relinquish its residency on the area. Because of the extreme sensitivity of the issue, caution and diplomacy must be used in resolving this matter. In this instance, two factors are involved, the operations of a territorial government and the other, the operations of a regional organization, both similarly confronted with the need for available housing accommodations. The Government of New Caledonia has taken it upon itself to assume that because the SPC had specified only 52 housing units in the new headquarters building that it wished to limit its housing requirements. In this instance the Mont Coffyn villas would then automatically revert back to the Government of New Caledonia. Consideration of this issue and further discussions is required to adequately analyze the situation in order to determine the most plausible alternative that would satisfy the requirements of both parties.

#### **Working Paper 25:**

#### **Agreement with France for the Transfer of Ownership of the New Site at Anse Vata to the SPC**

5. During the Special Session of the Headquarters Building, it was the decision of the Committee that the proposal of New Caledonia be endorsed on the premise that the land and building of the new headquarters will be the sole ownership of SPC in ensuring that the Commission will not have to go through the pretense of being asked to leave. In the proposal, an agreement specifying the above ownership, terms and conditions was included and by which was approved and endorsed by the Committee. The French Government was in effect responsible for transmitting a letter to the SPC reaffirming the exchange and ownership of the property.

6. The Secretariat advises that it has received the above agreement by the French Government, but contrary to what was voted upon in the Special Session, the new agreement specifies an entirely different perspective to what we were lead to believe. The changes in the Agreement are as follows:

1. Article 6 has been changed around completely reflecting the annulment of the 1957 Agreement and when the new agreement would take effect. Article 6 in the old agreement simply specifies that the cost associated with the registration of the agreement will be the responsibility of the Government of France. Article 6 implies that once the new agreement has been signed into effect that the current headquarters will not be covered by any Agreement;
2. Should the Commission cease to exist or decide to relocate to a different location, the Commission, under the new Agreement, is not allowed to sell the building or land despite the fact that it is the sole ownership of the property. Should this be the case, all the buildings and land are to be reverted back to the French Government. This criteria is contrary to what was noted in the Special Session by representative of France.
3. In relations to authenticity, the French version of the instrument is to be viewed as the only authentic version in the execution of the agreement.

From the above, the following views are presented:

- Although the French Government has committed about 336 million in CFP units, approximately US \$3,000,000.00, the Australian Government has also expended roughly 33 million in CFP, total of US \$326,732.00 to the Commission for the headquarters building. With the funds expended, it leaves very little to imagine that the Australian Government would not be upset with this situation. In addition to this, the Fiji Government may also have very strong opposing views on this situation as relations were rather strained prior to and during the Special Session regarding the Headquarters.
- Despite the fact that the French and New Caledonian Government will provide the bulk of the financial resources, the agreement calls among other things that in relations to the interpretation of the instrument, the French version will be considered the only authentic version. It is rather uncalled of the French Government to assume that member governments will readily agree to this criteria when the Commission is a bilingual organization with both English and French. The changes in the agreement and the specifications will not settle well, to put it mildly, with the members of the Commission.
- We wonder as to the reason behind this and whether there is any relation to the request of the New Caledonian Government for the return of several housing units that is currently being leased by the Commission. With the progress attained thus far in the building of the Headquarters, a development such as this will only serve to create major setbacks in seeing through the completion of the new SPC building. Prolonged setbacks cannot be tolerated at this time as the current infrastructure and surrounding areas of the existing building is in a state of dilapidation.

The Bureau at this time cannot offer any plausible suggestions or alternatives to pursue on this matter. The nature of the issue is a sensitive concern and as such should be treated with due caution. Worse case scenario, members can opt out of the agreement with New Caledonia and review other options to pursue in rebuilding a new headquarters. However, this alternative is not recommended nor is it feasible in light of the funds that have already been committed for the initial start-up. Further discussions are required to resolve this matter, especially on the views of the other members. It is recommended though, that the French Government be persuaded to adhere to the original agreement voted upon by the Committee and to reaffirm in writing to the SPC and its members of the full and complete ownership of the land and building for the new headquarters and the fact that it would not put the Commission in the uncompromising situation of having to relocate due to governmental requirements.

As mentioned, this is a very sensitive issue primarily due to the fact that France is a strong supporter in allowing us to maintain our current membership status in the SPREP. Further discussions will enlighten us on the approach to assume on this situation.

**RESTRICTED**

SPC/CRGA 18  
CLOSED SESSION

Working Paper 20  
ORIGINAL: ENGLISH

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE COMMITTEE  
OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS**  
(Noumea, New Caledonia, 24 - 28 May 1993)

**HEADQUARTERS RECONSTRUCTION AND HOUSING PROJECTS:  
PROGRESS REPORTS**

(Paper presented by the Secretariat)

1. This paper recommends that CRGA 18 note progress on the headquarters and housing projects. It also raises for discussion related issues on furnishings and equipment and art works for the new Headquarters and the relocation of programmes to Suva as recommended by the Management Systems Review Report.

**COMMENTS**

2. Annexed to this paper is the report of the Project Manager, Mr Peter Thompson on developments on both the headquarters and housing development projects to 31 March 1993.
3. The report raises several points on which the Secretariat would like to comment further. These are:

#### Furnishings and Equipment for the new Headquarters

4. Following the resolution of the Headquarters Reconstruction and Housing Project Steering Committee and as directed by CRGA 17 and endorsed by the 32nd Conference, the Secretariat approached the EEC to secure its financial support for "the purchase of modern office and communications equipment, computerised information systems and sound and projection equipment permitting modern management practices and easier day-to-day running". Two requests were made; one dated 17 November 1992 concerning a sound system for the Conference Centre; the second dated 13 January 1993 concerning computer and printery equipment. The response from the EEC delegate in Suva dated 16 March 1993 notes that under Lome IV the EEC is unwilling to provide support for administrative headquarters buildings for regional organisations. He also advises that the only resources available from the EEC for regional cooperation in the Pacific region are those under the Lome Convention in respect of the ACP states and under the EC Council Decision in respect of the Pacific OCTs. The reply goes on to note that, as an exception, equipment supporting EC financed projects being implemented by the SPC could be considered for funding under Lome IV and that a formal request for assistance to upgrade the Conference room sound system could (again as an exception to the normal rule) be entertained because of the "important role played by the SPC in fostering regional cooperation between the Pacific ACP states and the Overseas Countries and Territories". The EC delegate also notes that assistance for funding a sound system would require the prior agreement of the Pacific ACP states in the case of Lome IV regional resources and the Pacific OCTs plus Medetom in the case of OCT regional resources. He suggests that given the nature of the equipment that a ACP/OCT co-financed arrangement would be appropriate and that, therefore, the agreement of all the Pacific ACP states, the Pacific OCTs and Medetom would be required.

5. Countries comments on the response from the EC delegate would be welcomed. In particular, the Secretariat would be interested to know what steps they have been able to take already in support of the request made to the EC given that part of the resolution approved by CRGA 17 (referred to in paragraph 4 above) asked for their support.

6. Other issues on furniture can be discussed in the context of the oral report to be made to CRGA 18 on the findings of the survey of existing furniture (see paragraph A.6.1 of the Project Manager's report attached). The Secretariat would like to note, however, that it fully supports the concept of using savings between the projected and actual cost of building the new Headquarters for furniture. The views of Australia, France and New Caledonia as co-financers of the new HQ building will need to be sought on this.

#### Art Works

7. The resolution of the Headquarters Reconstruction and Housing Project Steering Committee referred to the Secretariat writing to member countries seeking their contributions of furniture, fittings and appropriate decorative items for the new Headquarters. This has not been done. The Committee is invited to comment on the suggestions contained in paragraph A.6.2 of the Project Manager's report.

### Relocation of Programmes to Suva

8. The 32nd Conference endorsed the recommendation of CRGA 17 that "a decision on the recommendation of the Management Systems Review team that some programmes be relocated to Suva be deferred for discussion by CRGA 18" (SPConf.32/WP.9 paragraph 28 (h) refers). CRGA 17 noted the request by the Representative of France "that a final decision on the number of staff to be accommodated (at the new site) should be made at CRGA 18" (SPConf.32/WP.9 paragraph 45 refers).

9. The report of the Project Manager (see paragraph A.4.2) notes that in the current design, accommodation will be provided for 169 nominated staff. This figure does not involve any shift of staff to Suva.

10. The Secretariat's view is that it is important for CRGA 18 to make a decision on this matter to avoid disruption to the programme set in train for completion of the new Headquarters. It has noted the commitment of the Fiji Prime Minister made at last year's South Pacific Forum restated at the South Pacific Conference to provide modern office and other facilities for the Commission's Fiji programmes.

### Mont Coffyn Houses

11. The Territory's request to the Commission to take back 13 houses at Mont Coffyn referred to in paragraph B.1 of the Project Manager's report is discussed fully in Working Paper 13 on Staff Housing.

## **RECOMMENDATIONS**

12. CRGA 18 is requested:

- to note the report of the Project Manager on the Headquarters and Housing Projects as at 31 March 1993;
- to instruct the Secretariat on any action it would like taken on the issues of:
  - furnishings, equipment and art works for the new Headquarters;
  - relocating programmes to Suva.

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20 April 1993

## HEADQUARTERS RECONSTRUCTION & HOUSING PROJECTS

### PROJECT MANAGERS REPORT TO CRGA 18 - 31/3/1993

#### A. HEADQUARTERS RECONSTRUCTION

##### A.1 STATUS

The site is currently being cleared of buildings and services re-routed. This work will be complete by the end of April. Preliminary construction work is due to commence in early May.

##### A.2 FINANCIAL

###### A.2.1 Budget Estimate

The budget estimate for the headquarters project presently stands at CFP 1 514 million. This figure is based on present estimates of construction cost supplied by the design team and takes into consideration reductions in the area to be built at this stage.(see A.4.1 below).

The original budget was set at CFP 1600 million in March 1992. An amount equivalent to A\$ 2.5 million is to be contributed by Australia, the remainder equally by France and New Caledonia. Due to exchange rate fluctuations the Australian contribution originally equivalent to about CFP 195 million will possibly reduce to about CFP 175 million thus reducing the available budget to CFP 1580 million.

###### A.2.2 Expenditure

Expenditure to March 31st.1993 was CFP 59.7 million. Cumulative expenditure at quarterly intervals to March 1994 is estimated to be as follows :

|                |                 |
|----------------|-----------------|
| End June 1993  | CFP 97 million  |
| End September  | CFP 228 million |
| End December   | CFP 390 million |
| End March 1994 | CFP 655 million |

###### A.2.3 Funding

At the 31st. March 1993 funding had been received as follows:

|           |                 |
|-----------|-----------------|
| France    | CFP 336 million |
| Australia | CFP 33 million  |

A legal agreement is being drawn up between SPC and the Territory in respect of funding. This agreement allows for CFP 100 million to be advanced to the project between April and July 1993.

### **A.3 SITE**

#### **A.3.1 Legal Status**

It is anticipated that legal title to the land and any buildings to be constructed thereon will be transferred to SPC at the beginning of May.

#### **A.3.2 Site Works**

##### **A.3.2.1 Demolition**

Demolition of buildings and re-routing of site services is currently under way. This work, being carried out by the Department of Civil Aviation, is scheduled for completion before the end of April.

##### **A.3.2.2 Drainage**

Work is scheduled to commence on the relocation of the storm water drain across the site by the beginning of April. This work, being carried out by the Municipality of Noumea, will take approximately three months for completion.

### **A.4 DESIGN**

#### **A.4.1 Approval**

The design development report was submitted to management in mid December 1992. The design was generally in accordance with the brief as amended during the design period and the anticipated cost was within the budget set for the project.

The design team was therefore given permission to immediately prepare tender documentation and this is due for incremental completion between mid April and late May 1993.

#### **A.4.2 Staff Numbers and Built Area**

At the time of CRGA 17 in Suva the design for the headquarters complex was based on accommodation being provided for a "nominated" staff complement of 186 with an expansion potential up to a maximum of 266. Nominated staff being named positions for whom accommodation had been provided following discussions with program leaders. The number of 186 allowed for (ie. number after) the relocation of certain programs to Suva and Apia.

The net built area commensurate with these staff numbers was 6235 sm. The net area is the actual working area and does not include for circulation, plant rooms, thickness of walls and the like. The conference facility is also excluded.

At the time of CRGA 17 the actual staff number at Anse Vata stood at 125 with only minor expansion envisaged in the short to medium term. This apparent imbalance led to a re-examination of both nominated staff numbers and expansion requirements which, in turn, has led to modifications to the design.

In the current design accommodation will be provided for 169 nominated staff plus a maximum expansion to 194 in stage 1. A second stage of construction will allow for a maximum expansion up to 230.

The net built area commensurate with stage 1 accommodation is 5239 sm. The number of individual buildings to be constructed has been reduced by one thus increasing available open space. The ground floor area of two of the buildings will not be enclosed and finished during stage 1. Stage 2 expansion of 324 sm. will be achieved by enclosing and finishing these areas.

A schedule giving details of staff numbers and areas is attached to this document.

#### **A.4.3 Reflecting Pool**

A major element of the design entry chosen by the competition jury was the extensive use made of water in the form of a reflecting pool around the conference center.

It became clear during the development of the design that the capital cost of the pool and the running and maintenance costs were by a large factor higher than originally been estimated. There were also problems associated with emergency egress from the conference hall and a host of intangible problems brought about by the proximity of the pool to what is one of the most popular recreation venues of Noumea.

After consideration of the issues a decision was taken to replace the pool with landscaping but remaining as far as practicable within the architect's original concept.

#### **A.4.4 Building Permit**

An application for a building permit was made to the Southern Province Government in December 1992 and the permit issued in March 1993. Permission to construct was granted with only minor conditions which have been incorporated.

An application was also made to the authorities for a change in zoning usage for part of the land. We understand that this zoning change will be approved and incorporated into the Municipality of Noumea town plan when next promulgated.

### **A.5 PROGRAM**

#### **A.5.1 Design**

Tender documentation for siteworks and piling is due for completion on April 9th.1993. Tender documentation for the main contract is due for completion on May 21st.1993.

#### **A.5.2 Construction**

Construction for siteworks and piling is scheduled to commence on May 5th. This work will take about 10 weeks for completion. Construction of the main works is scheduled to commence on July 19th.1993 and will continue for approximately 21 months.

At this point in time it is still scheduled to have the conference center and associated facilities complete by the end of September 1994 and the remainder of the facilities by February 1995. A number of factors will impact on this including the weather and the quality of the Builder. Confirmation of the scheduled opening date will be forthcoming prior to CRGA 19 in October 1993.

## **A.6 FURNISHINGS**

### **A.6.1 Furniture**

At CRGA 17 in Suva a report was issued relating to furnishing of the new headquarters complex. This was based on the staff numbers at that time and took no account of furniture which could be transferred from the existing headquarters. The cost of furniture was estimated at the time to be some CFP 165 million based on prices obtained from sources in Australia.

In order to more precisely define the requirement, which is now reduced, a study has been commissioned which will take into account the current architectural design and existing furniture. Prices will be obtained from a greater range of companies and we are confident that the cost will reduce to approximately CFP 120 million.

It is already obvious from an initial survey that very little of the existing furniture of the SPC is worth transferring. What there is may be used for "back of house" activities such as stores and workshops. A verbal report on the outcome of the survey will be given to CRGA.

As has been reported previously the project cost is currently estimated at CFP 1 514 million. This includes a contingency of CFP 34 million. Although we must wait until tender for confirmation it is possible that a considerable sum might not be expended and could be made available for the purchase of furniture should this be agreed to by the donor countries.

It is anticipated that the furniture question will become critical by the end of calendar year 1993.

### **A.6.2 Art Works**

The presence of artworks in the complex would be a persistent reminder of the culture and heritage of the South Pacific region.

The architectural concept of the headquarters complex is based on Pacific Ocean navigation with the conference center representing an upturned canoe. This maritime theme could be continued with suitable artworks being displayed at focal points throughout the complex in a coordinated manner.

It might also be appropriate for each island nation to provide a canoe, perhaps two meters in length, which would be located in strategic external locations around the complex.

## **B. HOUSING DEVELOPMENT**

### **B.1 STATUS**

The architect was commissioned to prepare a schematic design in order to investigate masterplan options and to ascertain whether the Commissions brief for 52 dwellings could be achieved within the budget estimate.

A schematic design report plus an addendum was submitted by the architect in December 1992.

The Territory Government has proposed that the 13 existing houses at Mt. Coffyn be resumed by the Territory as they fall vacant and be replaced by 13 houses to be built on an additional 0.5 hectare block of land at Receiving.

The housing project has been temporarily suspended pending receipt of funding.

### **B.2 FINANCIAL**

#### **B.2.1 Budget Estimate**

At the time of the special conference in March 1992 the budget estimate was set at CFP 800 million for 52 dwellings of varying description.

The sketch design report gave an estimated construction cost of CFP 864 million at December 1992 cost levels. This results in a total project cost after escalation, contingency, fees and expenses of CFP 997 million, an overrun of CFP 197 million compared with the budget allowance.

The architect was asked to modify the design an addendum to the sketch design report submitted in April 1993. This showed a reduction in estimated construction cost to CFP 759 million, at current price levels, which in turn relates to a total project cost of CFP 895 million which includes a contingency of CFP 20 million.

The basic overrun has been reduced to CFP 77 million or 10%. This is capable of further reduction but the architect has warned that a further relaxation of the brief would not, in his opinion, be in the best long term interest of the Commission.

This overrun is equivalent to 5 houses and it is unlikely that additional savings would result in this number being reduced to less than 4 houses. The question is whether less houses are to be built or to increase the amount of loan to be taken out.

The cost of the possible 13 extra houses at Receiving has been assessed at CFP 230 million, based on the current estimates.

## **B.2.2 Expenditure**

Expenditure to the end of March 1993 was CFP 7.3 million. This is anticipated to rise to about 9.5 million at the end of June 1993 due to the current suspension of design work.

Should the project recommence in June 1993 then cumulative expenditure at quarterly intervals to March 1994 is estimated to be as follows :

|                    |                 |
|--------------------|-----------------|
| End September 1993 | CFP 27 million  |
| End December       | CFP 45 million  |
| End March 1994     | CFP 104 million |

## **B.2.3 Funding**

Funding for the original 52 dwellings is to be provided by a direct grant of CFP 160 million from New Caledonia, the remainder by a loan of CFP 640 million from an institution. Repayments for the loan, which is to be arranged by the Territory Government but taken out in the name of the Commission, is to be limited to current rental costs.

Funding has yet to be received for the housing project. The design and management work to date has been funded from the Australian contribution to the headquarters project.

It is understood that should the project be enlarged by 13 dwellings then the cost of these, presently estimated at CFP 230 million will be borne by New Caledonia.

## **B.3 SITE**

### **B.3.1 Legal Status**

The land at Receiving has yet to be transferred to the Commission. A change in zoning status will be required for group housing.

## **B.4 DESIGN**

### **B.4.1 Masterplan**

The site at Receiving consists of two pieces of land of area 2.8 hectares and 0.4 hectares. The two sites are separated by a public road.

A number of layouts for the 52 dwellings were prepared but on detailed examination it became clear that the smaller site with its restricted road frontage would be suitable only for the two executive villas. The masterplan has been prepared accordingly and a copy is attached to this report.

#### B.4.2 Dwelling Types & Areas

The schematic design report of December 1992 was based on the following schedule of dwelling types.

| No. | Type                  | Area    | Total Area |
|-----|-----------------------|---------|------------|
| 2   | 4 bed executive villa | 160 sm. | 320 sm.    |
| 10  | 4 bed house           | 137 sm. | 1,370 sm.  |
| 28  | 3 bed house           | 124 sm. | 3,472 sm.  |
| 12  | 2 bed apartment       | 88 sm.  | 1,056 sm.  |
| --- |                       |         | -----      |
| 52  |                       |         | 6,218 sm.  |

Given the cost overrun the mix of dwelling types was varied and areas reduced. Some amenities were omitted. The current mix of dwellings is shown in the following schedule

| No. | Type                  | Area    | Total Area |
|-----|-----------------------|---------|------------|
| 2   | 4 bed executive villa | 138 sm. | 276 sm.    |
| 7   | 4 bed house           | 126 sm. | 882 sm.    |
| 25  | 3 bed house           | 112 sm. | 2,800 sm.  |
| 18  | 2 bed apartments      | 84 sm.  | 1,512 sm.  |
| --- |                       |         | -----      |
| 52  |                       |         | 5,470 sm.  |

The apartments have been increased to the maximum number consistent with site conditions and topography.

#### B.4.3 Community Center

The requirement for a community center was included within the architect's brief although not originally part of the housing proposals at the time of the March Conference.

A center was included within the architect's masterplanning concept, submitted within the sketch design report, but subsequently omitted due to cost considerations.

#### B.5 PROGRAM

The addendum to the sketch design report was submitted to the Commission in April 1993. Further work has been suspended pending receipt of funding and decisions as to the number of houses to be constructed.

Should a resumption to design work be made in the coming June then the earliest date that tenders could be called for construction work would be in December 1993. Construction time is estimated at 16 months giving an earliest completion date of July 1995. However occupation could be staggered commencing January 1995.

### C. CONCLUSION

The headquarters project is proceeding satisfactorily although a little later than first hoped. This is due to a number of small factors but the target of opening of the conference center intine for the October 1994 Conference is still achievable.

The housing project is stalled basically due to lack of funding. There are some important matters to be resolved before the final shape of the developement can be established. If a re-start could be made in June 1993 then progressive occupation could commence in January 1995.

Peter Thompson  
Project Manager - March 1993

| SOUTH PACIFIC COMMISSION<br>HEADQUARTERS COMPLEX AT ANSE VATA<br>AREA & STAFF NUMBER SCHEDULE |                                                                       |                             |                         |                     |                          | DEVELOPED DESIGN STAGE ( february 1993 )<br>Stage 1 - Buildings 1-11 - not including Buildings 4 & 5 - Level 1<br>Stage 2 - Buildings 4 & 5 - Level 1 infill<br>R/capoccc6<br>21/2/1993 |                       |                 |             |             |             |               |      | ARUP    |      |
|-----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|-----------------------------|-------------------------|---------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------|-------------|-------------|-------------|---------------|------|---------|------|
| Building Number                                                                               | Department Accommodated                                               | Net Area Provided           | Expansion Area Provided |                     | Expansion Area Requested | Staff Numbers                                                                                                                                                                           |                       | Expansion Staff |             |             |             | Meeting Rooms |      | Toilets |      |
|                                                                                               |                                                                       |                             | stage 1                 | stage 2             |                          | Actual                                                                                                                                                                                  | Nominated             | min stage 1     | max stage 1 | min stage 2 | max stage 2 | No.           | Area | No.     | Area |
| 1                                                                                             | Management Administration                                             | 147<br>169                  |                         |                     |                          | 6<br>6                                                                                                                                                                                  | 6<br>6                | 2               | 2           |             |             | 1             | 34   | 2       | 14   |
| 2                                                                                             | Management Administration<br>Finance<br>Computers                     | 28<br>152<br>110<br>154     | 28                      | 27<br>27            | 78<br>26                 | 1<br>11<br>6<br>1                                                                                                                                                                       | 2<br>11<br>8<br>2     |                 |             |             |             | 1             | 23   | 2       | 34   |
| 3                                                                                             | Fisheries Women                                                       | 345<br>78                   | 28                      | 18                  | 40                       | 15<br>3                                                                                                                                                                                 | 17<br>5               | 2               | 3           | 1           | 2           | 1             | 29   | 2       | 34   |
| 4                                                                                             | Population/Demog Statistics<br>Economics<br>Rural Technology<br>Youth | 71<br>101<br>62<br>36<br>56 |                         | 36<br>18<br>18<br>9 | 43<br>18<br>18<br>9<br>9 | 2<br>4<br>4<br>1<br>2                                                                                                                                                                   | 4<br>6<br>4<br>2<br>4 |                 |             | 3<br>1<br>1 | 4<br>2<br>2 |               |      | 2       | 34   |
| 5                                                                                             | Health                                                                | 332                         |                         | 126                 | 126                      | 14                                                                                                                                                                                      | 24                    |                 |             | 10          | 14          | 1             | 29   |         |      |
| 6                                                                                             | Fisheries Health                                                      | 414<br>51                   | 76                      | 27                  | 110                      | 16                                                                                                                                                                                      | 24                    | 6               | 8           | 2           | 3           | 1             | 29   |         |      |
| 7                                                                                             | Staff Club                                                            | 133                         |                         |                     |                          |                                                                                                                                                                                         |                       |                 |             |             |             |               |      | 2       | 18   |
| 8                                                                                             | Childcare                                                             | 93                          |                         |                     |                          |                                                                                                                                                                                         |                       |                 |             |             |             |               |      |         |      |
| 9                                                                                             | Support Services<br>Commissary<br>Printery<br>Administration          | 634<br>251<br>390<br>35     |                         |                     |                          | 11<br>1<br>6<br>1                                                                                                                                                                       | 11<br>1<br>6<br>2     |                 |             |             |             |               |      | 2       | 33   |
| 10                                                                                            | Publications Translation                                              | 123<br>175                  | 24<br>45                | 27                  | 52<br>52                 | 5<br>11                                                                                                                                                                                 | 7<br>12               | 2<br>4          | 2<br>5      | 2           | 3           |               |      | 2       | 22   |
| 11                                                                                            | Library Conference Center                                             | 419<br>918                  |                         |                     |                          | 4                                                                                                                                                                                       | 5                     | 1               | 1           |             |             | 3             | 81   | 2       | 56   |
|                                                                                               |                                                                       |                             |                         |                     |                          |                                                                                                                                                                                         |                       |                 |             |             |             |               |      |         |      |
|                                                                                               | Totals                                                                | 5477                        | 210                     | 324                 | 581                      | 131                                                                                                                                                                                     | 169                   | 20              | 25          | 24          | 36          | 6             | 225  | 14      | 245  |

|                          |      |                                            |     |                     |                     |     |     |
|--------------------------|------|--------------------------------------------|-----|---------------------|---------------------|-----|-----|
| Area provided in Stage 1 | 6157 | Nominated staff after Stage 1 construction | 169 | Staff after Stage 1 | max                 | 194 |     |
| Area provided in Stage 2 | 324  | Stage 1 expansion                          | max | 25                  | min                 | 189 |     |
| Total area provided      | 6481 |                                            | min | 20                  | Stage 2 expansion   | max | 36  |
|                          |      |                                            |     |                     |                     | min | 24  |
|                          |      |                                            |     |                     | Staff after Stage 2 | max | 230 |
|                          |      |                                            |     |                     |                     | min | 213 |

Rue du R.P.P. LUNEAU

Rue Marcel KOLLER

Rue LACABANE

ENFANTASIA

LANDSCAPING GROUP  
OF SELECTED TREES  
PLANTED WITH  
ARTISTICAL TREES

STP & WASTEWATER  
TREATMENT PLANT

# ACCOMMODATION

- A. 3 x 4 EXECUTIVE VILLAS
- B. 3 x 4 BEDROOM HOUSES
- C. 25 x 3 BEDROOM HOUSES
- D. 15 x 2 BEDROOM APARTMENTS
- TOTAL NO. OF DWELLINGS = 22

## SOUTH PACIFIC COMMISSION HOUSING MASTERPLAN

ARCHITECTS ANSON MORTLOCK WOOLLEY PTY LTD

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**COMMISSION DU PACIFIQUE SUD**  
**BOITE POSTALE 23**  
**NOUMEA CENTRE**  
**NOUVELE CALÉDONIE**  
**ADRESSE TELEGRAPHIQUE:**  
**"SOUTH PACIFIC" NOUMEA**  
**TELEPHONE 23.00.00**  
**TELEX 23.00.00 NM**  
**FAX (67) 23.23.18**

*li. si-*  
**18 MAY 1993**  
*Willie*

Representatives of Governments and Administrations

**SPC BAVINGRAM No: 17**

**Date: 12 May 1993**

**FILE: ADM 1/1/8/1**

**SUBJECT: AGREEMENT WITH FRANCE FOR THE TRANSFER OF OWNERSHIP OF THE NEW SITE AT ANSE VATA TO THE SOUTH PACIFIC COMMISSION**

- 1 Attached is a Working Paper prepared by the Secretariat on this issue following France's submission of a final text last week. The text differs from that presented as part of New Caledonia's proposal for the reconstruction of SPC's headquarters.
- 2 The Working Paper and its 2 annexes are being faxed to you so that countries will be in a position to provide the Secretariat with the guidance it is seeking at CRGA 18. A decision on this issue needs to be taken then to avoid delaying the completion of the new Conference Centre, scheduled for October 1994.
- 3 The Secretariat is seeking a legal opinion on the text. Countries may wish to include a legal opinion in their briefing for this agenda item to ensure that an appropriate decision is made at CRGA 18.
- 4 The Secretary-General and the Director of Programmes will be discussing the Agreement with the French authorities during their visit to Paris from 12 to 16 May 1993 and CRGA 18 will be duly briefed on the outcome.

To: Mr. Peter Leon Guerrero  
 Office of the Governor  
 GUAM

*Fini V. Caginavuan*

**Fini Caginavuan**  
**Acting Secretary-General**

**Attach**

From: South Pacific Comm.  
 NABUA/FIS

FAX: (671) 477-4826

**RESTRICTED**

**SPC/CRGA 18  
CLOSED SESSION**

**Working Paper 25  
ORIGINAL: ENGLISH**

**SOUTH PACIFIC COMMISSION**

**IGHTEENTH MEETING OF THE  
COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS  
(Noumea, New Caledonia, 24-28 May 1993)**

**AGREEMENT WITH FRANCE FOR THE TRANSFER OF OWNERSHIP OF THE NEW SITE  
AT ANSE VATA TO THE SOUTH PACIFIC COMMISSION  
(Paper presented by the Secretariat)**

1 This paper seeks the guidance of CRGA 18 on whether the Secretariat should proceed with the signing of the agreement (attached as Annex 1) which has been proposed by France for transferring the land at the site of the new SPC headquarters.

**Background**

2 After considering the proposals for the new Headquarters of the Commission, the Special Session of the South Pacific Conference which met in March 1992 "selected the offer of New Caledonia" (Report of the Special Session of the South Pacific Conference, paragraph 56 *refers*).

3 Included in New Caledonia's proposal was a draft agreement transferring the land and buildings on the new site to the Commission (see Annex 2).

**Comments**

4 A final version of the Agreement was submitted to the Secretariat by the French representative to the SPC on 6 May 1993.

5 The Secretariat submits the following points for consideration by CRGA 18:

- the new text differs from the text in New Caledonia's proposal;
- there is a new Article 6 and the old Article 6 has been dropped;
- the impact of the new Article 6 appears to be that the current headquarters will not be covered by any Agreement from the time the new Agreement comes into force;

**Working Paper 25**  
**Page 2**

the French version of the text is to be the only authentic version but in view of the fact that SPC is a bilingual organisation, both English and French versions should be authentic as is the case with the Canberra Agreement;

the Agreement refers to the transfer of buildings as well as land when the buildings would already belong to the South Pacific Commission;

there is no mention in the Agreement about the SPC having the right to sell the land on the new site despite a statement to that effect by the Representative of France noted in the Special Conference record (paragraph 23 of the record refers);

the reference in Article 1 to full ownership of the land and the undertaking referred to above (ie Special Conference Record paragraph 23) appear to be compromised by Article 2.

The Secretariat has been given to understand that the French Government will be submitting a letter to the Commission confirming that it (ie SPC) would never again be put in the position of having to move from its (new) site. This confirmation has not, as yet, been received. Member countries may wish to consider whether this undertaking should be incorporated in the Agreement.

In view of the changes to it, the Secretariat would appreciate the guidance of member countries on whether the Secretary-General should sign the attached Agreement (Annex 1).

**Recommendation**

CRGA 18 is requested to instruct the Secretariat on what action to take on the proposed Agreement transferring ownership of the land on the new site at Anac Vata to the Commission.

11 May 1993

Annex 1  
to W.P.25

**AGREEMENT  
BETWEEN  
THE GOVERNMENT OF THE FRENCH REPUBLIC  
AND  
THE SOUTH PACIFIC COMMISSION  
ON THE TRANSFER OF THE LAND AND BUILDINGS  
OF THE HEADQUARTERS OF THE SOUTH PACIFIC COMMISSION**

- 2 -

The Government of the French Republic and the South Pacific Commission,  
hereinafter called "the Commission",

Have agreed as follows :

### ARTICLE 1

1. Subject to the provisions of article 2, the Government of the French Republic transfers to the Commission, and the Commission accepts, full ownership of the land and buildings defined hereinafter :

a) the land, of a total area of 2 hectares 60 ares 71 centiares according to the enclosed cadastral survey ;

b) all the buildings to be built thereupon, as and when they are built.

2. The Government of the French Republic certifies that, to its knowledge, said property is subject to no lien, mortgage or encumbrance of any kind. In the event that any lien, mortgage or encumbrance should come to light subsequently, the Government of the French Republic undertakes to have it lifted or to cover any costs incurred as a result thereof by the Commission. For its part, the Commission undertakes not to take out any lien, mortgage or encumbrance of any kind on the land.

### ARTICLE 2

In any of the following three cases :

1. should the Government of the French Republic decide no longer to be a member of the Commission ;

2. should the Commission set up its permanent headquarters in any other site within the Commission's sphere of competence ;

3. should the Commission cease to exist ;

a) ownership of the land shall revert to the Government of the French Republic, free of any lien, mortgage or encumbrance of any kind, with the exception of those dating from before the occupation of the land by the Commission and which came to light subsequently and were not lifted by the Government of the French Republic ;

- 3 -

b) the buildings built on the land shall remain the property of the Commission if it still exists, or of the governments which have a claim to ownership of said buildings and installations.

### ARTICLE 3

Should the Government of the French Republic decide to withdraw from the Commission, the land shall be leased to the Commission if the Commission so requests.

In such an event, the duration of the lease shall be that requested by the Commission, but under no circumstances more than 99 years. The conditions of the lease shall be defined of a common accord, or failing this, by the arbitrator provided for in article 5 hereinafter. Said conditions shall be renewable either tacitly or upon formal revision every three years, except insofar as the duration of the lease is concerned.

In the hypothesis provided for in paragraph 2 of article 2 above, the land shall also be leased to the Commission, should it so request, under the conditions set forth above.

### ARTICLE 4

Should the buildings built on the land defined in article 1 above ever be leased or transferred to another owner, the Government of the French Republic undertakes to facilitate this operation.

The Government of the French Republic also undertakes to lease the land under the conditions set forth in article 3 above should the Commission or the governments with rights to the buildings consider it possible to gain more profit from the buildings existing at that time by leasing them or selling them to third parties, and in the event of their sale, should said sale be subject to the long-term lease of the land.

Should the buildings not be leased or otherwise used to the profit of the Commission or the owner governments within two years, they shall be sold to the highest bidder.

The product of the leasing or sale shall be divided between the owner governments, on terms to be defined of a common accord between said governments, or failing such agreement, by the arbitration process provided for in article 5 hereinafter.

- 4 -

### ARTICLE 5

Any dispute arising over the interpretation or application of this convention that cannot be settled by common accord shall, if one or more governments so request, be referred to a single arbitrator appointed by the President of the International Court of Justice, it being understood that said arbitrator shall not be a national of any of the governments claiming rights to the property.

Should the President of the International Court of Justice be a national of any of the governments, the arbitrator shall be appointed by the Vice President, or if the same applies to the Vice President, by the eldest judge who is not a national of any of the governments concerned.

The parties undertake to comply with the decision of the arbitrator, which shall be final, within a maximum period of one year.

### ARTICLE 6

This agreement, which annuls and replaces the agreement concluded by the Government of the French Republic and the South Pacific Commission in Noumea on 4 November 1957 concerning the transfer of the land, buildings and installations of the ~~Palapuan~~, shall be approved by the Government of the French Republic and by the Commission. Each of the parties shall notify the other of its approval of said agreement, which shall enter into force on the first day of the second month following the date of the last notification.

Done at \_\_\_\_\_, on \_\_\_\_\_ in two copies, in French and English, the French version being authentic,

FOR THE GOVERNMENT OF  
THE FRENCH REPUBLIC

FOR THE SOUTH  
PACIFIC COMMISSION

**TERRITORY OF NEW CALEDONIA**

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**OFFICE OF THE HIGH COMMISSIONER FOR THE REPUBLIC**

**RECONSTRUCTION OF THE HEADQUARTERS  
OF THE  
SOUTH PACIFIC COMMISSION  
IN NOUMEA**

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**PROPOSALS SUBMITTED BY THE TERRITORY OF NEW CALEDONIA**

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**APPENDIX 2**

**Draft agreement  
between the Government of the French Republic  
and the South Pacific Commission  
on assignment of South Pacific Commission Headquarters'  
land and building**

**JANUARY 1992**

UNOFFICIAL

**DRAFT AGREEMENT  
BETWEEN THE GOVERNMENT OF THE FRENCH REPUBLIC  
AND THE SOUTH PACIFIC COMMISSION  
ON ASSIGNMENT OF SOUTH PACIFIC COMMISSION HEADQUARTERS'  
LAND AND BUILDING**

The Government of the French Republic and the South Pacific Commission, hereinafter called "the Commission",

have agreed as follows :

**ARTICLE 1**

1. The Government of the French Republic transfers to the Commission, which accepts it, the full ownership of the land and buildings described hereafter :

- a) the land, to the extent of.....
- b) the buildings.....

2. The Government of the French Republic certifies that so far as it is aware, the property is not encumbered by any easement, mortgage or charge whatsoever. In the event of any easement, mortgage or charge whatsoever appearing subsequently, the Government of the French Republic undertakes to have it removed or indemnify the Commission to the extent of any expenses that may result therefrom. On its part the Commission undertakes not to encumber the land with any easement, mortgage or charge whatsoever.

**ARTICLE 2**

In any one of the following three cases :

- 1. decision of the Government of the French Republic to terminate its membership to the Commission ;
- 2. installation of the permanent headquarters of the Commission on another territory within the Commission's area of competence ;
- 3. cessation of the existence of the Commission ;

.../...

a) the land shall revert to the Government of the French Republic, free of all mortgage, easement or charge whatsoever, with the exception of any which, existing before the occupation of the land by the Commission, may subsequently appear and which cannot be removed by the Government of the French Republic ;

b) the buildings constructed on the land shall remain the property either of the Commission, if it still exists, or of the Governments entitled thereto.

### ARTICLE 3

If the Government of the French Republic decides to withdraw from the Commission the land will be leased to the Commission, should it so request.

In this case, the duration of the lease will be that requested by the Commission provided it does not exceed 99 years. The terms of the lease shall be determined by common consent and, failing such consent, by the arbitrator provided for in Article 5. They shall be renewable by tacit agreement or formally reappraised every three years except insofar as the duration of the lease is concerned.

Should the contingency in paragraph 2 of the above article arise, the land will also be leased to the Commission on its request and on the conditions provided for above.

### ARTICLE 4

In the event of the buildings constructed on the land described in Article 1 above having to be liquidated, the Government of the French Republic undertakes to facilitate this liquidation. It will possibly perform the functions of liquidator should request be made to that effect by the Commission or the participating Governments.

The Government of the French Republic undertakes moreover to lease the land on terms indicated in the above article if the Commission or the participating Governments consider that greater benefits can be derived from the buildings than existing by letting them to third parties or selling them, the sale being accompanied by a long-term lease of the land.

In the case where within a period of two years they could not be leased or otherwise used for the benefit of the Commission or of the Governments entitled thereto, the buildings shall be sold to the best advantage.

The proceeds of any lease or sale shall be divided between the Governments entitled thereto, according to the terms to be prescribed by these Governments by common consent or, failing agreement, by arbitration provided for in Article 5 below.

- 3 -

#### ARTICLE 5

Any dispute over the interpretation or application of this agreement which cannot be settled by common consent shall, should one or several governments so request, be submitted to a sole arbitrator selected by the President of the International Court of Justice provided that nationals of the Government which shall assert claims on the assets be excluded.

In the event of the President of the International Court of Justice being one of these nationals, selection shall be made by the Vice-President or, in the same event, by the most senior of the judges of a nationality foreign to that of the Government concerned.

The parties agree to enforce the decisions of this arbitrator, which shall be final, within a maximum period of one year.

#### ARTICLE 6

The cost of registration of this agreement shall be borne by the Government of the French Republic.

#### ARTICLE 7

This agreement shall be drafted in the French and English language, the French text being the authentic text.

FOR THE GOVERNMENT  
OF THE FRENCH REPUBLIC

FOR THE SOUTH PACIFIC  
COMMISSION

Secretary General of the  
South Pacific Commission

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE COMMITTEE OF REPRESENTATIVES  
OF GOVERNMENTS AND ADMINISTRATIONS**  
(Noumea, New Caledonia, 24 - 28 May, 1993)

**STAFF HOUSING**

(Paper presented by the Secretariat)

**INTRODUCTION AND GENERAL BACKGROUND**

1. SPC staff accommodation is currently located in two areas, the present headquarters site at Anse Vata and the Mont Coffyn site where the SPC rents 13 villas from the Territory.
2. During discussions concerning headquarters reconstruction, it was decided to construct a total of 52 housing units for staff at the Receiving site and to reconstruct the headquarters on another site at Anse Vata. These discussions were held following the request by New Caledonia to take over the present headquarters site at Anse Vata.
3. At no time was there mention of the Mont Coffyn houses.

**HISTORY**

4. The 13 houses at Mont Coffyn are part of a 15-villa development built by the Territory in 1952 to accommodate expatriate SPC staff at a moderate cost. Two of these dwellings were subsequently returned to the Territory during a period of reduced expatriate staffing.

**PROPOSAL BY NEW CALEDONIA**

5. In February of this year, the Secretary-General of the SPC received a request from the Territory of New Caledonia for the return of the remaining 13 villas at Mont Coffyn to serve as accommodation for its public servants (Attachment 1).
6. In exchange, the Territory of New Caledonia has offered to construct 13 additional housing units at the Receiving site at its expense, with the City of Noumea contributing an additional 58 ares\* of land adjacent to the 3 hectare 20 are site originally intended for the 52 units previously discussed.

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\* Translator's note: 1 hectare = 2.471 acres  
1 are = 100 sq. meters

## **THE SECRETARIAT'S POSITION**

7. The Secretariat notes that the question of accommodation at Mont Coffyn was never mentioned during discussions on the headquarters issue. This request by the Territory of New Caledonia is a recent development.

8. Even though the 13 villas at Mont Coffyn are now fairly old and require some maintenance, the Secretariat wishes to retain their use for the following reasons. These houses are very well located; there are on a hill in a peaceful neighbourhood, overlooking the city and a short distance from the SPC by car. They have large gardens and provide comfort and privacy for large families. The Secretariat feels that these qualities are lacking in the 58 additional ares of land offered at Receiving. On the other hand, the rent on these units is very modest compared to current rents within the city.

9. The Territory of New Caledonia was advised in a letter dated March 23 that the SPC wished to keep these 13 houses (Attachment 2) and that the 58 ares and the proposed 13 additional units at Receiving could just as well be used to accommodate the Territory's own public servants.

10. In the same letter, the Secretariat advised the Territory that it is up to the South Pacific Conference to come to a decision on this issue and that the question would be raised at the Eighteenth Meeting of the CRGA.

## **RECOMMENDED ACTION**

11. The CRGA is invited to take note of this document which clarifies the positions of New Caledonia and the Secretariat. The Committee is invited to consider the matter and come up with the necessary recommendations to the Thirty-third South Pacific Conference.

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29 March 1993

TRANSLATION

**LETTER FROM:** The Government Delegate,  
High Commissioner for the Republic in New Caledonia

**ADDRESSED TO:** The SPC Secretary-General

**DATED:** 17 February 1993 **THEIR REF:** 3007-59

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Dear Secretary-General,

The Special Session of Conference held in March 1992 selected a proposal from the Territory of New Caledonia for the reconstruction of the South Pacific Commission's headquarters and the construction of a 52-unit staff housing complex.

The SPC's staff accommodation is currently scattered throughout Noumea, but with two main concentrations, the headquarters site at Anse Vata where, apart from the Secretary-General's own residence, 19 accommodation units managed by *Société Immobilière de Crédit* are located, and the Mt. Coffyn site, where the SPC leases 13 villas from the Territory.

The 13 Mt. Coffyn houses have been occupied by the Commission since 1952 under successive leases, the last of which was agreed on 19 August 1976 and amended by a supplementary agreement on 7 June 1977. The lease expired on 1st January 1984 and, although the SPC has never requested its renewal, it has been tacitly extended over since. The total monthly rent for the 13 villas has remained at 601,944 CFP francs since 1st July 1978, despite a clause stipulating that the rental was subject to review at the end of each 3-year period.

The Territory offered the SPC a new one-year lease with effect from 1st January 1986, tacitly renewable and providing for a total monthly rental of 632,041 CFP francs, increasing by 5% annually, (to reflect the inflation recorded on the Territory since 1985). The SPC did not sign this new contract and continued to regularly pay rent on these houses at 1st July 1978 levels.

Following the 31st South Pacific Conference in Tonga in October 1991, the member countries and territories of the Commission were invited to bid for the headquarters rebuilding project and the construction of 52 accommodation units.

An invitation in such terms could have implied that the Commission wished to limit its housing stock to 52 units, which would have been the case if an offer other than the New Caledonian one had been chosen in March 1992. If this is to be the case, the 13 Mt. Coffyn villas would revert to the Territory of New Caledonia once the 52 units at Receiving were completed. In view of the present housing shortage, these 13 houses would be a welcome windfall in the effort to find accommodation for Territorial public servants.

./...

UNCLASSIFIED

However, it arose during a meeting of the SPC Headquarters Reconstruction Committee that the Commission wished to keep 65 units altogether. The request to build 52 units on the same site expressed SPC's wish to bring its staff together for accommodation purposes. Such a group housing scheme offers advantages from the points of view of maintenance and would also prevent non-French speakers from feeling isolated in a language environment they were not familiar with.

Since the Territory of New Caledonia wishes to recover the 13 Mt. Coffyn villas, it is offering to construct 13 extra units of accommodation at the Receiving Site. In order to do so, the City of Noumea has agreed to provide a further 58 ares\* of land, increasing the surface area available at that site to 3.78ha as against 3.20ha originally offered for the 52 units. The extra cost involved in these additional works has been estimated at 230 million CFP francs. The Territory will accept responsibility for this sum as the requesting party.

This offer was tabled at the Headquarters Reconstruction Committee meeting in Suva last October and confirmed orally at the beginning of December last year in Noumea. May I request you to give it your kind consideration and advise me whether you agree with it at your earliest convenience.

Please accept, Mr Secretary-General, the assurances of my high consideration.

(Signed) Alain Christnacht

\* **Translator's note:** 100 ares = 1 hectare = 2.471 acres

TRANSLATION

**LETTER FROM:** The Secretary-General, SPC  
**ADDRESSED TO:** The Government Delegate,  
High Commissioner for the Republic in New Caledonia  
**DATED:** 23 March 1993 **REF.:** ADM 1/2/3/1

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Dear Mr Government Delegate,

I refer to your letter referenced 3007-59 dated 17 February 1993, suggesting that the SPC return to the Territory the 13 villas it currently occupies at Mont Coffyn.

The Territory's compensatory offer to accept responsibility for the construction of 13 extra houses on an additional parcel of land 58 ares in size provided by the City of Noumea at the Receiving site, in addition to the plot 3 hectares 20 ares in area originally offered, has been considered by the SPC Management Committee.

Your offer is a generous one, because the SPC would receive 13 new houses in exchange for the 13 villas which we have occupied since 1952. However, although they are old and require some renovation work, these 13 Mont Coffyn villas suit us admirably and we do not wish to vacate them. Since you advise that the Territory would much appreciate the 13 villas as extra accommodation for their own public servants, we believe it might be more in the Territory's interest to have these 13 villas built at Receiving and keep them for their own staff, with the SPC continuing to occupy the 13 old villas at Mont Coffyn.

Having said this, it is not up to the Secretary-General of the Commission to take a decision in this matter and the question will therefore be raised this year in May at the meeting of the Committee of Representatives of Governments and Administrations with a view to submitting a recommendation to the South Pacific Conference which will be meeting in October this year.

Yours sincerely

(Signed) Ati George Sokomanu

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE COMMITTEE OF REPRESENTATIVES OF  
GOVERNMENTS AND ADMINISTRATIONS**

**(Noumea, New Caledonia, 24-28 May 1993)**

**APPOINTMENT OF AN EUROPEAN COMMUNITY TECHNICAL COORDINATOR TO  
BE ATTACHED TO THE SOUTH PACIFIC COMMISSION, NOUMEA.**

**BACKGROUND**

1. Since 1987, various programmes of the South Pacific Commission have received considerable funding from the European Community, both from 6th EDF Regional EDF ACP and 6th Regional OCT funds. SPC has, in addition, served as Regional Authorising Officer(RAO) for the disbursement of 6th EDF OCT funds. The implementation and execution of these projects was achieved entirely by staff of the Programmes concerned, without the benefit of Technical Assistance for such purposes.
2. Whilst successful execution of projects has not been prevented, initial unfamiliarity of project staff with dossier preparation, approval and processing of payments and other administrative and reporting requirements diverted considerable amounts of technical staff time from normal programme activities, and in some cases, delayed implementation.
3. With additional projects being considered for funding under LOME 1V Regional ACP and OCT funding with good expectation of being approved, coupled with the likely involvement of SPC as its own RAO, for the 7th EDF Regional ACP funds, the need for in-house technical support to an expanding range of projects is becoming acute.
4. This proposal seeks the approval of the Meeting to recruit a Technical Project Consultant under EC terms and conditions, for a period of 3 years, based at SPC Noumea, to assist with all aspects of the preparation, implementation and execution of EC-funded projects by the South Pacific Commission. A Technical Project Consultant has been in place for a number of years with the Forum Fisheries Agency, and more recently with the South Pacific Applied Geosciences Commission, Kiribati, Tuvalu. The appointment of a Technical Project Consultant attached to SPC will facilitate the smooth operation of all EC-funded projects implemented by SPC.
5. It is envisaged that this service will complement the role of the Pacific ACP/EC Unit at the Forum Secretariat, in coordinating overall programming and project identification of LOME 1V Regional Projects.

## TERMS OF REFERENCE

The Consultant will need to have had extensive experience in the formulation and appraisal of projects and programmes in developing countries and preferably within a regional organisation. Previous experience in the preparation of EC projects in accordance with the standard requirements of EDF set out in the "Manual for the Preparation and Appraisal of Project Dossiers" and in the "Integrated Approach to Project/Programme Cycle Management", and the administrative aspects of the LOME conventions are essential.

The Consultant would also monitor and report on all projects according to standard procedures, maintain project accounts and oversee payment applications and approvals. Knowledge and experience in the use of computerised information systems will be an advantage.

## ADMINISTRATIVE ARRANGEMENTS

The Consultant would be based at SPC Headquarters, Noumea, and work under the supervision of the Director of Programmes. The Consultant would however be appointed on EC terms and conditions, and recruited following open advertisement in EC and ACP member countries.

It is envisaged that the Consultant's services will be required for a period not less than 3 years. It is anticipated that travel to SPC project offices in Honiara and Suva would be required, as well as liaison with EC Delegations in Honiara, Suva and Noumea. It is also anticipated that there will be a need for the Consultant to travel to Brussels from time to time.

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22 March 1993

| EC-FUNDED PROJECTS AT SPC                                  |           |                    |                       |
|------------------------------------------------------------|-----------|--------------------|-----------------------|
| Project Title                                              | Duration  | Budget<br>(M ECUS) | Source                |
| <b><u>Past/present projects</u></b>                        |           |                    |                       |
| Solar Electrification                                      | 1987-1992 | 5.0                | 6th EDF R/OCT         |
| Taro Beetle Project *                                      | 1989-1994 | 1.2                | 6th EDF R/ACP         |
| Purse Seine Test Fishing<br>(feasibility study)            | 1988-1989 | 0.2                | 6th EDF R/OCT         |
| Plant Protection Service<br>(bridging finance) **          | 1992-1993 | 0.4                | 6th EDF R/ACP         |
| Regional Tuna Tagging Project                              | 1989-1992 | 3.5                | 6th EDF R/ACP         |
| Albacore Tagging Project                                   | 1989-1991 | 0.5                | 5th EDF R/ACP         |
| RTPP Extension                                             | 1992-1993 | 0.27               | 6th EDF R/OCT         |
| RTPP Albacore Technical Assistance                         | 1993-1994 | 0.53               | 6th EDF R/OCT         |
| Festival of Pacific Arts                                   | 1992      | 0.3                | 6th EDF R/OCT & R/ACP |
| Geographic Information System (GIS)<br>(feasibility study) | 1991      | 0.1                | 6th EDF R/OCT         |
| <b><u>Future activities proposed</u></b>                   |           |                    |                       |
| Regional Apiculture<br>(feasibility study)                 | 1993      | 0.06               | 6th EDF R/OCT         |
| South Pacific Regional Tuna<br>Research Project            | 1993-1997 | 5.0                | 7th EDF R/ACP         |
| Regional Post-Harvest Centre                               | 1994-1998 | 2.2                | 7th EDF R/ACP         |
| Solar Electrification - Phase II                           | 1993-1996 | 4.0                | 6th EDF R/OCT         |
| Geographic Information System (GIS)                        | 1993-1995 | 0.7                | 6th EDF R/OCT         |
| SPC Headquarters Equipment/Furniture                       | ?         | ?                  | ?                     |
| AIDS/STD Prevention Project                                |           | 0.2                |                       |
| Pacific Plant Protection Service **                        | 1994-1997 | 2.8                | 6th EDF R/ACP & R/OCT |

\* Honiara

\*\* Suva



## **SUMMARY BRIEFING**

### **The Proposed Plant Protection Agreement for the Pacific**

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#### **BACKGROUND/ISSUE**

1. The draft Plant Protection Agreement was developed in November 1990 and was amended and agreed to by the Permanent Heads of Agriculture and Livestock Production Services (PHALPS) upon their suggested recommendation that a common framework for plant protection be established for the Pacific region. Plant quarantine has always been used in the Pacific region to prevent against accidental introduction of exotic pests. Recently, plant quarantine has increasingly become an important issue in trade negotiations, particularly resulting from bilateral trade negotiations in the region and from the GATT Uruguay Round of Multilateral Trade. The GATT negotiations' final draft will require the establishment in international principles, procedures and standards for plant quarantine to harmonize the way quarantine decisions are made, and how agricultural commodities are treated and inspected.
2. The attached working paper identifies those areas in the agreement that would require conformity to current practices as specified in the International Plant Protection Convention (IPPC) and recommended alternatives in those areas dealing with representation; membership; contributions; admission; and withdrawal.

#### **AGENCY COMMENTS**

4. The Department of Agriculture believes the agreement sets forth guidelines for the purposeful introduction of biological control agents to combat economically important agricultural pests. This method of pest suppression known as biological control, does not require the usage of pesticides and , if successful, is safe, cost effective, and long-lasting. The Department of Agriculture fully supports the intent of the Plant Protection Agreement for the Pacific.
5. At a time of financial constraints, the College of Agriculture suggests that in article V, Functions of the Board, rather than establishing a "Board" and other related expenses, that this could be saved by simply having the "Executive Committee" to report directly to the SPC Plant Protection Officer. The SPC Plant Protection Officer can obtain comments from SPC members and present the recommendations for CRGA.
6. Since we are governed by both federal and territorial regulations for plant protection activities on Guam, the CAL's is wary that the proposed SPC "Plant Protection Agreement for the Pacific" will add yet another layer of regulations that we are required to conform to. Because of this, the CALS would like to see incorporated in the agreement the option giving the member countries the opportunity to choose whether they wish to be govern by the laws of the Agreement rather than being mandated to conform once it is signed. Aside from this, CALS recommends support to the proposal.

**RECOMMENDATION**

7. It is recommended that the representative to the 18th CRGA express Guam's support for the intent of the Plant Protection Agreement for the Pacific with noted concern to the above comments by the College of Agriculture and Life Sciences.

**SPC/CRGA 18  
CLOSED SESSION**

**Working Paper 2  
ORIGINAL : ENGLISH**

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE  
COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS**  
(Noumea, New Caledonia, 24-28 May 1993)

**THE PROPOSED PLANT PROTECTION AGREEMENT FOR THE PACIFIC**  
(Paper presented by the Secretariat)

**Introduction and Background**

1. Delegates to the 17th CRGA discussed the proposal to establish a Plant Protection Agreement for the Pacific. Several delegates spoke on the issue and all expressed strong support for the concept of the Agreement; a number had come with authority to sign the Agreement pending ratification. However, some issues of a legal nature were raised and it was agreed to defer a decision pending legal advice.
2. The Secretariat is anxious to proceed with the Agreement, not least because of the need for a unified Pacific position on several plant quarantine issues which are the focus of current international negotiations stimulated by the GATT Uruguay Round of Trade Negotiations.

**Action taken**

3. The Secretariat has considered the questions raised at CRGA 17 and has prepared a revised draft of the Agreement which is presented in Attachment 1. The questions raised and the Secretariat's response to them are as follows:

**A. Contracting Parties/Members**

The Secretariat has not tried to resolve this issue, preferring to await the outcome of related developments elsewhere. However, the intention of the Agreement is that it be open to all members of the SPC and that when they join the Agreement they become Contracting Parties. To try to clarify the text on this issue the term 'member countries of the SPC' has been replaced by 'members of SPC'.

**B. Article III - Definitions**

The initial draft Agreement suggested using the internationally agreed terminology issued by FAO. However, concerns were raised that these might be changed without reference to the Plant Protection Agreement for the Pacific. The definitions used by other Plant Protection Conventions were thought to be more appropriate. The Secretariat sees no objection to using the definitions of the Revised International Plant Protection Convention (paragraphs 1 to 4 of Article II) and has redrafted Article III accordingly. (The full text of the Revised International Plant Protection Convention is attached in Appendix II for reference).

**C. Article V – Functions of the Board**

The issue of the alternative suggestions for voting arrangements under paragraphs (f) and (k) was not discussed in detail. Australia, however, mentioned a preference for: re para. (f) 'two-thirds majority of the Contracting Parties present and voting' and re para. (k) 'two-thirds majority of all Contracting Parties'. This differs from the suggestion of PHALPS 10 only in respect of para. (f) and would have the effect of ensuring more rapid development of agreed regional standards. PHALPS 10 suggested that voting arrangements for para. (f) be by 'two-thirds majority of the Contracting Parties present'. The Secretariat hopes that this issue will be resolved by this CRGA.

**D. Article VII 3 – Secretariat**

Delegates required clarification of the circumstances in which the Secretariat to the Agreement would represent the interests of a Contracting Party. The intention of the draft Agreement was to allow for the possibility that the Secretariat to the Agreement represent individual Contracting Parties that specifically request this, at fora outside the SPC and the Agreement. In this light the wording of Article VII para. 3 may be ambiguous and the Secretariat has redrafted it to clarify the issue.

**E. Article X 1 – Information on Phytosanitary Measures**

Delegates asked that paragraph 1 of this Article be redrafted to more closely follow the text of the Revised International Plant Protection Convention (IPPC). This has been done.

**F. Article XI 2 – Membership**

Delegates suggested that the annual contributions to be determined by the board in respect of contracting parties that are not members of SPC should be subject to approval by SPC. Paragraph 2 of this Article has been redrafted to reflect this.

**G. Article XIII 1 & 2 – Supplementary Arrangements**

As these Arrangements will be binding on Contracting Parties delegates suggested that more precision is required in this Article. To meet this request the Secretariat has added a sentence defining the scope of the Arrangements to paragraph 1 and a statement reinforcing the binding nature of the Arrangements to the end of paragraph 2.

**H. Article XVI – Signature, Ratification, Accession, Entry into Force and Admission**

It was suggested that this Article did not clearly identify how the date of admission is to be determined. The Secretariat suggests that this should be the date of the deposit of the instrument of accession and have included a sentence to this effect at the end of paragraph 4.

**I. Article XVII 1 – Amendment**

Delegates asked that paragraph 1 of this Article be redrafted in line with Article XIII (4) of the revised International Plant Protection Convention so that amendments which impose an obligation on a Contracting Party only come into force for that party when they accept the amendment. This has been done.

**J. Article XVIII – Withdrawal and Dissolution**

Delegates requested clarification of the term 'obligation' and suggested that para. 3 be changed to provide that a Contracting Party in arrears loses its voting rights. The Secretariat concurs with this suggestion but, additionally, wishes to maintain the ability to remove Parties which do not maintain their financial support of the Agreement. Paragraphs 1 and 3 have consequently been amended to reflect this. The term 'obligation' was intended to mean financial obligation, particularly membership fees. The draft has been changed to clarify this.

**K. New Article**

It was suggested that a new article was needed providing for persons employed by the Secretariat to the Agreement to be granted the same privileges and immunities as those applying to officers of SPC. The Secretariat considers this to be unnecessary as all persons employed by the Secretariat to the Agreement will be employees of SPC (Article VII 1).

**Recommended Action**

4. CRGA is invited to:

- (a) Discuss the revised draft Plant Protection Agreement for the Pacific;
- (b) If appropriate, recommend to the Thirty-third South Pacific Conference that:
  - (i) the Agreement be approved;
  - (ii) a meeting of Plenipotentiaries be arranged as soon as possible so that countries may sign the Agreement.

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19 March 1993

**PLANT PROTECTION**

**AGREEMENT**

**FOR THE**

**PACIFIC**

## **PLANT PROTECTION AGREEMENT FOR THE PACIFIC**

### **The Contracting Parties,**

**Conscious** of the significant increase in the exchange of plants and plant products among countries in the Pacific and between countries in the Pacific and countries in other regions.

**Bearing in mind** that many aspects of plant protection in the Pacific are peculiar to that region and hence require the adoption of measures specifically adapted thereto;

**Considering** the Revised Text of the International Plant Protection Convention (Revised IPPC) approved by Resolution 14/79 of the Twentieth Session of the Conference of the Food and Agriculture Organization of the United Nations (FAO) in November 1979 and in particular Articles III and VIII thereof;

**Considering** the Plant Protection Agreement for the Asia and Pacific Region as amended by the FAO Council at its 84th Session in November 1983, which amendment entered into force on 23 May 1990;

**Bearing in mind** the General Agreement on Tariffs and Trade (GATT);

**Considering** the necessity of ensuring co-operation in the promotion of plant protection in the Pacific.

**Have agreed as follows:**

## ARTICLE I

### Pacific Plant Protection Organisation

The Contracting Parties hereby establish the Pacific Plant Protection Organisation (PPPO) (hereinafter referred to as the "Organisation"), pursuant to Article VIII of the Revised IPPC. The Contracting Parties agree to take all action necessary to implement the objectives and functions of the Organisation as set out hereinafter.

## ARTICLE II

### Objectives

1. The Organisation shall constitute the framework for co-operation among countries in the Pacific with a view to promoting plant protection by the adoption of national and regional plant protection standards and guidelines including *inter alia*:

- (a) the maintenance and operation of national plant protection services;
- (b) the harmonisation of plant quarantine regulatory policies and procedures.
- (c) common phytosanitary measures with a view to preventing the introduction into, or spread within, the Pacific of quarantine pests;
- (d) guidelines for the importation of biological control agents.

2. The Contracting Parties shall act in conformity with Article VI of the Revised IPPC and only impose phytosanitary import measures if such measures are made necessary by phytosanitary considerations.

## ARTICLE III

### Definitions

For the purposes of this agreement definitions will conform to those of the Revised International Plant Protection Convention approved by Resolution 14/79 of the Twentieth Session of the Conference of the Food and Agriculture Organization of the United Nations (FAO) in November 1979 and in particular Article II thereof.

## **ARTICLE IV**

### **Regional Technical Board**

1. There shall be a Regional Technical Board (hereinafter called the "Board") composed of a representative of each Contracting Party. Representatives may be accompanied by advisers.
2. Meetings of the Board shall be convened by the Secretary-General of the South Pacific Commission (SPC).
3. Regular sessions of the Board shall be convened at least once every two years.
4. Special sessions of the Board may be convened, if required, on condition that not less than one-half of the Contracting Parties so request.
5. A majority of the Contracting Parties shall constitute a quorum.
6. Decisions of the Board shall preferably be taken by consensus.
7. Votes shall be carried by a majority of the votes cast by the representatives, except as otherwise provided for in this Agreement. Advisers and observers shall not have the right to vote.
8. At each regular session the Board shall elect from amongst the representatives of Contracting Parties a Chairperson and two Vice-Chairpersons who shall serve until the next regular session. The Chairperson and the Vice-Chairpersons shall be eligible for re-election.
9. The Board shall be assisted by a Secretariat and an Executive Committee.
10. The FAO shall be invited to be represented at meetings of the Board in an advisory capacity.
11. The SPC shall be invited to be represented at meetings of the Board in an advisory capacity.

## **ARTICLE V**

### **Functions of the Board**

The functions of the Board shall be:

- (a) to determine the policy of the Organisation;
- (b) to adopt a biennial programme of work and budget at a regular session, which shall be submitted for approval to the Committee of Representatives of Governments and Administrations of the SPC and for endorsement by the South Pacific Conference;
- (c) to evaluate the progress of work and activities of the Organisation towards meeting its objectives;
- (d) to give guidance to the Contracting Parties on the implementation of its decisions and of the programme of work;

- (e) to direct the Secretariat;
- (f) to adopt obligatory regional plant protection standards, with a statement of reasons therefor, by a *[two-thirds majority of the Contracting Parties present and voting]* *[two-thirds majority of the Contracting Parties present]* *[two-thirds majority of all Contracting Parties]*: such standards shall be notified to all Contracting Parties by the Secretariat, without undue delay, and shall become binding on each Contracting Party 120 days from the date specified in the notification unless the Contracting Party notifies its objection to the standard, and its reasons therefor, to the Secretariat before the expiry of that period, in which case it shall not be bound thereby unless and until it withdraws that objection;
- (g) to adopt regional plant protection guidelines;
- (h) to adopt recommendations on any relevant aspect of plant protection in the region;
- (i) to elect the of the Executive Committee at each regular session, members being eligible for re-election;
- (j) to refer matters to the Executive Committee as required;
- (k) to approve, by a majority of not less than *[two-thirds majority of the Contracting Parties present and voting]* *[two-thirds majority of the Contracting Parties present]* *[two-thirds majority of all Contracting Parties]*, supplementary arrangements for the implementation of this agreement pursuant to Article XIII;
- (l) to approve agreements for co-operation concluded pursuant to Article XIV and XV;
- (m) to adopt its own Rules of Procedure: these Rules may establish a mechanism whereby the Chairperson of the Board may obtain a vote of the Contracting Parties on a specific question without convening a meeting of the Board;
- (n) to adopt whatever other rules may be required for the proper conduct of the activities of the Organisation; and
- (o) to perform all other functions which flow from this Agreement or that are ancillary to the accomplishment of the objectives thereof.

## ARTICLE VI

### Observers

In accordance with the provision of the Rules of Procedure adopted under Article V, paragraph (m), countries, as well as members of SPC which are not Contracting Parties to the Agreement, and organisations, institutions or individuals may be invited to be represented at sessions of the Board as observers.

## **ARTICLE VII**

### **Secretariat**

1. The Secretariat shall be provided by the SPC, which shall ensure all administrative and technical support required by the Organisation within the limits of the resources provided under Article XII.
2. The Secretariat shall represent the Organisation on matters relating to plant protection.
3. The Secretariat may represent individual Contracting Parties if specifically requested to do so, on matters relating to plant protection which arise outside either SPC or this Agreement.

## **ARTICLE VIII**

### **Executive Committee**

1. The Executive Committee shall be composed of six members from amongst representatives of Contracting Parties elected by the Board as provided for in Article V (i). The Chairperson of the Board shall be the Chairperson of the Executive Committee.
2. The Executive Committee shall hold annual sessions but may meet more frequently as required.
3. The Executive Committee shall have the following functions:
  - (a) to review the implementation by Contracting Parties of standards, guidelines, recommendations and other decisions adopted by the Board and report thereon to the Board;
  - (b) to review the activities of the Organisation and to make proposals to the Board regarding the future programme of work and budget; and
  - (c) to take whatever interim decisions might be required to ensure the proper functioning of the Organisation, subject to confirmation by the Board at its next session.

## **ARTICLE IX**

### **Guiding Principles of Implementation**

1. The Organisation shall act in conformity with the provisions of the Revised IPPC.
2. The Organisation shall take full account of the activities of the Asia Pacific Plant Protection Commission (APPPC) and other regional plant protection organisations.
3. The Organisation shall bear in mind all relevant action taken under the GATT.

## **ARTICLE X**

### **Information on Phytosanitary Measures**

1. Each Contracting Party shall make available to other Contracting Parties, information concerning phytosanitary measures including prohibitions, restrictions and specifications for entry of plants and plant products and, on request of a Contracting Party, the means of deriving particular specifications, and the operational procedures used.
2. Contracting Parties shall report to the Secretariat for distribution to other Contracting Parties the existence, outbreak and spread of economically important pests of plants and plant products in their countries which may be of immediate or potential danger to other Contracting Parties.

## **ARTICLE XI**

### **Membership**

1. Membership in the Organisation shall be open to all members of the SPC.
2. Countries which are not members of SPC may become Contracting Parties to the Agreement subject to the approval of the Board and to the payment of an annual contribution to be determined biennially by the Board, subject to approval by the South Pacific Conference.

## **ARTICLE XII**

### **Resources**

1. The financial resources for the programme of work and budget of the Organisation shall be drawn from:
  - the assessed contributions of members of SPC to the SPC core budget;
  - from annual contributions paid by Contracting Parties which are not members of SPC; and
  - from extra budgetary support from SPC members.
2. Voluntary contributions may be accepted from Contracting Parties.
3. Donations, aid in funds or in kind, may be accepted by the Board provided that they are compatible with the objectives of the Organisation.

## **ARTICLE XIII**

### **Supplementary Arrangements**

1. Supplementary Arrangements concerning the implementation of this Agreement may be prepared by the Secretariat in consultation with the Contracting Parties, for submission to the Board. Supplementary Arrangements shall remain within the scope of this Agreement and shall be in conformity with its objectives.
2. Supplementary Arrangements shall enter into force upon approval by the Board pursuant to Article V(k) and shall be binding on all Contracting Parties.

## **ARTICLE XIV**

### **Co-operation with the APPPC**

The Organisation shall work in close co-operation with the APPPC in order to ensure harmony between their respective activities and to avoid any possible conflict in the implementation of the present Agreement and the Plant Protection Agreement for the Asia and Pacific Region. To this end, formal arrangements should be concluded to enable mutual representation at meetings and active co-operation and co-ordination.

## **ARTICLE XV**

### **Co-operation with Other Organisation and Institutions and with Donors**

1. The Organisation shall co-operate with other regional plant protection organisations as well as other international organisations and institutions, especially those active in the plant protection sector, which might contribute to the work and further the activities of the Organisation. The Organisation may enter into agreements with such organisations and institutions. Such agreements may include provision for participation by such organisations and institutions in activities of the Organisation.
2. The Contracting Parties agree that there should be co-operation between the Organisation and donors whose contribution would further the activities of the Organisation. To this end, the Organisation may enter into agreements with such donors wherein provision may be made for their participation in certain activities of the Organisation.

## ARTICLE XVI

### Signature, Ratification, Accession, Entry into Force and Admission

1. This Agreement shall be open for signature by the members of SPC in .....  
Thereafter, Governments which have signed the Agreement may become a party thereto by depositing an instrument of ratification. Governments which have not signed the Agreement may become a party thereto by depositing an instrument of accession.
2. Instruments of ratification or accession shall be deposited with the Director-General of FAO, who shall be the Depository of this Agreement.
3. Subject to Article XI, paragraph 2 of this Agreement, and at any time after the entry into force thereof, any Government not referred to in paragraph 1 above may apply to the Director-General of FAO to become a member of the Organisation. The Director-General of FAO shall inform Contracting Parties and the Secretariat, of any such application. The Board shall then decide on the application in accordance with Article XI, paragraph 2 and if a favourable decision is taken, invite the Government concerned to accede to this Agreement. The Government shall lodge its instrument of accession, whereby it consents to be bound by the provisions of this Agreement as from the date of its admission, with the Director-General of FAO within ninety days of the date of the invitation by the Board.
4. This Agreement shall enter into force, with respect to all Governments which have ratified it or acceded thereto, on the date when instruments of ratification or accession have been deposited by at least two thirds of the members of SPC. Thereafter, with respect to each Government which acceded to the Agreement, the Agreement shall enter into force on the date of the deposit of its instrument of accession.

## ARTICLE XVII

### Amendment

1. Amendments to this Agreement may be adopted by a two thirds majority of the members of the Board. Amendments shall enter into force and bind all Contracting Parties on the thirtieth day after their adoption unless one-third of the Contracting Parties lodge objections to the amendment within the thirty day period. Amendments involving new obligations for contracting parties, however, shall only come into force in respect of each contracting party only on acceptance by it and as from the thirtieth day after such acceptance.
2. If one third of the Contracting Parties lodge objections, within that period, the amendment shall not enter into force.
3. A proposal to amend this Agreement may be made by a Contracting Party in a communication to the Secretary-General of SPC, who shall promptly notify all Contracting Parties.
4. No proposal to amend this Agreement shall be considered by the Board unless it was received by the Secretary-General of SPC at least one hundred and twenty days before the opening day of the session of the Board at which it is to be considered.

## ARTICLE XVIII

### Withdrawal and Dissolution

1. At any time after the expiration of three years from the date when it became a party to this Agreement, any Contracting Party may give notice of its withdrawal from the Organisation to the Depositary. Such withdrawal shall take effect twelve months after the notice thereof was received by the Depositary or at any later date specified in the notice, provided, however, that any financial obligation incurred by the Contracting Party vis-a-vis the Organisation shall remain valid and enforceable.
2. The Organisation shall cease to exist at any time decided by the Board by a three-quarters majority of the Contracting Parties.
3. A Contracting Party of this Agreement shall lose its right to vote if it is in arrears of its contribution for two years. However, if it subsequently becomes in arrears of its contribution for four years, it shall cease to be a Contracting Party hereto but any financial obligation incurred by the Contracting Party vis-à-vis the Organisation shall remain valid and enforceable.

## ARTICLE XIX

### Interpretation and Settlement of Disputes

1. Any dispute concerning the interpretation or application of this Agreement which cannot be settled by negotiation, conciliation or similar means may be referred by any party to the dispute to the Board for its recommendation.
2. Failing settlement of the dispute, the Government or Governments concerned may follow the procedures for settlement of disputes provided for under Article IX of the Revised IPPC as follows:
  - (a) the Government or Governments concerned may request the Director-General of FAO to appoint a committee to consider the question in dispute;
  - (b) The Director-General of FAO shall thereupon, after consultation with the Governments concerned, appoint a committee of experts which shall include representatives of those Governments. This committee shall consider the question of dispute, taking into account all documents and other forms of evidence submitted by the Governments concerned. This committee shall submit a report to the Director-General of FAO, who shall transmit it to the Governments concerned and to the Governments of other Contracting Parties;
  - (c) The Contracting Parties agree that the recommendation of such a committee, while not binding in character, will become the basis for renewed consideration by the Governments concerned of the matter out of which the disagreement arose;
  - (d) The Governments concerned shall share equally the expenses of the experts.

## **ARTICLE XX**

### **Depository**

**The Director-General of FAO shall be the Depository of this Agreement.**

**The Depository shall:**

- (a) send certified copies of this Agreement to the Governments invited as participants to the Conference of Plenipotentiaries, and to any other Government which so requests;**
- (b) arrange for the registration of this Agreement, upon its entry into force, with the Secretariat of the United Nations, in accordance with Article 102 of the Charter of the United Nations;**
- (c) inform the Governments invited as participants to the Conference of Plenipotentiaries and any Government that has been admitted to membership in the Organisation of:**
  - (i) the signature of this Agreement and the deposit of instruments of ratification or accession in accordance with Article XVI;**
  - (ii) the date of entry into force of this Agreement in accordance with Article XVI, paragraph 4;**
  - (iii) notification of the desire of a Government to be admitted to membership in the Organisation; and admissions, in accordance with Article XI;**
  - (iv) the adoption of amendments to this agreement, in accordance with Article XVII; and**
- (d) convene the first session of the Board of the Organisation, in consultation with the Secretary-General of SPC, within six months after the entry into force of this Agreement, in accordance with Article XVI, paragraph 4.**

**Done in ..... on ..... in the English and French languages, both texts begin equally authentic.**

**IN WITNESS WHEREOF the duly authorized representatives of the Contracting Parties whose names appear hereunder have signed the present Agreement.**

**REVISED TEXT OF THE INTERNATIONAL PLANT PROTECTION CONVENTION****PREAMBLE**

The contracting parties, recognizing the usefulness of international cooperation in controlling pests of plants and plant products and in preventing their spread, and especially their introduction across national boundaries, and desiring to ensure close coordination of measures directed to these ends, have agreed as follows:

**ARTICLE I****Purpose and Responsibility**

1. With the purpose of securing common and effective action to prevent the spread and introduction of pests of plants and plant products and to promote measures for their control, the contracting parties undertake to adopt the legislative, technical and administrative measures specific in the Convention and in supplementary agreements pursuant to Article III.
2. Each contracting party shall assume responsibility for the fulfillment within its territories of all requirements under this Convention.

**ARTICLE II****Scope**

1. For the purpose of this Convention the term "plant" shall comprise living plants and parts thereof, including seeds in so far as the supervision of their importation under Article VI of the Convention or the issue of phytosanitary certificates in respect of them under Articles IV (1) (a) (iv) and V of this Convention may be deemed necessary by contracting parties; and the term "plant products" shall comprise unmanufactured material of plant origin (including seeds in so far as they are not included in the term "plants") and those manufactured products which, by their nature or that of their processing, may create a risk for the spread of pests.
2. For the purpose of this Convention, the term "pest" means any form of plant or animal life, or any pathogenic agent, injurious or potentially injurious to plants or plant products; and the term "quarantine pest" means a pest of potential national economic importance to the country endangered thereby and not yet present there, or present but not widely distributed and being actively controlled.
3. Where appropriate, the provisions of this Convention may be deemed by contracting parties to extend to storage places, conveyances, containers and any other object or material capable of harbouring or spreading plant pests, particularly where international transportation is involved.
4. This Convention applies mainly to quarantine pests involved with international trade.
5. The definitions set forth in this Article, being limited to the application of this Convention, shall not be deemed to affect definitions established under domestic laws or regulations of contracting parties.

## **ARTICLE III**

### **Supplementary Agreements**

1. Supplementary agreements applicable to specific regions, to specific pests, to specific plants and plant products, to specific methods of international transportation of plants and plant products, or otherwise supplementing the provisions of this Convention, may be proposed by the Food and Agriculture Organization of the United Nations (hereinafter referred to as "FAO") on the recommendation of a contracting party or on its own initiative, to meet special problems of plant protection which need particular attention or action.
2. Any such supplementary agreements shall come into force for each contracting party after acceptance in accordance with the provisions of the FAO Constitution and General Rules of the Organization.

## **ARTICLE IV**

### **National Organisation for Plant Protection**

1. Each contracting party shall make provisions, as soon as possible and to the best of its ability, for
  - (a) an official plant protection organization with the following main functions:
    - (i) the inspection of growing plants, of areas under cultivation (including fields, plantations, nurseries, gardens and green houses), and of plants and plant products in storage or in transportation, particularly with the object of reporting the existence, out-break and spread of plant pests and on controlling those pests;
    - (ii) the inspection of consignments of plants and plant products moving in international traffic, and, where appropriate, the inspection of consignments of other articles or commodities moving in international traffic under conditions where they may act incidentally as carriers of pests of plants and plant products, and the inspection and supervision of storage and transportation facilities of all kinds involved in international traffic whether of plants and plant products or of other commodities, particularly with the object of preventing the dissemination across national boundaries of pests of plants and plant products;
    - (iii) the disinfestation or disinfection of consignments of plants and plant products moving in international traffic, and their containers (including packing material or matter of any kind accompanying plants or plant products), storage places, or transportation facilities of all kinds employed;
    - (iv) the issuance of certificates relating to phytosanitary condition and origin of consignments of plants and plant products (hereinafter referred to as "phytosanitary certificates");
  - (b) the distribution of information within the country regarding the pests of plants and plant products and the means of their prevention and control;
  - (c) research and investigation in the field of plant protection.
2. Each contracting party shall submit a description of the scope of its national organisation for plant protection and of changes in such organization to the Director-General of FAO, who shall circulate such information to all contracting parties.

## **ARTICLE V**

### **Phytosanitary Certificates**

1. Each contracting party shall make arrangements for the issuance of phytosanitary certificates to accord with the plant protection regulations of other contracting parties, and in conformity with the following provision:

- (a) Inspection shall be carried out and certificates issued only by or under the authority of technically qualified and duly authorized officers and in such circumstances and with such knowledge and information available to those officers that the authorities of importing countries may accept such certificates with confidence as dependable documents.
- (b) Each certificate for the export or re-export of plants or plant product shall be as worded in the Annex to this Convention.
- (c) Uncertified alterations or erasures shall invalidate the certificates.

2. Each contracting party undertakes not to require consignments of plants or plant products imported into its territories to be accompanied by phytosanitary certificates inconsistent with the models set out in the Annex to this Convention. Any requirement for additional declarations shall be kept to a minimum.

## **ARTICLE VI**

### **Requirements in Relation to Imports**

1. With the aim of preventing the introduction of pests of plants and plant products into their territories, contracting parties shall have full authority to regulate the entry of plants and plant products and to this end, may:

- (a) prescribe restrictions or requirements concerning the importation of plants or plant products;
- (b) prohibit the importation of particular plants or plant products, or of particular consignments of plants or plant products;
- (c) inspect or detain particular consignments of plants or plant products;
- (d) treat, destroy or refuse entry to particular consignments of plants or plant products which do not comply with the requirements prescribed under sub-paragraph (a) or (b) of this paragraph, or require such consignments to be treated or destroyed or removed from the country;
- (e) list pests whose introduction is prohibited or restricted because they are of potential economic importance to the country concerned.

2. In order to minimize interference with international trade, each contracting party undertakes to carry out the provisions referred to in paragraph 1 of this Article in conformity with the following:

- (a) Contracting parties shall not, under their plant protection legislation, take any of the measures specified in paragraph 1 of this Article unless such measures are made necessary by phytosanitary considerations.
- (b) If a contracting party prescribes any restrictions or requirements concerning the importation of plants and plant products into its territories, it shall publish the restrictions or requirements and communicate them immediately to FAO, any regional plant protection organization of which the contracting party is a member and all other contracting parties directly concerned.
- (c) If a contracting party prohibits, under the provisions of its plant protection legislation, the importation of any plants or plant products, it shall publish its decision with reasons and shall immediately inform FAO, any regional plant protection organization of which the contracting party is a member and all other contracting parties directly concerned.
- (d) If a contracting party requires consignments of particular plants or plant products to be imported only through specified points of entry, such points shall be so selected as not unnecessarily to impede international commerce. The contracting party shall publish a list of such points of entry and communicate it to FAO, any regional plant protection organization of which the contracting party is a member and all other contracting parties directly concerned. Such restrictions on points of entry shall not be made unless the plants or plant products concerned are required to be accompanied by phytosanitary certificates or to be submitted to inspection or treatment.
- (e) Any inspection by the plant protection organization of a contracting party of consignments of plants or plant products offered for importation shall take place as promptly as possible with due regard to the perishability of the plants or plant products concerned. If any commercial or certified consignment of plants or plant products is found not to conform to the requirements of the plant protection legislation of the importing country, the plant protection organization of the importing country must ensure that the plant protection organization of the exporting country is properly and adequately informed. If the consignment is destroyed, in whole or in part, an official report shall be forwarded immediately to the plant protection organization of the exporting country.
- (f) contracting parties shall make provisions which, without endangering their own plant production, will keep certification requirements to a minimum, particularly for plants or plant products not intended for planting, such as cereals, fruits, vegetables and cut flowers.
- (g) Contracting parties may make provision, with adequate safe-guards, for the importation for purposes of scientific research or education, of plants and plant products and of specimens of plant pests. Adequate safeguards likewise need to be taken when introducing biological control agents and organisms claimed to be beneficial.

3. The measures specified in this Article shall not be applied to goods in transit throughout the territories of contracting parties unless such measures are necessary for the protection of their own plants.

4. FAO shall disseminate information received on importation restrictions, requirements, prohibitions and regulations (as specified in paragraph 2(b), (c) and (d) of this Article) at frequent intervals to all contracting parties and regional plant protection organizations.

## **ARTICLE VII**

### **International Cooperation**

The contracting parties shall cooperate with one another to the fullest practicable extent in achieving the aims of this Convention, in particular as follows:

(a) Each contracting party agrees to cooperate with FAO in the establishment of a world reporting service on plant pests, making full use of the facilities and services of existing organizations for this purpose, and, when this is established, to furnish to FAO periodically, for distribution by FAO to the contracting parties, the following information:

- (i) reports on the existence, outbreak and spread of economically important pests of plants and plant products which may be of immediate or potential danger;
- (ii) information on means found to be effective in controlling the pests of plants and plant products.

(b) Each contracting party shall, as far as is practicable, participate in any special campaigns for combating particular destructive pests which may seriously threaten crop production and need international action to meet the emergencies.

## **ARTICLE VIII**

### **Regional Plant Protection Organizations**

1. The contracting parties undertake to cooperate with one another in establishing regional plant protection organizations in appropriate areas.

2. The regional plant protection organizations shall function as the coordinating bodies in the areas covered, shall participate in various activities to achieve the objectives of this Convention and, where appropriate, shall gather and disseminate information.

## **ARTICLE IX**

### **Settlement of Disputes**

1. If there is any dispute regarding the interpretation or application of this Convention, or if a contracting party considers that any action by another contracting party is in conflict with the obligations of the latter under Articles V and VI of this Convention, especially regarding the basis of prohibiting or restricting the imports of plants or plant products coming from its territories, the Government or Governments concerned may request the Director-General of FAO to appoint a committee to consider the question in dispute.
2. The Director-General of FAO shall thereupon, after consultation with the Governments concerned, appoint a committee of experts which shall include representatives of those Governments. This committee shall consider the question in dispute, taking into account all documents and other forms of evidence submitted by the Governments concerned. This committee shall submit a report to the Director-General of FAO, who shall transmit it to the Governments concerned and to the Governments of other contracting parties.
3. The contracting parties agree that the recommendations of such a committee, while not binding in character, will become the basis for renewed consideration by the Governments concerned of the matter out of which the disagreement arose.
4. The Governments concerned shall share equally the expenses of the experts.

## **ARTICLE X**

### **Substitution of Prior Agreements**

This Convention shall terminate and replace, between contracting parties, the International Convention respecting measures to be taken against the *Phylloxera vastatrix* of 3 November 1881, the additional Convention signed at Berne on 15 April 1889 and the International Convention for the Protection of Plants signed at Rome on 16 April 1929.

## **ARTICLE XI**

### **Territorial Application**

1. Any State may at the time of ratification or adherence or at any time thereafter communicate to the Director-General of FAO a declaration that this Convention shall extend to all or any of the territories for the international relations of which it is responsible and this Convention shall be applicable to all territories specified in the declaration as from the thirtieth day after the receipt of the declaration by the Director-General.
2. Any State which has communicated to the Director-General of FAO a declaration in accordance with paragraph 1 of this Article may at any time communicate a further declaration modifying the scope of any former declaration or terminating the application of the provisions of the present Convention in respect of any territory. Such modification or termination shall take effect as from the thirtieth day after the receipt of the declaration by the Director-General.
3. The Director-General of FAO shall inform all signatory and adhering States of any declaration received under this Article.

## **ARTICLE XII**

### **Ratification and Adherence**

1. This Convention shall be open for signature by all States until 1 May 1952 and shall be ratified at the earliest possible date. The instruments of ratification shall be deposited with the Director-General of FAO, who shall give notice of the date of deposit to each of the signatory States.
2. As soon as this Convention has come into force in accordance with Article XIV, it shall be open for adherence by non-signatory States. Adherence shall be effected by the deposit of an instrument of adherence with the Director-General of FAO, who shall notify all signatory and adhering States.

## **ARTICLE XIII**

### **Amendment**

1. Any proposal by a contracting party for the amendment of this Convention shall be communicated to the Director-General of FAO.
2. Any proposed amendment of this Convention received by the Director-General of FAO from a contracting party shall be presented to a regular or special session of the Conference of FAO for approval and, if the amendment involves important technical changes or imposes additional obligations on the contracting parties, it shall be considered by an advisory committee of specialists convened by FAO prior to the Conference.
3. Notice of any proposed amendment of this Convention shall be transmitted to the contracting parties by the Director-General of FAO not later than the time when the agenda of the session of the Conference at which the matter is to be considered is dispatched.
4. Any such proposed amendment of this Convention shall require the approval of the conference of FAO and shall come into force as from the thirtieth day after acceptance by two-thirds of the contracting parties. Amendments involving new obligations for contracting parties, however, shall come into force in respect of each contracting party only on acceptance by it and as from the thirtieth day after such acceptance.
5. The instruments of acceptance of amendments involving new obligations shall be deposited with the Director-General of FAO, who shall inform all contracting parties of the receipt of acceptance and the entry into force of amendments.

## **ARTICLE XIV**

### **Entry into Force**

As soon as this Convention has been ratified by three signatory States it shall come into force between them. It shall come into force for each State ratifying or adhering thereafter from the date of deposit of its instrument of ratification or adherence.

## Denunciation

## Denunciation

2. Denunciation shall take effect one year from the date of receipt of the notification by the Director-General of FAO.

## **SUMMARY BRIEFING**

### **EC Support to the Plant Protection Service**

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#### **BACKGROUND/ISSUE**

1. As previously mentioned, the EC is one of the Commission's largest contributor of financial assistance in its programmes. Working Paper 9 addresses the importance of continued assistance by the European Community (EC) to the PPS program and the extension of the PPS advisory and information services to all countries under the project.

2. The EC advises that in the extension of services to non-ACP/OCT members, a flexible attitude will be assumed on marginal expenses incurred provided that additional resources are identified to the program and that the Commission reaffirms a much stronger commitment to the progressive increase of resource allocations, specifically by approving the proposed budget as presented.

3. To ensure continued growth and implementation of program activities and services, SPC continuously urges its member governments to contribute voluntary contributions to the integrated work programmes. Noting this request, Guam's representative to the CRGA 17, Ms. Lourdes Pangelinan, indicated that "she would attempt to identify rapid partner funding in order to benefit from the services provided under the PPS". The Secretary-General attempting to reaffirm this, corresponded to inquire on the availability of voluntary contributions to the program. Both the University of Guam and the Department of Agriculture were consulted on the availability of funds for contribution. Because of severe financial constraints and cutbacks in budget prioritization, we have been informed that extra budgetary funds could not be identified at the present time. A letter under the Governor's signature was transmitted to SPC advising, with regret, that the Government of Guam could not at the present time identify the extra budgetary funds as mentioned in the CRGA 17.

#### **AGENCY COMMENTS**

4. Through our assessment of plant protection resources available on island, the University of Guam's College of Agriculture and Life Sciences offers and provides In-service Training for Plant Protection in Sub-project 1, Sub-project 3 Developing Pest Monitoring Systems, and has the technical expertise and staff support to provide training in the quarantine program. These are areas identified in the Secretary-General's letter in need of financial assistance.

Although the University is unable to contribute the extra-budgetary funds, it is offering to provide training to territories and countries in the region if the SPC can find the funds to enable such projects.

## **RECOMMENDATION**

5. It is recommended that the representative to the 18<sup>th</sup> CRGA express Guam's support to the progressive increase in the Plant Protection budget provided first that the suggested recommendations in the MSR and Draft Corporate Plan are implemented to help stabilize the Commission's financial operations. The GovGuam is willing to explore other feasible alternatives for assistance in the Plant Protection Service that are non-monetary in nature. Although the progressive increase in the PPS budget is in line with the mandate of the 29<sup>th</sup> Conference that core budget allocations be consistent to the level of economic development and growth in the Pacific region, the above concern must be taken into consideration.

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE  
COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS**  
(Noumea, New Caledonia, 24-28 May 1993)

**EC SUPPORT TO THE PLANT PROTECTION SERVICE**  
(Paper presented by the Secretariat)

**Introduction and Background**

1. CRGA 17 discussed the proposed project for support from the European Community (EC) to the Plant Protection Service (PPS). Delegates noted the importance of agriculture to the region and emphasised the need for regional collaboration to prevent introduction of new pests and diseases.
2. Delegates considered two important issues raised by the proposal;
  - that project activities extend to all Pacific Island countries, and
  - that over a period of ten years the core budget of SPC assumes responsibility for funding PPS staff.
3. The particular difficulty the EC has in providing equipment and facilities to the non-ACP/OCT countries was discussed. It was pointed out that the normal PPS advisory and information services will still be available to all countries under the project and that the EC has indicated it will take a flexible attitude where the additional costs of non-ACP/OCT participation are marginal, e.g., in attending regional training courses.
4. The SPC's initiative in obtaining UNDP and AIDAB support for plant protection activities in Micronesia was provided as one example of how partner funding might be arranged to assist the participation of non-ACP/OCT countries.
5. Delegates acknowledged that the proposal that SPC gradually take on responsibility for the staff of the PPS was in line with a recommendation of the 29th South Pacific Conference that: *core budget provision to the Food and Materials programme be progressively increased to a level more consistent with the important economic position of agriculture in the region.*

6. They noted, however, that the matter of programme prioritisation and funding is to be discussed at CRGA 18 and consequently: *agreed, in principle, that core budget allocation to the Plant Protection Service be gradually increased over the next ten years to ensure long-term sustainability.*
7. The attached table (Attachment 1) was used to illustrate how this might be done.
8. Bridging finance for UNDP/SPC project RAS/86/037, Crop Protection in the South Pacific, terminated in March 1992 and the PPS is presently operating on a care and maintenance basis under bridging finance provided by the EC until 30 June 1993.

### **The Project**

9. The EC project strategy accepts that there will always be a need for a regional PPS although not necessarily on its present scale. It proposes that, during the two phases of the project, national plant protection services be strengthened, allowing the PPS to be reduced in size.
10. The project proposes several activities designed to strengthened national capabilities. These include:
  - regional and national training programmes, particularly in plant quarantine,
  - provision of plant quarantine equipment,
  - assistance in developing pest monitoring systems,
  - development of plant protection curricula for schools,
  - a programme to create improved public awareness in plant quarantine.
11. Other project activities to improve knowledge and control of regionally important pests are also planned, these include:
  - two projects on tissue culture, and detection and removal of viruses from yam and taro,
  - surveys of and development of controls for plant parasitic nematodes.

Some of these activities will continue in the second phase under the Lome IV Convention and some additional activities, which will be determined in the light of needs nearer the time, will be started.

12. During the two phases the staff of the PPS, which presently consists of five professional officers and two technical support staff, will be slimmed down to two professional staff and four technical support staff. Only one professional post is currently supported by the Work Programme Support Allocation from the Regular Budget. It is intended that the other posts progressively become funded from this allocation during the life of the project, guaranteeing secure support for the PPS over the longer term.

### **Concern**

13. The EC has emphasised its concern that the in-principle agreement expressed by CRGA 17 does not fully meet its requirements for the guaranteed sustainability of the project. It looks forward to the resolution of its concern during the programme prioritisation process of CRGA 18, and in particular to a clear and unambiguous commitment to the long-term sustainability of the PPS.

### **Recommended Action**

14. CRGA is invited to recommend to the Thirty-third South Pacific Conference that, in order to ensure the long-term sustainability of the Plant Protection Service, it make a firm commitment to a progressive increase in the Work Programme Support Allocation to this Service, as detailed in Attachment 1 to this paper.

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19 March 1993

## SPC WORK PROGRAMME SUPPORT ALLOCATION TO THE PLANT PROTECTION SERVICE, 1993 TO 2002

| ITEM                         | COST IN CFP UNITS AT 1993 PRICES (CFP'00) |         |        |         |         |         |         |         |         |         |        |
|------------------------------|-------------------------------------------|---------|--------|---------|---------|---------|---------|---------|---------|---------|--------|
|                              | 1993                                      | 1994    | 1995   | 1996    | 1997    | 1998    | 1999    | 2000    | 2001    | 2002    |        |
| Plant Protection Officer     | 78,700                                    | 78,700  | 78,700 | 78,700  | 78,700  | 78,700  | 78,700  | 78,700  | 78,700  | 78,700  | 78,700 |
| PPO Duty Travel              | 11,000                                    | 11,000  | 11,000 | 11,000  | 11,000  | 11,000  | 11,000  | 11,000  | 11,000  | 11,000  | 11,000 |
| Biocontrol Officer           |                                           |         |        |         |         |         |         |         | 63,500  | 63,500  |        |
| BCO Duty Travel              |                                           |         |        |         |         |         |         |         | 12,700  | 12,700  |        |
| Information Assistant        |                                           |         |        |         |         | 20,000  | 20,000  | 20,000  | 20,000  | 20,000  | 20,000 |
| Technical Assistants         |                                           |         |        | 7,620   | 7,620   | 7,620   | 7,620   | 15,240  | 15,240  | 22,860  |        |
| Publications & Training Aids |                                           |         |        |         |         | 5,000   | 5,000   | 10,000  | 10,000  | 10,000  |        |
| Programme/Activity costs     | 5,000                                     | 5,000   | 5,000  | 5,000   | 5,000   | 5,000   | 5,000   | 5,000   | 5,000   | 5,000   |        |
| Communications               |                                           |         |        |         |         | 6,000   | 6,000   | 6,000   | 12,000  | 6,000   |        |
| Operation and Maintenance    |                                           |         |        |         | 6,500   | 6,500   | 6,500   | 6,500   | 6,500   | 13,000  |        |
| Regional PP Meetings         |                                           | 20,000  |        | 20,000  |         | 20,000  |         | 20,000  |         | 20,000  |        |
| TOTAL                        | 94,700                                    | 114,700 | 94,700 | 122,320 | 108,820 | 159,820 | 139,820 | 172,440 | 234,640 | 262,760 |        |

SETBISION MAMPLANEHA  
BUREAU OF PLANNING

Routing and Transmittal Slip

To: The Governor Date: APR 23 1993  
Via: Lieutenant Governor No.:  
Executive Assistant  
From: Acting Director, Bureau of Planning  
Subject: SPC/EC Pacific Plant Protection Service Project

☒ For Your Signature

☐ As Requested

☒ To Be Mailed Out

☐ For Your Information

☐ To Be Telexed

☐ The Bureau Recommends  
Approval

☒ Due: 30 April 1993

☐ The Bureau Recommends  
Disapproval

Remarks:

The South Pacific Commission/European Community Pacific Plant Protection Service (SPC/EC PPS) Project proposes to strengthen its national plant protection capabilities through the establishment of several sub-projects. However, due to budgetary constraints, the Commission is seeking contributions from member countries in support of its sub-projects in order that those islands that are not members of the Lome Convention may participate. In particular, SPC has identified several sub-projects that it feels may be relevant to Guam and is seeking additional contributions from Guam in order that we may benefit from them. It should be noted that at the Thirty-second South Pacific Conference, Guam's Representative stated that Guam would attempt to identify rapidly partner funding in order that we can benefit from the Project. Attached is a copy of the proceedings from the Thirty-Second South Pacific Conference that pertains to this matter.

While the University of Guam's College of Agriculture and Life Sciences (CALS) is unable to provide financial support, it has indicated its interest in supporting the aims of the SPC/EC sub-projects through training in the Quarantine Program. The Department of Agriculture has also indicated that it is unable to provide counterpart financial support. Their responses are attached.

Attached for your consideration and signature is a letter to SPC expressing Guam's regrets and offering to extend other types of assistance to the SPC Pacific Plant Protection Service Project.

Thank you for your attention and consideration.

  
MICHAEL J. CRUZ

Mme. Helene Courte  
Director of Programmes  
South Pacific Commission  
Noumea, New Caledonia

Hafa Adai Mme. Courte:

I am writing in response to your fax message on the subject of "SPC/EC Plant Protection Service Project", dated March 16, 1993.

From first hand experience, Guam knows all too well the negative impacts that the introduction of exotic pests can bring to an island's agricultural economy. We are in strong support of the SPC/EC Plant Protection Service Project as the services it renders are vital in preventing the introduction of plant pests that repress agricultural development. Because of the numerous benefits the Project offers, we would like to fully participate in it and promote its extension to other non-ACP/OCT Pacific Islands. Unfortunately, we are currently experiencing severe budgetary constraints that we did not anticipate at Thirty-Second South Pacific Conference. As a result we are unable at this time to provide any extra-budgetary financial support that would enable us or other non-ACP/OCT Pacific Islands to actively participate in the Plant Protection Service Project; and more specifically, enable us to participate in Sub-projects 1, 3, and 7.

Due to our inability to financially contribute to the Project, we have assessed plant protection resources that are available to us. With regard to the In-service Training component in Sub-project 1, we have determined that we have resources through the University of Guam's College of Agriculture and Life Sciences to meet our plant protection training needs. Moreover, we have determined that the University has the expertise and staff to provide training in the quarantine program. While we are unable to contribute extra-budgetary funds, please kindly note that the University is offering to provide training to territories and countries in the region if SPC can find the funds to enable such a project.

With regard to the Workshops and Seminars component in Sub-project, Guam would like to actively participate in this sub-project. Our financial situation, however, precludes us from contributing extra-budgetary funds to this activity. I do request that you keep us apprised of any workshops, seminars and meetings that SPC may be holding as we will continue looking for funds so that we may participate.

Page 2  
SPC/EC Pacific Plant Protection  
Service Project

With regard to Sub-project 3, Developing Pest Monitoring Systems, the University of Guam's College of Agriculture and Life Sciences has the staff, facilities and equipment necessary to take up projects in pest control and monitoring and is able to meet Guam's needs. Thank you for your kind offer to assist us in this area.

Lastly, with regard to Sub-project 7, Surveys for Plant Parasitic Nematodes, a complete survey of Guam's nematode pests would be invaluable. While it is true we do not have a complete survey, we do have a partial nematode survey that was conducted a few years ago by Mr. Marshall Kirby of the U.S. Department of Agriculture. Unfortunately, funding limitations have prevented us from performing a complete survey. The University of Guam is in the process of seeking the funds required to complete it from another source. Its ability to acquire the additional funds appears promising. I have requested the University to share its nematode survey with SPC.

It is most regrettable that our current financial situation precludes Guam from providing any extra-budgetary funds to enable the SPC Plant Protection Service to expand its European Community funded activities to us or to other non-ACP/OCT countries. Because of the invaluable services this project provides, I would be glad to explore with you other types of non-financial assistance that Guam might be able to provide. Rest assured that once our financial situation improves, we will apprise you.

With warm regards and Si Yu'os Ma'ase, I remain.

Sinseru,

JOSEPH F. ADA  
Governor of Guam

cc: Bureau of Planning  
Department of Agriculture  
University of Guam

SENEGA  
Pacific Commission  
FAX Number (687) 26.38.18  
Noumea, New Caledonia

687 26 38 18 1993-03-17 13:13 G3-96 S 41

Commission du Pacifique Sud  
Numero de FAX (687) 26.38.18  
Noumea (Nouvelle-Calédonie)

**F A X M E S S A G E**

FAX No.: .....(671) 477 4826

No. of Pages: .....<sup>1</sup> (including this one)

To: Mr Joseph F. Ada, Governor of Guam

From: Hélène Courte, Director of Programmes, SPC

Date: 16 March 1993

File No. 117/1/2.....  
WP 1178/1

Subject: SPC/BC Pacific Plant Protection Service Project

**Message:**

Dear Governor

The above project is due to start later this year and run in two phases for at least eight years. The first phase is for three years and will receive European Community (EC) funding support of approximately US\$ 3 million. The project strategy accepts that there will always be a need for a regional Plant Protection Service (PPS) although not necessarily on its present scale. It proposes that, during the two phases of the project, national plant protection services be strengthened allowing the SPC PPS to be reduced in size.

During the two phases the staff of the PPS, which presently consists of five professional officers and two technical support staff, will be slimmed down to two professional staff and four technical support staff. Only one professional post is currently supported by Core Budget and it is intended that the additional posts be absorbed by Core Budget during the life of the project guaranteeing sustainability for the PPS over the longer term. This issue will be discussed, and hopefully resolved, at CRGA 18 this May.

The project proposes to strengthen national plant protection capabilities through several sub-projects, these include:

1. regional and national training programmes, particularly in plant quarantine;
2. provision of plant quarantine equipment;
3. assistance in developing pest monitoring systems;
4. development of plant protection curricula for schools;
5. a programme to create improved public awareness in plant quarantine.

Other project activities to improve knowledge and control of regionally important pests are also planned, these include:

6. two sub-projects to detect and remove viruses from yam and taro,
7. surveys and development of controls for plant parasitic nematodes.

Finally, the project proposes to establish an Emergency Fund to provide for technical assistance during unforeseen pest emergencies.

However, as you are aware the EC has difficulties in providing financial support to countries that are not party to the Lomé Convention. This issue raises the concern that the strengthening of national plant protection services sought by the project will not take place evenly throughout the countries served by the SPC. In an effort to reduce the impact of this constraint the EC has indicated that the normal PPS advisory and information services will be available to all countries through the project; and that it will take a flexible attitude where the additional costs of non-ACP/OCT participation in the sub-projects are marginal.

During CRGA 17 your country representative indicated that Guam would attempt to identify partner funding in order to benefit from the project. I wonder whether you have been able to do this. The areas where counterpart support may be required are in sub-projects 1, 3 and 7. We believe the additional costs of non-ACP/OCT involvement in sub-projects 4, 5 and 6 will be marginal and expect that you will already have your own arrangements which cater in some degree for sub-project 2, and the emergency fund. Estimates of the costs of involvement by plant protection staff from Guam in sub-projects 1, 3 and 7 are as follows:

**Sub-project 1 - Training**

*Workshops and Seminars:*

Three meetings per year of one week each are planned under the EC project, topics have not yet been identified. Counterpart support is sought for one participant from two meetings per year. Costs are approximately US\$ 4,500 per year.

*In-service training:*

The EC project supports in-service training attachments to national plant protection services. Counterpart support is sought for one person per year. Costs are approximately US\$2,000 per year.

**Sub-project 3 - Developing pest monitoring systems**

Counterpart support is sought for a national training workshop in pest collection and identification plus the provision of basic collection and curation equipment. Costs are approximately US\$5,000.

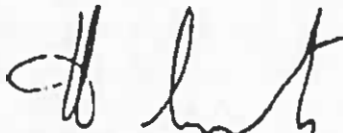
**Sub-project 7 - Surveys for plant parasitic nematodes**

As far as we can determine Guam has never been surveyed for nematode pests and little is known of their impact on agriculture there. A nematode survey of Guam by staff of the University of Guam in collaboration with that being done by the EC project may cost approximately US\$10,000.

Greater detail of these sub-projects can be provided if needed.

We would be grateful if at this stage you were able to indicate your support for the aims of the Plant Protection Service project, i.e. strengthening of national plant protection services and ensuring the sustainability of the regional SPC Plant Protection Service, and indicate whether you are able to support the participation of Guam, to the level outlined above, in the EC/SPC Plant Protection Service project.

Yours sincerely



Hélène Courte  
Director of Programmes

cc: Plant Protection Officer, SPC, Suva

## **SUMMARY BRIEFING**

### **Appointment of a European Community Technical Coordinator to be Attached to the South Pacific Commission, Noumea**

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#### **BACKGROUND/ISSUE**

1. The Secretariat realizing that additional technical support is required to oversee the various work programmes in terms of administrative and reporting requirements is proposing the establishment of a European Community Technical Coordinator to assist with all aspects of preparation, implementation and execution of EC-funded projects by the Commission. Similar appointments have taken place in the FFA (Forum Fisheries Agency) and SOPAC (South Pacific Applied Geosciences Commission).
2. The Technical Coordinator will be recruited according to EC terms and conditions. As a point to note, the 23<sup>rd</sup> South Pacific Conference and the 16<sup>th</sup> CRGA have stipulated that irrespective of funding source, all staff shall be under the same employment terms and conditions of the SPC. To ease the conflicts experienced in the SPC-German Biological Control Project and to ensure program implementation, the 17<sup>th</sup> CRGA agreed to recommend that modifications be made in the projects procedures regarding SPC involvement vis-a-vis staff hiring; the guiding principle should be what is in SPC members' best interest, without unduly compromising SPC's established policies, rules and procedures.
3. To ensure that, in future, before entering into an agreement with another organization or country that had implications for SPC or for its individual members, the Secretariat should consult CRGA or its individual members before concluding such agreements.

#### **RECOMMENDATION**

4. Realizing the need for additional technical support to EC funded programs and the need to maintain and enhance the existing relationship with the European Community for donor assistance, the Bureau of Planning advises that before a final determination is made on whether the position is to be established that information be sought as to the views of the EC on the proposal and to the by-laws of the Commission in regards to staff hiring. Once the views and opinion of the EC is obtained, only then can we ascertain which option to pursue with the least negative impact. At all instances, the Commissions governing policies and procedures must be adhered to. It is for this reason that the Commission exists and by which guides them in fulfilling its operations and commitment to its members.

## **RESTRICTED**

**SPC/CRGA 18  
CLOSED SESSION**

**Working Paper 10  
ORIGINAL : ENGLISH**

### **SOUTH PACIFIC COMMISSION**

#### **EIGHTEENTH MEETING OF THE COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS (Noumea, New Caledonia, 24-28 May 1993)**

#### **APPOINTMENT OF AN EUROPEAN COMMUNITY TECHNICAL COORDINATOR TO BE ATTACHED TO THE SOUTH PACIFIC COMMISSION, NOUMEA.**

#### **BACKGROUND**

1. Since 1987, various programmes of the South Pacific Commission have received considerable funding from the European Community, both from 6th EDF Regional EDF ACP and 6th Regional OCT funds. SPC has, in addition, served as Regional Authorising Officer(RAO) for the disbursement of 6th EDF OCT funds. The implementation and execution of these projects was achieved entirely by staff of the Programmes concerned, without the benefit of Technical Assistance for such purposes.
2. Whilst successful execution of projects has not been prevented, initial unfamiliarity of project staff with dossier preparation, approval and processing of payments and other administrative and reporting requirements diverted considerable amounts of technical staff time from normal programme activities, and in some cases, delayed implementation.
3. With additional projects being considered for funding under LOME 1V Regional ACP and OCT funding with good expectation of being approved, coupled with the likely involvement of SPC as its own RAO, for the 7th EDF Regional ACP funds, the need for in-house technical support to an expanding range of projects is becoming acute.
4. This proposal seeks the approval of the Meeting to recruit a Technical Project Consultant under EC terms and conditions, for a period of 3 years, based at SPC Noumea, to assist with all aspects of the preparation, implementation and execution of EC-funded projects by the South Pacific Commission. A Technical Project Consultant has been in place for a number of years with the Forum Fisheries Agency, and more recently with the South Pacific Applied Geosciences Commission, Kiribati, Tuvalu. The appointment of a Technical Project Consultant attached to SPC will facilitate the smooth operation of all EC-funded projects implemented by SPC.
5. It is envisaged that this service will complement the role of the Pacific ACP/EC Unit at the Forum Secretariat, in coordinating overall programming and project identification of LOME 1V Regional Projects.

## **TERMS OF REFERENCE**

The Consultant will need to have had extensive experience in the formulation and appraisal of projects and programmes in developing countries and preferably within a regional organisation. Previous experience in the preparation of EC projects in accordance with the standard requirements of EDF set out in the "Manual for the Preparation and Appraisal of Project Dossiers" and in the "Integrated Approach to Project/Programme Cycle Management", and the administrative aspects of the LOME conventions are essential.

The Consultant would also monitor and report on all projects according to standard procedures, maintain project accounts and oversee payment applications and approvals. Knowledge and experience in the use of computerised information systems will be an advantage.

## **ADMINISTRATIVE ARRANGEMENTS**

The Consultant would be based at SPC Headquarters, Noumea, and work under the supervision of the Director of Programmes. The Consultant would however be appointed on EC terms and conditions, and recruited following open advertisement in EC and ACP member countries.

It is envisaged that the Consultant's services will be required for a period not less than 3 years. It is anticipated that travel to SPC project offices in Honiara and Suva would be required, as well as liaison with EC Delegations in Honiara, Suva and Noumea. It is also anticipated that there will be a need for the Consultant to travel to Brussels from time to time.

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22 March 1993

| EC-FUNDED PROJECTS AT SPC                                  |           |                    |                       |
|------------------------------------------------------------|-----------|--------------------|-----------------------|
| Project Title                                              | Duration  | Budget<br>(M ECUS) | Source                |
| <b><u>Past/present projects</u></b>                        |           |                    |                       |
| Solar Electrification                                      | 1987-1992 | 5.0                | 6th EDF R/OCT         |
| Taro Beetle Project *                                      | 1989-1994 | 1.2                | 6th EDF R/ACP         |
| Purse Seine Test Fishing<br>(feasibility study)            | 1988-1989 | 0.2                | 6th EDF R/OCT         |
| Plant Protection Service<br>(bridging finance) **          | 1992-1993 | 0.4                | 6th EDF R/ACP         |
| Regional Tuna Tagging Project                              | 1989-1992 | 3.5                | 6th EDF R/ACP         |
| Albacore Tagging Project                                   | 1989-1991 | 0.5                | 5th EDF R/ACP         |
| RTPP Extension                                             | 1992-1993 | 0.27               | 6th EDF R/OCT         |
| RTPP Albacore Technical Assistance                         | 1993-1994 | 0.53               | 6th EDF R/OCT         |
| Festival of Pacific Arts                                   | 1992      | 0.3                | 6th EDF R/OCT & R/ACP |
| Geographic Information System (GIS)<br>(feasibility study) | 1991      | 0.1                | 6th EDF R/OCT         |
| <b><u>Future activities proposed</u></b>                   |           |                    |                       |
| Regional Apiculture<br>(feasibility study)                 | 1993      | 0.06               | 6th EDF R/OCT         |
| South Pacific Regional Tuna<br>Research Project            | 1993-1997 | 5.0                | 7th EDF R/ACP         |
| Regional Post-Harvest Centre                               | 1994-1998 | 2.2                | 7th EDF R/ACP         |
| Solar Electrification - Phase II                           | 1993-1996 | 4.0                | 6th EDF R/OCT         |
| Geographic Information System (GIS)                        | 1993-1995 | 0.7                | 6th EDF R/OCT         |
| SPC Headquarters Equipment/Furniture                       | ?         | ?                  | ?                     |
| AIDS/STD Prevention Project                                |           | 0.2                |                       |
| Pacific Plant Protection Service **                        | 1994-1997 | 2.8                | 6th EDF R/ACP & R/OCT |

\* Honiara

\*\* Suva

## **SUMMARY BRIEFING**

### **Recommendations 6, 11 and 18 of the 24th SPC Regional Technical meeting on Fisheries**

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#### **BACKGROUND/ISSUE**

1. Because of the reported deficits between 1990-1992, it was recommended and approved by the Conference that core budget allocations in the integrated work programme be reduced to ease the financial drain of resources. Eventually, lost funding for these programmes were to be replaced by the identification of extra-budgetary support from donor countries. However, contrary to this belief, the reduction of funding to the core budget is perceived by most donors as a negative commitment by the Commission in support of its activities.
2. The 32nd Conference noted and approved all the recommendations proposed by the 24th SPC Regional Technical Fisheries meeting that was held in August of 1992, with the exception of three due to the financial implications that were involved. Those implications refer to the reinstatement of core funding to the Deep Sea Fisheries Development Project (DSFDP) and the establishment of an additional position in the Fisheries Information Program.
3. The Government of Guam actively participates and benefits a great deal from the Fisheries Program. In the areas of marine resources and research, SPC's Fisheries Programme currently offers advisory and technical services via projects addressing coastal and oceanic fisheries. As an example of this, the Fisheries Statistics Project supports Guam's data base system by providing programming assistance in the compilation of the Department of Commerce's tuna off-loading and transshipment reports. Additionally, a meeting of Technical Fisheries is currently underway next month in which Guam has been elected the Chairman of that meeting.
4. In maintaining the commitment in the development of the Fisheries programme, a reversal of the decision to reduce core budget allocations to the DSFDP is necessitated according to the views of the Secretariat. With the confounded problems associated with the lack of revenue resources and the need to maintain program development, the steady increase of core revenues can only be realized if members are encouraged to fulfill their assessed obligations, if management is held accountable for resources and the control of them and if a system is instituted whereby programs and activities are prioritized according to absolute necessity.

# RESTRICTED

SPC/CRGA 18  
CLOSED SESSION

Working Paper 5  
ORIGINAL: ENGLISH

## SOUTH PACIFIC COMMISSION

### EIGHTEENTH MEETING OF THE COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS (Noumea, New Caledonia, 24 - 28 May 1993)

#### RECOMMENDATIONS 6, 11 AND 18 OF THE TWENTY-FOURTH SPC REGIONAL TECHNICAL MEETING ON FISHERIES (Paper prepared by the Secretariat)

#### Background

1 The Twenty-fourth Regional Technical Meeting on Fisheries (RTMF) was held at SPC headquarters from 3-7 August 1992. The meeting made 21 recommendations, most of which require Secretariat action or have implications for the fisheries work to be carried out under the Marine Resources head of the Integrated Work Programme. These recommendations, accompanied by comments from the Secretariat, were submitted to CRGA 17 for discussion and endorsement.

2 CRGA 17 approved all the RTMF 24 recommendations except numbers 6, 11 and 18, which have financial implications and were referred to CRGA 18. The 32nd South Pacific Conference accepted the CRGA report on this agenda item, and the Commission is now in the process of implementing those recommendations that were approved.

3 The recommendations that were deferred to the present meeting refer to two issues: the reinstatement of core funding to the Deep Sea Fisheries Development Project (DSFDP), and the establishment of an additional position within the Fisheries Information Project. The recommendations themselves, plus the Secretariat's comments on them, are re-presented below to facilitate discussion of these issues.

## Reinstatement of core funding to the Deep Sea Fisheries Development Project

### Recommendation 11:

*The Meeting expressed its concern at the cuts in core budget allocations to the SPC Deep Sea Fisheries Development Project that were recommended by CRGA 16. The Meeting reaffirmed the importance and value of the practical fisheries development assistance provided to member countries by the DSFDP, and strongly recommended that the Project's core budget allocation be reinstated at least to 1992 levels by fiscal year 1993/94. The Meeting urged representatives to ensure that their delegates to the forthcoming CRGA and the South Pacific Conference were fully briefed on this issue.*

### Secretariat comment on R11:

4. Cuts in the core budget allocation to the DSFDP were proposed to CRGA 16 in May 1992 in response to the financial difficulties being experienced by the Commission at that time. These were endorsed by CRGA 17 and, subsequently, approved by the 32nd South Pacific Conference, for introduction in 1993 and full implementation in 1994. In 1992, the allocation of 233,900 CFP units permitted the employment and operation of the Fisheries Development Officer and three Master Fishermen. In 1993, this has been cut to 121,900 CFP units, essentially resulting in the loss of two Master Fishermen. In 1994, under present arrangements the allocation will be further reduced to zero, leading to the loss of all four professional positions within the project.

5. Part of the rationale for proposing cuts in this area was that it was expected that the lost funding could be replaced by extra-budgetary support fairly easily. Experience has now shown that this is unlikely to be the case. Although substantial XB commitments have been secured for the period 1992-1996, these funds are intended to support work that complements the activities of the DSFDP, not replace them. Most donors view the removal of core support to the DSFDP as a negative action which reduces the Commission's commitment to this operational area, and feel that this demonstrates that member countries attach only a low priority to fisheries development. Not only does it seem unlikely that support can be found to replace the lost funding, but it also appears that withdrawal of this core support may negatively affect the ability of the project to attract supplementary XB funding for related initiatives.

6. If this issue is not addressed by the present Conference, the result is likely to be that the Commission's highly popular programme of field fishery demonstration, training and experimentation by Master Fishermen, already curtailed in 1993, will be lost completely in 1994. The Committee is thus invited to discuss whether the previously approved decision to reduce core funding to this area can be reversed.

## **New position of Fisheries Information/Training Assistant**

### **Recommendation 6:**

*The Meeting recognised the value of the SPC Fisheries Information Project in the collection and dissemination of information on marine resources of importance to the region, but expressed its concern that the level of financing to the project was still not sufficient to permit it to fully achieve its objectives, especially the establishment of 12 Special Interest Groups. The Meeting recommended that the Secretariat establish a position of Fisheries Information Assistant, and seek funding for this post in order to improve the capacity of the project to respond to the expressed needs of South Pacific Commission member countries in the provision of fisheries information.*

### **Recommendation 18:**

*While recognising the need to establish a new position within the Regional Fisheries Training Project to meet the increasing country requirements for training co-ordination, the Meeting, in its concern to meet immediate needs without the financial burden of hiring additional staff, recommended that:*

- the newly proposed Fisheries Information Project staff position endorsed by the Meeting be utilised on a shared basis by the Regional Fisheries Training Project in the enhanced dissemination of information relating to fisheries training and education;*
- the Regional Fisheries Training Project seek funding to allow for the attachment of national officers to the project, with a view to developing the capabilities of both parties to undertake the dissemination of information relating to fisheries training and education.*

### **Secretariat comment on R6 and 18:**

7. These recommendations address two issues that have been under discussion for some time: the inability of the Commission to fully achieve its objectives in the field of fisheries information, and the question of improving the coordination of fisheries training activities in the region. Both these activities require an improved flow of technical information and the proposed establishment of a new position within the Fisheries Programme is a constructive and relatively low-cost way of addressing these important issues. The idea of promoting attachments to enable familiarisation of national fisheries officers and others with the concepts of positive information dissemination also has merit.

8. While the Secretariat appreciates that the establishment of a new post will create an additional interim requirement for extra-budgetary funding assistance until such time as the Commission's overall funding system is revised, this is felt to be justified in the present case. CRGA is invited to discuss and, if appropriate, endorse this recommendation.

## **SUMMARY BRIEFING**

### **Recommendations of the Fourth Regional Conference of Development Planners**

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#### **BACKGROUND/ISSUE**

1. Upon the outcome of the above scheduled meeting, the conference outlined various recommendations for implementation upon consideration of the CRGA and approval by the Conference. Essentially, the conference objectives are to 1) sensitize national planners in the methods and techniques of current development planning practices; and 2) to increase planners awareness of current trends in development planning and the issues and problems confronting development planning at both the national and regional levels.
2. One of the focal issues of the conference was the recommendation to form a liaison with the Forum Secretariat and the SPREP in implementing the recommendations of the conference taking into consideration the subject areas of their organizational expertise, in-house capability and the availability of funds. The collaboration amongst these organizations is commendable in that duplication of efforts has been a serious concern of the Commission in the delivery and implementation of its programs and activities. This relationship may be perceived by a majority of the member countries as a step forward in establishing a sound working relationship, especially if they are participating members in these organizations.
3. Two representatives from the Government of Guam attended the above conference, Mr. Marcel Camacho, Executive Assistant, Territorial Planning Council and Mr. Ernest Caseres, Planner at the Bureau of Planning. As the TPC and Bureau of Planning is tasked with the responsibility of developing a long range Comprehensive Development Plan (CDP) for Guam, the conference provided an opportunity to gain the knowledge as outlined in the objectives, and improve our ability to make sound planning decisions based on current trends and enlighten us on the issues and problems that may be encountered in making those decisions. In developing the 16 different elements of the Master Plan, the additional experience and education gained in the planning field proved invaluable in reaching the objectives set for the future.
4. An in-depth analysis and the potential benefits of each of the recommendations proposed is attached for your review and information. It is recommended that the representative to the CRGA endorse the recommendations of the Fourth Regional Conference of Development Planners taking into consideration the views on the attached paper.

**RESTRICTED**



Working Paper 15  
ORIGINAL : ENGLISH

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE  
COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS**  
(Noumea, New Caledonia, 24-28 May 1993)

**RECOMMENDATIONS OF THE FOURTH REGIONAL CONFERENCE  
OF DEVELOPMENT PLANNERS**  
(Paper presented by the Secretariat)

**PURPOSE OF PAPER**

The purpose of this paper is to seek the Committee's endorsement of the recommendations of the Fourth Development Planners Conference to enable the Secretariat to liaise with the Forum Secretariat in planning the implementation of the recommendations, and if appropriate recommend to the 33rd South Pacific Conference that they be approved.

**BACKGROUND**

1. The Development Planners Conference is the regional technical meeting for senior and heads of national economic planning ministries and departments in the Pacific Island region. It brings together national planners to share their experiences and benefit from discussions of key issues in development planning in Pacific island countries.
2. The main thrust of the fourth Development Planners' Conference was on new planning methodologies which included the incorporation of population considerations, environmental sustainability and gender issues in national planning.

3. The recommendations of the Conference has identified specific activities for implementation at the regional and also national levels. The SPC, SPREP and Forum Secretariats hope to implement the regional-level activities and where appropriate offer assistance to governments in the implementation of national-level activities. Both the Forum and SPC's economics units together with SPREP would liaise closely on who would implement what activities taking into consideration (i) the subject areas of their organisational competence as agreed by SPOCC (ii) in-house technical capability and (iii) availability of funds.
4. The effect of CRGA approval would be to give the Commission's Secretariat an implementation mandate with which to liaise with the Forum Secretariat and SPREP about who does what and to seek funding. It is important that these processes begin as soon as possible rather than wait for Conference in October which would further delay possible implementation by a full year after the planners Conference.

#### RECOMMENDATION

5. CRGA 18 is invited to:

- (i) consider the recommendations of the Fourth Regional Conference of Development Planners and, if it considers it appropriate, recommend to the Thirty-third South Pacific Conference that they be approved.
- (ii) approve that in the meantime, SPC liaise with Forum Secretariat in planning the implementation of the recommendations.

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1st April 1993

## RECOMMENDATIONS OF THE FOURTH REGIONAL CONFERENCE OF DEVELOPMENT PLANNERS

### ACTION TAKEN SINCE LAST MEETING

#### Recommendation no.1

The Conference, noting the continuing need for technical support to national planners in the area of development planning, *recommended* that regional organisations provide such support as and when requested.

### DEVELOPMENT OF A REGIONAL STRATEGY

#### Recommendation no.2

The Conference welcomed the work done by the Forum Secretariat in the development of a Regional Strategy and *recommended* that the Forum Secretariat and the South Pacific Commission explore ways to ensure the full participation of non-Forum Pacific Island Countries in the Regional Strategy Programme.

#### Recommendation no.3

The Conference, noting the need for effective dialogue between island countries/territories and their development partners to continue, *recommended* that all Pacific Island countries and territories be involved in the Pacific Island Countries/Development Partners Meetings.

#### Recommendation no.4

The Conference, noting the need for a more functional definition of a regional (as opposed to national) project, *recommended* that Development Partners and Pacific Island recipients of aid exercise closer co-operation and understanding in order to achieve an agreed definition.

#### Recommendation no.5

The Conference *recommended* that the functions of national planning offices be rationalised to relieve them of the burdensome task of national aid co-ordination and donor consultations in order to attend more to the developmental planning aspects of their work, including economic analysis, the design of planning methodologies, plan monitoring and evaluation and national policy formulation.

## PLANNING AND THE ENVIRONMENT

### Recommendation no.6

The Conference, noting the complexity of environment issues, *recommended* that the South Pacific Regional Environment Programme, in collaboration with the Forum Secretariat, the South Pacific Commission and other regional institutions as appropriate, develop methods and techniques to assist national planners, through training, to incorporate environmental considerations into development planning in a cost-effective way.

### Recommendation no.7

The Conference *recommended* that, to effectively incorporate environment issues into development planning, countries, with the assistance of regional organisations, develop their capability in environment-related areas including (1) data and information systems (2) research on the links between environment and socio-economic factors (3) human resources skilled in environment policy-making (4) awareness promotion about environment issues (5) strengthening of national institutions.

## KEY ISSUES IN PLANNING

### Recommendation no.8

The Conference, noting the need to consider interrelationships between various population variables in-country, *recommended* that the South Pacific Commission provide specific training for national development planners in the techniques of incorporating population considerations into national planning processes.

### Recommendation no.9

The Conference, agreeing that rural development is a priority, *recommended* that planners spend more time endeavouring to understand rural people and their ways of doing things in order to achieve successful development of rural communities. It further emphasised the crucial role that macroeconomic policy can play in rural development, particularly in minimising the urban bias in terms of physical infrastructure and other services and relative price movement against rural areas.

### Recommendation no.10

The Conference, emphasising the importance of agriculture, and in particular market-led agricultural development, *recommended* that the South Pacific Commission continue research and information development in agriculture to support national efforts.

**Recommendation no.11**

The Conference *recommended* that departments and organisations responsible for the provision of information on prices and markets in-country and regionally be strengthened, in order to provide timely information and advice to farmers.

**Recommendation no.12**

The Conference *recommended* that further work to be done to develop intra-regional trade and co-operation.

**Recommendation no.13**

The Conference recognised the importance of technical support provided by SPC and FFA in the area of fishery research and foreign negotiation. It *recommended* that countries share their experiences in all types of international negotiations, including fishery and other commercial joint-venture arrangements.

**Recommendation no.14**

The Conference *recommended* that donors and recipients collaborate to ensure that donor projects are sustainable in the longer term.

**Recommendation no.15**

The Conference recognised the importance of training and sensitising communities about the impact of their life styles on their health. It *recommended* that health sector planning be further integrated into formal national planning by means of closer collaboration and understanding between health and national planning office personnel.

**Recommendation no.16**

The Conference *recommended* that regional organisations provide support for activities to sensitive planners further in the use of gender-based information and data for planning purpose.

**Recommendation no.17**

The Conference *recommended* that further assistance be provided to island countries and territories to improve statistical collections in order to ensure that population, environment, health and gender issues are adequately taken into account.

**Recommendation no.18**

The Conference noted that partial privatisation (commercialisation, corporatisation) might only be appropriate in some PICs. It *recommended* that a detailed feasibility study, involving national planning offices, precede every decision to privatise. It further agreed to the provision of a checklist to guide planners in privatising government services.

**Recommendation no.19**

The Conference *recommended* endorsement of the suggestion of the ESCAP/SPC Expert Group Meeting in Vila in September 1992, that a handbook be produced of practical measures for PICs to take in pursuing structural adjustment and noted that this should include financial stabilisation measures appropriate to PICs with and without their own national currencies.

**Recommendation no.20**

The Conference, recognising the value of informal and frank discussions, *recommended* that the South Pacific Commission and the Forum Secretariat hold more workshop/seminar type gatherings.

**The Conference also:**

- Recognised that training remains a major need for planners in the region and acknowledged the availability of the Guide on Training Institutions for Development Planners and Statisticians.
  - Noted that other key issues not specifically covered in Conference presentations included the impact of development on culture, communications, transport, energy, tourism and intra-regional trade.
  - Recognised the fiscal benefits to countries of the user-pay system and cost-recovery schemes in the health sector and noted that experience elsewhere shows that the management of these schemes can prove very expensive. It agreed that the majority of PIC populations are unlikely to benefit from a fully privatised health service.
  - Noted the various sources of finance available to island countries and territories and the importance of identifying bankable projects before seeking finance.
  - Noted the advantages of economic modelling but recognised the need to improve countries' statistical and data requirements of models and to take greater care in the selection of model assumptions.
-

## RECOMMENDATION #1

*Regional organizations should provide technical support in the area of development planning as and when requested.*

At the conference, reference was made of a "Guide to Training for Development Planners and Statisticians" which was published by the Forum Secretariat (FORSEC) in December 1992 and made available to the delegates. The delegate from Guam secured a copy of the document and reviewed it.

The guide was prepared to provide basic information on educational training institutions and programs that Pacific Islanders can attend to acquire skills in the fields of economic planning and statistics. The Guide concentrates on training institutions at the university level, and more specifically within the South Pacific region.

This may have limited applicability for planners on Guam, since we have access to training through local and mainland U.S. institutions. This should, however, be used as a reference in the future, and is stored in the Bureau of Planning's library.

The representatives from FORSEC agreed that Planners continue to face a wide range of issues and problems, and these are compounded by the fact that planning offices are understaffed with limited technical capability. Through short-term consultancies, SPC and FORSEC agreed to continue to provide assistance to supplement the expertise available in planning offices.

It should be reflected that the government of Guam has encourage their planning staff to participate in educational seminars to improve or enrich their skills in these planning areas. Also, the University of Guam offers post secondary education in the areas of planning and statistics, and can be used as an institution of higher learning for planners from Guam and the region. Guam is listed in the above mentioned guide.

The Government of Guam should endorse this recommendation, and support its approval.

## RECOMMENDATION #2

*The Forum Secretariat and the South Pacific Commission should explore ways to ensure the full participation of non-Forum Pacific Island Countries in the Regional Strategy Program.*

The paper presented on the Development of a Regional Strategy discussed an ongoing needs assessment of island needs for development assistance. It related specifically to countries that are a member of the South Pacific Forum, which Guam and the CNMI are not. The delegates from Guam and the CNMI were left out of this discussion since it had limited applicability to our islands,

and it was noted that ways should be looked at to include non-Forum participants in the regional strategy.

The Government of Guam should endorse this recommendation and support its approval, though because of our political affiliation with the U.S. we may be precluded from receiving aid or development assistance from donors.

#### RECOMMENDATION #3

The Conference recommended that all Pacific Island countries and territories be involved in the Pacific Island Countries/Development Partners Meetings.

In the interest of promoting effective dialogue between island countries/territories and their development partners, the Government of Guam should endorse this recommendation, and support its approval. Although, because of our political affiliation with the U.S., we may be precluded from receiving aid or development assistance from development partners or donors.

#### RECOMMENDATION #4

The Conference recommended that Development Partners and Pacific Island recipients of aid exercise closer cooperation and understanding in order to achieve an agreed definition of a regional project.

This has no applicability to the Government of Guam, and hence requires no endorsement or action.

#### RECOMMENDATION #5

The Conference recommended that the functions of national planning offices be rationalized to relieve them of the burdensome task of national aid coordination and donor consultations in order to attend more to the developmental planning aspects of their work, including economic analysis, the design of planning methodologies, plan monitoring and evaluation and national policy formulation.

Once again, this has no applicability to the Government of Guam, and hence requires no endorsement or action.

#### RECOMMENDATION #6

The Conference recommended that the South Pacific Regional Environment Program, in collaboration with FORSEC, the SPC and other regional institutions as appropriate, develop methods and techniques to assist national planners, through training, to incorporate environmental considerations into development planning

in a cost-effective way.

Though this has limited applicability to Guam, the government should endorse this recommendation, and supports its approval. The methods and techniques developed to assist planners can be utilized by Guam planners, and a reciprocal sharing of information can occur.

#### RECOMMENDATION #7

The Conference recommended that countries develop their capability in environment-related areas including (1) data and information systems, (2) research on the links between environment and socio-economic factors, (3) human resources skilled in environment policy-making, (4) awareness promotion about environment issues, and (5) strengthening of national institutions.

The discussion of this topic at the conference was quite lengthy and interesting, with delegates discussing the issue from both perspectives. Some governments could not perceive how they were to approach this topic when their limited budgets, over burdened work loads, and limited staffing prevents this from being a priority. Others took the opposite view point and could not over emphasize the importance of addressing these issues immediately.

The government of Guam should endorse this recommendation, and support its approval. We are fortunate to have the U.S. Federal EPA guidelines to assist us in developing policies locally to protect our fragile environment. Other countries are not as fortunate, but they must realize that their environment is sensitive and limited, and should be protected for future generations.

#### RECOMMENDATION #8

The Conference recommended that the SPC provide specific training for national development planners in the techniques of incorporating population considerations into national planning processes.

The Government of Guam should endorse this recommendation, and support its approval. Though Guam, compared with other Pacific governments, may be advanced in this regard, it is necessary to encourage other governments to promote proven techniques to improve their planning processes. Emphasis should be placed on continually updating planning efforts to keep up with dynamic populations.

#### RECOMMENDATION #9

The Conference recommended that planners spend more time endeavoring to understand rural people and their ways of doing

things in order to achieve successful development of rural communities, minimizing the urban bias in terms of physical infrastructure and other services and relative price movement against rural areas.

The relatively small size of Guam has prevented this from becoming a major problem on our island. There is a point, however, that planners should be more cognizant of the needs of people who opt to make the rural areas of the island their home. The support of the government to address these needs, and the ability of our government to empower these people to participate in the decision making process has resulted in minimizing this as a critical issue.

It should be reflected, however, that the Government of Guam endorses this recommendation, and supports its approval.

#### RECOMMENDATION #10

The Conference recommended that the SPC continue research and information development in agriculture to support national efforts.

Information developed could be shared with Guam's agriculture department and could be used to tailor our agricultural planning to meet the specific conditions of the industry in the Pacific area.

It was mentioned that agriculture industries are not suited for all countries. It is labor intensive, land exhaustive, and it may be easier to import products than to grow them locally. A suggestion was made to find a niche for your country, and specialize in high volume commodities if feasible (high volume off sets high costs of shipping).

The delegate from Palau mentioned that Palau is interested in creating an agriculture industry for export of products to Guam, since Guam cannot produce enough local produce to support its tourism industry.

The CNMI encouraged economic unification for Micronesia, pointing out that each country had something to trade and that the region must work together to develop a mechanism for trading, and each country should introduce trade assistance programs.

It should be reflected that the Government of Guam endorses this recommendation, and supports its approval.

#### RECOMMENDATION #11

The Conference recommended that departments and organizations responsible for the provision of information on prices and markets in-country and regionally be strengthened, in order to provide timely information and advice to farmers.

It should be reflected that the Government of Guam endorses this recommendation, and supports its approval.

#### RECOMMENDATION #12

*The Conference recommended that further work be done to develop intra-regional trade and co-operation.*

It should be reflected that the Government of Guam endorses this recommendation, and supports its approval.

#### RECOMMENDATION #13

*The Conference recommended that countries share their experiences in all types of international negotiations, including fishery and other commercial joint venture arrangements.*

In the conference, it was discussed that ocean resources are important in the economic development of each region. They are also a major part of the lives of Pacific Islanders where there are strong traditional ties with the sea and its resources. There are a wide range of in-shore resources which are of great importance to coastal communities. They are widely dispersed, fragile, and easily over exploited. Measures to manage these resources need to be carefully implemented and, in this context, traditional marine tenure systems should be incorporated into the development of these inshore resources.

Additionally, in relation to off-shore resources, it was stated that tuna and its associated species provide the greatest potential for economic development in the regions. Studies indicate that the volume of skip-jack caught in 1991 could be doubled with out negatively impacting the stock.

The sharing of experiences by governments could lead to advancements in the production and efficiency of this economic resource without adversely affecting the supply. Because of this, the government should endorse this recommendation, and support its approval.

#### RECOMMENDATION #14

*The Conference recommended that donors and recipients collaborate to ensure that donor projects are sustainable in the long term.*

At this time this has no applicability to Guam, and hence requires no further action on the part of the Government of Guam.

#### RECOMMENDATION #15

*The Conference recommended that health sector planning be further integrated into formal national planning by means of closer collaboration and understanding between health and national planning office personnel.*

Some of the related issues brought out in the conference include:

- (1) Health is an investment, not a liability;
- (2) Health <sup>s</sup>is a multi-disciplinary issue, not to be left only to doctors and nurses;
- (3) Life is not about economics, it is about quality of life and people. Quality of life leads to good health, and good health leads to satisfaction;
- (4) Health does not just deal with disease, it is a state of well being;
- (5) Statistics show that territories are better off health wise than independent countries;
- (6) Emphasis of public health should be of basic health needs;
- (7) There is a need to consider traditional cultural healing practices in health planning.

Recent trends show that health and social conditions in the Pacific are deteriorating, that the process of development has been externally controlled without community participation, and that the Pacific leaders have been preoccupied with economic development and have not been cognizant of health and social consequences.

The Government of Guam should endorse this recommendation, and support its approval.

#### RECOMMENDATION #16

*The Conference recommended that regional organizations provide support for activities to sensitize planners further in the use of gender-based information and data for planning purposes.*

This topic was very sensitive, and was heavily discussed. It was brought out that women play an important role in production and reproduction, and it is important that development planners recognize this and incorporate women's issues more fully into their plans and thinking.

The Government of Guam should endorse this recommendation, and support its approval.

#### RECOMMENDATION #17

*The Conference recommended that further assistance be provided to island countries and territories to improve statistical collections in order to ensure that population, environment, health, and gender issues are adequately taken into account.*

The Government of Guam should endorse this recommendation, and support its approval.

#### RECOMMENDATION #18

*The Conference recommended that a detailed feasibility study, involving national planning offices, precede every decision to privatize. It further agreed to the provision of a checklist to guide planners in privatizing government services.*

The Government of Guam should endorse this recommendation, and support its approval.

#### RECOMMENDATION #19

*The Conference recommended endorsement of the suggestion of the ESCAP/SPC Expert Group Meeting in Vila in September of 1992, that a handbook be produced of practical measures for PIC's to take in pursuing structural adjustment and noted that this should include financial stabilization measures appropriate to PIC's with and without their own national currencies.*

At this time this has no applicability to Guam, and hence requires no further action on the part of the Government of Guam.

#### RECOMMENDATION #20

*The Conference recommended that the SPC and FORSEC hold more workshop/seminar type gatherings.*

The government of Guam should agree that these workshop/seminars provide opportunity for governments and their planning staff to participate in discussions that add to the degree of expertise and professionalism related to Pacific issues, and should endorse this recommendation and support its approval.

## **SUMMARY BRIEFING**

### **Progress and Evaluation Report: 1992 Work Programme**

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#### **EVALUATION OF WORK PROGRAMME**

1. Submitted for review and consideration of the Committee is the above progress report on the Commission's work program areas. Of the various program areas offered, the following is an evaluation of those programs that the Government of Guam receives assistance and those that we would like to be included on:

- **The Regional Project on Fruit Fly Control Strategies in the South Pacific**

Melon Fly eradication in the Pacific is vital for agricultural and economic development in this region. Thousands of dollars are spent annually by local farmers in combating the widespread development of the fruit flies. As a result, substantial losses are incurred in crop loss and the opportunity to develop an export oriented agricultural market or program is impeded. Since the melon fly is a quarantine pest, foreign countries forbid the importation of fruits and vegetables from areas infested with the melon fly.

Through the request of the College of Agriculture, it is suggested that endorsement of the SPC Melon Fly Eradication Program be extended to Guam for documentation purposes or for information exchange between Guam and surrounding areas in the Pacific. From our experiences and the methods implemented in the effort to eradicate the pest, our knowledge and technical expertise can be useful and helpful to others who are similarly confronted with this pest.

Through a cooperative agreement between Guam, the Government of the CNMI, USDA, and the Government of Japan, a program using sterile melon fly will be initiated to combat the widespread development of the pest. Should the program prove to be a success, our experiences also can be extended to other regions in the Pacific.

- **Fisheries Coordination**

The Territory of Guam participates in the Commission's Fisheries Statistics Project, which is one of three activities conducted under the oceanic fisheries program. The statistics project includes the maintenance of a regional fisheries database, the preparation and dissemination of the SPC Regional Tuna Bulletin, assistance with the development of national fisheries statistics programs, and lends statistical support to other SPC projects.

On Guam, a resurgence of tuna off-loading and transshipment activities has been reflected over the past four years as a result of a rapid growth in longline vessels calling on Guam. The urgent need to monitor and measure Guam's burgeoning tuna transshipment industry is currently being addressed by the Department of Commerce's data base collection system for off-loading and transshipment activities through the Large-scale Fisheries Off-loading program.

Data collected from reports generated thru the Large-scale Fisheries Off-loading Collection System include: port of call summary by vessel name, flag and type; tuna off-loading summary by species, weight, value and destination of catch; tuna transshipment summary by species, exporting agent, mode of transportation and destination; and vessel agents listing.

Year ended data for 1990 reflected a transshipment volume of 12,729 metric tons to Japan's sashimi market. By species, bigeye tuna was the most prevalent species transshipped, with a total of 7,103 metric tons, followed by yellowfin tuna, totalling 5,145 metric tons. Data is also gathered for other species. Also in 1990, 328 vessels made 1,470 port of calls to Guam. Of this, 114 were Japanese with a total of 822 port calls.

Service provided by this system gives the Government of Guam an invaluable tool in assessing its transshipment activities and potential growth developments in its marine economy.

- Generalized Statistical Training

For the past 9 years the Department of Commerce has hosted 4 (four) basic SOAP (Basic Statistical Operations & Procedures) courses offered by the SPC to the employees of the GovGuam. Each training session consisted of an average of 20 students who receive training in statistical collection procedures, statistical compilation and computation and so forth.

It is recommended that the representative to the CRGA make a mention of this continued need in the Government of Guam. The training enhances the quality and professionalism of our island government statistical employees and results in improved efficiency in the operational level of government offices geared in the field of statistical procedures.

**RESTRICTED**

SPC/CRGA 18

Working Paper 1  
ORIGINAL : ENGLISH

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE  
COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS**  
(Noumea, New Caledonia, 24-28 May 1993)

**PROGRESS AND EVALUATION REPORT  
1992 WORK PROGRAMME**

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**ANNEX I - CONSOLIDATED EXPENDITURE**

## HEAD II - AGRICULTURE PROGRAMME

1. The recommendation by the Yarrow Report (1989) for the Programme to be more appropriately re-named was endorsed by the 1992 PHALPS Conference and was subsequently approved by the 32nd SPC Conference. The programme has been re-named the Agriculture Programme of SPC.

2. Since 1991, the Programme has continued under four components:

- General Agriculture
- Animal Production and Animal Health
- Plant Protection Service
- Agriculture Information Service

3. Affiliate regional projects being implemented by the Programme include:

- the SPC - German Biological Control Project (based in Fiji)
- the EC - SPC Taro Beetle Control Project (based in the Solomon Islands)
- the ACIAR/FAO/UNDP/SPC Regional Fruit Fly Project (based in Fiji).

### 2000 AGRICULTURE

4. For purpose of this report, the programme components relating to General Agriculture, Animal Production and Animal Health, and Agriculture Information will be dealt with under this sub-heading with Plant Protection being covered separately as done in previous years.

5. The aims of the Agriculture components is to assist countries choose appropriate and sustainable agricultural development options and strategies relating to crops and livestock production for either local consumption, cash sales or for export while ensuring safety to the environment and to human and animal populations.

6. A greatly improved programme has been built-up since the Yarrow Report of 1989 where this component of the Programme was found to be weak compared to the component on Plant Protection.

### 2001 Food Crops Diversification

7. Due to financial constraints, the Small Grants Scheme that is operated annually by SPC was suspended during 1992. However, some 21 proposals relating to agriculture topics were received. Having funds for such purposes that are specifically earmarked for and operated by the Agriculture Programme, as was recommended by the Yarrow Report (1989), is something that is very much needed.

8. As part of information clearing-house functions, many announcements related to workshops, meetings and seminars, as well as literature of relevance or of potential use to Ministries of Agriculture and to agriculturalists were routinely distributed throughout the year. Several articles were also written for various regional newsletters e.g. SPC Agriculture News, IRETA News, and Garden to Kitchen Newsletter. PEACESAT discussions were also held with a number of individuals and agencies, especially USP Alafua staff, the Agricultural Liaison Officers and with ADAP staff. Negotiations are continuing for the possibility of roundtable teleconferences on specific technical topics.

9. The Atoll Fruit and Nut Trees Project (RAS/90/A03) under UNDP/AIDAB Trust Fund support continued under the co-ordination of the Tropical Agriculturalist. The project focuses on increasing the range of nutritious plants and foods available to atoll communities and was implemented jointly with the UNDP Integrated Atoll Development Project. The emphasis during 1992 included greater promotion and expansion of local rather than introduced fruit and nut trees species, national training via community mobilisation, and on fruit tree propagation and maintenance. Field work was carried out in the Northern Cook Islands, Kiribati, Marshall Islands, Yap and Pohnpei.

10. Technical support continued to be provided to the SPC Integrated Rural Development Programme with current attention being for the project in North Tarawa where efforts in agriculture have been closely tied to those for the Atoll Fruit and Nut Trees Project.

11. Technical support was also provided for the activities of the Household Food Security Project which was co-ordinated by the Economics Section. Draft case study reports on Kiribati, Tuvalu and Vanuatu were distributed at the 10th PHALPS Conference.

12. Duty travels by the Tropical Agriculturalist have included:

- ADAP Director's meetings in CNMI in January and in Hawaii in August;
- Consultation visits to New Caledonia in January and December;
- Consultation visit to Australia in July regards the set up of a Coconut Germplasm Network;
- Was Resource Person to ADAP in American Samoa and Hawaii in August;
- XXIX COCOTECH meeting in Sri Lanka in August;
- Evaluation mission to the Cook Islands in September;
- Heads of Forestry meeting in Western Samoa in September;
- RAB and EC-PRAP Project Review meetings in Tonga in November;
- BUROTROP Board meeting in France in December;
- IBPGR Coconut Germplasm Network Steering Committee Meeting in Singapore in December.

## 2002 Coconut Development

13. Phase I of a Regional Coconut Processing Technologies Project was completed during 1992 with funding provided by UNDP via its Japanese Trust Fund. Activities included the following:

- Participation by selected representatives from 11 SPC member countries involved in coconut work at the Asia and Pacific Coconut Community's (APCC's) COCOTECH Meeting focussed on small scale coconut processing held in Fiji.
- Visits by a three-person Coconut Processing Evaluation Team to the Philippines, Malaysia, Sri Lanka and Indonesia in late 1991 to investigate and to evaluate coconut processing technologies and commodities with a view to their suitability for the Pacific region.
- Presentation to a selected technical group of the review team's reports and findings from the Asia visits which resulted in recommendations to PHALPS regarding priorities and possible strategies for coconut processing in the region.
- endorsement by the Tenth PHALPS Conference and subsequently CRGA and the 32nd SPC Conference of needed actions for a Phase II of the project (Recommendation no 10 of PHALPS)

14. Drafts of the Review Team's reports were distributed to PHALPS members during their conference in March 1992 with plans to publish the reports as SPC Technical Reports, hopefully in 1993. Copies have also been distributed to others who have used the information.

15. A proposal for funding for a Phase II of the project which aims to set up a Coconut Processing Support Unit within the Agriculture Programme has been submitted to donors for funding. The project was given endorsement by the Executive Board of BUROTROP (SPC is a member) but so far only TZ has indicated some interest in the project.

16. Apart from membership of Burotrop's Executive Board, SPC also represents the region on the IBPGR Coconut Germplasm Network's (COGENT) Standing Committee. These linkages are potentially useful to SPC and the region.

### 2003 Livestock Development

17. Only an Animal Health component has been implemented since mid 1991. Efforts to seek donor funding for an Animal Production component has not been successful although the Animal Health Officer has provided minimal support in this area as required.

18. Assistance with the preparation of new Animal Quarantine Legislation was provided in response to requests from Tonga and Western Samoa. A request from Fiji will receive attention in 1993. Import protocols for animal and animal products have also been prepared in response to requests received from Kiribati, Fiji, Western Samoa and Tonga.

19. Animal disease surveys have commenced in Tonga, Kiribati and Niue and will be completed in 1993. Feasibility studies have been carried out and future surveys have been prepared for American and Western Samoa, Cook Islands and Tuvalu.

20. Advice on construction and operation of abattoirs has been provided to Kiribati and Tuvalu and clinical work has been performed on Niue and Tuvalu. Agricultural Department Officers also received basic training in simple procedures.

21. Assistance has been provided to Pacific Island countries to enable them to submit reports on their animal health status to the *Office International des Epizooties* (OIE) in Paris. During 1992, 13 countries submitted reports on a regular basis. The exchange of such information will enable the region's freedom from major diseases to be recognised. SPC has been granted Observer Status by the OIE and is regarded as the liaison office for the 20 PICs which are not OIE members. The Animal Health Officer attended the meeting of the 60th General Session of the OIE in 1992.

22. On the recommendations of PHALPS, the Animal Health Officer has evaluated the need for regional courses in meat inspection and the development of paraveterinary training (PHALPS recommendation 11). Such courses are dependent upon the availability of donor funding.

23. Funding has been sought for a Regional Meeting of Heads of Veterinary Services (PHALPS recommendation 12). The need for a regional veterinary diagnostic facility has been reconsidered and discussed with PICs (PHALPS recommendation 13). The findings will be presented at the meeting of Veterinary Services.

24. The need for a Regional Pasture Development Programme has been considered and discussed with potential donors. A two phase proposal utilising existing facilities in the region is in preparation.

#### 2005 Pacific Agricultural Information System (PAIS)

25. The PAIS project's implementation phase commenced in February 1992 and has made good progress albeit with limited funds and personnel. The work programme was updated and should there be more funds forthcoming, there is scope for the project staff to eventually consist of a Project Manager, an Information Specialist, an Agronomist, a Socio-economist and a Data Processing Assistant.

26. Linkages have been established with several country departments of Agriculture, key agencies (e.g. CSIRO, CTA, IRETA, SPREP) and regional programmes (e.g. ADAP, PRAP). Visits have been made to American Samoa, Western Samoa, New Caledonia, Tonga and Vanuatu. The project works closely with the Standing Committee of Agricultural Information Networking in the Pacific (SCAINIP).

27. Two issues of *SPC Agricultural News* of which the PAIS Project Manager is the editor were published, a list and review of databases and information systems of assistance to regional agriculturalists was completed, and a preliminary bibliography of soil fertility in the Pacific islands was also prepared. Department of Agriculture staff from seven Pacific Island countries were also introduced to selected bibliographic databases and the *Plantgro* package for plant performance prediction.

28. Funding for PAIS was secured from the Japanese Government for computer equipment, and the Technical Centre for Agricultural and Rural Co-operation (CTA) has indicated its support for a PAIS workshop during 1993. A firm basis for funding of the project is being sought with several funding proposals now with potential donors.

#### 2007 Agriculture In-country Training Courses

29. Due to the lack of funds, no training courses were sponsored by the programme, except in the area of plant protection.

#### 2008 Regional Conference of Permanent Heads of Agricultural and Livestock Production Services (PHALPS)

30. The Tenth PHALPS Conference was held 2-6 March 1992 and was hosted by the Government of Fiji. The meeting was attended by Directors of Agriculture of most member countries and representatives from a number of agencies, donors and institutions.

31. A total of 35 recommendations were made by the meeting which included 27 recommendations directed to SPC, 6 to member countries, and 3 to donors. These were endorsed and approved by the 17th CRGA and the 32nd SP Conference respectively. Implementation of these recommendations have been via an action plan which has also been used as the means by which PHALPS members have been kept informed of the progress made by the Commission. There are eleven (11) major recommendations which requires attention by SPC and for which funding is being sought.

## 2100 PLANT PROTECTION

32. The SPC Plant Protection Service (SPC-PPS) aims to assist countries to reduce crop losses due to pests already present in the region and to prevent the introduction of new pests. To do this, the PPS strengthens national plant protection services through a programme of training and advice in all aspects of plant protection.

33. The most significant events of 1992 were: the 7th Regional Technical Meeting on Plant Protection; two FAO/TCP projects to develop and promote a plant protection training manual, and to improve plant quarantine decision-making through the provision of a computerised plant protection information system; the favourable review of the SPC - German Biological Control Project and a ZOPP-5 planning workshop; and formal discussion of the Plant Protection Agreement for the Pacific at CRGA 17.

### 2101 South Pacific Commission Regional Plant Protection Service

34. Funding support for the PPS from UNDP and the British Development Division in the Pacific (BDDP) ceased on March 31 and bridging finance from the EC began on April 1. The objectives for this EC supported bridging project are:

- To maintain capacity of the SPC Regional Plant Protection Service to respond to the needs of the region;
- To enhance national crop protection capabilities by providing training and equipment;
- To promote and improve the exchange of plant protection information;
- To develop regional collaboration in plant protection;
- To improve public awareness of the importance of plant quarantine.

35. During 1992 the Plant Protection Service consisted of the SPC Plant Protection Officer (PPO) as team leader, (funded by Core Budget); the Biological Control Officer (BCO), the Information Officer/Librarian (IOL), a library assistant and two laboratory technicians (funded by the EC project).

36. BCO completed her contract in October but as funding from the EC beyond June 93 had not been confirmed recruitment of a replacement could not proceed. Some of the duties of the Plant Health Officer were covered through short-term consultancies.

37. The plant protection staff attended the following international meetings:

- IOL attended the First Conference on Intelligent Library Systems in Wagga Wagga, Australia;
- IOL attended the CABI Workshop on an Electronic Compendium for crop protection information in Trinidad;
- PPO attended the 2nd regional Conference on Agriculture Development in the North Pacific, Pohnpei, FSM.

### 2102 The Regional Project on Fruit Fly Control Strategies in the South Pacific

38. The project, funded jointly by UNDP, AIDAB and SPC continues to make excellent progress. The project leader and four UNV volunteers were at post throughout the year. The project has become a focal point around which three donors ACIAR, MERT and USAID have built their efforts to combat fruit flies in four Pacific Island countries.

39. In each of the four countries, data has been accumulated on the species of fruit flies present, their commercial and wild host ranges, their parasitoids, their seasonal abundance's, their geographic distributions and the impact that the species have on local production and trade. Each country has established laboratory colonies of fruit flies and work on the life cycles of most species has been completed. Preliminary tests have been done on the attractancy of modified waste yeast from local breweries in bait sprays. The bait sprays will reduce the levels of damage caused by fruit flies while reducing insecticide residues in fruits and vegetables, and conserving beneficial fauna.

40. To assist in overcoming quarantine restrictions on the export of fresh fruits and vegetables, new methods of post-harvest disinfestation that are acceptable to importing countries (e.g. dry heat treatment) are being investigated. Equipment for this work has been received from the USAID CAD project and commissioned in Fiji and Tonga. A standard for testing the host status (i.e. whether fruit fly will infest a particular fruit or vegetable) have been developed with MAF Policy, New Zealand. These tests have already proven that squash and three varieties of pineapple are not hosts of fruit flies in Fiji.

41. Counterpart staff in each country have received training in fruit fly techniques. Also, farmers, exporters, extension and quarantine staff of the Ministries of Agriculture have been exposed to the new technologies associated with fruit fly control through seminars, workshops and training attachments with the project staff at the Koronivia Research Station, Fiji.

42. The Regional Project hosted a two-week International Workshop on the management and control of fruit flies, in Suva, Fiji. The workshop aimed at upgrading the skills of Pacific island nationals in fruit fly identification, biology, pre and post-harvest control and quarantine of fruit fly hosts. It was attended by 24 participants from 14 Pacific countries and funded jointly by the Crawford Fund for International Agriculture Research, the Regional Fruit Fly Project, USAID Commercial Agriculture Development project, and the EC/SPC Plant Protection Service project.

#### 2103 Training Courses and Workshops on Plant Protection

43. An FAO/TCP project to develop a plant protection trainers' guide commenced in December 1991, it presented a draft guide to a regional workshop in May attended by 16 participants from seven PICs. This was followed up by national workshops in Cook Islands, Fiji, and Solomon Islands organised by the national officers who attended that workshop. A final workshop will be held in Western Samoa in February 1993. The guide will be published in the new year.

44. In August, a workshop funded by a FAO/TCP project was held to present PICs with pilot versions of the SPC/FAO Computerised Plant Protection Information System, train participants in the use of the associated computers and software and discuss how the system might be used to improve quarantine decision-making. It will assist countries conform to new procedures for quarantine Pest Risk Analysis being initiated by the GATT and FAO. The TCP project supported two consultants, the participation of quarantine decision-makers from seven Pacific FAO member countries and computers and software for these same countries. The EC-PPS project supported eight additional participants from Pacific ACP countries and one consultant.

#### 2104 Plant Protection Information Service

45. The IOL continued to respond to requests for reprints and literature searches, the latter primarily using in-house and regional bibliographic databases, and CD-ROM databases (AGRIS, CABCD, KIT Abstracts) provided under the CTA-funded CD-ROM in Developing Countries Project, and Current Contents on Disk provided by the SPC-German Biological Control Project.

46. The SPC Agriculture Library catalogue contains over 7,000 bibliographic records of materials on agriculture and plant protection in the Pacific. It is the largest single collection of materials related specifically to Pacific agriculture, and is a resource for agriculturalists throughout the region. IOL has co-operated with USP/IRETA and the University of Guam through the Standing Committee on Agricultural Information Networking in the Pacific (SCAINIP) to develop three other regional databases: Pacific Index to Agricultural Journals, Pacific Union List of Agricultural Serials, and the South Pacific CARIS Directory. Bibliographic databases from other institutions in the region have been acquired. SCAINIP activities have concentrated on training workshops and the development of information tools. The work of SCAINIP has been facilitated radically by the re-establishment of PEACESAT satellite system.

47. A series of training workshops for managers of agricultural libraries, but who are not necessarily trained librarians were held including: a sub-regional workshop in conjunction with the University of Guam and the Agricultural Development in the American Pacific (ADAP) Project, for participants from Micronesia and American Samoa; and a workshop in Suva for participants from Fiji. IOL contributed to a manual *Organising agricultural library collections: a workbook* which was published by USP/IRETA in May.

48. An Associate Expert from the ESCAP project, Agricultural Requisites Scheme for Asia and the Pacific, began work with the PPS in February. The Associate Expert's main task is to update the database of pesticide information, and produce a second edition of the Regional Agro-Pesticides Index for the Pacific.

49. A UNV Documentalist joined the PPS in November on a two-year assignment to document and index materials relating to plant protection and agriculture held in the SPC Agriculture Library. The UNV was funded under the UNDP/SPC project RAS/86/037.

50. PPS publications during 1992 included: *Pest Advisory Leaflets* (6 in press), *Plant Protection News* (discontinued but incorporated into *SPC Agriculture News*) *AgAlert* (4 issued), *Bibliography of Pacific Root Crops* (In preparation) Publicity brochures (12 issued for the Agriculture Programme), posters and leaflets on giant sensitive plant for MPI Fiji (being drafted), reports of RTMPP 7 and PHALPS 10 published and distributed.

#### 2105 Seventh Regional Technical Meeting on Plant Protection

51. This Meeting, held 24-28 February in Suva, Fiji, was attended by 25 delegates from 17 SPC member countries and 25 observers from 19 organisations. Delegates made 19 recommendations for action by SPC and PICs. These recommendations were endorsed by PHALPS 10 the following week and by CRGA 16.

52. Principal among the recommendations were the need for action to confirm funding for the PPS from the EC, the need for the extension and expansion of the regional fruit fly project, endorsement of the draft Plant Protection Agreement for the Pacific, the need to improve the training and calibre of national plant protection staff, the need for more research into the virus diseases of coconuts in the region, and endorsement for a proposal to develop a regional project on Integrated Pest Management.

#### 2106 Biological Control of Taro Beetles in the South Pacific

##### 2107 Taro Beetle Project - Chemical Control Component

53. The four scientists based in Solomon Islands continued research on adult taxonomy, larval identification, distribution, life cycles, breeding sites, damage assessments, infestation rates and cultural control methods in Solomon Islands and other project countries. Isolates of a number of diseases of scarab beetles were obtained from overseas laboratories and from insects collected from Solomon Islands and PNG. Laboratory screening of these pathogens was begun.

54. The sub-project to screen pesticides for the control of taro beetles began in May with the appointment of a research assistant based at Koronivia Research Station, Fiji. Supplies of suitable pesticides have been obtained and the first trials planted.

55. The feasibility study into the biological control of rose beetle carried out on sub-contract by CIRAD in Vanuatu, was completed. A consultant economist visited the region to assist with the assessment of losses and determine the cost effectiveness of control programmes. A draft report which presented results of work done so far and recommended further work to seek biocontrol agents in the area of origin was presented in October.

56. All components of the project were reviewed in October as part of the EC review of the Pacific Regional Agriculture Programme. The review's final report is awaited.

#### **2108 Plant Protection in Micronesia**

57. Partial funding for this activity has been identified from UNDP and AIDAB. The post of project leader was approved by the 32nd SP Conference and recruitment is proceeding.

#### **2109 SPC - German Biological Control Project**

58. Three expatriate and three local staff were at post with the PPS in Suva, Fiji, and work continued on the five pests chosen in the ZOPP-4 project planning meeting. Work concentrated in the main participating countries of Cook Islands, Fiji, Papua New Guinea, Solomon Islands and Tonga. Graduate Biologists from Germany were appointed to execute two research programmes in PNG for the Integrated Pest Management of brassica and com pests.

59. Short-term consultancies were carried out in the following areas: control of the rhinoceros beetle in Fiji, socio-economic KAP surveys in Fiji and Solomon Islands, pest/biocontrol agent occurrence in Kiribati, survey of Lantana problems in Solomon Islands, Vanuatu and Fiji, and the project review mission.

60. The project provided training scholarships for in-service experience for two technicians with CSIRO Australia and for five participants to an International Workshop on the Identification and Biology of Parasitic Insects at the University of Malaysia. The Team Leader and the Chief Entomologist from PNG attended the XIX International Congress of Entomology in Beijing, China.

61. The project held the first sub-regional training course to enhance the knowledge and skills of biocontrol technicians in PICs. The workshop was held at SPC Suva, Fiji, and was attended by nine technicians from ten PICs.

62. A Project Planning Workshop (ZOPP-5) was conducted at Suva, Fiji, with the participation of PNG, Fiji, Solomon Islands, Western Samoa, Vanuatu, Tonga, and Cook Islands setting priorities for the next phase of the project starting September 1993.

## HEAD III - MARINE RESOURCES

### 3000 MARINE RESOURCES

63. In keeping with the regional importance of marine resources, assistance to member countries in fisheries development and management continues to be the Commission's largest single activity. The 1993 budget of the Marine Resources head is expected to total approximately 4.3 million CFP units, about 24% of the Commission's work programme budget.

64. The growth and changing directions of the Marine Resources programme in recent years have led to a need to revise its organisational structure. In previous years, marine resource activities have traditionally been divided into two major areas, the Coastal Fisheries Programme (CFP) and the Tuna and Billfish Assessment Programme (TBAP). These have now been further subdivided into seven distinct "sections" (figure 1) and a range of projects or activity areas which in many cases correspond to specific extra-budgetary funding arrangements.

65. Although presented separately in this document for ease of description, these activity areas overlap and are fully integrated. During 1993 the reorganisation will be extended to the administrative and financial structure, which will be revised to more closely reflect the programme's functional operation.

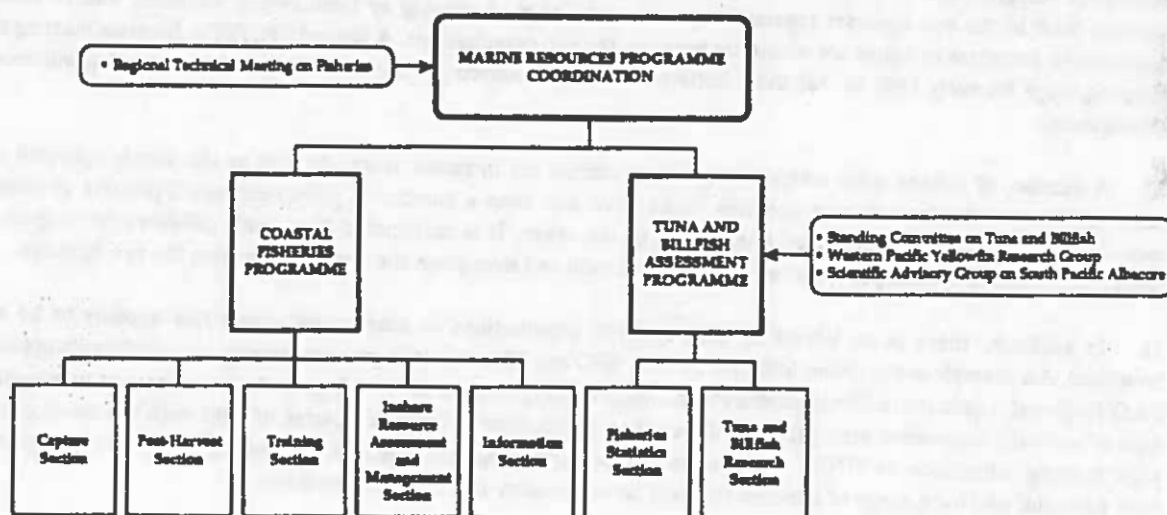


Figure 1: Marine Resources Programme Organisation Diagram

66. Overall programme coordination and management is the responsibility of the Fisheries Coordinator, supported by the Coastal Fisheries Programme Manager and the Chief Fisheries Scientist, who have responsibility for the two major programme divisions. The CFP works to further the development of small-scale inshore fisheries, with the focus on the provision of development and management advice, technical assistance and training at national and regional levels. The TBAP is responsible for the conduct of a programme of scientific research to generate the resource information required by member countries for the rational exploitation and sound management of the large-scale international tuna fisheries in the SPC area.

67. Information presented in this report follows the structure of figure 1, and is presented in three sections: Fisheries Administration, Coastal Fisheries Programme, and Tuna and Billfish Assessment Programme. Because of the ongoing programme reorganisation, existing budget numbers are no longer consecutive in this document, and in some cases budget items no longer correspond exactly to the activity areas as described.

### 3000 FISHERIES COORDINATION

68. Fisheries coordination encompasses the internal management and administration of work by the various components of the Marine Resources Programme, as well as coordination with the work of other agencies. The latter area is of particular importance given the growth of both SPC's Marine Resources Programme and of the Forum Fisheries Agency (FFA).

69. Coordination with the work of FFA has been an area of major focus during 1992, and has benefitted from a high degree of collaboration between the two agencies. For the first time, a technical-level meeting between the two organisations was held in March 1992 so that specific work programme issues could be discussed and potential areas of overlap or disagreement could be resolved. As a result of this meeting, formal mechanisms have now been put in place whereby staff of the two agencies regularly appraise each other of ongoing or forthcoming activities, and to ensure that responses to countries or issues are consistent between the two organisations. A second SPC/FFA fisheries meeting is in the planning stage for early 1993 so that these initiatives can be expanded on, and it is likely that the meeting will become an annual event.

70. A number of collaborative activities have been carried out in recent years. As well as the jointly operated regional tuna database, maintained at both agencies, there have also been a number of jointly-run small projects or instances of technical or financial assistance from one agency to the other. It is anticipated that small collaborative projects of this nature will continue to take place and will serve to maintain and strengthen the relations between the two agencies.

71. In addition, there is an increasing wish by both organisations to share work where this appears to be mutually beneficial. An example is the recent initiative by both SPC and FFA to jointly provide interim technical backstopping to the FAO Regional Aquaculture Development Project until funding is renewed for this project and it resumes its activities. This type of mutually supportive arrangement will be taken still further in the first quarter of 1993 with the development of a joint funding submission to UNDP for assistance in strengthening complementary elements of the work programmes of both agencies, and for a range of activities that will be undertaken on a collaborative basis.

72. Despite the advances that have been made by SPC and FFA in terms of collaboration and avoidance of duplication, there are many other agencies active in marine resource development and research in the region, and there will ultimately be a need for Pacific Island countries to examine the respective roles and activities of these agencies if the region's interests are to be served efficiently. The South Pacific Organisations Coordinating Committee has already considered a suggestion by one of its members to commission a review of institutional arrangements for marine affairs in the region, and this may be formalised in 1993. Whether or not the review takes place, the time is approaching for this issue to be addressed by member countries in an objective manner. In order to encourage discussion and dialogue on the potential advantages and disadvantages of institutional arrangements other than those that exist at present, the Secretariat plans to organise a one-day workshop on this topic at the forthcoming 25th Regional Technical Meeting on Fisheries.

73. In addition to external coordination, attempts have been made to improve the internal structure of the Marine Resources Programme, and in particular to rationalise the numerous small projects and activities that have been incorporated into the work programme over the years. This is being done through the process of an internal work programme review and reorganisation, as noted earlier.

74. A major source of concern to the Secretariat is the desire of extra-budgetary donors to "projectise" the work of the Programme, i.e. to have it presented as discrete, stand-alone parcels of activity which have a beginning and an end. While this is appropriate for some of the work the programme undertakes, some functions are better viewed as ongoing services rather than short-term projects. Provision of information services, coordination of training activities, and the processing of fishery statistics are examples that fall into this category. However, the short-term perspective of many extra-budgetary donors has led to the compartmentalisation of almost the entire Marine Resources work programme into projects, even where this has not been appropriate. A major purpose of the ongoing reorganisation referred to above has been to produce a more realistic programme structure, with service and project functions clearly identified. This is a first step in responding to the concerns raised by the 24th RTMF (see below) and subsequently endorsed by the 32nd South Pacific Conference, regarding the short-term nature of funding for many Marine Resources Programme activities.

75. The reorganisation is also required in view of ongoing activities in the Commission as a whole, in particular the development of the Commission's Corporate Plan, and the imminent implementation of some of the recommendations of last year's Management Systems Review. In connection with the latter, Conference has approved the creation or redesignation of the position of Director for each of the Commission's five major programme areas, including Marine Resources, and that these posts be financed from core contributions. However, given the size of the Marine Resources Programme, the very wide range of its activities, and the division into two major areas of focus (CFP and TBAP), the Secretariat believes there is a strong case for the Coastal Fisheries Programme Manager and the Chief Fisheries Scientist to be added to the group of positions funded from core budget contributions. At present both these positions, and especially the former, are subject to the vagaries of extra-budgetary funding supply. Given the importance of these posts to the work of the programme this is a highly undesirable situation, but one which could be regularised quite easily. The Secretariat strongly recommends that CRGA and Conference address this issue with the aim of bringing at least the CFP, and preferably both CFP and CFS, onto core budget funding in 1994 as part of this year's organisational restructuring.

### 3001 Regional Technical Meeting on Fisheries (RTMF)

76. The twenty-fourth RTMF was held at SPC headquarters from 3-7 August 1992. The meeting, which in recent years has been held annually, was attended by 45 delegates from 23 SPC member countries, and 17 observers from national, international and private institutions.

77. In order to enhance discussion and ensure a high degree of technical content, this year's meeting was divided into morning plenary sessions, where policy and administrative issues could be addressed, followed by afternoon technical sessions, where the emphasis was on informality and free exchange of views and information. This approach was commended by many delegates and will be followed again in the future.

78. The meeting made 21 recommendations for future action by SPC's Marine Resources Programme. Of these, 13 were of an administrative nature, and related to issues concerning funding and staffing of various components of the Programme which required the attention of CRGA. Most of these recommendations reflected the meeting's concern over the short-term nature of much of the Programme's funding, and the possibility that funding shortfalls for some projects would occur in the near future. The remaining 8 recommendations provided guidance in connection with ongoing or planned Programme activities, but had no funding or staffing implications.

79. The meeting's recommendations were considered by the 17th CRGA in Suva, Fiji in October 1992. Eighteen of the 21 were endorsed for transmission to the 32nd South Pacific Conference, and approved by that body. Of the remaining three two concerned the establishment of a new professional position to be shared between the Fisheries Information and Fisheries Training Sections, and the third recommended the reinstatement of cuts that had been made in the core funding allocation to the Deep Sea Fisheries Development Project. These recommendations were deferred for consideration by the present CRGA, and are addressed in more detail in a separate working paper.

80. One issue that was discussed in some depth both by RTMF 24 and by CRGA 17 was the future role of the meeting itself. This followed a presentation to the RTMF by the Secretariat during which participants were advised that the funding allocation to the RTMF from the Commission's regular budget was only adequate to cover about half the cost of holding the meeting. After lengthy discussions, the RTMF recommended that the meeting be held biennially as long as funding remained a constraint, with the proviso that extraordinary meetings could be convened if this proved necessary. This position was supported by CRGA 17 and approved by the 32nd SP Conference, and essentially gives the Secretariat the leeway to defer the RTMF in any particular year if there is a funding shortfall.

### *Evaluation*

81. The RTMF continues to be a vital link between the Secretariat and the technical fisheries staff of Pacific Island countries. The deliberations of the meeting, and the opportunity it provides for fisheries officers from all member countries to focus specifically on the increasingly complex marine resources work programme of SPC, provide essential guidance in ensuring that the programme retains its relevance to the needs of SPC member countries.

82. There are a number of considerations, not only financial ones, that appear to justify reducing the frequency of this meeting. It should be remembered, however, that the function of the RTMF is specifically to allow the collective review of the SPC Marine Resources Programme. In reducing the frequency of this review, there is a risk that the Programme will become slower to catch up with and adapt to the changing requirements of the region. Therefore, while appreciating the leeway that has been given by Conference if funding remains a problem, the Secretariat will continue its attempts both to secure the additional funds needed to hold the RTMF on an annual basis, and to encourage a high level of representation from member countries.

## COASTAL FISHERIES PROGRAMME

83. Since this year's reorganisation, the Coastal Fisheries Programme comprises 5 distinct sections - Capture, Post-Harvest, Training, Resource Assessment and Management, and Information. These are further broken down into 11 principal projects or activity areas, which in many cases correspond directly to packages of extra-budgetary funding assistance being provided by (or sought from) a wide range of donors, including the Governments of Australia, the United Kingdom, France, New Zealand, the United States of America, Canada and Japan, as well international bodies such as the European Community, the Commonwealth Secretariat, and UNDP.

84. The Programme consists of 23 approved positions, 15 of which are substantively or provisionally filled at present. The 1993 budget for the Coastal Fisheries Programme is approximately 3.1 million CFP units, of which about 2.2 million units is assured.

### CAPTURE SECTION

#### Overview

85. This section operates under the technical supervision of the Fisheries Development Officer (FDO) and includes three projects, the Deep Sea Fisheries Development Project (DSFDP), the Offshore Fisheries Development Project (OFDP) and the Regional Purse-Seine Test Fishing Project (RPSTFP). Only the DSFDP and the OFDP are operational: the RPSTFP has not succeeded in attracting the funding required for its implementation, and has therefore never been fully active.

86. The DSFDP has traditionally provided the services of professional Master Fishermen (MFs) on a short-term basis (usually for a few months at a time) to work in support of capture fisheries development activities in Pacific Island countries, always in conjunction with government departments or the private sector. Much of the Project's work has involved the development of fisheries for deep-water snappers and groupers, although the range of activities undertaken has been very wide, and has included gear development, experimental fishing, training, tuna fishing, and even some work in fresh fish handling and marketing.

87. The OFDP arose as a result of the increasing number of requests from SPC member countries for assistance in medium-scale tuna fishery development, especially in association with programmes of fish aggregation device (FAD) deployment. This focus extends beyond the normal scope of the DSFDP, which did not have the capacity to respond to all the requests for assistance that were being received. The project provides for the employment of a Project Officer, a Project Assistant (PA), and 12 man-months of specialised consultancy per year, and is funded by UNDP for four years as of mid-1992.

88. The section operated with a nearly-full staff complement (FDO, three MFs and PA) for most of 1992. In October, one MF completed his service with the Commission and, because of the funding restrictions in 1993, was not replaced. One of the DSFDP MFs will be informally re-designated as OFD Project Officer during 1993, and consultancy funds will be applied to employ a medium-term consultant MF instead of filling a line position. Overall, therefore, the number of MFs in the section will be reduced from three to two in the first instance, and may drop to one during 1993, as a result of the cutback in core budget funding.

89. In addition to the DSFDP and OFDP funding blocks, several smaller grants have been approved for specific sub-projects, such as the production of a manual on FADs, and of training videos. Further funds will be sought to continue or expand selected activities in specific countries, especially Papua New Guinea, and to increase the extent of the FAD-related work being carried out.

**3002 Deep Sea Fisheries Development Project**

**3002 Offshore Fisheries Development Project**

90. Specific activities undertaken or under way during 1992 were as follows:

*Regional-level activities*

*Advisory services  
Practical fishing training course  
Publication of technical handbooks on vertical longlines and FADs*

*National-level activities*

*Flying fish scoop-netting demonstration and training - Vava'u and Ha'apai, Tonga.  
FAD-based offshore tuna fishery development - Palau.  
National FAD programme planning and implementation - Vanuatu.  
Training for rural fishermen - Fiji.  
Pilot FAD deployment - National Capital District, Papua New Guinea.  
Initiation of national FAD programme (Phase I & II) - Wallis and Futuna.  
Broadbill swordfish longlining trials - New Caledonia.  
Pilot tuna longlining project - East New Britain, Papua New Guinea.  
FAD site survey and deployment - Fiji.  
Attachment training for longline fishermen - Western Samoa and Fiji*

91. The formal and informal requests for assistance already lodged indicate that the 1993 field work programme will include:

- i) Capture fishery research and development work, technical, advisory and training assistance, and dissemination of information regarding fish aggregation device (FAD) programmes (Western Samoa, Kiribati, Commonwealth of the Northern Marianas and Fiji).
- ii) Offshore fisheries development assistance (Nauru, Papua New Guinea, Commonwealth of the Northern Marianas, Fiji, American Samoa).

**3009 Regional Purse Seine Test Fishing Project**

92. The RPSTFP was originally developed with the aim of assessing the technical feasibility of small-scale tuna purse seining in areas outside the normal zones of operation of existing purse seine fleets. The project was designed to provide participating countries with the basic vessel performance and operational cost information on which to base decisions regarding future national involvement in industrial purse-seining operations, and was approved by the 29th South Pacific Conference (1989) for submission to the European Community (EC) for funding consideration under the Lomé IV regional programme.

93. Subsequent South Pacific Conferences authorised the Secretariat to submit the Regional Tuna Research Project (RTRP) and the Regional Post-Harvest Fisheries Centre (RPFC) to the BC for Lomé IV funding consideration. The Secretariat was required to prioritise these projects and consulted member countries on this issue in September 1991. Based on the responses received, the RPSTFP was assigned third, or lowest, priority. Given the high level of competition for funds from the Lomé IV regional programme, this low prioritisation means that the RPSTFP is unlikely to be funded.

#### Evaluation of the Capture Section

94. As noted earlier, while the Section's workload continues to grow, core budget funding which has in the past covered the operations of the FDO and three MFs has been scaled back and will provide for only the FDO and one MF during 1993. There is presently no core budget provision for the Section after 1993. Shortage of funding is likely to be the biggest constraint faced by the Section in 1993 and thereafter. This issue requires the immediate attention of SPC member countries if the range of services offered by the Section is to continue.

95. Reports to governments on Section activities in the field during 1992 have in most cases been provided immediately at the completion of assignments. However, difficulties persist in the timely upgrading of these reports to formal publications that can be distributed more widely. Although the nature and scope of the Section's work programme over the coming year is likely to increase the publication load, the Fisheries Programme's internal publishing capability steadily improves. The availability in 1993 of some extra-budgetary funds for this purpose is expected to enhance the Section's ability to publish and distribute reports of its work in a timely manner.

96. It is a condition of all field assignments undertaken by the Section that countries make a commitment to provide basic support services, counterparts and follow-up extension work as appropriate. However, some 1992 field assignments have failed to have their expected impact, in terms of increased fisheries production or efficiency, due, in some measure, to the inability on the part of national fisheries divisions to meet these commitments. Failure to assign appropriately trained and motivated counterparts has been the most serious problem, and in some cases has resulted in lack of follow-up of the MF's work, or reduction of its impact.

97. Despite these setbacks, the Section maintained the level of work and output of previous years during 1992, despite growing budgetary uncertainty. If anything, the Section has increased its ability to respond quickly and effectively to requests for technical fisheries assistance in the field, mainly because of the availability of extra-budgetary funds (through the OFDP) which can be used in a flexible manner to secure short-term expertise as required. The provision of advisory services was also well maintained, particularly in the technical aspects of FAD programme implementation.

98. While great effort has been made to keep abreast of the burgeoning demand for FAD programme assistance, the workload involved in providing such services has precluded the Section from seriously addressing important questions relating to the real economic value of FAD programmes, and their effectiveness on a national or regional basis as sustainable fishery development tools. In this respect the Section has made only a little progress toward satisfying concerns increasingly expressed by fisheries managers planners and donors that FAD programmes should be implemented in a rational, cost-effective way that promotes sustainable development. With the progressive implementation of the OFDP, it will be possible to pay greater attention to this area in the future.

99 . The Section will continue to keep abreast of developments in FAD technology and application and will seek to make available expert assistance in all aspects of FAD programmes. Particular effort will be made to promote stricter national FAD monitoring and evaluation systems. In addition, effort will continue to promote the development of medium-scale offshore fisheries in the region, particularly tuna fisheries, with the aim of increasing the benefits that member countries receive from offshore pelagic fish resources whose exploitation has long been dominated by large-scale commercial, and often foreign, fishing interests.

## *POSTHARVEST SECTION*

### *Overview*

100. This section operates under the technical supervision of the SPC Post-Harvest Fisheries Adviser (PFA) and comprises three projects, the Fish Handling and Processing Project (FHPP), the Women's Fisheries Development Project (WFDP), and the Regional Post-Harvest Fisheries Centre (RPFC). The RPFC has not yet succeeded in attracting the funding required for its full implementation.

101. The FHPP was established in 1986, with the objectives of increasing the value of fisheries products being produced in the region, reducing losses in the post-harvest fisheries sector, enhancing the income of fishermen, processors and traders, and reducing health problems associated with the consumption of improperly handled and preserved seafood. The project continues to be funded by the UK Government. The initial three year funding cycle (1988-1991) has been extended such that the project is funded until December 1993.

102. The WFDP was established in May 1991 in response to growing interest by a number of SPC member countries in enhancing the participation of women in fisheries activities. The project assists women from coastal fishing communities to more effectively participate in and benefit from fisheries activities in the region by developing and implementing a programme of activities, mainly in post-harvest fisheries, directed specifically towards them. Funding is provided on a 2-year basis by the Canadian Government under the Canadian-South Pacific Ocean Development Programme (C-SPODP). Although implementation is by the CFR, the project receives the active support of the Pacific Women's Bureau.

103. The WFDP comprises one professional staff position (Women's Fisheries Development Officer, WFDO) which became vacant in May 1992 when the incumbent left the Commission early after only one year in post. Insufficient funds now remain in the budget to allow recruitment of a replacement WFDO for a full contract period. A request for top-up funds is under consideration by the donor, and if successful will allow the Commission to recruit a replacement officer.

104. The initial phase of the WFDP was mainly designed to permit SPC input into the Women-in-Fisheries Support Project in Papua New Guinea, with activities in other countries planned to take place during the second year. With the early departure of the WFPO, these activities have not taken place, and the responsibility for existing project commitments to Papua New Guinea has fallen to the PFA. Support activity to PNG is continuing but at a reduced level, and, where possible, through the use of consultants, until funds are secured to permit a new WFPO to be recruited.

**3003 Fish Handling and Processing Project**

**3010 Women-In-Fisheries Development Project**

105. Specific activities undertaken or under way during 1992 were as follows:

*Regional-level activities*

*Regional chilled fish handling workshop - Suva, Fiji*

*Study tour to post-harvest fisheries technology institutes in Latin America - Follow-up*

*Collaborative project between SPC and ACLAR on developing and extending novel tuna products (selected countries)*

*Production of fish handling and processing videos*

*Publications (beche-de-mer handbook)*

*National-level activities Attachment training on fish handling, processing and retailing - Kiribati*

*Trial tuna processing and marketing project - Tokelau*

*Women-in-Fisheries Support Project - Papua New Guinea*

**3011 Regional Post-harvest Fisheries Centre**

106. The establishment of a Regional Post-Harvest Fisheries Centre (RPFC) was recommended by the 22nd RTMF in 1990, and subsequently endorsed by the 30th South Pacific Conference. The Centre, which will be established on the campus of the University of the South Pacific in Suva, will serve a variety of functions in support of the Post-Harvest Section, including product development, product storage trials, quality assessment and other analytical work which at present has to be commissioned at high cost from outside agencies. In addition, the Centre will provide a venue for post-harvest training activities, as well as presenting more advanced food technology training opportunities to USP students. It is also anticipated that the Centre will provide analytical services to private industry and will thus be at least partly self-financing.

107. Funding for the project, which is valued at about ECU 2.5 million over five years, was requested in August 1991 from the European Community (EC) under the Lomé IV regional programme. However the project was not originally included in the list of projects submitted for EC consideration because in the first instance only the top priority project was accepted from each regional organisation. A prioritisation exercise carried out by SPC in consultation with member countries placed the RPFC second of SPC's three marine resources projects.

### Evaluation of the Post-Harvest Section

108. Although the Section has had an active year, it has faced difficulties in accomplishing all of its objectives. The demand for the services of the FHPP has grown, and this increased workload has been made more difficult to accommodate by the premature departure of the WFDO, and the resultant need for PFA to devote additional attention to this area. Inevitably some activities planned for the year, in particular publications and video production, have suffered. There is no obvious solution to this problem until funds can be secured to permit the replacement of the WFDO, although the availability of consultancy funds under the FHPP during 1993 may provide some relief.

109. The establishment of the RPFC, a major project initiative that will provide a much-needed increase in support to the development of fishery post-harvest activities in the region, has experienced substantial delays due to difficulties in securing the required funds. The project concept has been evaluated by and discussed directly with SPC member countries and at several regional meetings, and is supported widely by the marine resource sector. However, because of the relatively high cost of the project (nearly US\$ 3.0 million over five years) funding options are limited. The procedure of requesting funds under Lomé IV regional arrangements has proven time consuming, but as alternative funding sources are not obviously available, it will be necessary to continue with efforts to secure funds from this source. The expansion of appropriate training and research opportunities in post-harvest fisheries within the region largely depends on such a facility becoming operational.

### 3004 TRAINING SECTION (formerly Regional Fisheries Training Project)

#### Overview

110. SPC fisheries training activities are coordinated through the Training Section, which comprises the two professional positions of Fisheries Education and Training Advisor (FETA) and Fisheries Training Associate (FTA) supported by a PA. Section staff also respond to national and regional requests for assistance and advice within the broad area of fisheries education and training. The Section's operational funds are provided by the Government of Australia, the Government of France, and the Territorial Administration of New Caledonia. In addition, some individual training initiatives are funded from other sources including the Government of Canada, the Commonwealth Foundation, the Commonwealth Secretariat, the Government of New Zealand, and UNDP.

111. The Section operated with a complete staff complement for most of 1992, after the vacant position of FETA was filled in February of that year. Major emphasis during the year has been placed on the completion of a number of activities initiated during 1990 and 1991, and on developing a longer-term strategy for the operation of the Section. In addition, Section staff prepared eleven papers for presentation to regional fora, as well as numerous reports and financial statements for donors.

112. During 1991, the Section commissioned a study entitled *Human Resource Development and Planning in the Pacific Islands Fisheries Sector* (HRD study). The draft report of the study identified a number of key shortcomings relating to fisheries education and training in the region, including the lack of effective regional coordination of fisheries education and training, the absence of long-term human resource development plans, the 'project-oriented' approach to fisheries development, the lack of personnel information for use by regional donor and educational institutions, and the immediate need for improved organisational management training for senior government fisheries staff.

113. These issues provoked considerable discussion at the 23rd RTMF in 1991, and led to the formulation of a series of potential activities whereby the Commission could address them. The 24th RTMF in 1992 considered these suggestions in some depth, as well as re-examining the conclusions of the HRD study, at a *Workshop on Fisheries Education and Training* that was held in conjunction with the meeting. The workshop also reviewed existing and proposed Training Section project activities and made recommendations that have formed the basis for a four-year activity plan that is under development by the section.

114. As a result of the 24th RTMF's recommendations, the Section has now become increasingly active in the co-ordination of fisheries training and in manpower and human resource development planning, in addition to its more traditional role of developing and implementing training activities in areas not covered by other institutions. The four-year plan which arose from the RTMF reflects this shift in direction, and the activities of the section are now categorised according to the two broad themes of "Human resource development planning" and "Training implementation".

115. Specific activities undertaken or under way during 1992 were as follows:

#### *Regional-level activities*

- Directory of Training Opportunities for Fisheries Personnel*
- Fisheries Personnel Database*
- Support to ASEAN/PIN Education and Training Workshop*
- Study tour of ASEAN educational and training institutions*
- Special Interest Group on Fisheries Education and Training*
- SPC/Nelson Polytechnic Pacific Island Fisheries Officers Course*
- Development of Certificate in Fisheries*
- Extension training programme*
- Fisheries training videos*
- Standardisation of fishing vessel deckhand training and certification*
- Organisational management training*
- Publications - human resource data summaries, fishing vessel logbooks, training manual on on-board tuna handling (in French only).*

#### *National-level activities*

- Training Attachments - Vanuatu and Cook Islands*
- National Post-Harvest Workshops - Papua New Guinea, Solomon Islands, Vanuatu, Cook Islands, Fiji, Tonga, American Samoa*

### **Evaluation of the Training Section**

116. The Section's expanded role in the promotion of human resource development planning and the coordination of training activities has increased the need for labour-intensive database and information activities which, in conjunction with existing administrative and reporting responsibilities, has limited the Section's ability to service specific country requests. Section staff spent five man-months engaged in duty travel but with almost half of this time in support of training courses and workshops, only five member countries were visited during the year. Additional staff support for database and information activities has been requested and would significantly enhance the capabilities of the Section.

117. The Secretariat remains concerned with the tendency of some donors to support inappropriate training activities, and a general tendency on the part of both donors and recipients to approach training opportunities without adequate attention to staff development planning. Closer communication between countries and donors will be important in addressing this issue. The prioritisation of staff development planning at the national level is an essential prerequisite to the efficient delivery of training and education opportunities and activities in the fisheries sector, and would benefit from increased attention by government in many Pacific Island countries.

118. During 1992, the Section has developed a four year programme of activities based on the recommendations of RTMF 24. Activity planning beyond an annual cycle has so far been difficult due to the constraints of short term funding. The approval of proposals for longer-term financial support will greatly enhance forward planning of the Section's activities.

### **RESOURCE ASSESSMENT AND MANAGEMENT SECTION**

#### **Overview**

119. This section operates under the overall supervision of the Senior Inshore Fisheries Scientist (SIFS) and consists of two projects, the Inshore Fisheries Research Project (IFRP) and the Remote Sensing Project (RSP). The RSP is a new initiative, approved by the 29th South Pacific Conference but with funding still to be confirmed, and is not yet operational.

120. The Fisheries Information Project and associated activities were formerly associated with the IFRP but during the 1991 CFP reorganisation were split off into a separate section. The core of the Resource Assessment and Management Section is thus, for the time being, the IFRP.

121. The IFRP was established in October 1987 in response to a growing appreciation of the need for research in support of management of inshore fishery resources in the Pacific Islands region. The Project's overall aim is to strengthen the capabilities of Pacific Island States to acquire and make use of the information needed for national inshore fisheries resource management, through a wide range of activities. The IFRP comprises three full time positions (SIFS, Inshore Fisheries Scientist (IFS) and PA). Staff and operational costs are funded by the British Government until the end of 1993. This funding is supplemented by support for some specific activities from other donors, including ACIAR, ICLARM, ICOD, FAO, and the British Government.

### 3006 Inshore Fisheries Research Project

122. Specific activities undertaken or under way during 1992 were as follows:

#### *Regional-level activities*

*Ciguatera database*  
*Backstopping FAO South Pacific Regional Aquaculture Development Project activities*  
*IFRP/SPRADP reef reseeding project*  
*Publications - Technical papers on fisheries, Analysis of regional deep bottom fish resources*  
*Advisory services*

#### *National-level activities*

*Stock assessment and management of the Aitutaki trochus fishery - Cook Islands*  
*Assistance with fisheries technical report production - Papua New Guinea*  
*Coastal fisheries data collection - Nauru*  
*Review of fisheries data collection - Vanuatu*  
*Stock assessment of deep slope fishery resources and longline baitfish resources - Tonga*  
*Survey of beche-de-mer and trochus resources - Solomon Islands*  
*Survey of fish and invertebrate resources - Pitcairn Island*

#### **Remote sensing project**

123. The RSP will involve the establishment of a small facility (computer equipment and technician) to carry out work related to the analysis of data acquired through satellite remote sensing, and the development of a computerised multi-disciplinary geo-referenced resource database. Both these tools will be used principally to meet in-house needs, and will lead to improved effectiveness of research and development projects in which the Commission is involved. It is planned that the project will in the first instance focus on inshore marine resources and will function as a component of the Fisheries Programme. However, it is anticipated that the sectoral coverage of the project will ultimately grow to include other areas, including oceanic resources, agriculture and demography.

124. The EC has maintained an interest in funding a remote sensing programme at SPC since it was first proposed by the Commission three years ago. The indication is that, with the agreement of the Pacific French Territories, a sum of up to 800,000 ECUs could be made available from the Regional Overseas Countries and Territories envelope of the 6th European Development Fund. This budget would be adequate to finance the main SPC component of the project, as well as providing a substantial sum for the promotion of regional cooperation, especially involving the image analysis laboratories in New Caledonia (Laboratoire de Traitement des Images Calédonien) and French Polynesia (Station Polynésienne de Télédétection).

125. Finalisation of the SPC proposal has been contingent on the outcome of various discussions that have taken place in 1992 between the potential collaborating parties. Further meetings are planned during the first half of 1993 and it is hoped that a proposal can be formally submitted to the EC at that time.

### Evaluation of the Resource Assessment and Management Section

126. The work of the section is to assist countries acquire the data needed for the development and implementation of appropriate inshore resource management plans. Considerable progress has been made in this area, with a significantly improved capacity on the part of many national fisheries departments to undertake and report on resource assessments. This has largely been achieved through an increased emphasis on applied, hands-on resource assessment and management training carried out both by the IFRP and by other agencies working in this field. Compared with five years ago, when the IFRP was first established, there is also a vastly increased awareness by technical fisheries department staff of the need to consider the biological limits of marine resources as part of the development process, again largely a result of the marine resource training and information dissemination activities undertaken both by SPC and by other agencies.

127. There is, however, still a gap between fisheries technical workers on the one-hand, and the management decision-makers on the other, including politicians, senior civil servants, and technical civil servants working in government investment or business advisory bureaux. As a result, there are still many private business ventures and development projects that are implemented without adequate consideration of resource issues. Where management occurs, it is still usually in response to a problem, or, when it is not, is often a result of a decision or representation by a local community that has decided to take its own action rather than depend on government. This situation arises because government decision makers frequently do not seek advice from technicians in fisheries departments, or because the departments themselves have not put in place mechanisms to ensure that decision-makers are fully aware of resource issues.

128. To resolve this situation, there is a need for greater emphasis to be placed on putting the results of resource assessment into practice, through more active programmes of public information dissemination and the development of fishery management plans as an integral part of the resource assessment process. It would be logical to address this topic area on a regional basis since there is much to be gained through the sharing of management experiences, successes and failures, and because many inshore marine resource issues are common to groups of countries.

129. At present, funding for the IFRP is assured until December 1993. The 24th RTMF recommended that the Commission *make every attempt to secure continued funding for the project so that its activities could be continued without interruption when the present funding expires*, and this recommendation was endorsed by the 32nd South Pacific Conference. The Secretariat therefore plans to seek further funding for a new project phase which, while not abandoning technical aspects of resource assessment, will place increased emphasis on supporting countries in their attempts to carry research through to the resource management stage.

### 3005 INFORMATION SECTION

#### Overview

130. The Information Section is newly established within the CFP structure and presently groups together the Fisheries Information Project (FIP), funded by the Government of France, and the SPC/OFCF Technical Cooperation Project (TCP), funded by the Japanese Overseas Fishery Cooperation Foundation. Technical supervision of the work of the section is directly by the CFPM at present.

131. The FIP coordinates the provision of information, both routinely and on request, to assist fisheries scientists, development officers, extension agents, planners, managers and others involved in developing and managing fisheries at national, regional and international levels. Many such individuals work in remote locations with poor communications and inadequate access to advice and information on technical fisheries-related topics. This project was established with the goal of improving SPC's capacity to process and disseminate information. Although the project at present comprises only the single position of Fisheries Information Officer (FIO), information services will continue to be an important and growing function of the SPC Fisheries Programmes. As a result, additional funds are being sought to allow its activities to be extended.

132. The TCP acts as a channel for the input of Japanese information and expertise into the work of the SPC Fisheries Programme. The overall goals of the project are to provide support to the development of fisheries in the Pacific Islands region, and to the further development of fisheries relations between SPC member countries and Japan, through a programme of activities which are principally information-related. The project, which is fully funded by the Overseas Fishery Cooperation Foundation (OFCF) of Japan, covers the single position of Fisheries Development Associate. The agreement for this project expires in March 1993 and at present there is no provision for its renewal, although the Secretariat has initiated discussions with OFCF on this matter.

**3005 Fisheries Information Project**  
**SPC/ OFCF Technical Cooperation Project**

133. Specific activities undertaken or under way during 1992 were as follows:

*Regional-level activities*

*Special Interest Groups*  
*SPC Fisheries Newsletter*  
*SPC fishery ephemera database*  
*SPC node for Pacific Island Marine Resources Information System (PIMRIS)*  
*Information requests/ question-and-answer service*

*National-level activities*

*Marine resources bibliography - Federated States of Micronesia*  
*Marine resources bibliography - Marshall Islands*  
*Marine resources bibliography - Guam*  
*Information on Japanese fishery issues*

### **Evaluation of the Information Section**

134. The gathering, repackaging and dissemination of information is one of the functions that SPC as a whole is ideally equipped to carry out on behalf of its member countries, and is of continually growing importance within the CFP. Promoting the flow of information to technical workers in the region is central to the operation of all sections of the CFP. It is therefore disappointing that the Secretariat's efforts to seek additional funding with which to strengthen and expand the work of the Information Section have so far not been successful. A number of targets for the Section have still not been met, including the establishment of 12 Special Interest Groups, and the production of a number of other publications.

135. The level of future work will continue to be constrained unless additional extra-budgetary funding can be located to support these activities. Additional manpower resources have been requested through the establishment of an additional position (to be shared with the Training Section) as recommended by RTMF 24. This would improve the capacity of the section to respond to the expressed needs of SPC member countries in the provision of fisheries information, especially the maintenance of existing SIGs and the establishment of new ones.

136. The TCP has provided a valuable input of Japanese information and expertise into the work of the SPC Fisheries Programme, as well as improving the flow of information on Japanese fishery activities to SPC member countries. Mechanisms to enable continued cooperation between the two organisations beyond the end of the present agreement will be investigated by the Secretariat.

### **3007 Oceanic Fisheries**

#### **TUNA AND BILLFISH ASSESSMENT PROGRAMME**

137. The Tuna and Billfish Assessment Programme (TBAP) was established by the 1980 South Pacific Conference to continue the work initiated by its predecessor programme, the Skipjack Survey and Assessment Programme (SSAP). The TBAP has, as its goal, the provision of assistance to SPC countries to develop, rationally exploit and manage the renewable oceanic resources of the region, the tuna resource constituting the single largest fishery resource available to member countries.

138. During 1992, the central ongoing activities of the Programme continued to be funded by extra-budgetary contributions from Australia, France, the United States of America, and New Zealand, supplemented for the first time by funding earned from the provision of external consultancy services. Funding on a substantial scale was also provided to support field research activity (the European Economic Community) and data coordination leading to resource assessment (Canadian International Centre for Ocean Development).

139. At the end of 1992, the TBAP staff complement comprised eight professional and four support staff, with a further two professional officers, carried over on a short-term basis from the Regional Tuna Tagging Project which concluded on 31st October 1992. Two professional positions within the Programme remained vacant. TBAP operational expenditure for Year 11 totalled 608,000 CFP units, against receipts of 677,000 CFP units. This enabled the historical deficit to be cleared.

140. Two main projects are defined within the TBAP, the Tuna and Billfish Research Project (TBRP) and the Fishery Statistics Project (FSP). These projects, while interacting to a large extent, reflect the two basic types of work undertaken by the TBAP: (i) the conduct of a programme of scientific research on tuna and billfish stocks in the SPC region; (ii) the collection, processing and dissemination of fisheries statistics pertaining to those stocks. In addition, the TBAP has been involved with ORSTOM in a continuing cooperative study of the effects of environmental variation on tuna fishing.

141. Reporting relative to the activities of these functional units is maintained here, even though the Work Programme is now reviewed by technical fora (SCTB and RTMF) with respect to four activity streams (Statistics and Monitoring, Biological Research, Assessment and Modelling, Reporting and Liaison).

142. Tuna and Billfish Research Project (TBRP). The work of the TBRP can be conveniently subdivided, with the involvement since 1988 in albacore issues, into that involving tropical tunas and billfish, and albacore respectively.

#### Tropical tuna research

##### *Assessment of tuna population parameters and interaction between fisheries*

##### *(a) Regional Tuna Tagging Project (RTTP)*

143. The TBAP embarked in late 1989 on a major large-scale tagging project that will add substantially to existing knowledge of yellowfin and skipjack stocks in the region at a time when catches in the region have increased dramatically. This project, supported by EC funding under Lomé III, became the major focus for TBRP activities in the 1989-91 triennium, and concluded in the operational sense during 1992.

144. Field operations of the RTTP involving the chartered Tuvalu pole-and-line vessel *Te Tautai* continued during most of 1992, with tagging activities undertaken in the following areas:

- 4 - 16 March:  
Northern Fiji, Wallis and Futuna and Tuvalu (184 yellowfin, 666 skipjack, 11 bigeye tagged)
- 17 March - 30 April:  
Kiribati (Gilbert Is; Phoenix Is), Howland Baker Is, Marshall Is and international waters (864 yellowfin, 1852 skipjack and 1069 bigeye tagged)
- 15 June:  
Tuvalu, northern Fiji and Wallis and Futuna (30 yellowfin, 1882 skipjack tagged)
- 9 July - 25 July:  
Kiribati, Nauru, Papua New Guinea and international waters (291 yellowfin, 2174 skipjack and 70 bigeye tagged)
- 5 - 21 November:  
Coral Sea (north-eastern Australia) (372 yellowfin, 538 bigeye, 542 skipjack tagged)
- 22 November - 19 December:  
New Caledonia (695 yellowfin, 2447 skipjack, one bigeye tagged)

145. All field activities involving the *Te Tautai* concluded on December 19th 1992. During the three year period, involving 24 months of vessel charter, over 116,000 tunas were tagged and released, with yellowfin, skipjack and bigeye comprising 30,798 (26.5%), 78,541 (67.6%) and 6,693 (5.8%) of these releases respectively. These release numbers exceeded nominal targets, and were made for the most part within the primary operational area (10°N-10°S, 120°-180°E) where the great majority of the tropical tuna catch is taken. A relatively high proportion of yellowfin, the primary target species, of most sizes was maintained in the releases (26%, as opposed to 5-10% in normal pole-and-line operations). A significant number of bigeye was also released, which should add considerably to our understanding of this poorly known but valuable species.

146. During the operational period, informal activity reports (23 total) were generated for all countries visited; these provided prompt reports on tagging operations and biological studies undertaken.

147. At the end of 1992, more than 11,500 returns (10%) had been received from these releases over a wide area of the western tropical Pacific, and tag returns are still being received. With relatively complete data accompanying most tags, progress towards project objectives has been good.

148. These tags are being received from all distant-water-fishing-nation fleets active in the western tropical Pacific, although the rates of tag reporting may vary among the fleets. Considerable effort has been directed towards publicity for the programme and tag recovery processes, with publicity material prepared in fifteen languages. Also, tag seeding experiments have been undertaken on board vessels of several fleets in order to estimate the rates at which recovered tags are reported to SPC. Results so far suggest an overall reporting rate of approximately 70%.

149. Analysis of the RTTP results, to provide first-cut assessments of the present status of exploited stocks, began during 1992, and a preliminary assessment was provided to member countries at several technical fora. These results suggest that present skipjack catches could be considerably increased, as could those of yellowfin, although a more conservative management policy was recommended for the latter species. These analyses will continue to be extended and refined as additional catch/effort and tagging data become available.

(b) *In-country tagging activities*

150. Under the general umbrella of the RTTP, several collaborative in-country tagging projects have been carried out to investigate tuna resource concerns on a local scale. In some cases, separate extra-budgetary funding has been involved. All phases of the first of these projects, carried out in the Solomon Islands as a joint project with the Ministry of Natural Resources and with AIDAB funding, have been completed. Four tagging cruises, utilising commercial pole-and-line vessels, in July/August, October/November 1989, March 1990 and June 1990, have been completed, with over 8,000 fish (93% skipjack) tagged and released. In addition, a further 6,363 (65 percent skipjack) releases were made during visits of the *Te Tautai* in 1990 and 1991. Return rates from the earlier cruises have exceeded 15 percent, with an overall return rate so far of 12.0 percent, i.e. over 1,000 tags. A final report on this activity, including an update of previous yield estimates, was presented to the Solomon Islands Government in December 1992. The report incorporated an analysis of the effect of FADs on tuna movement, carried out as a collaborative study with an NMFS scientist.

151. A second in-country project was carried out in Kiribati from August-September 1991, utilising the *Te Mautari* pole-and-line vessel *Nei Kaneasi*. Over 4,200 fish were tagged and released (1,058 yellowfin, 3,165 skipjack, 43 bigeye). With the addition of RTTP releases on the *Te Tautai* (800 in 1990, 6,481 in 1991 and 3,028 in 1992), over 15,000 releases have been made in the Kiribati EEZs with more than 700 recaptures at the time of writing. Analysis of this data set will provide information on potential yields and interaction issues in particularly the Gilberts portion of the Kiribati EEZ, as well as information on stocks in the Phoenix EEZ for the first time.

152. A third in-country project was carried out in Fiji, on a smaller scale, during January-February 1992, utilising the local privately owned pole-and-line vessel F.V. *Trapper*. Nearly 4,000 tunas were tagged and released in the Fiji fishery, with yellowfin as a priority (930, or 25% of releases). A total of 510 returns (13.6%) had been received by the end of 1992, and should enable interactions amongst the various components of the Fiji tuna fishery (pole-and-line, local longline, chartered longline) to be investigated.

(c) *Geographical extensions of the RTTP*

153. With funding from 6th EDF Regional OCT sources, RTTP activity utilizing the *Te Tautai* was extended to New Caledonia and Wallis/Futuna, to provide information on tuna resources in these areas south of the main operational area. During March-July 1992, 2,213 tunas were tagged and released in Wallis/Futuna waters, despite access to baitfishing grounds in Wallis not being available. Two visits to New Caledonia waters (November-December 1991; November-December 1992) saw 5,574 tunas tagged and released. Return rates from releases in these two EEZs are expected to be much lower than those achieved in the RTTP, given their distance from the main fishing area.

154. Supported by Australian funding for vessel charter, two visits of the *Te Tautai* have been made to the Coral Sea to tag and release tunas (yellowfin, bigeye) from seasonal aggregations in this sub-tropical area. During these visits (October-November 1991; November 1992), 11,672 tunas, mostly medium to large yellowfin (2,890) and bigeye (4,247), were tagged. Releases of tunas of this size are expected to contribute significantly to interaction studies and biological research.

**Evaluation**

155. The RTTP achieved or exceeded all operational targets, and has already generated preliminary findings which have been made available to member countries. Analyses of the large amount of data gathered will continue for some time, it is hoped with the benefit of additional EC assistance. The RTTP will be reviewed in early 1992 by the EC, as a prerequisite to the possible funding of the second phase South Pacific Regional Tuna Research Project (SPRTRP) from Lomé IV Regional ACP funds.

*Assessing and monitoring levels of exploitation of commercially important tuna and billfish species*

156. The total catch in the SPC statistical area (including Philippines and eastern Indonesia) in 1991 is estimated to have been 1.4 million tonnes, the highest ever and making this now clearly the world's largest tuna fishery. Of this total, 1,000,000 tonnes were caught in the Pacific Islands region (both within EEZs and adjacent high seas areas), the majority of which (85%) was caught by purse seiners of DWFNs.

157. Despite these large increases in total catch (25% in 1991 alone), most fishery indicators (catch per unit effort, by gear type) have remained stable. These and other data suggest that further increases in skipjack catch (990,000 tonnes in 1991) can be sustained. Similarly, further increases in yellowfin catch (370,000 tonnes in 1991) appear possible, although a more cautious approach to catch expansion is warranted in view of the somewhat lower productivity of the yellowfin stock compared to that of the skipjack stock. Bigeye catch (40,000 tonnes in 1991) has remained stable for several years, and large increases are not expected. Annual fishery status reports are now routinely prepared and presented to SCTB and RTMF, and production trends at all levels within industry monitored. The 1992 catch is expected to be slightly less than that for 1991.

*(a) U.S. Multilateral Treaty Observer Programme and other observer activities*

158. The TBAP has continued to provide support to the Forum Fisheries Agency (FFA) regarding the observer programme on U.S. purse seiners. Observer reports provided by FFA are processed and analysed at SPC and a summary report sent back to FFA. In support of Treaty annual review activity, detailed analyses of both observer and port sampling data collected under Treaty provisions are prepared. TBAP staff have also contributed significantly to observer training courses, and preparation of materials.

*(b) Port sampling*

159. During 1992, port sampling activity, to provide more detailed information on size composition of tuna catches than is available from daily logsheet data, was continued in Palau (sashimi longliners), Pohnpei, Yap and Fiji and was extended to Majuro. This activity is in addition to port sampling carried out in Pago Pago by NMFS under the provisions of the Multilateral Treaty on Fisheries.

160. It is intended to continue to expand such activity to provide increased coverage of the catch by all fleets, and eventually incorporate these data into age or size-structured stock assessment models.

*(c) In-country assessments*

161. These assessments, intended to provide individual countries with rigorous scientific assessment of the status of their tuna resources, are in great demand. During 1992, one comprehensive report (Solomon Is.) and a partial report (PNG) were prepared and presented to respective Governments. Several others are scheduled for preparation during 1993 (PNG, Fiji), with others undertaken as time and manpower permit. These reports will be progressively updated as analysis of tagging data proceeds.

**Evaluation**

162. The preparation of annual fishery status reports and, at a national level, fishery assessments have become key activities under this important function, which is based on steadily improved coverage of fishing activity in the region.

163. Under the proposed SPRTRP, it is hoped to considerably expand present port sampling activities, and initiate scientific observer activity on all fleets.

*Biological research on tropical tunas and billfish*

*(a) Study on tuna and their environment*

164. ORSTOM and SPC have been co-operating for some years in studying the effect of environmental variations on tuna fishing, under an agreement between these two bodies. The value of this co-operation lies in the opportunity it provides to pool and compare the data available for the region at ORSTOM (oceanography) and at the SPC (tuna statistics). This agreement, lapsed during 1992 with the departure of the ORSTOM counterpart scientist.

165. The long-term goal of the programme is the study of the impact of seasonal and inter-annual environmental variations, (in particular those linked to the El Niño phenomenon) on the space-time distribution of tuna as well as on their availability to and catchability by various fishing methods. It also provides oceanographic input to country reports, and to analyses of fishing patterns throughout the region.

*(b) By-catch and Discards in Western Pacific Tuna Fisheries "*

166. This study, which commenced during 1991-92 following a recommendation of the SCTB 4, will continue in 1992-93. The objective of the study is to review by-catch and discard practices of the industrial tuna fisheries operating in the western Pacific, using logsheet data provided to SPC member countries, observer data, and published and unpublished reports. Work has so far concentrated on reviewing available data on by-catch and discards in the purse seine and longline fisheries, and on the construction of estimates of total by-catch and discards for those fisheries. A draft of the work completed to date was considered by SCTB 5. This work will be completed during 1992-93, circulated prior to SCTB 6 and presented to RTMF in 1993.

**Evaluation**

167. Biological research, to obtain information on parameters needed for stock assessment to date has been a low key activity, but with an important review/information gathering function being strengthened during 1992. Again, the SPRTRP intends to increase activity in this area.

**South Pacific Albacore**

168. The TBAP has continued its upgraded involvement in South Pacific albacore research during 1992. The work is funded by a combination of 5th EDF Regional OCT (field work) and ICOD (coordination of data) funds.

*(a) South Pacific Albacore Research Workshop (SPAR)*

169. This informal working group promotes cooperative research on South Pacific albacore stocks. No SPAR Workshop was held during 1992, following the fourth held from 4-8 November 1991, at the National Taiwan University, Taipei.

170. With the cessation of the driftnet fishing after the 1990-91 season, and significant declines in overall catch levels occurring since the late 1980s, it was agreed at that time that there is presumably less risk of overfishing albacore stocks than before. However, given the uncertainty in potential yield and current exploitation rates, careful monitoring of the fishery and the stocks is still needed. The current availability of albacore catch and effort data, and albacore size frequency data by source, vessel nationality, gear type and time period were also reviewed, and suggestions for improvements were discussed.

171. As good progress towards the albacore resource assessment continues to be made, plans are under way to hold a fifth SPAR Workshop in Papeete in early April 1993.

*(b) Tagging and Observer Work*

172. In anticipation of continued EC funding, albacore tagging was carried out during a second season (1991-92), in the central South Pacific, the coastal waters of New Zealand and the Tasman Sea. Over 6,500 albacore were tagged by six observers placed onboard troll fishing vessels for the duration of the fishing season (~4 months). These observers tagged a portion (~10-20%) of the albacore caught each day, assisted with fishing activities, sampled the catch, and collected fishing statistics as done by observers during two previous seasons. The total number of albacore tagged during the two seasons is now approximately 10,000. Over 19,000 albacore were measured during 1991/92.

*(c) Port sampling*

173. In 1992, port sampling continued in Noumea (New Caledonia) and at the PAFCO cannery in Levuka (Fiji) to cover longline catches, and expanded in Papeete (French Polynesia) to cover both troll and longline catches. During 1992, additional port sampling was set up in Westport (New Zealand) to cover troll landings during peak periods, and in Suva (Fiji) to cover domestic longline catches. While collecting length measurements, hard parts (otoliths, vertebrae, etc.) and gonads are sampled when possible for purposes of ageing and analysis of spawning periodicity. Logbook records are also collected at all locations on an opportunistic basis, mainly to monitor trends on a within-season basis and to cross-validate corresponding statistics received from other agencies.

*(d) Laboratory studies*

174. Length-frequency, vertebral ring counts and tag-recapture data have been used to estimate growth rates of South Pacific albacore. These independent data provided consistent estimates of growth, about 0.5 cm per month for 80 cm fish. These results are currently being prepared for publication and will be incorporated in future assessments. Collection of gonads, initiated during 1991, was completed during 1992. Detailed histological investigations are being conducted in co-operation with NMFS scientists to confirm spawning periodicity. All available information relating to stock structure has been reviewed, and a pilot electrophoretic study on South Pacific albacore population structure is currently under way. Preliminary results based on these data indicate that South Pacific albacore can be regarded as a unit stock for assessment purposes.

*(e) Data processing*

175. Statistics on catch and effort associated with tuna fisheries in the South Pacific have been collected by the TRAP since the programme began. During 1992, data processing was expanded to assimilate the additional tagging and port sampling data collected, and to improve the reliability of the fishery statistics, ensuring that preliminary assessments of stock status can be made before the end of 1993.

*(f) Analytical studies*

176. The development, under contract, of an age structured model for albacore stock assessment continued during 1992. The model will analyse length frequency data, with the ability to incorporate ancillary data such as fishing effort, length-age and length-increment data. This model will be a primary research tool for evaluation of stock status and fishery interaction. Development of the software and preliminary analyses are expected to be completed prior to the next SPAR meeting.

**Evaluation**

177. Progress towards an authoritative assessment of the South Pacific albacore resource in late 1993 continues on schedule. Considerable progress was made during 1992 on analysis of growth, spawning seasonality and length-based assessments. No further tagging activity is currently envisaged, with existing data having provided useful information on movement, growth and fishery interaction.

**Fisheries Statistics Project (FSP)**

**Regional Tuna Fisheries Databases**

*Daily Catch and Effort Logbook Data*

178. Since its inception in 1981, the Tuna and Billfish Assessment Programme has maintained a database on industrial tuna fisheries in the region. The main sources of data have been daily catch and effort logsheets provided to SPC by member countries; the logsheets have been obtained either from distant-water fishing nations (DWFNs) under access agreements or from vessels of domestic fleets.

179. The database is used for research and monitoring purposes and in particular to assess the state of exploitation of the stocks and to study interactions between the different fleets operating in the region. Monitoring of the fisheries is accomplished by the Fisheries Statistics Project (FSP) through quarterly publication of the *SPC Regional Tuna Bulletin*.

180. In addition to research and monitoring conducted at SPC, the FSP also provides data summaries to member countries on a quarterly basis. For several member countries, the processed data are returned on diskettes for incorporation into databases which are maintained on computers within each country.

181. In 1992, as in previous years, daily catch and effort data for tuna vessels fishing in the region were received from Australia, the Cook Islands, the Federated States of Micronesia, Fiji, French Polynesia, Kiribati, the Marshall Islands, New Caledonia, New Zealand, Palau, Papua New Guinea, Solomon Islands, Tonga, Tuvalu and the United States. Coverage of domestic fleets by the Regional Tuna Fisheries Database has remained high.

### *Standing Committee Database*

182. At the meeting of the Standing Committee on Tuna and Billfish held in Suva on 19-21 June 1989, the Committee considered the problem of inadequate statistical coverage of the fishing activities of distant-water fishing nations in the region, including Indonesia, Korea, Japan, Philippines, Taiwan and the USSR. The Standing Committee is an advisory sub-committee of the Regional Technical Meeting on Fisheries and is composed of most DWFNs which fish for tuna in the South Pacific, as well as SPC member countries. The Standing Committee discussed the establishment of a common database consisting of aggregated data provided by all fishing nations (including DWFNs), which would be separate from the data currently assembled by SPC in the Regional Tuna Fisheries Database (which are contributed only by SPC member countries).

183. At present, data have been provided to the Standing Committee Database by Australia, Fiji, Japan, Kiribati, Korea, New Caledonia, New Zealand, Papua New Guinea, Solomon Islands, Taiwan, Tonga and the United States. During 1992, additional data were received covering American purse seiners active during 1981-1985. Data covering Japanese longline, pole-and-line and purse seine fleets during 1981-1990 were received at SPC from the Fisheries Agency of Japan in December 1992.

184. During 1992, data from the Standing Committee Database and from other sources were used to compile a technical report on the status of tuna fisheries in the SPC region, including revised annual catch statistics for all fleets from 1952 to the present.

### *SPAR Database*

185. At the Second South Pacific Albacore Research (SPAR) Workshop, held in June 1989, the participants agreed to the offer made by SPC to act as a clearing house for the receipt and distribution of albacore data. At present, catch and effort data have been provided by Australia, Japan, Korea, New Caledonia, New Zealand, Taiwan, Tonga and the United States. Size frequency data have been provided by Australia, Fiji, French Polynesia, Japan and the United States. Though a meeting of the SPAR group was not held during 1992, data for the SPAR database were nevertheless compiled in preparation for a 1993 meeting.

### *Other Activity*

#### *Transshipment Data*

186. In 1988, the FSP began to compile statistics on tuna landings for delivery to canneries or for transshipment to markets outside the region. Data on landings have been received from the Federated States of Micronesia, Fiji, French Polynesia, Guam, Marshall Islands, New Caledonia, Northern Marianas and Palau. Transshipment data collection forms for the Federated States of Micronesia, the Marshall Islands and Palau were revised during 1992; the transshipment forms from these countries are now forwarded to SPC by fax on a monthly basis.

### *SPC Regional Tuna Bulletin*

187. Since August 1988, the *SPC Regional Tuna Bulletin* has been distributed on a quarterly basis to fisheries officers within the region and to research institutions and industry within the region and beyond. During 1992, the mailing list was updated and, for the first time, payment was requested from subscribers from the private sector in order to offset the cost of publication.

### *National Fishery Statistics Systems*

188. Commencing in 1988, tuna fishery databases have been developed and installed in thirteen SPC member countries. During 1992, several countries were visited by FSP staff to provide programming support for their in-country fisheries databases.

### *Statistical Support for other SPC Fisheries Projects*

189. Statistical support is provided to other SPC fisheries projects, in particular the Tuna and Billfish Research Project, the Deep Sea Fisheries Development Project, the Inshore Fisheries Research Project and the Regional Fisheries Training Programme.

190. Data management for the tagging projects conducted by the Tuna and Billfish Research Project has been carried out since 1989. The tagging database system allows tagging data to be entered on laptop computers onboard the tagging vessels; the tagging data can then be transferred to SPC headquarters on diskette.

### *Development of Indices of Yellowfin Abundance*

191. During 1992, work was initiated to develop indices of yellowfin abundance utilising daily catch and effort logbook data for the American and Japanese fleets, as well as data on oceanographic parameters. Preliminary results indicate that yellowfin stocks have not declined in response to increased purse seine effort. This work will be refined during 1993 and results will be reported to the next meeting of the Standing Committee on Tuna and Billfish.

### *Evaluation*

192. The statistics and monitoring function continues to benefit from improved coverage of fishing activity in the region. National capability continues to be strengthened, special purpose databases increase in effectiveness. As a result, some much needed analytical work has commenced, and supervised port sampling activity increased.

#### Philippines Tuna Research Project

193. The TBAP, with the approval of SPC management and under the auspices of the Western Pacific Fisheries Consultative Committee (WPPCC), has been contracted as technical consultant to the Philippines Tuna Research Project, which has as its goal an assessment of the skipjack and yellowfin tuna resources of Philippines waters. These resources are shared to some extent with those of the SPC region, as evidenced by the movement of tagged fish to and from both areas. The work, to span a two year period from December 1991, will be based on tagging experiments using the *Te Tautai*, under an extension of the present RTTP arrangement. It will involve existing TBAP staff, as well as additional short term recruitment as necessary. All SPC inputs are fully funded by Philippines sources.

194. A three month tagging cruise was carried out from August 1992, throughout Philippines waters. A total of 13,695 tunas (6,506 yellowfin, 5,921 skipjack and 1,269 bigeye) was released, with nearly 3,000 recaptures (> 20%) already made. These data will form the basis of a resource assessment during 1993.

195. Assistance is also being provided with the establishment of a landings/catch-effort monitoring system for tunas in the Philippines.

#### Evaluation

196. Implementation of the PTRP is proceeding on schedule, despite operational difficulties. A final report will be prepared by the end of 1993.

## HEAD IV - RURAL TECHNOLOGY

### 4300 RURAL TECHNOLOGY

197. The aim of the Rural Technology Programme is to offer regional countries technical assistance and advisory services and to assist them in the implementation of pilot projects, with emphasis being given to the use of alternative energy sources. This activity is focussing on the use of solar energy for electricity generation in village and rural settings (lighting, communications, food storage, water pumping, etc.) and other forms of renewable energy.

#### 4301 Rural Technology Project

198. The success of the pilot projects and the experience gained in their implementation prompted the French Territories of French Polynesia, Wallis and Futuna and New Caledonia to request that SPC co-ordinate a "Regional Programme of Photovoltaic Solar Electrification in French OCTs" funded by EDF and implemented under Funding Agreement no. 3452 PR/P dated 29/10/85.

199. A total of 615 units have been installed under this programme, as follows: 150 in New Caledonia, 380 in French Polynesia and 85 in Wallis and Futuna.

200. 134 arrays were installed in New Caledonia in 1992, completing the project phase scheduled for this Territory and covered by the funding agreement.

201. With regard to the 124 units for installation as part of phase two in French Polynesia, all the equipment ordered under the international tenders prepared and reviewed by the SPC were received in Papeete. The photovoltaic modules underwent an in-factory acceptance procedure in Europe, and a sample batch was subjected to confirmation tests in an EEC-approved laboratory. The installations funded by the Government of French Polynesia will be erected in 1993 at the sites selected in 1992.

202. To supplement the training courses laid on for technicians, on-site training was also carried out. These practical sessions consisted primarily of demonstrations of module cleaning, trimming of over hanging trees, filling batteries with demineralised water, replacing fuses and fluorescent tubes, etc.

203. A 20-minute educational videocassette on photovoltaic systems was produced and distributed by the New Caledonia School Television Service. This film was selected as one of ten for screening at the French National Film Festival on Renewable Energies held in Lyon, France, on 6 November 1992.

204. An English version of this video was produced and will be distributed to English-speaking member countries of the SPC.

205. An appraisal of public education efforts and a survey of the family and social circumstances of project beneficiaries were performed in support of the training activities. This work was done by a specialist who accompanied the educational team on every visit as a first stage and then worked on a more independent basis as a second stage. The report, submitted in February 1992, made it possible to adapt and improve the training support, with extra on-site training in particular.

206. After EEC experts declined, the Technology Officer appraised this project in the Territories concerned. His appraisal, supplemented by a socio-economic impact study (submitted in December 1992) went to the EEC in January 1993.

207. Because of the considerable success achieved by the Regional Photovoltaic Solar Electrification Programme amongst the public, French Polynesia and New Caledonia requested the EEC and the SPC to continue these solar power supply activities. The goal of the new regional programme will be to up-grade and increase the capacity of old photovoltaic installations in these Territories. With planned funding of 4 million ECU's from the EEC, the project will supply higher-capacity arrays (16 modules) to power not just lighting but also a freezer and radio and television sets. Proposals have been drafted by each Territory and a regional project pulling together these two proposals is being prepared by the SPC.

#### *Agricultural Technology*

208. Following a recommendation adopted by the Tenth PHALPS to add agricultural technology to the responsibilities of the Technology Officer, TO took part in the FAO Regional Expert Consultation on Agricultural Tools and Implements from 21 to 24 September 1992 in Apia, Western Samoa. The assembled specialists recommended that a Pacific Network on Agricultural Tools and Implements be set up. They also urged FAO to involve SPC in the co-ordination of the regional network.

#### **4304 Energy Meeting**

209. Lack of funding prevented this meeting from taking place. The Photovoltaic Solar Electrification Project prepared for submission to the EEC will include a proposed joint meeting with the Forum Secretariat Energy Division.

#### **4305 Regional Apiculture Development**

210. A consultant from the International Bee Research Association (IBRA) has been identified and the feasibility study is scheduled to commence in the second half of 1993.

#### **4306 Technology Transfer**

211. CRGA 16 decided that this project would no longer be included in the SPC's work programme.

#### **Duty travel by the Technology Officer**

| <i>Month</i> | <i>Country</i>   | <i>Duration</i> | <i>Activities</i>                                     |
|--------------|------------------|-----------------|-------------------------------------------------------|
| January      | New Caledonia    | 1 day           | Site identification on Ouvéa island, N.C.             |
| February     | New Caledonia    | 3 days          | Follow-up visit to Yandé (installation work)          |
| Feb./March   | Fiji             | 11 days         | Cocotech and 10th PHALPS meetings                     |
| May          | New Caledonia    | 2 days          | Follow-up visit to Canala (installation work)         |
| July         | New Caledonia    | 3 days          | Follow-up visit to Hienghène (installation work)      |
| August       | New Caledonia    | 1 day           | Inauguration of solar arrays in Bas Coulma            |
| Aug./Sept.   | French Polynesia | 8 days          | Follow-up visits to solar project and PIACC programme |
| September    | Apia             | 7 days          | FAO meeting                                           |
| October      | New Caledonia    | 1 day           | Inauguration of solar arrays at Isle of Pines         |
| Oct./Nov.    | Fiji             | 13 days         | Meetings with USP - CRGA 17 - Meeting with EEC        |
| December     | French Polynesia | 10 days         | Appraisal of a regional programme                     |

## HEAD V - COMMUNITY HEALTH SERVICES

### 5000 COMMUNITY HEALTH

212. The SPC Community Health Services (CHS) had a very busy year. Its programme officers continued to deliver high quality service and advice on health education, food and nutrition, epidemiology, environmental health, dental public health, and AIDS/STD and non-communicable diseases (NCD) preventions. New areas for future activities were also established.

213. During 1992, CHS programme officers made 58 visits to 20 Pacific member countries to participate in national or regional health activities. They also participated in international conferences presenting about 17 professional papers. Through the AIDS/STD and NCD small project grants, 41 community projects were funded at a total cost of about US\$ 208,463.

214. At the beginning of the year, 13 of the 21 approved posts were filled. The Environmental Health Adviser and the Epidemiologist completed their contracts. Both these positions were advertised and are to be filled early in 1993. Short-term consultants were recruited for development of specific health education materials.

215. Attempts were made to develop a CHS Corporate Plan and to widen the funding base. The health programmes were supported largely by funds from AIDAB, USAID, WHO, UNICEF and the Government of France. The CHS programmes most in need of financial support are Dental Public Health, Health Education and Nutrition Materials Production, Small Project Grants, and the Pacific Health Information Project.

### 5001 Production/Distribution of Health Education and Nutrition Training Materials

216. Funding for the production, reprinting and distribution of health and nutrition education materials in 1992 was made possible by the Australian International Development Assistance Bureau (AUS\$100,000).

#### Production

217. The following are new SPC regional health education and nutrition training materials produced at the request of the member countries:

#### *Non-communicable diseases (NCD)*

- Six NCD posters (English: 3,000 copies of ea.; French: 2,000 copies of ea.);
- NCD flipchart (English: 250 copies; French: 250 copies);
- NCD radio programme (English: 50 copies; French: to be translated);
- Tobacco prevention leaflets (English: 100 copies; French: 100 copies).

#### *Communicable diseases*

- Cholera/ diarrhoea prevention flipchart (draft currently being pre-tested).

#### *Dental*

- Poster (English: 3,000 copies; French: 2,000 copies)
- Stickers (English: 2,000 copies; French: 1,000 copies)

(Note: the above dental materials were funded by the French Government).

#### **Reprinting**

218. Because of their appropriateness in the island countries, the following health and nutrition education training materials were reprinted:

- Posters: five posters were reprinted with a combined total of 20,000 copies in English and French.
- Food leaflets: nine Food Leaflets were reprinted with a combined total of 36,000 copies in English and French.
- Video: reproduced 300 "Alcohol or Life: The Choice is Yours" videos in English (PAL/SECAM/NTSC).
- Flipchart: reprint 250 copies in English "Alcohol Is Dangerous".
- Games: reprint 2,000 copies in French, "Pacific Nutrition Bingo".

#### **Distribution and Clearing-house**

219. Regional (SPC member countries) and international (as per request) distribution of health education and nutrition materials to Ministries of Health, Education, Agriculture and Youth; Non-governmental organisations. *Total distribution: approximately 53,388.*

#### **In-country Funding Assistance**

220. Provided funding assistance to the Solomon Islands Ministry of Health and Medical Services' Health Education Division for the amount of 258,400 CFP to print locally developed health education materials.

#### **Problems and Solutions**

221. Unfortunately, AIDAB will not continue to fund (extra-budgetary) for this particular work item in 1993. Thus, the Community Health Services will continue to seek extra-budgetary funds to fund a five-year project proposal for a development, distribution and evaluation of regional health education materials.

#### Nutrition Education Materials Development, Distribution and Dissemination of Information

222. Programme activities were carried out by the Nutrition Education and Training Officer in consultation with island governments, national counterparts and in collaboration with relevant SPC programmes.

223. The fifth and sixth videos in the SPC-Unicef nutrition videos series were produced: *Pacific Fitness (Gardons la forme!)* was filmed in Tuvalu, and *A fair share* was filmed in Vanuatu. Distribution will take place in 1993.

224. Photographs, editing and lay-out were completed for two new food leaflets, *Fish*, no. 17 and *Seafood*, no. 18, which were extensively tested in the region in 1991. These were printed and distributed. Food leaflets on taro no.1, pawpaw no.2, and mango no.3 were also revised and produced.

225. Four issues of the *Pacific Island Nutrition (PIN)* newsletter were produced. This newsletter provides pertinent information on nutrition activities and programmes in the Pacific. The first French version was compiled and translated and will be ready for distribution in January 1993.

226. Development of resource materials for dietary and consumer education continued. Eight draft dietary leaflets on overweight and exercise and other nutrition-related disease, as well as two booklets on diabetes and overweight, were reviewed by counterparts throughout the region. These will be finalised in 1993.

227. Collaboration with USP on promoting the use of the 13 nutrition books produced by the South Pacific Community Nutrition Training Project continued. Technical advice was provided to USP Extension Services who is developing a certificate course in community nutrition. A project proposal was developed seeking funds for translation of some of these books into French.

228. Much time was devoted to clearing-house activities – responses to requests for information (from all countries within and outside the region) and advice on adaptation of SPC materials and resources. Reprinting of food leaflets and nutrition posters: many of these have been out-of-stock for a year or more. AIDAB funding has greatly assisted the Nutrition programme's ability to meet country requests for health and nutrition education materials. More funds are required for distribution of current and newly developed materials.

#### 5003 Health Education and Promotion

##### *Advisory services*

- Provided advisory assistance in the management of the Health Education Units and in the intra-collaboration and co-ordination with the other units within the Health departments in Vanuatu and Niue (March and November).
- Provided advisory services to Palau Ministry of Health, Palau Community Action Agency and the Guam Department of public health on non-communicable diseases prevention and control (March and April).

- Provided advisory services to the Government of the Solomon Islands, Ministry of Health and medical services (August/September).
  - a) National Environmental Health Division: the drafting of the sanitation video script production in conjunction with the SPC/Solomon Islands South Malaita "Personal Hygiene and Sanitation Project".
  - b) National Health Education Division: needs assessment in health education methods, and programme planning and evaluation training for the Provinces.
  - c) National TB and Leprosy Division: the process in developing TB health education materials survey needs in the community with high incidence of TB.
  - d) Provincial Health Education Unit (Temotu): in the direction for intra-collaboration and co-ordination of health programmes and activities, and the drafting of AIDS/STD small grant proposal for the province.

### Training

- Conducted in-country training in programme planning and evaluation in health education for community health workers, women, youth and NGO for Vanuatu's Health Department (March).
- Conducted in-country training in health education in non-communicable diseases prevention, for community and health workers, youth groups and the women's senior citizens staff in collaboration with the Ministry of Health and the Palau Community Action Agency, Koror, Palau (March/April).
- Conducted in-country training in health education in non-communicable diseases prevention, for community and health workers for Department of public health and social services, Agaña, Guam (April).
- Conducted provincial/in-country training in programme planning and evaluation in health education techniques for community and health workers, school teachers and women group in Temotu Province, Solomon Islands (August/September).
- Conducted national/in-country training in health education programme planning and evaluation techniques with emphasis on AIDS and STD for provincial health education assistants, allied health workers and NGOs, Honiara, Solomon Islands (September).
- Conducted in-country training in basic health education methods and social mobilisation for health workers, youth/women/church groups and school teachers in Alofi, Niue (November).

#### Other activities

- Continued to provide clearing-house and advisory services to countries in the region through communication (letters, fax, etc.) on health education matters. The objective of this activity was to continue to generate interest and motivation towards a more vigorous health education and promotional activities at the country level.
- Assisted the Australian customs service officer in the analysis of survey questionnaires from SPC member countries on the past 7 SPC regional training course on Drug identification and concealment methods.
- Collaborated with and assisted programme officers in the Community Health Services, the Youth Programme and the Women's Bureau, on request.

#### 5005 Pacific Island Food Composition Programme (PIFCP)

229. Final art-work, photographs, lay-out and editorial work for the first handbook: *The leaves we eat* by Mr John Bailey, Food Composition co-ordinator, was completed and the book printed, with funding from USAID. Distribution will take place in 1993.

230. Work on the database of 4,555 foods has continued intermittently, with technical assistance from the New Zealand Institute of Crop Research. Work has been slowed due to lack of funds and loss of the Food composition co-ordinator post in October 1991.

231. A project proposal for analyses of Pacific Island bushfoods has been extensively discussed and developed with various donors and technical agencies, ORSTOM, ACIAR and FORSPA.

#### 5006 Mother and Child Health

232. The programme has been financed by AIDAB since 1983. Activities are very broadbased.

233. Technical advice and training were provided to Federated States of Micronesia in developing a food, nutrition and NCD surveillance systems; to Papua New Guinea in developing a national nutrition policy; promotion of NCD small grant project proposals; and to Kiribati with facilitation of a nutrition workshop to upgrade knowledge of health workers and help develop appropriate nutrition education materials.

234. The Nutritionist and a consultant from University of Queensland Tropical Health Program provided technical assistance to Papua New Guinea during their National Nutrition Policy Workshop held in Madang in February to revise their policy. The Household Food Security Project funded the consultant.

235. New Zealand and the UK Freedom from Hunger Campaign funded a regional nutrition sub-committee meeting to facilitate the formal establishment of a Pacific nutrition workers professional association. This initiative came from a recommendation at the *First Regional Nutritionists, Dietitians and Nutrition Educators Workshop* held in Noumea in April 1991. A constitution, objectives and work plan for the association were developed. A report of the meeting has been distributed to all PIN readers. The name of the new association is the *Pacific Islands Nutrition and Dietetic Association (PINDA)*.

236. Food and nutrition curriculum at CETC: both the Nutrition Education and Training Officer and the Nutritionist, separately, spent a week at CETC teaching the curriculum and revising it. Further work on refining the curriculum will be required in 1993.

237. The Nutritionist and/or Nutrition Education and Training Officer participated in and presented papers (information and advocacy) and prepared nutrition and health education displays at various conferences and workshops in Western Samoa, Papua New Guinea, Fiji, Hawaii, Brisbane, Kiribati and Rome.

#### 5007 Vector Control

238. Malaria and dengue fever are major health problems in the region, the falciparum strain being the most dangerous and prevalent. Melanesian people of the region are greatly threatened by malaria with 230 and 114 reported cases of malaria per 1000 people in Vanuatu and Solomon Islands, respectively. Dengue fever has affected most countries in the region.

239. By targeting the mosquitoes that carry and transmit the diseases, SPC Community Health Services is working to help make national vector control programmes as effective as possible. SPC's role is shifting from just monitoring dengue fever outbreaks, to emphasizing the importance of these diseases, and hence the need for more funding effective control programmes. Initially, SPC has strengthened its collaboration with WHO on vector control, by providing advice at a major international meeting to devise a new global strategy on malaria. SPC took part in a regional technical meeting on malaria held in Vanuatu in July. SPC is working to unify regional action on the vector spread of malaria, filariasis, dengue fever, and other arboviral diseases.

240. In August/September SPC organised a successful environmental health management training course in collaboration with the Queensland University of Technology and Queensland Health Department. A more specialised regional course for the identification and control of the disease vectors is planned in 1993 in Honiara in conjunction with WHO.

241. SPC is revising information sheets and booklets on aspects of vector control by explaining simply what malaria and dengue fever are, how they are spread with practical guides for prevention. A traveller's guide, and control of disease vectors by community action is also included.

#### 5006 Non-communicable Diseases (NCD) Prevention and Control

242. This project is aimed at addressing the increasing rates of illness and deaths in the Pacific islands from NCD (such as heart disease, cancer, diabetes, high blood pressure, gout, etc.) through the promotion of a healthy lifestyle, of regular physical activity, good nutrition, maintaining a healthy weight, not smoking, and a moderate consumption of alcohol.

243. Activities in 1992 included NCD small grants, in-country training on health education and promotion, NCD and nutrition surveillance, cancer registration, and materials production. The Australian Government, through AIDAB, provided an A\$500,000 grant to cover programme activities and the three staff positions of NCD Epidemiologist, Data Processing Officer and Administrative Assistant.

#### Small grants for community NCD prevention projects

244. The NCD Small Grant programme is part of SPC's effort to reduce the incidence of NCD and their risk factors (such as smoking, lack of exercise, etc.) in the Pacific by supporting community level pilot projects that increase community education on NCDs and promote healthy lifestyles.

245. Over 51 small grant proposals have been received by the Commission, including 33 for 1992 from Ministries and Departments of Health, Women and Youth groups and non-governmental organisations. Twenty-five small grant proposals have received funding in 1992. The SPC Youth programme and Women's Bureau have been active in the distribution of small grant proposal guidelines and have assisted in the follow-up of small grants projects from youth and women's groups.

246. Some examples of small grant projects funded in 1992 include: a youth NCD workshop with community interventions in Fiji, multi-media NCD prevention activities in Guam, a national women's NCD workshop in Niue, diabetes health education activities in PNG, training and health education on diabetes in Solomon Islands and a Ministry of Health fitness programme in Western Samoa.

247. More funding is desperately needed as this programme has no line item in the NCD Project budget. Funding for small grants is only possible by reducing the level of activities in other important project areas. To help address this problem, a health small grants proposal has been developed and distributed to 20 donor agencies active in the region.

#### Training activities

248. In-country NCD workshops were held in April in Palau and Guam by the Health Education Specialist and the NCD Epidemiologist. Participants to the workshops included health workers, women and youth group leaders and community leaders. Outputs from the two workshops included increased multi-sectorial collaboration for in-country NCD activities, skills in health materials development and proposal writing, drafting and pretesting local language health education and promotion materials (posters, pamphlets, drama, video and radio spots) on NCD prevention and draft proposals for NCD community-level activities.

249. The Health Co-ordinator facilitated a Niue in-country NCD workshop that was held in May to educate women about NCD and their prevention and to enable the participants to train other women on NCD. Outputs from the workshop included action plans and recommendations for the prevention of NCD, decrease of smoking and alcohol use, and identified local resources for these activities.

250. Through the NCD small grant scheme, several community-level NCD workshops were funded in Palau, Papua New Guinea and Fiji. In addition, a nurse from Solomon Islands was funded for a two week training in secondary prevention and practical management of diabetes at the Fiji National Diabetes Centre.

#### NCD and nutrition surveillance

251. A consultancy on the development of a national food, nutrition and NCD surveillance system in Federated States of Micronesia was performed by the Nutritionist and Epidemiologist. The consultancy addressed the country priorities of overweight and obesity in adults and increased consumption of imported foods and drinks of low nutritional value. A surveillance manual for health, agriculture and education workers was produced. Some of the guidelines have already been acted upon and follow-up work is planned by SPC for the Federated States of Micronesia in 1993. Also, the health information system of French Polynesia was reviewed and database routines for the tracking of NCD trends were developed.

#### Cancer registration

252. The Epidemiologist compiled and analyzed cancer data for the Cook Islands, Federated States of Micronesia, Fiji, French Polynesia, Guam, New Caledonia and Vanuatu in collaboration with the Cancer Registries of Hawaii, New South Wales and New Zealand. A cancer registrar from Queensland performed a consultancy at the Fiji Cancer Registry. The SPC is preparing a regional picture of cancer patterns for the late 1980s to be used in the global analysis of the Regional Survey on Lifestyle Risk Factors for Cancer (1988-1992). A grant agreement with the International Agency for Research on Cancer (IARC) was renewed to support regional cancer registration activities.

#### Materials production

253. Materials have been pretested by 19 Pacific Island health educators, nutritionists and other allied health workers for posters on Smoking, Alcohol abuse, Exercise, Not Overeating, Healthy Heart...Healthy Family and Getting your blood pressure checked. Posters are presently being finalised for printing in English, French and without captions to allow a local language translation. Dietary leaflets on diabetes, heart disease, dental health, hypertension and gout were pretested throughout the region in 1992.

254. A Community Health Education Consultant from PNG has been recruited for six months to provide technical support in the NCD health education area including materials and curricula development, workshop training, and small grant assistance. Presently being reviewed and pretested are health education modules on social mobilisation and NCD workshop training. In addition, a flipchart on NCD and radio scripts on NCD prevention and control have been developed and are being pretested.

255. To assist health educators in the region in developing NCD prevention and control programmes, a Directory of health education media resources for the Pacific has been developed for distribution. Information circulars on the NCD project activities for 1991, NCD Small Grants, Exercise and Heart Disease have been produced in English and French and widely distributed. Reports on the Sub-regional NCD workshops for Polynesia and Francophone countries have been printed.

256. Other activities of the project concerning the production and distribution of health and nutrition education and training materials are detailed under Item 5001 and 5008.

#### **5009 South Pacific Epidemiological and Health Information Services (SPEHIS)**

257. The sending of fax messages to the region's directors of health for the reporting of infectious disease outbreaks was continued through the SPEHIS early warning system. On-going support for outbreak investigation was discussed with the U.S. Centers for Disease Control. Monthly reports of notifiable diseases reported by SPC island member countries are compiled monthly at the SPC and sent to all health departments, WHO and other regional organisations through a monthly SPEHIS circular. On-going surveillance on AIDS, HIV and sexually transmitted diseases continues.

258. The WHO and the SPC have held discussions on collaborating on health information activities in the region. The Workshop for Managers of the EPI from Pacific Island Countries held in Suva in August resulted in WHO/SPC discussions on improving the surveillance of EPI vaccine preventable diseases through further development of SPEHIS.

259. SPEHIS continues to operate as an information clearing-house on disease prevention and control for the SPC member countries. Disease prevention and control books, handbooks, videos and guidelines are regularly procured and catalogued by the health documentalist in the SPC library for the reference needs of the region. The library also provides computerised searches on disease prevention and control topics.

#### **5010 Pacific Islands AIDS and STD Prevention Project (PIASPP)**

260. While reporting for 1992 is still very incomplete, as of December 1992, a total number of 358 cases of AIDS and HIV infection (115 cases of AIDS) have been reported to the South Pacific Epidemiological and Health Information Service (SPEHIS) for the 22 SPC Pacific island member countries and territories. SPEHIS continues to produce regional updates on the HIV, AIDS and STD cases reported to the SPC, although significant under reporting is assumed for the STD reporting received from each country. These reports remain the only source of data for the Pacific Islands alone, as WHO reports for the Western Pacific include Australia, New Zealand and several Asian countries.

261. In the first full calendar year that the AIDS and STD Project has been in operation, project activities have been focussed in the following broad categories:

- Information dissemination
- Materials development
- Programme development
- Training
- Small grants
- Collaboration with other programmes

262. A review of selected project activities for 1992 is presented according to these categories.

### Information dissemination

263. A tremendous amount of information and materials have been distributed throughout the year through the WHO/SPC Information and Resource Exchange Center, one component of the AIDS and STD Prevention Project. Close to 100 Resource Centers, including the National AIDS Committees in all 22 Pacific Island countries, and the 19 Provincial AIDS Committees of PNG, receive regular mailings of materials screened to be relevant to the Pacific. Materials distributed include books, articles, pamphlets, posters, slides, audiocassettes and videos.

264. The *Accessions List* which reviews, catalogues and lists all the entries in the AIDS and STD database maintained by the Project, has been issued quarterly to over 140 addressees. This *List*, together with the *Pacific AIDS Alert Bulletin*, has generated numerous requests for additional information or materials.

265. Three issues of the *Pacific AIDS Alert Bulletin* were distributed to a mailing list of over 200, with a total distribution of 5000 for each issue. Very positive feedback has been received regarding the bilingual *Bulletin* (English-French). While much of the focus is on HIV and AIDS, emphasis is also placed on STD prevention and control, as the incidence of STD in many Pacific Islands is significant.

### Materials development

266. The booklet *Understanding AIDS*, initially produced through the WHO/UNESCO Regional Workshop on the Development of Instructional Materials on AIDS Education (January 1989) and subsequently revised by the Project, has been produced and distributed in quantity in English and French (over 10 000 copies in English and 5000 copies in French). In process is the translation of the booklet into 20 Pacific Islands languages.

267. Two videos have been produced through the Regional Media Center (RMC) for distribution throughout the region. *Charlotte's Story* was developed to humanise and "put a Pacific face" to the disease AIDS, and features an interview with Charlotte Frankovich, a Western Samoan woman living in New Zealand whose son died of AIDS. The video was selected for showing at the 12th Hawaii International Film Festival and has been shown on several of the Pacific Islands TV stations. Feedback received has been very positive.

268. *Like Any Other Lovers* is a feature production of a play written and performed by the ni-Vanuatu Wan Smolbag Theatre group, and filmed entirely on location in Vanuatu. The story revolves around a young man who discovers he is infected with HIV, and how he, and his family, friends and community react as the disease progresses. Distribution plans include sending the video to the appropriate government and non-government organisations and agencies, as well as to commercial video rental locations.

269. Three comic books targeting youth, two in English and one in French, are in production in conjunction with the Commonwealth Youth Programme. The comic stories were developed by youth for youth at regional workshop involving 18 youth and youth leaders from 14 Pacific Islands.

270. A draft HIV-AIDS Education Leader's Training Manual, based on a WHO training manual, has been developed in Tongan and used in the Tongan National Youth Congress national workshop on AIDS and STD for youth leaders, funded through the small grants programme.

271. In collaboration with the Family Planning Federation of Australia, the Project has undertaken the coordination, the translation and dubbing of four videos produced by the Federation (*Taboo Talk, Down There, AIDS in the Pacific, and Better Safe*) into French. These will be distributed to the Pacific French territories when completed.

272. One barrier to effective HIV and STD prevention efforts that has been voiced throughout the Pacific is the difficulty of discussing sexuality in Pacific Island languages. To address this, arrangements have been initiated to expand the booklet *South Pacific Reproductive Health Words and Phrases* produced by the Family Planning Federation of Australia in Fijian, Hindi, Pidgin, Tongan, and Samoan, into other Pacific Island languages.

273. Two posters have been developed in both English and French and distributed throughout the region. The first, primarily targeting maritime workers (e.g. fishermen, shipping company workers) features cartoon fish with the message "Don't take the risk... wear a condom if you fish in strange waters". The second poster is the first in a series around the theme "Love with Care". This poster was released for World AIDS Day and highlights the message of "A Community Commitment".

#### Training

274. The following trainings have been conducted by the Project:

- Graphic Arts Training for Fiji Nurses: developing Health Education Posters for HIV Prevention, 16 - 20 March, Suva, Fiji.
- Media Campaigning for AIDS and STD Prevention: 23 March - 3 April, Tarawa, Kiribati.
- Graphic Arts training workshops for Cook Islands health workers: Desk Top Publishing and Silk Screen Printing, 4 - 15 May, Rarotonga, Cook Islands.
- National Youth Leaders Training Seminar on HIV, AIDS and STD Prevention: in conjunction with the Tonga National Youth Congress (TNYC) and the Tonga Ministry of Health, 23 - 24 August, Nuku'alofa, Tonga.
- Comic book development workshop: HIV, AIDS and STD Education and Prevention: Reaching Pacific Islands Youth, 31 August - 11 September, Suva, Fiji.
- Two Solomon Islands Health Educators Trainings: Health Education Programme Planning and Evaluation with the Special Emphasis on HIV and STD Prevention, 3 - 10 September, Temotu Province and 14 - 22 September, Honiara.

#### Small grants

275. A total of 38 small grant applications from 13 Pacific Island countries or territories have been received by the close of 1992, with 24 funded. A wide range of activities have been funded, such as the development of TV spots (New Caledonia), a booklet targeting men who have sex with men, prostitutes and transvestites (French Polynesia), school education materials (Papua New Guinea), radio spots (New Caledonia), public information campaigns (Guam, Commonwealth of the Northern Mariana Islands), drama and theater performances (New Caledonia, Papua New Guinea, Vanuatu), condom distribution (Guam, Western Samoa), a prison education project (Fiji), and workshops (Cook Islands, Fiji, Niue, Papua New Guinea, Tokelau, Tonga, Vanuatu, Western Samoa). This programme has been quite successful in stimulating and supporting education and prevention activities at the community level, and will be continued in 1993.

#### **Programme development and collaboration with other Programmes**

276. A very important part of the Project is supporting and promoting the development of other programmes in their involvement in HIV and STD prevention, and collaborating with other programmes already involved. The Project philosophy is that for HIV and STD prevention efforts to be successful, all sectors of the community must be involved in some way, and that collaboration with other programmes is essential to maximise the effectiveness of the resources available in the region. A few of the Project activities in this area are highlighted as follows:

- Close co-operation and collaboration with the HIV/AIDS and Development Programme, a joint programme of the Australian Council for Overseas Aid (ACFOA) and the Australian Federation of AIDS Organisations (AFAO), in exploring how the Australian non-governmental organisation (NGO) community can become involved in supporting the Pacific NGO community.
- Close collaboration with the WHO AIDS prevention and control programme in the Western Pacific, including serving as a temporary advisor at the Pacific Islands National AIDS Programme Manager's Workshop, and participating in the "Coordination Meeting of Donor Countries and Agencies Involved in the Prevention and Control of AIDS in the South Pacific".
- Support to the Pacific Conference of Churches in taking a lead among the Pacific Islands Christian church community to carefully examine how the Churches can support and work together with public health in HIV and STD prevention.
- Working closely with the AIDS Society of Asia and the Pacific in arranging for Pacific Islands participation in the "2nd International Congress of AIDS in Asia and the Pacific, and initiating discussions regarding a similar sort of meeting specifically for the Pacific in 1993.
- Establishing collaborative links with the United Nations Development Programme (UNDP) HIV/AIDS Regional Project, including participating and assisting in the UNDP-sponsored "Behaviour Change Consultation" held in New Delhi, India, and co-ordinating a regional visit by key Regional Project staff in early 1993.
- Collaboration with the Waianae Coast Comprehensive Health Center, Hawaii State Department of Health, Hawaii Governor's Pacific Health Promotion and Development Center, Honolulu, Hawaii, in the organisation of the "HIV/AIDS Prevention: Island Style" workshop held in Honolulu, Hawaii.
- Sponsoring of the 2nd annual "HIV and STD Prevention Radio Campaigning Awards" in collaboration with the Pacific Islands Broadcasting Association (PIBA).

#### **5011 Disease Prevention and Control**

277. Epidemiological assistance has been performed on a wide range of disease prevention and control topics including cancer registration, nutrition and non-communicable disease surveillance, health information systems, infectious disease and training in computer statistical software.

### **Cancer Registration**

278. Registry operations were reviewed and cancer data analysed for the National Cancer Registries of Fiji, the Federated States of Micronesia, French Polynesia, Guam and New Caledonia. Training was performed on registry procedures including the use of computerised registry software.

### **Nutrition and Non-communicable Disease Surveillance**

279. Assistance was provided in the development of a national food, nutrition and NCD surveillance system in the Federated States of Micronesia. The goal is to set up routine monitoring for the food supply, nutritional status and NCD risk factors and establish short feedback cycles for timely action at all levels.

### **Health Information System**

280. Assistance was provided to French Polynesia, Guam and Vanuatu in the improvement and analysis of data from their national health information systems. Assistance was provided to Fiji, Solomon Islands, Tonga and Western Samoa on survey methodology. A regional health information proposal was developed as a planning document for future health information activities. A training module on NCD surveillance has been drafted and pretested and one on survey methods is being developed.

### **Infectious Disease Control**

281. The use of hepatitis B immunisation in national immunisation programmes continues to be promoted by the SPC. Advice on infectious disease control has been given on dengue, cholera, and other diseases upon request.

### **Use of computer statistical software**

282. The use of computer software for disease surveillance continues to be promoted through providing SPC member countries with the latest updates of the Epi Info Software. Individualised field training continues to be provided with future training using in-country workshops and videos planned.

### **5013 Dental Public Health**

283. As since 1991, the Health Co-ordinator was in charge of this programme. There has not been sufficient resources to employ a Dental Health Specialist.

284. The Government of France provided 38 000 CFP units for this programme. After consultation with Chief Dental Officers, this fund has been utilised to develop the dental public health activities in the Pacific, including: Small Project Grants to Guam and Fiji, production of oral health education materials including 2 posters, one sticker, and a dietary advisory leaflet, and assistance in the reestablishment of an appropriate dental officer training programme in the Pacific.

285. An honorary Dental Consultant assisted the Health Co-ordinator on technical matters involving dental public health. He is undertaking a comprehensive review of dental research and information on the Pacific. This honorary consultancy is not a remunerated position.

286. The SPC Community Health Services have been unable during 1992 to obtain resources for the Fourth Conference of the Chief Dental Officers and the appointment of the Dental Health Specialist.

#### 5014 Rural Water Supply and Sanitation

287. Sanitation and personal hygiene projects in Solomon Islands, Tuvalu and Kiribati, are at various stages of implementation.

288. The Solomon Islands project in Wards 28 and 29 Malaita Province has progressed the furthest, with developments during the year. These including:

289. Collection of comprehensive baseline data on community knowledge, attitudes, beliefs and practices in relation to sanitation and personal hygiene. A specific community mobilisation and education campaign was conducted, focusing on factors identified as being important. Strategies employed to give information and elicit interest and participation in the project, included,

- Production of a professional video covering the messages important for the success of the project, filmed in South Malaita;
- Production and use of new visual material and radio broadcast messages;
- Films were shown and discussions held on various health education topics;
- Demonstration toilets were built in several central locations.

290. The construction of toilets commenced in October, starting in Ro'one village.

291. The benefits of proper sanitation and good personal hygiene, in and around the Malaita project area, is now very high with excellent co-operation and community contribution. The toilet construction phase is proceeding at the optimal rate.

292. The Malaita project has strengthened community self confidence and self reliance. This sanitation and personal hygiene project is proving to be a model for similar projects elsewhere. The Solomon Island Government and Malaita Provincial Government have expressed the desire to establish similar projects.

293. The Kiribati sanitation and personal hygiene project is organised as part of the SPC North Tarawa Integrated Rural Development Project. Basic community mobilisation and education is to be undertaken by the staff of the Ministry of Health and Family Planning (MHFP) and the SPC in-country project coordinator. The project has not proceeded quickly due in part to a lack of agreement between parties on respective roles and responsibilities.

294. The Tuvalu sanitation and personal hygiene project has been delayed by the lack of a trained health educator. Several volunteers were available early in the year, the most suitable candidate put forward for consideration was subsequently considered unsuitable. The search for a suitable volunteer continues.

295. SPC has produced a series of posters and booklets, in English and French, promoting the benefits of a plentiful and safe water supply.

#### 5015 Food Hygiene

296. The First Pacific Islands Environmental Health Conference held in 1991 had particular concerns about the standard of food available for sale in many Pacific Island countries and made recommendations to address the concerns, these included

- Advice to countries on legislative controls for improving food quality and food safety.
- Assistance with particular in-country problems and projects. Such as:
  - a) Advice on a cholera outbreak;
  - b) Advice, monitoring and reporting on ciguatera poisoning in the region (In 1992, several countries had major outbreaks with large numbers of people affected);
  - c) Investigation of a food poisoning outbreak at a major tourist complex; and
  - d) Advice on requirements for new abattoirs etc.

297. Close collaboration with other agencies such as Codex Alimentarius Commission, at a local and international level, to improve and promote the highest possible standards for food.

298. Production of booklets and information on food hygiene, prevention of typhoid fever and diarrhoea.

#### 5016 Environmental Health

299. Specific activities under the auspices of the SPC Environmental Health Programme are outlined under their respective items at 5007, 5014, and 5015. In reassessing its role in environmental health SPC has had to ensure that its programme activities reflect the needs of member countries towards the year 2000. Facilitating this process SPC organised the First Pacific Islands Environmental Health Conference in 1991.

300. Environmental health training was a major recommendation and requirement from members countries. Member countries decided that management training for senior Pacific Islands environmental health staff was a priority in order to:

- Develop and provide skill and training in modern management practices.
- Cover traditional public health problems and the new and emerging complex problems such as disposal of non-biodegradable waste.
- Lead to a recognised qualification.
- Recognise the requirements of Pacific Island countries in the structure and design of the training.
- SPC developed a suitable programme with a fully accredited modular training developed in conjunction with the Queensland University of Technology.
- The first introductory module, of 6 weeks duration, was run in August-September 1992 with participants attending from 11 Pacific Island countries, was extremely successful as judged by all course participants SPC and QUT.

301. A second introductory course for those who could not be accommodated on the first course is planned. Advance modules are to be conducted in the future subject to the availability of funding.

302. In July the SPC responded to a request from Vanuatu to prepare a draft Public Health Act. This request was fulfilled to the satisfaction of Vanuatu.

#### **5017 Regional Conference of Permanent Heads of Health Services**

303. The Thirty-First South Pacific Conference endorsed the recommendation of the Thirteenth Conference of Permanent Heads of Health Services (held in Noumea on March 1991) and approved the holding of the Fourteenth Conference in 1993 and the omission of "Permanent" from the name of this item. The Fourteenth Conference has been scheduled for 14-18 June 1993, in Port Vila, Vanuatu.

#### **5050 Community Health Co-ordination**

304. The focus of co-ordination activities in 1992 has been to widen collaboration with other agencies, improve knowledge about SPC Community Health Services (CHS) and explore other areas of need outside the existing programmes.

305. There were numerous press releases leading to radio and television interviews and newspapers articles on the activities of the Community Health Services. A flyer summarising CHS structure and activities was distributed widely. The programme officers attended and presented papers at many international meetings organised by other agencies.

306. Programme visits were made to Kiribati, Marshalls, Niue, Tonga, Tuvalu and Vanuatu. Contacts and discussions of collaborative ventures were also undertaken with the numerous agencies of the UN, SPAFH, CIDA, DSE, British Development Division, USP, and the AIDAB project for Handicapped Children based in Suva.

307. Discussions with WHO on how to revitalise this traditional medicine as an aspect of the health system are under way. Health Research training will begin in Tonga to conduct a national research proposal writing workshop, with support of NZ\$8,000 from the New Zealand Health Research Council (HRC). Also, formal training in public health is being explored with the University of Newcastle, Australia, the University of Hawaii and USP.

308. It has been a busy year and co-ordination would have been smoother if the Health Co-ordinator had a personal or administrative assistant. It is requested that this be included in the 1994 administrative budget.

## HEAD VI - SOCIO-ECONOMIC AND STATISTICAL SERVICES

### 6000 STATISTICS SECTION

309. The priorities for the section in 1992 were:

- (a) to continue conducting statistics courses as required by countries;
- (b) to try to improve the quality of material presented in the courses;
- (c) to continue the improvement that was commenced in 1991 in the timeliness and quality of publications produced;
- (d) to produce a new publication on social statistics;
- (e) to meet country requests for advisory services.

310. The section was without a Statistical Research Officer from October 1991 until August 1992, and without a Programme Assistant for two months: both because of the financial restrictions that were facing the SPC. In an area of four people, this loss of almost a year necessarily had an impact on the work of the section and its ability to deliver output. The major cutbacks were in publications and general information services, although there were reductions in other areas of the section's work. The publication on social statistics could not even be commenced. The section finds it very disappointing that the initiatives started in 1990 and 1991 with the redesign of the publications, the development of a computerised statistical database, the development of new publications and the improvement in training courses have not been able to be exploited because of the staff restrictions.

311. Despite this, there have been some advances made during 1992, notably:

- the release of the first *Pocket Statistical Summary*;
- the timely release of *Retail Price Indexes 1991* and *SPSS No.13*;
- continued development of the SPC statistical database, although at a considerably reduced rate;
- conduct of a very successful course on Household Survey Operations;
- a start on improving forms, lecture notes and other materials for the SOAP courses;
- the release of two issues of *The Island Statistician*, a new newsletter;
- extensive negotiations with ADB to establish a regional programme of assistance to countries on statistical development; and
- more involvement of the section in providing statistical assistance to other areas of the SPC.

### 6001 Generalised Statistical Training

312. This item has traditionally been used to fund training courses in Statistical Operations and Procedures (SOAP) at basic and intermediate levels. The basic course is offered in-country and lasts for six weeks part-time. Intermediate courses may be either in-country or sub-regional and are full-time courses lasting for four weeks. Two basic in-country courses were conducted during 1992: in Federated States of Micronesia and Western Samoa. The Assistant Statistician conducted the basic SOAP course in Western Samoa - the first time a staff member has conducted such a course since 1984. The aim of this was to get first hand experience as to the quality of the materials being used. The experience was quite revealing and led to immediate action to improve the most out of date sections of the notes for the basic course. Two in-country intermediate courses were also conducted, one in Vanuatu in collaboration with the Statistical Institute for Asia and the Pacific (SIAP), which funded and provided a consultant for the course and one course in Guam conducted by SPC.

313. The Secretariat is grateful to the Australian and New Zealand Governments and in particular to the Australian Bureau of Statistics and New Zealand Department of Statistics for providing consultants for the generalised statistical training courses in 1992. The salaries of these consultants continued to be paid by their home departments while they were on consultancies.

314. The major problem facing this programme is that the lecture notes and other course material for the SPC Statistical Operations and Procedures Courses (SOAP) are very outdated: the notes were last revised in 1985 and this was only a partial rewrite. The notes are very outdated and contain irrelevant sections, reference to out of date technology, and do not refer to recent developments in statistics. There is a need to thoroughly review the approach to statistical training, to ensure that the courses are appropriate to the Pacific in the 1990s.

315. In an attempt to make available resources stretch further, more involvement from the in-country statisticians has recently been sought with the conduct of the SOAP courses. For example:

- a PNG national and ex Government Statistician was recruited to conduct a course in PNG in late 1991;
- the CNMI arranged funding and provided a lecturer for a course in CNMI - the SPC only provided the lecture notes and materials;
- for an intermediate course conducted in GUAM in 1992, GUAM provided assistance with lectures and controlled the project conducted as part of the course.

#### 6002 Specialised Statistical Training

316. This programme provides training in specialised areas of statistics for senior statistical officers. One course was conducted in 1992. This compares with one in 1990 and 1991, two in 1988 and 1989, one in 1987, and none in 1986 and 1985. The very limited core budgetary funding has been a serious problem for the programme in the effective conduct of specialised courses, as it is not sufficient to conduct a course and really allows for only one person to attend a course where most of the funding is provided from extra-budgetary sources.

317. From 1987 to 1991, the Asian Development Bank funded six training courses under Technical Agreement 5241. A sub-regional course in Household Survey Operations was conducted in Suva in November 1992, with funding provided by AIDAB. There is no real prospect of an agreement being reached with any agency to provide funding for the conduct of specialised courses beyond 1992.

#### 6003 Statistical Information Service

318. The main function under this heading is the preparation of three regional statistical publications - *Retail Price Indexes*, *Overseas Trade* and *South Pacific Economies: Statistical Summary (SPESS)*. These publications are much in demand. The publication *South Pacific Economies: Statistical Summary (SPESS)* was reformatting as a bilingual edition and edition No. 12 was published in December 1991, two years after the English edition No. 11 was released. A French version had not been released since 1982! The 1989 version of the *Overseas Trade* publication, which has not been re-designed, was released in June 1992. With the cutback of staffing referred to above, it was not possible to make further improvements. The publication *Retail Price Indexes 1991* was released in May 1992, and SPESS edition No. 13 was finalised for printing in December 1992.

319. A new publication, a *Pocket Statistical Summary* was designed and printed early in 1992. This has proven to be extremely popular and will continue to be part of the publications of the section. In 1992, the section released a publication entitled *The Island Statistician* that contains news about events in statistics in the Pacific. This has been well supported by the National Statisticians of the region.

320. The major problem facing this programme is that, through years of neglect by inadequate resources, the SPC has lost the focal position it held concerning the availability of data in the 1970's and early 1980's. The SPC's publications are rarely quoted, and many other organisations have moved to establish publication of data about the Pacific (e.g. the Tourism Council of the South Pacific, the National Centre for Development Studies, AIDAB). This situation has started to reverse, since the release of SPESS 12.

#### 6004 Regional Conference of Statisticians

321. Apart from the start of planning to hold a conference in 1993, no activity was undertaken in 1992.

#### 6005 Statistical Co-ordination and Advisory Services

322. The Statistician is an ex-officio Council member of the UN Statistical Institute for Asia and the Pacific (SIAP) Advisory Council. Attendance at these meetings has been very successful in ensuring that each organisation is aware of the detailed work programme of the other, and that co-operation between the agencies occurs. Participation at these meetings has resulted in a significant re-direction of SIAP's work towards the Pacific. During 1992, SIAP experienced budgetary problems and activities were considerably reduced.

323. The Statistician attended the ESCAP Committee on Statistics meeting in November 1992. He also participated in two meetings related to gender statistics - one organised by UNIFEM in Suva and the other in Rarotonga organised by INSTRAW.

324. A considerable amount of consultation with ADB was needed in order to plan and mount the specialised training courses covered by the Technical Assistance Agreement 5241. An attempt was made during 1991 and 1992 to negotiate a new agreement to provide assistance to countries in the development of economic statistics. The Thirty-first South Pacific Conference approved the creation of two positions. Unfortunately the negotiations were not finalised by the end of 1992 but it is expected that agreement will be reached early in 1993.

325. Close liaison was maintained with the Australian and New Zealand statistical agencies concerning the provision of experts for training courses and other consultancy activities and the co-operation of these agencies in providing consultants and technical assistance is greatly appreciated. Co-ordination discussions or meetings have also been held with the ESCAP regional advisor on censuses and surveys, with EPOC, the Forum Secretariat, Australian Customs Service, ILO and other agencies.

326. This item also covers the provision of advice and assistance to member countries for the statistical services. During 1992 the SPC provided a consultant to Tonga for assistance with the conduct of a Household Expenditure Survey and the re-development of the CPI.

327. As mentioned above, a major collaborative effort has been the introduction of the Harmonised System of Trade Statistics to improve the quality of overseas trade statistics in the Pacific. A number of agencies have been involved in this initiative. One major contribution has been the development of a microcomputer processing system - PC/Trade - by the New Zealand Department of Statistics. It is expected that the adoption of the 'Harmonised System' and the use of PC/Trade will lead to a significant improvement in trade data over the next few years.

328. The section had considerable involvement in other areas of SPC. For example, the Statistician was part of the Integrated Rural Development Mission to Palau. He contributed a paper to the Regional Technical Meeting on Fisheries, and was involved in other areas of the SPC.

## 6100 ECONOMIC SECTION

### 6101 Information, Research and Advisory Services

329. The Economics Section continued in 1992 to provide technical assistance to countries requesting for short-term consultancies under funding provided by the UNDP which unfortunately was unable to continue funding in 1993. New sources of funding are needed to continue this service with island countries.

330. The Economics Section maintained its support to the production of the bulletin *South Pacific Economies: Statistical Summary* by offering collaborative support in the area of analysis of economic data.

331. The Unit also continued to be called upon to assist Management in representing the SPC in international forums (e.g. FIG/Donors meetings) including those dealing with international and economic issues (e.g. ESCAP Experts meeting in Port Vila in November 1992) and perform other in-house clearing functions. The Unit also completed a project appraisal for the Langa Fonua's proposed new center in Tonga and a study on economic prospects for Guam. Other country studies are planned.

332. The Unit has also continued to co-ordinate other SPC projects which involve more than one programme e.g. Household Food Security, Geographic Information Services, Coconut Processing Technologies, etc.

### 6102 Regional Conference of Senior Development Planners

333. The availability of funds from the Australian government allowed SPC to meet its financial commitments to the RCSDP. The Conference which was deferred from 1991 due to lack of funding was convened in December 1992 in Noumea. Like previous conferences in this series, the 1992 meeting was jointly organised with the Forum Secretariat. It was attended by 16 country representatives and observers. Recommendations from the Planners Conference are submitted under a separate paper to CRGA for its approval.

**6103 Sub-regional Training Course in Project Planning, Evaluation and Management**

334. This training was not undertaken due to lack of funds.

**6105 Sub-regional Training Course in Negotiations with Overseas Interests**

335. Lack of funding in 1992 prevented the holding of this training course.

**Duty Travel**

336. The following duty travel was undertaken by the Chief Economist in 1992:

| <i>Date</i> | <i>Country</i>       | <i>Duration</i> | <i>Activity</i>                                                              |
|-------------|----------------------|-----------------|------------------------------------------------------------------------------|
| Feb/March   | Suva, Fiji           | 16 days         | Attend Cocotech and PHALPS                                                   |
| April/May   | Kiribati, Tarawa     | 11 days         | Attend Forum's Economic Issues meeting                                       |
| July        | Solomon Is., Vanuatu | 12 days         | Forum Meeting and Government visit (Honiara)<br>Government Visit (Port Vila) |
| July/August | Tonga                | 10 days         | Economic appraisal of a government of Tonga project                          |
| September   | Port Vila, Vanuatu   | 6 days          | Resource person in the ESCAP's group meeting of experts.                     |

**6150 RURAL DEVELOPMENT**

337. The Programme continues to rely heavily on assistance from extra-budgetary sources, in particular Australia, and acknowledges this constant support.

338. The Programme has consolidated working arrangements in the implementation of the Regional Integrated Rural Development Project with UN/Integrated Atoll Development Project. In addition, in recognition of the project's importance an Integrated Rural Development Co-ordinating Group has been established comprising heads of all programmes who have a direct and/or indirect input into rural development throughout the region. The group meets on a quarterly basis as SPC's advisory technical arm to the Integrated Rural Development Project.

#### **6151 SPC Integrated Rural Development Project**

##### **Mitiaro Integrated Rural Development Project (MHARD)**

339. Programme activities focused on disseminating much of the lesson's learnt from SPC's three years of involvement in the project to island member countries.

340. The video documentary "The Mitiaro Experience" was distributed to all member countries and regional technical agencies.

341. The final draft of the "Nukuroa Revolving Fund", case study was submitted to the Government of the Cook Islands for approval before publication.

342. An external consultant was hired to conduct a terminal review of the project, in order to examine the integrated rural development philosophy and concept embodied in SPC's approach in the project. An information paper summarising the findings of the consultant was prepared for CRGA 18 and SPC Conference. Once endorsed the paper will be circulated as an information document to interested island member countries.

##### **North Tarawa Integrated Rural Development Project (NTIRD)**

343. Major activities undertaken within this project relate to human resource development (international and in-island training workshops in the agriculture, fisheries, women, health and nutrition, village revolving funds and marketing potentials). As a result of the in-island based training many of the activities programmed for 1993 have a greater North Tarawa participation rate in the organisation and implementation of project activities. This reflects the interest goal of the project to develop the capability of the people to sustain a level of development in line with available resources.

344. A mid-term review report was conducted of the project and recommendations/conclusions observed will assist in refining project activities in the final year.

345. The on-site project worker continues to provide the necessary advisory and facilitatory functions to the North Tarawa Council and the people.

346. A video documentary of the project is being produced.

##### **Palau Integrated Rural Development Project**

347. An investigatory mission in July concluded the potential for developing an IRD project in Palau formulated along the lines of Palau's rural development policies and environment. Further consultations with Government and non-government organisations have formulated a framework in which to develop a project.

#### **6152 Small Grants for Rural Development Projects**

348. During the Third Regional Meeting of Heads of Rural Development Services (Koné, November, 1991), the North Province of New Caledonia agreed to sustain this component of the Integrated Work Programme for 1992.

349. The sum of 50,000 CFP Units was received. Of a total of 28 project proposals received from 12 island member countries, 11 projects were approved for funding from the small grants for rural development scheme. They include Penrhyn Island Revolving Fund (Cook Islands), Youth Integrated Rural Training (Fiji), Ngardmau Sewing Training and Sisbanguau Women-In-Fisheries (Palau), Lagwa, Vatoro and Eba Poultry (Solomon Islands), Folaha/Nukuhetulu Women's Piggery (Tonga), Women in Economic Development (Vanuatu) and Lalomanu Vegetable Gardens and Tufutafoe/Lelepa Cattle Project (Western Samoa).

#### **6153 Regional Rural Development Training Project**

350. An overall project has been developed which includes the major findings of the rural development training needs assessment conducted in 1988.

351. The main constraint to implementation of the project in totality is funding. SPC continues to implement components of the project when funding is available.

352. Lack of total funding from donors continues to hamper progress in this project.

#### **6154 Rural Development Advisory Services**

353. Over the period advisory services have been provided to the following:

- Community Affairs Division Review in Tuvalu;
- Gender-responsive development planning training at SPC/Community Education Training Centre.

354. The Economist (Rural Development) undertook the following duty travel in 1992:

- *February, October, Republic of Kiribati:* monitoring visit to NTIRD Project site and village-by-village consultations to set up a revolving fund scheme within the project and to conduct a mid-term review of the project;
- *May, Fiji, SPC/CETC:* gender-responsive development planning sessions with students;
- *June, Tuvalu:* Community Affairs Review for Ministry of Health and Human Resource Development;
- *July, Palau:* investigatory mission for an Integrated Rural Development Project.

#### **6155 Regional Meeting of Heads of Rural Development Services**

355. Follow-up and implementation of the 1991 meeting recommendations were conducted.

#### **6200 SERVICES IN DEMOGRAPHY, POPULATION AND DEVELOPMENT PLANNING**

356. This programme has two key functions - it assists member governments in the analysis and utilisation of population data. Regarding the first component, assistance is provided in collecting, processing and analysing population information (population size, distribution and general characteristics, such as age distributions, number of men/women, components of population growth, such as births, deaths and migration, other socio-economic population characteristics, such as attainment of educational and professional qualifications and labour force participation). Secondly, the programme aims to strengthen the institutional capacity of member governments to recognise the important inter-relationship between population parameters in development planning and policy formulation.

#### **6201 Technical Assistance in Demography, Population and Development Planning**

357. From 1978 to 1989, the Commission co-operated with the United Nations Population Fund (UNFPA) in a project entitled 'Technical Assistance and Training in Census, Demography and Population Statistics'. A new project on Population and Development Planning, covering the years 1990-1992, was approved by the Thirtieth South Pacific Conference and submitted for UNFPA funding. Due to a global review and evaluation of its strategy in population activities, UNFPA deferred a decision on this proposed project, and instead approved, on an ad hoc basis, a very limited programme of activities between 1990 to 1992. Recruitment of three approved staff positions was also deferred, and later abandoned. As UNFPA is the main donor for the SPC Population Programme, these decisions affected the implementation of proposed activities in both 1991 and 1992.

358. By the end of 1992, all UNFPA assistance to SPC had finished, resulting in the loss of three (out of four) positions in the Demography/Population programme: Population Specialist, Population Data Processing Advisor and Project Assistant. With the programme reduced to one professional position (Demographer) funded from the SPC core budget, it was merged with the SPC statistics programme in December 1992.

#### **Advisory and training services in population**

359. SPC is the executing agency for the 1989 Chuuk Census Project (Federated States of Micronesia), the 1990 Kiribati Census Project, the 1990 Papua New Guinea Census Project, the 1987-1990 Vanuatu Vital Statistics Survey, the 1989 Vanuatu Population Census Project, and the 1991 Western Samoa Population Census Project. The Programme provided considerable assistance related to the administration, monitoring, provision of project outputs and financial/budgetary operations of these projects. A considerable amount of time and effort was invested on in-country on-the-job training of local staff in these countries in all aspects of organising and analysing a census.

360. The ESCAP Statistics Division and SPC Population Programme continued to co-operate in providing advisory and technical assistance to Pacific Island countries, especially in population census and civil registration projects. The *Expert Working Group on Economic Activity Classifications in the Pacific Islands* met 24-26 March 1992, reviewing recent developments in 'Economic Activity Classification', and developed proposals for the development of a Pacific Standard Classifications of Occupations (PASCO). These proposals were circulated to all Pacific Island Countries and interested Agencies/Individuals for comment. A final report is expected to be available in 1993.

361. The SPC Population Specialist attended the *14th Population Census Conference* hosted jointly by the Statistics Bureau of Japan and the East-West Population Institute, Hawaii May 26-29 1992 in Japan, and presented a paper on the status of census taking in the Pacific, and in particular, on the demographic analysis of census data.

#### Population information and publication services

362. A *Report on Survey of Computer Usage in Statistics and Planning Offices in the SPC Region 1990* was published, providing information to countries in the region on computer usage and availability, including information on software and hardware, highlighting an increasing trend of using micro-computers for processing statistical data, particularly population censuses and surveys, vital registration systems, and household income and expenditure surveys.

363. Country reports on *Migration, Employment and Development in the South Pacific*. Editing of the North America report was completed in 1992, and the report was published in early 1993. This leaves one remaining volume in the series on American Samoa; a second, revised draft was sent to the Samoa Government for clearance but, to date, no approval has been received.

364. The 5th edition in the *Statistical Bulletin Series on Population* provides a concise summary of population data for all Pacific Island countries and territories. Staffing constraints experienced in 1992 delayed publication, which will be completed in 1993.

365. *Directory of Population Institutions*: the SPC library and Population Programmes are jointly involved in the compilation of this Directory, which is a project of PACIFIC-POPIN.

#### Conclusion

366. The Programme had to cope with increasing demands for technical advisory services, amidst enormous funding constraints, as reflected in a substantial reduction in the level of XB (UNPFA) funding and severe understaffing for the third year running. With staff levels now reduced to one Demographer (funded from core budget) and one programme assistant on a temporary contract, it will become increasingly difficult without additional funding, for the programme to meet an ever-growing demand for technical backstopping at a time when Pacific Island countries are beginning to pay greater attention to population issues in development planning and policy formulation.

## HEAD VII - COMMUNITY EDUCATION SERVICES

### 7000 WOMEN'S PROGRAMMES AND ACTIVITIES

7001 Pacific Women's Resource Bureau

7002 Strengthening of Planning and Implementation of National Women's Programmes in the South Pacific

7003 Communication and Information (previously Newsletter)

7004 Women's Communications Officer

7005 Regional Meeting on Women's Affairs

7006 Management Training for Women

7007 Fund for Women's Projects

367. 1992 was a special year for the Bureau as it celebrated its tenth anniversary since establishment in 1982. The anniversary celebrations of the Bureau were organised in conjunction with the sixteenth CRGA meeting, and in collaboration with the women of New Caledonia who participated actively in the weeklong activities. The Bureau would have liked to have invited all the Pacific women to the celebrations, but cost considerations precluded that possibility.

368. The Bureau's focus for 1992 was largely on the evaluation and consolidation of national action plans identified by women at the Fifth Regional Conference of Pacific Women, (Guam December 1991); Provision of Advisory Services; Information sharing; Organisational capacity building at national level; Strengthening of network of women throughout the region.

#### Activities

##### *Bi-Monthly Peacesat satellite Conference of Pacific Women*

369. The women had utilised the Peacesat facility effectively in 1992 as evidenced in the higher percentage of attendance during the year. This has provided both the women and the Bureau the opportunity to follow-up on progress in relation to the national action plans, as well as sharing information on WID issues in general. The PWRB hosted six Peacesat conferences in 1992, and this will be continued in 1993. The womens' organisations in New Zealand and Hawaii joined towards the end of year.

##### *Tenth Anniversary of the Pacific Women's Resource Bureau*

370. From 18-21 May, the PWRB in collaboration with the women in New Caledonia, hosted a weeklong programme on various activities to celebrate the Bureau's anniversary. A handicraft exhibition and an information exchange for women was organised, and well over 200 women from all three provinces came to SPC headquarters for the celebration. Ms Hilda Lini, first Head of the PWRB, now the Minister for Health and Rural Water Supply in Vanuatu, was the Guest Speaker for the celebrations.

371. The above activities were made possible through donations from the local business houses and from New Caledonia.

*Credit Scheme -- Revolving Fund for Women*

372. The credit scheme for women is now onto its fourth year of operation, with schemes running initially in Papua New Guinea, Solomon Islands and Vanuatu. In 1992, the scheme was extended to American Samoa, Marshall Islands, Tokelau, Tonga, Tuvalu and Western Samoa. The scheme is for women, administered by women without the usual collateral restrictions and with much more flexible repayment schedules to suit local conditions. The demand from the network for the revolving fund is high. Requests have been forthcoming from some of the countries in Micronesia, and the Bureau hopes to implement such requests in 1993. A joint evaluation for the scheme by AIDAB/SPC is organised for early March 1993, and the outcomes would assist greatly with the future directions for the scheme. The credit scheme for women is funded by AIDAB, and co-ordinated and administered through the Bureau. The credit scheme is very popular with women's groups and individuals. Constraints have been in the area of training, marketing, and management. However the Bureau has managed to overcome some of the difficulties through working with national counterparts in providing initial training to the women, before taking out a loan. Most countries have organised steering committees to oversee the implementation component of the scheme, and this is working relatively well in the countries above. Hence the evaluation for the scheme is timely.

**Field visits**

373. Travel was restricted in 1992, with more emphasis on the utilisation of the Peacesat facility for follow-up work at national level. However, such a medium also has restrictions, and women have always preferred regular visits to the field from the Bureau. With the endorsement of the new organisational framework for planning and implementation of women's work into sub-regional divisions in 1991, field visits are carried out at sub-regional level on a rotational basis.

374. Polynesia was visited in 1992, and Melanesia will be covered in 1993.

375. The Women's Programme Officer (English) visited the following countries: New Zealand, Tonga, American Samoa, Tokelau, Western Samoa, Fiji and Federated States of Micronesia.

376. The Women's Programme Officer (French) visited Kiribati to undertake needs analysis for the National Council of Women in Kiribati (AMAK) and Fiji to attend the CRGA and South Pacific Conference in October.

377. The Women's Communications Officer visited the following countries: Fiji to facilitate radio training for CETC students, and to attend SPC /UNFPA Regional Consultative meeting on Population Information and Education, Vanuatu to attend Advisory Services National Council of Women, and Barbados to attend the DAWN Inter-regional Media Workshop.

## Training

378. The Bureau was able to assist three countries to conduct in-country workshops for the rural women. Requests were submitted from American Samoa, Tuvalu and Western Samoa for the Bureau to assist with the implementation of in-country workshops on tie-dyeing and smokeless drum ovens. In collaboration with the Principal of the Community Education Training Centre, the above workshops were carried out, with funding from the Governments of Guam and the Commonwealth of the Northern Marianas.

### *Grassroots radio For Pacific women community workers*

379. The Bureau in collaboration with the CETC, and the Media Training Centre Suva, undertook the above training for the students from the Community Education Training Centre, for a period of one month. The aim of the training programme was to train women community workers in a broad range of practical skills in the use of graphics and radio production. 1992 was the first pilot training under this programme, and it is anticipated that the training will be incorporated into the overall curriculum of CETC.

380. In-country communications training for the Melanesian Council of Women in New Caledonia. The training focused on public speaking skills. The follow-up will be organised in the tribe of Ouitchambo in 1993.

### *Training opportunities*

381. The Bureau through extensive consultations with the COADY Institute, in Halifax Canada was successful in getting two scholarship awards for two community workers from Tonga to attend a six months course on Community Development for 1993.

382. The Bureau worked closely with other programmes of SPC in promoting areas of collaboration and sharing of resources, which women's groups tapped into during the year.

- Nutrition/NCD small grants: 3 women's groups were funded
- AIDS/STDs: 4
- Rural Development Fund: 4

383. The women of Tonga through the Bureau requested SPC's assistance to undertake a financial appraisal for the Langa Fonua Association Building project. The appraisal mission was executed by the Chief Economist, and a comprehensive report was submitted to both the Government and the Women's organisation in Tonga.

## Communication and networking

384. The Pacific Women's Resource Bureau's newsletter circulation increased by 20% in 1992. Coverage of stories was more far-reaching due to intensive efforts to solicit stories and reports. With the network consolidated, more women voluntarily submit news and information.

385. Monthly UPDATES were slower in 1992 though the response to these sheets is most positive.

386. The *Directory of Pacific Women's Organisation* was a project launched in 1992 with financial assistance from New Zealand. One of the difficulties encountered - responses from all women, hence the Bureau is working towards finalising the task around March 1993.

387. The resource collection was supplemented with financial assistance from New Zealand. Database research has laid foundations for publishing a *Directory of Resources* in 1993.

#### Constraint

388. The major difficulty for the Bureau in 1992 was the lack of secretarial and administrative support.

### 7100 COMMUNITY EDUCATION TRAINING

#### 7101 Community Education Training Centre (CETC)

389. Since 1986, the Community Education Training Centre has been located at Narere near Suva on six acres of Government leased land. The Centre consists of 10 buildings now seven years old. They comprise two residential blocks for thirty-six (36) participants, a lecture block, three practical rooms, two staff quarters, an administration block and a library.

390. Recreation facilities for students is a need and storage facilities for the hostel is a necessity. Transport using the SPC bus continues to be a problem for safety and comfort for students.

391. Staff at the Centre in 1992 comprised the Principal, four (4) teaching staff, (one left in July), a Librarian, and four support staff. Staff from the Health section at HQ helped teach the Nutrition Course.

392. During November, the Centre was hired out by the ILO for a Women in Trades Course for 22 participants, and the Fiji Government for an Agriculture Librarian Course.

393. In May, the CETC Principal attended a month's Family and Development Workshop in Haifa, Israel at the invitation of the Israeli Government through the Israel Embassy in Suva.

394. In collaboration with the Pacific Women's Resource Bureau, the Instructor in Home Economics travelled to Apia and Pago-Pago in November to run a one week in-country Screen Printing Workshop for women.

#### **7102 Community Education Courses**

395. The 1992 CETC Course was attended by 28 women from 14 countries, bringing the total number trained at CETC to 822. The Country Women's Association of New South Wales sponsored a Papua New Guinea participant.

396. The participants' ages ranged from sixteen years to forty-one years and the average academic level was Grade 10.

397. The Course emphasis is on Community Development (60%) with Agriculture, Health, Food & Nutrition, Home Economics, Craft and Appropriate Technology comprising 40% of the Course.

398. Funding from AIDAB in mid-1992 enabled the Agriculture Course to be continued since the previous XB source was exhausted.

399. In evaluating the 1992 Course, the participants felt confident that they would now be better equipped for their role as community workers. The participants noted the need to be provided with a "Take Home Kit" to include a sewing-machine.

#### **7200 REGIONAL MEDIA CENTRE**

7201 Radio Broadcast Training and Development

7202 Graphic Arts Training

7203 Video/Television Training and Development

7204 Regional Technical Meetings of Heads of Media Policy and Development

7205 Technical Equipment - Maintenance/Repairs

7206 Materials Production

7207 Regional Symposium for Pacific Island Composers

7208 Media Information Assistant

400. Efforts to enhance and strengthen the use of the media both in terms of developing professional skills and for education and development purposes continue to be a major focus of the Commission, which recognises that the mass media, when linked to efforts by extension services, can be powerful influences for change in the islands region. This section summarises the work of the Regional Media Centre which is located in Suva, Fiji.

#### **Radio Broadcast Training and Development**

401. The influence of the Commission's efforts is being increasingly heard in a number of countries where extension agencies generally are making more and better use of radio. Standards in radio broadcasting for entertainment and, increasingly, commercial purposes, have been rising steadily with pressure from competition and the availability of "canned" programme material imported from industrialised countries.

402. The trend towards privatisation or corporatisation of radio broadcasting systems operating under Government is already influencing planning in the Islands. This trend impacts on the design and delivery of training for a market-driven broadcasting environment, and poses a challenge for those who focus on education and development, since an increased flow of commercial communication (selling goods & services) means that social marketing (the selling/promotion of worthwhile ideas, approaches and motivations) needs to be promoted, improved and strengthened if some of the ill effects of increased commercial advertising are to be countered.

403. While the Commission's main focus is on improving the use of radio for education and development, it is also called upon to provide specialist training and advisory assistance to Government-owned radio stations. In 1992, such an advisory, following up work begun in 1991, was provided to the Marshall Islands, while requests were received to carry out such activities in Tuvalu and the Federated States of Micronesia.

404. Training activities carried out during the year were a seminar and workshop for AIDS/STD education in Kiribati, a course in Suva for CETC students, in Guam a workshop for Radio and Television Station Managers, and in Yap FSM for Environmentalists and Broadcasters. There was also a Media Awareness Workshop conducted for a private company in Suva.

405. The Regional Media Centre maintains an AIDS/STD resource facility and fields many enquiries from people who visit or call by telephone. It organised the 1992 SPC/PIBA Awards for Excellence in Radio Campaigning for AIDS/STD Prevention in conjunction with the Pacific Islands Broadcasting Association (PIBA). These were won by Cook Islands (1st) and Kiribati (2nd). No third prize was awarded. The aim of the Awards is to encourage excellence in the use of radio for the purposes of AIDS and STD education.

#### Graphic Arts Training

406. This unit has for many years focussed on providing skills training for artists, photographers and print and publications staff in a broad range of skills including silk screen printing. A new trend is emerging with requests for training in desk-top publishing becoming prominent. The use of computers in the creation of artwork for posters, leaflets and small publications is fast becoming common in the region, and the need to understand computer software and their capabilities, especially for design work is growing.

407. In 1992, a workshop in desk-top publishing and silk screen printing was held in the Cook Islands for Health Educators. A similar workshop was held in Suva for Fiji registered nurses. Computers were again the main tool used in a regional workshop in Suva which produced the raw materials for a series of comics to be produced for distribution in 1993 for AIDS/STD education.

408. The Graphics unit also provided technical advice, assistance and production for other programmes of the Commission and collaborated in training CETC students in Suva and environmentalists in the FSM.

#### Video/Television Training and Development

409. In previous years, video production units in member countries were the major focus of the Video/TV unit's training efforts, but since television has now been introduced in 16 of SPC's member countries, with two more expected to start in 1993, the training needs of television services has quickly become our primary focus. This shift in focus is reflected by the number of requests that are received for training and other assistance in television.

410. In-country training courses in television production were held in Nauru and Fiji, both of which have recently introduced television services. Technical assistance was provided for Chuuk State in FSM who were planning to introduce a television service.

411. A regional training course was conducted on TV News Production with producer/reporters coming from six different Pacific island television services. A Sub-regional Workshop on Broadcast Management Techniques for Micronesian broadcast managers was held in Guam, jointly with the SPC Radio Unit. In all, seven training courses and workshops were conducted in 1992.

412. Assistance with other organisations and government departments involved the Video Officer and the Audio/Visual Assistant in training as well as participating in regional meetings. The Video Officer attended the annual Pacific Island Broadcasters Meeting as well as the Pacific Women Television Programme Exchange Meeting. The Audio/Visual Assistant was one of the facilitators in a sub-regional SPREP workshop which taught environmentalists how to use the media for environmental promotion and education.

413. Apart from training and advisory services, two technical publications were developed, both funded from the PACVIDEO Project which has now been concluded. Five video programmes were also completed, ranging in topic from AIDS prevention to trolling with natural bait. News items were produced as well for Fiji's TV service, promoting SPC workshops, meetings and training courses held in Fiji. Filming for four other video programmes commenced but were not yet completed by the end of 1992. SPC also participated in a tri-partite project entitled PACTEL, which involves SPC, UNESCO and the Asia Pacific Broadcasting Union (ABU) in a regional survey of television and video developments. The Project is expected to be completed by mid-1993.

414. Since the completion of the PACVIDEO Project in 1992, extra-budgetary funding for television and video training is now insufficient to cater for the growing demands placed on the Video/TV unit for training and other services. Efforts continue to seek other sources of funding, but none have yet been successful. With the proliferation of TV services, and the desire of Pacific island governments to increase the percentage of locally produced material, training is recognised as an essential step to increase the number and quality of Pacific-made TV programmes.

#### Population

415. The Regional Media Centre began discussions with the United Nations Fund for Population Activities (UNFPA) towards the start of a \$1.2 million project to improve the flow of information, education and communication (IEC) in the region on population matters and issues. A consultative meeting was held in October, and by year's end approval in principle for the project had been provided by UNFPA. The project will begin in 1993.

#### Training of Trainers

416. AIDAB has provided A\$30,000 for a special training of trainers course designed to develop a core group of trainers informed of current theory and recommended practices in the provision of non-formal education and adult learning, an area identified as lacking in other training of media trainers courses. This will be carried out in 1993.

#### Other activities

417. Media staff attended the following meetings during the year:

- The Fiji Disaster Awareness Committee.
- Pacific Chapter Meeting of the Asia-South Pacific Bureau for Adult Education (ASPBAE).
- Annual Meetings of the Journalism Educators Association (JEA) of Australia, the Pacific Islands Broadcasting Association (PIBA) and the Pacific Islands News Association (PINA).
- CRGA and SP Conference in Suva.

418. The Regional Media Centre was visited regularly by programme officers travelling from Noumea to or through Suva who took the opportunity to discuss the uses and applications of media for their work.

#### 7400 YOUTH AND ADULT EDUCATION

7401 Training for Youth and Community Workers

7402 Pacific Youth Council (Youthlink)

7403 Regional Youth Conference

419. 1992 was the year of consolidation for all Youth Offices throughout the region, out of necessity more than anything else. Youth Officers (Govt.) were advised and requested to look locally and elsewhere for resources that may be available to assist their efforts.

#### Training for Youth and Community Workers

420. The Core Budget allocation of 3,200,000 CFP units (approx. US\$32,000) was withdrawn to offset part of the over-expenditure from the Second Regional Seminar for Pacific Youth held in Pago Pago in June 1991. A letter was circulated to all youth counterparts informing them of the decision and asking their indulgence, understanding and support.

421. However, these youth counterparts were informed of the other SPC programmes and funding available to youth development efforts such as:

- AIDS: 8 requests received from Youth groups from 6 countries.
- STD/NCD: 3 requests were received and one funded.
- IRD: 2 requests were funded.

#### Duty Travel for YDO and A/YDO

422. Activities under YDO's travel funds or otherwise indicated were undertaken to the following destinations:

| <i>Officer</i> | <i>Month</i> | <i>Country</i> | <i>Activity</i>                                               |
|----------------|--------------|----------------|---------------------------------------------------------------|
| YDO            | January      | Fiji           | Meeting on Draft Corporate Plan (Youth)                       |
| YDO            | May          | New Caledonia  | Present DCP CRGA 16                                           |
| YDO*           | June/July    | Thailand       | Meeting, Youth Environment Network                            |
| YDO            | August       | Vanuatu        | Advisory Services                                             |
| YDO/AYDO       | September    | Lifou (NC)     | Discussion with Youth Department of Province des Iles Loyauté |
| YDO            | October      | Fiji           | CRGA 17 - Draft Corporate Plan                                |
| A/YDO          | October      | Fiji           | CYP Literacy Regional Workshop                                |
| YDO            | October      | Fiji           | CRGA 18's South Pacific Conference                            |
| YDO*           | December     | Kenya          | UNEP Global Regional Youth Focal Points Meeting               |

\* Funded by other sources

#### Pacific Youth Council (Youthlink)

423. The Youthlink newsletter has been, over the years, the main regular communication line amongst youth offices primarily for the regional dissemination and exchange of ideas and experiences. It is also a medium of informing other international youth organisations of the efforts undertaken in the Pacific countries towards the development of young people. This is issued and circulated quarterly.

424. The first French edition of Youthlink (up to now has always been in English) came out in October 1992. This has been repeatedly requested from the French-speaking territories' Youth offices. For now, it is understood, that this will continue for current and future issues.

425. The constraint in the past was workload and staff shortage in the Interpretation/ Translation Section.

426. International youth magazines sources were requested to send, regularly, to all Youth offices in the region (listing with us) free publications and newsletters produced on youth and youth development issues. This was initiated hoping that it would become an added source of learning for youth officers on what is happening around the world or any particular country in the field of youth development. It also becomes a source of resource information on publications, research articles etc. targeted at specific youth areas.

427. There are two other notable initiatives undertaken during the year (1992).

*Youth Current*

428. The Second Regional Seminar for Pacific Youth held in 1991 noted that the news items contained in the Youthlink newsletter, though relevant and of good quality, were too distant and by the time it got to them, news tended to be stale and out-dated.

429. Responding therefore to this call, the Youth Programme issued and circulated as of January 1992 a monthly bulletin titled Youth Current to contain important and 'hot' news youth officers may need to refer to immediately.

*Peacesat*

430. This on-the-air discussion with youth officers in the region started in October 1992. From this first session, and because of its impact, the Youth Programme was directed to pursue such discussion on a monthly basis. Consequently three such on-the-air discussions were held in 1992, and it will continue from February 1993.

431. From the *Vanini Evaluation Report* (1990/1991) a number of issues were raised regarding the Youthlink newsletter which were later endorsed by the Second Regional Seminar for Pacific Youth held in 1991. The conclusions were that the Youthlink services should be enlarged to provide information and exchanges in the areas of human resource development; information exchange; development and research; value education. These topics need time to research appropriate materials; with present staff overloading this is not possible.

432. Another area of difficulty is the repeated plea to youth officers (in country) to share, through the Youthlink, their experiences with others so others may learn. Though some are constant suppliers, some others need a little more 'arm twisting'. It is an area that need to be strengthened in the future.

*Regional Youth Conference*

433. The Second Regional Seminar for Pacific Youth held in Pago Pago, American Samoa endorsed the offer from the Cook Islands Government to host the 1994 Third Regional Seminar. Also endorsed was the offer by the Government of French Polynesia to host the 1997 Fourth Regional Seminar.

434. The First Regional Youth Seminar was held in 1986 after 21 years of existence of the SPC Youth Programme. The Second just barely made it in 1991 after a 5 years lapse, thanks to timely assistance from AIDAB.

435. These unfortunate uncertainties were due to lack of finance and appropriate donor support. Some donor agencies when responding said that Youth is not a priority to them.

436. For the 1994 Fourth Regional Seminar to materialise, financial assistance from a willing donor agency(ies) will have to be identified early.

### Draft Corporate Plan

437. Resulting from CRGA 15 and the 30th South Pacific Conference held in Tonga in October 1991, the Secretariat, abiding by their directive, embarked on the Draft Corporate Plan for the SPC Youth Division. Consequently, the first draft was presented and discussed at CRGA 16 at its meeting in Noumea in May 1992. Although there was strong support indicated by government representatives, the Secretariat was further directed to re-table it at CRGA 17. The second draft was again presented at the CRGA 17 session held in Suva, Fiji, in October 1992. Again, strong support was indicated; however, due to the present work being done on the formulation of the overall SPC Corporate Plan, the Secretariat was directed to put this document on hold and to incorporate it in the SPC Corporate Plan. It may be proper to note that this draft Corporate Plan for the SPC Youth Division is the first for SPC.

### Sports

438. Sports, though not in the Programme's work activities, do surface from time to time as an area where assistance is required. Not financial assistance but advisory services (e.g. constitutions for a newly formed National Amateur Sports Association), establishing contacts regionally for similar sports, soliciting responses to regional organised tournaments, etc. Though not experts, Programme staff have always attempted to help in making the contact with established sports personnel, offices and associations in the region. The Programme believes that sport is an integral part of youth development, hence the effort.

### UNEP - Regional Youth Focal Point for the Pacific (Environment)

439. The fashion today is of course environment. Young people must actively involve themselves in the preservation of their surrounding natural resources/environment. UNEP therefore, on the recommendation of the Director of SPREP, and with the endorsement of SPC Management, appointed the Youth Development Officer as the Pacific Youth Focal Point on environment.

440. The Asian Youth Council provided a sum of US\$2,500 for five Island countries through SPC Youth Programme for Youth's tree planting project.

## HEAD VIII - INFORMATION SERVICES

### LIBRARY SERVICES

- 8001 Salaries and Allowances - Duty Travel
- 8002 Library Purchases
- 8003 Library Computerisation
- 8004 Health Information Services
- 8005 Training Course for Francophone Library Workers
- 8006 Pacific Islands Marine Resources Information System (PIMRIS)

441. 1992 was a difficult year for the library with a freeze on one of the library's professional positions and a budget cut of 20%. As a result fewer, new items were purchased and backlogs have occurred in essential areas such as cataloguing.

442. However, development of library services was assisted during the year by the receipt of 10,000 CFP Units from the French Government for the purchase of French language books; the presentation to the library of a CD-ROM player and compact disc of the Popline database from UNFPA (United Nations Population Fund) and the receipt of funding to produce the SPC library input to a Pacific population institutions directory.

443. During 1992 regional activities in which the library was involved included hosting of the PIMRIS (Pacific Islands Marine Resources Information System) meeting; the production of a video directory; the provision of records for MOANA, an online database which covers living and non-living marine resources in the Pacific region and input into a joint USP/SPC library population directory. The past year also saw the removal of serials, books and documents from the library collection for transferral to SPREP in Apia.

444. One of the objectives of the library is to facilitate regional information resource development and in order to do this we want to make the resources of the SPC library more accessible throughout the region. To do this the current library computer system will need to be upgraded. We will also need some short term staffing relief and the means to participate fully in regional networks. To this end a number of funding proposals have been written and presented to some SPC donor agencies which may hopefully bear fruit in the future.

### Budget

445. The library budget was cut by 20% for 1992 which placed constraints on the amount of material that could be purchased. Some books and several periodical titles were paid for with programme funds and money was vired from other library budgets (travel, salaries) to help pay for other titles.

### Extra-budgetary funding

446. The book budget was supplemented by 10,000 CFP units from the French Government to buy French language books. Purchases made during the year included up-to-date language and technical dictionaries, computer and software manuals, a health encyclopaedia of New Caledonia and other valuable material.

447. The United Nations Population Fund donated a CD-ROM player and a compact disc containing the Popline database in 1992.

448. The library needs financial assistance with the costs of upgrading the database and completing the retrospective conversion of the card catalogue. During November and December, the Librarian submitted funding proposals to AIDAB, the French Government, UNFPA and CIDA.

#### *Staffing*

449. The Assistant Librarian's position was vacant for the whole of 1992 with resulting backlogs that may be a problem for some time. One staff member began study towards a Certificate in Librarianship from the University of the South Pacific.

#### *Regional Co-operation*

##### *CETC*

450. The Librarian visited Suva from 17 June - 6 July to work with the new library assistant at CETC. During her visit the Librarian installed database software (PROCITE) and conducted an introductory training session for the assistance. She also weeded the collection and reassessed the CETC library procedures.

##### *PIMRIS meeting*

451. SPC hosted the 5th PIMRIS Steering Committee meeting held from 27-28 August. Librarians from the University of the South Pacific, SOPAC and FFA attended the meeting and it was an excellent opportunity to discuss matters of mutual interest. The MOANA database, a joint PIMRIS activity to which SPC library contributes, was launched during the RTMF which followed the PIMRIS meeting.

##### *Standing Conference of Pacific Librarians (SCOPAL)*

452. The Librarian participated in a PEACESAT meeting held on 21 October to re-establish SCOPAL, a move supported by librarians from Papua New Guinea, Western Samoa, the University of Hawaii and the University of the South Pacific. It is hoped that further progress will be made in 1993.

##### *Population Information*

453. The library contributed information for inclusion in a directory of population data compiled by the POPIN sub-regional network at the University of the South Pacific. A questionnaire was circulated from the SPC Library, the replies collated and a diskette of data sent to the USP. The directory was published in July and contains information on population research, institutions and specialists.

##### *Access to library for non-SPC users*

454. The library continued to receive requests for access from persons outside the South Pacific Commission and during 1992 many visitors used the library for reference purposes. Reference services to outside users could become a problem with increasing numbers of students requesting access since the creation of the local university. Although we will help where possible, SPC library has inadequate facilities and insufficient staff to cope with too many requests of this kind.

### Collection management

455. The library continued to buy and catalogue new material for its collection, although at a reduced level due to budget cuts. The reference collection was extensively weeded and work began on weeding the serials collection and updating the records in the serials database.

### Relocation of materials

456. The transfer of SPREP materials to Apia which began in October 1991 was completed at the end of January 1992. Nearly one thousand books and documents and 130 serial titles were transferred from SPC library's collection.

### Publications

457. A forty-three page directory entitled *A Pacific directory of videos relating women, fisheries and the environment*, was published in June with funding from ICOD. As the directory was printed in and distributed from Suva, the Librarian travelled to Fiji to make the necessary arrangements. A second edition of the directory is planned with the balance of the fund.

458. As well as a quarterly accessions list, the library also produced *SPC Library info*, a newsletter for staff highlighting new developments in the library.

### Computer services

459. A manual on SPC library practice for CD - ISIS begun by ALIB in 1991 was completed in 1992. This documentation is essential for the training of new staff in the use of ISIS.

### WHO/SPC AIDS Information Exchange Centre

460. The Health Documentalist has continued to collect and catalogue relevant material; four AIDS/STD accessions lists were compiled and distributed in 1992. Many resources, including books, slides and videos were distributed to resource centres in the region. French editions of two issues of *Pacific AIDS alert bulletin* were compiled by the Health Documentalist and she assisted with the planning and distribution of other AIDS project materials.

461. The Health Documentalist is collaborating with the Family Planning Federation of Australia to produce French versions of their set of four Pacific reproductive health videos. She travelled to Wallis and Futuna to make contact with health educators and other interested groups and individuals to discuss their needs and to talk about AIDS in the Pacific. She has been involved in other outreach work including speaking about AIDS to school groups and has accompanied local NGO, ADSPPK to various parts of New Caledonia to speak about AIDS.

**Statistical summary of library activities**

| <i>Acquisitions</i>      | 1990 | 1991  | 1992  |
|--------------------------|------|-------|-------|
| Books /document received | 728  | 1 307 | 1 052 |
| Books purchased:         |      |       |       |
| - Library budget         | 38   | 117   | 95    |
| - Other budgets          | 86   | 200   | 132   |
|                          | —    | —     | —     |
| Total                    | 124  | 317   | 227   |

**Periodical subscriptions:**

|                  |     |     |     |
|------------------|-----|-----|-----|
| - Library budget | 90  | 81  | 27  |
| - Other budgets  | 35  | 32  | 100 |
|                  | —   | —   | —   |
| Total            | 125 | 113 | 127 |

**Budget data (CPF units)**

*Book purchases*

|                |       |       |        |
|----------------|-------|-------|--------|
| Library budget | 746   | 3 350 | 6 646  |
| Other          | 3 843 | 5 328 | 6 530  |
|                | —     | —     | —      |
| Total          | 4 590 | 8 679 | 13 176 |

**Periodical subscriptions (CFP units)**

|                |        |        |        |
|----------------|--------|--------|--------|
| Library budget | 10 132 | 9 058  | 10 211 |
| Other          | 3 082  | 3 825  | 2 351  |
|                | —      | —      | —      |
| Total          | 13 215 | 12 833 | 12 562 |

**Database status (No. of records)**

|                                                   |        |        |        |
|---------------------------------------------------|--------|--------|--------|
| INFO (books/documents/videos)                     | 10 037 | 11 997 | 13 181 |
| SERIAL (newsletters, journals,<br>annual reports) | 1 824  | 2 142  | 2 288  |

### Cataloguing

|                         |       |       |       |
|-------------------------|-------|-------|-------|
| Publications catalogued | 1 072 | 1 964 | 1 132 |
|-------------------------|-------|-------|-------|

### User services

|                  |       |       |       |
|------------------|-------|-------|-------|
| Items borrowed   | 804   | 898   | 985   |
| Items circulated | 5 916 | 6 432 | 2 864 |

|                                                  |     |     |     |
|--------------------------------------------------|-----|-----|-----|
| Inter-library loan requests/<br>Reprint requests | 428 | 458 | 285 |
|--------------------------------------------------|-----|-----|-----|

|                                                  |    |    |    |
|--------------------------------------------------|----|----|----|
| Requests for library access<br>(Non-SPC clients) | 42 | 69 | 44 |
|--------------------------------------------------|----|----|----|

|                                                          |      |    |   |
|----------------------------------------------------------|------|----|---|
| Inter-library loans requested<br>by outside institutions | n.a. | 25 | 5 |
|----------------------------------------------------------|------|----|---|

### PUBLICATIONS

8010 Publications and Printing - Salaries/Allowances and Travel

8011 Document Production and Distribution

8012 Equipment, Spare Parts and Maintenance

462. During 1992, the Publications Section received generous assistance from AIDAB, which provided funds for the Editorial Assistant, Distribution Assistant and one Printery Trainee.

### Output

463. Average monthly output of printed pages from the headquarters printery in 1992 was 172,432 compared with 220 184 pages in 1991. In addition, a monthly average of 9 074 pages was produced by photocopy (compared with 21 740 pages in 1991). A total of 1,109 printing jobs was carried out (1,637 in 1991)

464. In previous years, more than half of the jobs printed in-house consisted of papers for meetings. In 1992 this was no longer the case: the total number of papers was 460. They were produced on the duplicating machine acquired in late 1991. This machine, which produces multiple copies faster and more cheaply than the photocopier, is also responsible for the sharp decrease in numbers of photocopies in 1992.

465. The drop in overall production was the result of several factors. Staff caught up on their leave entitlements, one of the Printery Trainees spent two months replacing the Distribution Assistant when the latter was on leave; and there were numerous breakdowns in the platemaker and the three offset presses (two of these will need replacing in the not-too-distant future, as will the photocopier). In addition, there were fewer demands made on the printery, which had no backlog at the end of the year. Judging by the quantity of material awaiting editing and printing now (February 1993), this trend is unlikely to continue.

466. Publications printed in-house included 31 meeting reports, 46 issues of various newsletters/information bulletins, 10 Information Circulars, 4 Tuna and Billfish Assessment Programme Technical Reports, 4 AIDS posters, 2 Inshore Fisheries Research Project Technical Documents, 2 Marine Resources Bibliographies, 1 Deep Sea Fisheries Development Project report, 1 Information Document, 1 Technical Paper and 14 other publications.

467. The following publications were produced by commercial printeries in Fiji, Noumea or New Zealand in 1992:

- Food Leaflets 15 (*Nuts and seeds*) and 16 (*Legumes*) (French)
- Food Leaflets 17 (*Fish*) and 18 (*Seafoods*) (English)
- Revised editions of Food Leaflets 1, 2 and 3 (*Taro, Pawpaw and Mango*) (English)
- Information Document 57 (*Guidelines for biological control projects in the Pacific*) (English)
- Handbook No.31 (*Pacific foods - The leaves we eat*) (English)
- 2 meeting reports
- AIDS booklet (English and French)
- 3 issues of *Pacific AIDS Alert Bulletin*
- 6 issues of *Women's News*
- 2 issues of *Agricultural News*
- 1 *Garden to Kitchen Newsletter*
- 2 AIDS posters (English and French)
- A dental poster and sticker (English and French)
- Reprints of 6 health posters, 9 Food Leaflets, the Alcohol Flipchart and Nutrition Bingo.

468. Most of the above could not have been produced in-house for technical reasons (format too large, use of coloured photos and illustrations). However, the *Women's News* and *Pacific AIDS Alert Bulletin* were produced outside because the programmes concerned were dissatisfied with the quality of reproduction in-house (see further below). The two meeting reports, the *Agricultural News* and the *Garden to Kitchen Newsletter* all emanated from Fiji-based programmes and were therefore printed and distributed from Fiji (although, like all publications, they were edited and proofread in Noumea).

469. The Publications Section provided new artwork for Tongan versions of two health posters and made arrangements for these and a third Tongan poster to be printed in New Zealand. The Section also did the final layout of Tuvaluan and Pohnpeian versions of the flipbook *A baby's health from birth to one year*, and arranged their printing.

470. Installation of computers for the three editorial staff took longer than envisaged, but was completed by the end of the year. A powerful computer, laser printer and scanner were purchased for the Graphic Artist.

471. During the year the Distribution Assistant dealt with 1,219 requests for publications and distributed 53,647 publications (51,575 within the SPC region). This is an increase of approximately eight per cent over the previous year. She also carried out the initial distribution for most of the publications printed by commercial printers.

472. Distribution questionnaires were mailed to all addressees on the computerised mailing lists except recipients of the *Women's News* and the *AIDS Bulletin* (these lists having recently been thoroughly reviewed by the programmes concerned). Approximately 2,500 questionnaires were mailed; to date 992 addressees (approx. 40%) have responded. Responses are still trickling in. The purpose of the questionnaire was:

- to discover whether addressees (particularly those within the SPC region) are receiving those categories of documents they consider appropriate;

- to check addresses;
- to discover whether addressees outside the SPC region are prepared to pay for publications currently sent free of charge.

473. Of the addressees outside the region who are not already subscribers or exchange partners of SPC, 374 responded to the questionnaire. Of these, 54 indicated that they would be prepared to subscribe, while 9 offered to exchange their publications for SPC publications. During 1993, the list of addressees outside the region will be carefully studied and, where appropriate, addressees who did not respond or are not prepared to subscribe will be struck off the lists.

#### Discussion

474. One of the causes of the drop in output from the printery in 1992 was the very heavy workload of the editorial staff, who had a considerable backlog of publications at the end of the year. This was partly the result of the number of publications submitted, but there were also other reasons. One was the volume of non-editorial work. During the first three months of the year, for example, 36 per cent of the editorial staff's time was spent on conference-related work (rapporteurship for sub-committees of CRGA and the Special Session of Conference, assistance in compiling the Progress and Evaluation Report and the Work Programme and Budget in preparation for the May CRGA). In addition, the Publications Officer (whose main task, aided by the Editorial Assistant, is the editing and proofreading of publications in English) is also Head of Section and now spends a considerable portion of her time on administrative duties.

475. While the editorial staff's involvement in rapporteurship in 1993 will, like in 1992, be confined to the two CRGA meetings and the South Pacific Conference, discussions with programme staff indicate that there will be a very heavy publications workload in 1993 and that the English editorial backlog will therefore continue. Efforts should be made to find funds for a second Editorial Assistant post and to relieve the editorial staff of all conference-related duties, as recommended by the Management Systems Review team.

476. In addition to editing and proofreading in French, the Assistant Publications/ Information Officer is responsible for public relations activities and relations with the press. While efforts have been to improve PR activities (for example, by the preparation of a series of leaflets on the organisation and its programmes), they have been hampered by lack of both time and funds. For this reason, production of the quarterly magazine *Pacific Impact* ceased in 1992. In its place, an annual report for 1992 will be produced (the first for over 10 years). However, it is unlikely to be ready to print before CRGA meets in May. Public relations work is often considered a luxury, but if SPC is to improve its image and make its valuable programme activities more widely known both to the people it serves and to donors, it is essential that PR be given more attention. As indicated in last year's report, the Secretariat believes that a full-time post of Information Officer should be created, and filled by someone with appropriate professional experience.

477. The heavy demands made of the Graphic Artist in 1992 (particularly from the health programmes) are likely to continue and, as in 1992, it may be necessary to 'farm out' some work to other artists.

478. The advent of more sophisticated computers and software has made it relatively simple to achieve attractive layout for publications, but quality of reproduction in the headquarters printery has not kept pace with this development. While it would be unreasonable to expect the printery to achieve the level of sophistication of a major commercial printery, some improvement must be made.

479. A matter of particular concern to programme staff, especially those who produce newsletters and other publications containing photos, is the poor quality of reproduction of photos on the existing equipment. It may be possible to achieve minor improvements by processing photos through the Graphic Artist's computer equipment, but the real problem lies at the platemaking stage. SPC's current platemaking equipment gives good reproduction of text and line drawings, but not of photos. A new system is required for them. A request was made to Japan for assistance in purchasing this, but has not borne fruit. Estimated cost is 8,000 CFP units.

480. It is likely that in the future programmes will require better quality paper for publications.

## **HEAD IX - REGIONAL CONSULTATIONS**

### **9000 REGIONAL CONSULTATIONS**

#### **9001 South Pacific Conference**

481. A Special Session of the South Pacific Conference was held at Headquarters on 23-25 March 1992 with the original mandate to discuss the headquarters building. However, special circumstances made it necessary to amend the original agenda to include a discussion on the budgets of the organisation.

482. Also, the sad and untimely passing away of the Secretary-General designate, Mr Jacques Iekawé, necessitated Conference making a decision on interim arrangements for filling this position and it was agreed to extend the term of office of the incumbent Secretary-General until a new Secretary-General had been appointed by the Thirty-second South Pacific Conference and had assumed office.

483. The Thirty-second South Pacific Conference was held in Lami, Fiji, from 27 to 29 October 1992. An impressive display of Fijian products was organised in conjunction with the Conference.

484. The Thirty-second South Pacific Conference appointed Ati George Sokomanu of Vanuatu to the position of Secretary-General, Mr Vaasatia Poloma Komiti of Western Samoa to the position of Director of Programmes and Mrs Fusi Caginavanua of Fiji to the position of Director of Services.

#### **9002 Committee of Representatives of Governments and Administrations (CRGA)**

485. Two meetings of the CRGA were held in 1992. The Sixteenth Meeting of CRGA was held at SPC Headquarters in Noumea, New Caledonia from 18 to 22 May 1992, while the Seventeenth Meeting took place from 21 to 23 October, in Fiji. The reports of these meetings were adopted by the Conference as amended.

#### **9003 Inter-organisation Consultations for Funding of Programmes**

486. Expenditure under this item was on travel by members of Management for discussions with staff of regional and international organisations. Details of duty travel by Management in 1992 are given in a separate information paper.

#### **9004 Evaluation of SPC programmes**

487. The Thirtieth South Pacific Conference had agreed that SPC Management Systems be the subject of a thorough review in 1992.

488. The decisions of the Thirty-second South Pacific Conference appear in paragraph 19, page 7 of the Conference report. The matter also appears as a separate agenda item for discussion by this Committee.

## HEAD X - AWARDS & GRANTS

### 10001 Short-term Experts' and Specialist' Services

### 10100 Assistance to Applied Research Experiments and Field Work

### 10201 Inter-Country Study Visits

### 10202 Travel Grants - SPC Meetings and Courses

489. Due to financial difficulties, funds under the above grants were suspended in 1992 in accordance with the decision of the Special Conference held at Headquarters on 23-25 March 1992.

490. Countries were consequently informed by Savingram of the suspension of the above grants and were advised to resubmit their requested for consideration in 1993.

## **HEAD XI - CULTURAL CONSERVATION AND EXCHANGE**

### **11000 CULTURAL CONSERVATION AND EXCHANGE**

#### **11001 Festival of Pacific Arts**

491. The Festival of Pacific Arts was held in Rarotonga, Cook Islands, from October 17 to 30. This major cultural event enjoyed a wide media coverage and was followed and appreciated throughout the region.

492. The revolving fund created to assist the host country in Festival organisation was transferred to the Government of the Cook Island.

#### **11002 Meeting of the Council of Pacific Arts**

493. Due to lack of funds, no formal meeting of the Council of Pacific Arts could be organised before the Festival. An informal meeting took place during the Festival and the application by New Caledonia to host the next Festival in year 2000 was approved. This decision will however need to be confirmed by a formal meeting of the Council.

#### **11003 Grant-in-Aid of Cultural Development and the Conservation of Traditional Practices**

494. There was no activities under this Item in 1992.

#### **11004 Regional Programme for the Safeguard of the Cultural Heritage of the Pacific Region**

495. There was no activities under this Item in 1992.

| CONSOLIDATED EXPENDITURE                                     | Revised Budget 1992 |           |           | Actual Expenditure 1992 |           |           | Approved Budget 1993 |                               |           |
|--------------------------------------------------------------|---------------------|-----------|-----------|-------------------------|-----------|-----------|----------------------|-------------------------------|-----------|
|                                                              | Core                | XB        | TOTAL     | Core                    | XB        | TOTAL     | Core                 | XB                            | TOTAL     |
| <b>HEAD II - FOOD AND MATERIALS</b>                          |                     |           |           |                         |           |           |                      |                               |           |
| <b>2000 AGRICULTURE</b>                                      |                     |           |           |                         |           |           |                      |                               |           |
| 2001 Food Crops Diversification                              | 92,600              | 50,000    | 142,600   | 88,502                  |           | 88,502    | 99,600               | 100,000                       | 199,600   |
| 2002 Coconut Development                                     |                     | 115,000   | 115,000   |                         | 23,390    | 23,390    |                      | 200,000                       | 200,000   |
| 2003 Livestock Development                                   |                     | 185,300   | 185,300   |                         | 144,353   | 144,353   |                      | 328,000                       | 328,000   |
| 2005 Pacific Agricultural Information System (PAIS)          |                     | 602,700   | 602,700   |                         | 114,653   | 114,653   |                      | 404,000                       | 404,000   |
| 2006 Agriculture Newsletter                                  |                     | 6,000     | 6,000     |                         |           | 0         |                      | - transferred to 2001 in 1993 |           |
| 2007 Agricultural In-country Training Courses                |                     | 100,000   | 100,000   |                         |           | 0         |                      |                               |           |
| 2008 Regional Conference of Permanent Heads of Agriculture   | 40,000              |           | 40,000    | 38,763                  |           | 38,763    |                      | 100,000                       | 100,000   |
| <b>Total Agriculture</b>                                     | 132,600             | 1,059,000 | 1,191,600 | 127,265                 | 282,396   | 409,661   | 99,600               | 1,132,000                     | 1,231,600 |
| <b>2100 PLANT PROTECTION</b>                                 |                     |           |           |                         |           |           |                      |                               |           |
| 2101 SPC Regional Plant Protection Service                   | 124,700             | 708,000   | 832,700   | 114,107                 | 182,598   | 296,705   | 94,700               | 655,000                       | 749,700   |
| 2102 Fruit Fly Control Strategies in the South Pacific       |                     | 188,000   | 188,000   |                         | 167,007   | 167,007   |                      | 150,000                       | 150,000   |
| 2103 Training Courses & Workshops on Plant Protection        |                     | 65,500    | 65,500    |                         | 65,594    | 65,594    |                      |                               | 0         |
| 2104 Plant Protection Information Service                    |                     | 273,000   | 273,000   |                         | 30,292    | 30,292    |                      |                               | 0         |
| 2105 Regional Technical Meeting on Plant Protection          | 20,000              | 10,000    | 30,000    | 19,648                  |           | 19,648    |                      |                               | 0         |
| 2106 Biological Control of Taro Beetles in the South Pacific |                     | 446,200   | 446,200   |                         | 335,282   | 335,282   |                      | 350,000                       | 350,000   |
| 2107 Taro Beetle Project - Chemical Control                  |                     |           |           |                         | 44,990    | 44,990    |                      | 59,800                        | 59,800    |
| 2108 Plant Protection in Micronesia                          |                     |           |           |                         | 4,992     | 4,992     |                      | 270,000                       | 270,000   |
| 2109 German Biological Control Project                       |                     | 1,150,000 | 1,150,000 |                         |           | 0         |                      | 750,000                       | 750,000   |
| <b>Total Plant Protection</b>                                | 144,700             | 2,840,700 | 2,985,400 | 133,755                 | 830,755   | 964,510   | 94,700               | 2,234,800                     | 2,329,500 |
| <b>TOTAL HEAD II</b>                                         | 277,300             | 3,899,700 | 4,177,000 | 261,020                 | 1,113,151 | 1,374,171 | 194,300              | 3,366,800                     | 3,561,100 |

| CONSOLIDATED EXPENDITURE                            | Revised Budget 1992 |                  |                  | Actual Expenditure 1992 |                  |                  | Approved Budget 1993 |                  |                  |
|-----------------------------------------------------|---------------------|------------------|------------------|-------------------------|------------------|------------------|----------------------|------------------|------------------|
|                                                     | Core                | XB               | TOTAL            | Core                    | XB               | TOTAL            | Core                 | XB               | TOTAL            |
| <b>HEAD III - MARINE RESOURCES</b>                  |                     |                  |                  |                         |                  |                  |                      |                  |                  |
| <b>3000 MARINE RESOURCES</b>                        |                     |                  |                  |                         |                  |                  |                      |                  |                  |
| 3001 Regional Technical Meeting on Fisheries (RTMF) |                     | 12,750           | 12,750           |                         | 43,785           | 43,785           | 30,000               | 30,000           | 60,000           |
| 3002 Deep Sea Fisheries Development Project         | 233,900             | 220,900          | 454,800          | 237,447                 | 58,301           | 295,748          | 121,900              | 358,500          | 480,400          |
| 3003 Fish Handling & Processing Project             |                     | 310,400          | 310,400          |                         | 328,134          | 328,134          |                      | 323,000          | 323,000          |
| 3004 Regional Fisheries Training Project            | 5,000               | 666,700          | 671,700          | 5,000                   | 424,738          | 429,738          | 5,000                | 705,000          | 710,000          |
| 3005 Fisheries Information Project                  |                     | 134,800          | 134,800          |                         | 74,500           | 74,500           |                      | 142,000          | 142,000          |
| 3006 Inshore Fisheries Research Project             |                     | 276,700          | 276,700          |                         | 378,368          | 378,368          |                      | 300,000          | 300,000          |
| 3007 Tuna & Billfish Assessment Programme           |                     | 3,014,900        | 3,014,900        |                         | 1,595,151        | 1,595,151        |                      | 1,034,400        | 1,034,400        |
| 3008 Standing Committee on Tuna & Billfish          |                     | 30,000           | 30,000           |                         |                  | 0                |                      |                  | 0                |
| 3009 Purse-seine Test Fishing Project               |                     | 3,001,800        | 3,001,800        |                         | 26,527           | 26,527           |                      |                  | 0                |
| 3010 Women's Fisheries Development Project          |                     | 111,100          | 111,100          |                         | 91,500           | 91,500           |                      | 110,000          | 110,000          |
| 3011 Regional Post-harvest Fisheries Centre         |                     | 748,500          | 748,500          |                         |                  | 0                |                      | 945,100          | 945,100          |
| 3050 Fisheries Administration                       | 77,000              | 136,500          | 213,500          | 82,001                  |                  | 82,001           | 86,900               | 127,000          | 213,900          |
| <b>TOTAL HEAD III</b>                               | <b>315,900</b>      | <b>8,665,050</b> | <b>8,980,950</b> | <b>324,448</b>          | <b>3,021,004</b> | <b>3,345,452</b> | <b>243,800</b>       | <b>4,077,000</b> | <b>4,320,800</b> |

47,110  
994,290

| CONSOLIDATED EXPENDITURE                                       | Revised Budget 1992 |         |         | Actual Expenditure 1992 |        |         | Approved Budget 1993 |         |         |
|----------------------------------------------------------------|---------------------|---------|---------|-------------------------|--------|---------|----------------------|---------|---------|
|                                                                | Core                | XB      | TOTAL   | Core                    | XB     | TOTAL   | Core                 | XB      | TOTAL   |
| <u>HEAD IV - ENVIRONMENTAL MANAGEMENT AND RURAL TECHNOLOGY</u> |                     |         |         |                         |        |         |                      |         |         |
| <u>4300 SPREP MANAGEMENT</u>                                   |                     |         |         |                         |        |         |                      |         |         |
| 4011 SPREP Administration                                      | 78,600              |         | 78,600  | 78,600                  |        | 78,600  |                      |         |         |
| <u>Total Environmental Management</u>                          | 78,600              |         | 78,600  | 78,600                  |        | 78,600  |                      |         |         |
| <u>4300 RURAL TECHNOLOGY</u>                                   |                     |         |         |                         |        |         |                      |         |         |
| 4301 Rural Technology Project                                  | 69,000              | 28,200  | 97,200  | 74,717                  | 96,127 | 170,844 | 78,200               | 27,000  | 105,200 |
| 4304 Energy Meeting                                            |                     | 33,000  | 33,000  |                         |        | 0       |                      | 33,000  | 33,000  |
| 4305 Regional Apiculture Development                           |                     | 250,000 | 250,000 |                         |        | 0       |                      | 80,000  | 80,000  |
| 4306 Technology Transfer                                       |                     | 400,000 | 400,000 |                         | 3,845  | 3,845   |                      | 400,000 | 400,000 |
| <u>Total Rural Technology</u>                                  | 69,000              | 711,200 | 780,200 | 74,717                  | 99,972 | 174,689 | 78,200               | 540,000 | 618,200 |
| <u>TOTAL HEAD IV</u>                                           | 147,600             | 711,200 | 858,800 | 153,317                 | 99,972 | 253,289 | 78,200               | 540,000 | 618,200 |

SPREP moved to April 1992

| CONSOLIDATED EXPENDITURE                                                    | Revised Budget 1992 |                  |                  | Actual Expenditure 1992 |                  |                  | Approved Budget 1993 |                  |                  |
|-----------------------------------------------------------------------------|---------------------|------------------|------------------|-------------------------|------------------|------------------|----------------------|------------------|------------------|
|                                                                             | Core                | XB               | TOTAL            | Core                    | XB               | TOTAL            | Core                 | XB               | TOTAL            |
| <b>HEAD V. COMMUNITY HEALTH SERVICES</b>                                    |                     |                  |                  |                         |                  |                  |                      |                  |                  |
| <b>5000 COMMUNITY HEALTH SERVICES</b>                                       |                     |                  |                  |                         |                  |                  |                      |                  |                  |
| 5001 Production and Distribution of Health and Nutrition Training Materials | 44,000              | 164,000          | 208,000          | 50,852                  | 71,173           | 122,025          | 48,000               | 140,000          | 188,000          |
| 5002 Nutrition & Health Education Training                                  |                     |                  |                  |                         | 26,226           | 26,226           |                      |                  | 0                |
| 5003 Health Education & Promotion                                           | 80,100              | 68,000           | 148,100          | 80,566                  |                  | 80,566           | 90,400               | 70,000           | 160,400          |
| 5005 Pacific Island Food Composition Programme (PIFCP)                      |                     | 152,100          | 152,100          |                         | 2,072            | 2,072            |                      | 155,000          | 155,000          |
| 5006 Mother & Child Nutrition                                               |                     | 120,600          | 120,600          |                         | 89,738           | 89,738           |                      | 135,000          | 135,000          |
| 5007 Vector Control                                                         |                     | 35,000           | 35,000           |                         | 191              | 191              |                      | 400,000          | 400,000          |
| 5008 Non-communicable disease (NCD) Prevention & Control                    | 6,000               | 439,000          | 445,000          | 5,867                   | 362,395          | 368,262          |                      | 450,000          | 450,000          |
| 5009 South Pacific Epidemiological and Health Information Services          | 5,000               | 133,000          | 138,000          | 5,035                   | 3,492            | 8,527            | 5,000                | 140,000          | 145,000          |
| 5010 Pacific Islands AIDS & STD Prevention Project (PIASPP)                 |                     | 629,000          | 629,000          |                         | 525,807          | 525,807          |                      | 741,500          | 741,500          |
| 5011 Disease Prevention Control                                             | 127,000             | 95,000           | 222,000          | 121,011                 |                  | 121,011          | 84,200               | 95,000           | 179,200          |
| 5012 Pacific Public Health Seminar                                          |                     |                  |                  |                         | (2,705)          | (2,705)          |                      |                  |                  |
| 5013 Dental Public Health                                                   |                     | 245,000          | 245,000          |                         | 33,278           | 33,278           |                      | 245,000          | 245,000          |
| 5014 Rural Water Supply & Sanitation                                        | 10,000              | 235,000          | 245,000          | 2,609                   | 6,168            | 8,777            |                      | 260,000          | 260,000          |
| 5015 Food Hygiene                                                           |                     | 86,000           | 86,000           |                         |                  | 0                |                      | 90,000           | 90,000           |
| 5016 Environmental Health                                                   | 84,300              | 164,000          | 248,300          | 70,781                  | 20,334           | 91,115           | 101,600              | 260,000          | 361,600          |
| 5017 Regional Conference of Permanent Heads of Health Services              |                     |                  |                  |                         |                  | 0                | 50,000               | 95,000           | 145,000          |
| 5080 Community Health Co-ordination                                         | 97,400              |                  | 97,400           | 100,242                 | 54               | 100,296          | 108,400              |                  | 108,400          |
| <b>TOTAL HEAD V</b>                                                         | <b>453,800</b>      | <b>2,565,700</b> | <b>3,019,500</b> | <b>436,963</b>          | <b>1,138,223</b> | <b>1,575,186</b> | <b>487,600</b>       | <b>3,276,500</b> | <b>3,764,100</b> |

| CONSOLIDATED EXPENDITURE                                                         | Revised Budget 1992 |                |                | Actual Expenditure 1992 |               |                | Approved Budget 1993 |                |                |
|----------------------------------------------------------------------------------|---------------------|----------------|----------------|-------------------------|---------------|----------------|----------------------|----------------|----------------|
|                                                                                  | Core                | XB             | TOTAL          | Core                    | XB            | TOTAL          | Core                 | XB             | TOTAL          |
| <b>HEAD VI – SOCIO-ECONOMIC AND STATISTICAL SERVICES</b>                         |                     |                |                |                         |               |                |                      |                |                |
| <b>6000 STATISTICS SECTION</b>                                                   |                     |                |                |                         |               |                |                      |                |                |
| 6001 Generalised Statistical Training                                            | 93,200              | 66,000         | 159,200        | 91,524                  | 1,787         | 93,311         | 96,300               | 66,000         | 162,300        |
| 6002 Specialised Statistical Training                                            | 8,000               | 75,000         | 83,000         | 5,934                   | 43,229        | 49,163         | 8,000                | 55,000         | 63,000         |
| 6003 Statistical Information Service                                             | 47,300              | 40,000         | 87,300         | 44,903                  | 12,722        | 57,625         | 64,000               | 40,000         | 104,000        |
| 6004 Regional Conference of Statisticians                                        |                     |                |                |                         |               | 0              |                      | 40,000         | 40,000         |
| 6005 Statistical Coordination and Advisory Services                              | 115,800             |                | 115,800        | 114,290                 |               | 114,290        | 114,000              |                | 114,000        |
| <b>Total Statistics Section</b>                                                  | <b>264,300</b>      | <b>181,000</b> | <b>445,300</b> | <b>256,651</b>          | <b>57,738</b> | <b>314,389</b> | <b>282,300</b>       | <b>201,000</b> | <b>483,300</b> |
| <b>6100 ECONOMIC SECTION</b>                                                     |                     |                |                |                         |               |                |                      |                |                |
| 6101 Information, Research and Advisory Services                                 | 98,200              |                | 98,200         | 101,605                 | 1,711         | 103,316        | 110,300              | 95,000         | 205,300        |
| 6102 Regional Conference of Senior Development Planners                          |                     | 10,000         | 10,000         |                         | 23,941        | 23,941         |                      | 80,000         | 80,000         |
| 6103 Sub-regional Training Course in Project Planning, Evaluation and Management |                     | 40,000         | 40,000         |                         |               | 0              |                      | 50,000         | 50,000         |
| 6105 Sub-regional Training Course in Negotiations with Overseas Interests        |                     |                |                |                         |               | 0              | 10,000               |                | 10,000         |
| 6106 Regional Household Food Security Project                                    |                     |                |                |                         | 6,524         | 6,524          |                      | 500,000        | 500,000        |
| <b>Total Economic Section</b>                                                    | <b>98,200</b>       | <b>50,000</b>  | <b>148,200</b> | <b>101,605</b>          | <b>32,176</b> | <b>133,781</b> | <b>120,300</b>       | <b>725,000</b> | <b>845,300</b> |

| CONSOLIDATED EXPENDITURE                                                     | Revised Budget 1992 |                  |                  | Actual Expenditure 1992 |                |                | Approved Budget 1993 |                  |                  |
|------------------------------------------------------------------------------|---------------------|------------------|------------------|-------------------------|----------------|----------------|----------------------|------------------|------------------|
|                                                                              | Core                | XB               | TOTAL            | Core                    | XB             | TOTAL          | Core                 | XB               | TOTAL            |
| <b>6150 RURAL DEVELOPMENT</b>                                                |                     |                  |                  |                         |                |                |                      |                  |                  |
| 6151 SPC Integrated Rural Development Project                                | 64,100              | 600,000          | 664,100          | 64,255                  | 106,370        | 170,625        | 71,900               | 750,000          | 821,900          |
| 6152 Small Grants for Rural Development Projects                             |                     | 35,000           | 35,000           |                         | 16,096         | 16,096         |                      | 50,000           | 50,000           |
| 6153 Regional Rural Development Training Project                             |                     | 195,000          | 195,000          |                         | (10,839)       | (10,839)       |                      | 200,000          | 200,000          |
| 6154 Rural Development Advisory Services                                     |                     | 50,000           | 50,000           |                         | 4,809          | 4,809          |                      | 50,000           | 50,000           |
| 6155 Regional Meeting of Heads of Rural Development Services                 |                     |                  |                  |                         |                | 0              |                      | 80,000           | 80,000           |
| <b>Total Rural Development</b>                                               | <b>64,100</b>       | <b>880,000</b>   | <b>944,100</b>   | <b>64,255</b>           | <b>116,436</b> | <b>180,691</b> | <b>71,900</b>        | <b>1,130,000</b> | <b>1,201,900</b> |
| <b>6200 SERVICES IN DEMOGRAPHY, POPULATION AND DEVELOPMENT PLANNING</b>      |                     |                  |                  |                         |                |                |                      |                  |                  |
| 6201 Technical Assistance in Population, Demography and Development Planning | 97,400              | 972,600          | 1,070,000        | 92,248                  | 212,844        | 305,092        | 104,600              | 693,600          | 798,200          |
| 6202 Regional Immigration Seminar                                            |                     |                  |                  |                         | 44,314         | 44,314         |                      | 85,000           | 85,000           |
| <b>Total Services in Demography, Population and Development Planning</b>     | <b>97,400</b>       | <b>972,600</b>   | <b>1,070,000</b> | <b>92,248</b>           | <b>257,158</b> | <b>349,406</b> | <b>104,600</b>       | <b>778,600</b>   | <b>883,200</b>   |
| <b>TOTAL HEAD VI</b>                                                         | <b>524,000</b>      | <b>2,083,600</b> | <b>2,607,600</b> | <b>514,759</b>          | <b>463,508</b> | <b>978,267</b> | <b>579,100</b>       | <b>2,834,600</b> | <b>3,413,700</b> |

| CONSOLIDATED EXPENDITURE                                                       | Revised Budget 1992 |                |                | Actual Expenditure 1992 |                |                | Approved Budget 1993 |                |                |
|--------------------------------------------------------------------------------|---------------------|----------------|----------------|-------------------------|----------------|----------------|----------------------|----------------|----------------|
|                                                                                | Core                | XB             | TOTAL          | Core                    | XB             | TOTAL          | Core                 | XB             | TOTAL          |
| <b>HEAD VII - COMMUNITY EDUCATION</b>                                          |                     |                |                |                         |                |                |                      |                |                |
| <b>7000 WOMEN'S PROGRAMMES AND ACTIVITIES</b>                                  |                     |                |                |                         |                |                |                      |                |                |
| 7001 Pacific Women's Resource Bureau                                           | 112,900             | 20,000         | 132,900        | 120,144                 | 15,529         | 135,673        | 132,500              | 20,000         | 152,500        |
| 7002 Strengthening of Planning & Implementation of National Women's Programmes |                     | 45,200         | 45,200         |                         | 72,841         | 72,841         |                      |                | 0              |
| 7003 Communication & Information                                               |                     | 5,000          | 5,000          |                         | 60             | 60             |                      | 45,000         | 45,000         |
| 7004 Women's Communications Officer                                            | 49,100              |                | 49,100         | 53,293                  | 18,552         | 71,845         | 57,500               |                | 57,500         |
| 7006 Management Training for Women                                             |                     | 60,000         | 60,000         |                         |                | 0              |                      |                | 0              |
| 7007 Fund for Women's Projects                                                 |                     | 150,000        | 150,000        |                         |                | 0              |                      | 200,000        | 200,000        |
| <b>Total Women's Programmes &amp; Activities</b>                               | <b>162,000</b>      | <b>280,200</b> | <b>442,200</b> | <b>173,437</b>          | <b>106,982</b> | <b>280,419</b> | <b>190,000</b>       | <b>265,000</b> | <b>455,000</b> |
| <b>7100 COMMUNITY EDUCATION TRAINING</b>                                       |                     |                |                |                         |                |                |                      |                |                |
| 7101 Community Education Training Centre (CETC)                                | 247,500             | 85,900         | 333,400        | 221,987                 | 40,413         | 262,400        | 234,300              | 85,700         | 320,000        |
| 7102 Community Education Course                                                | 95,000              |                | 95,000         | 76,097                  | 10,901         | 86,998         | 110,000              |                | 110,000        |
| <b>Total CETC</b>                                                              | <b>342,500</b>      | <b>85,900</b>  | <b>428,400</b> | <b>298,084</b>          | <b>51,314</b>  | <b>349,398</b> | <b>344,300</b>       | <b>85,700</b>  | <b>430,000</b> |

| CONSOLIDATED EXPENDITURE                             | Revised Budget 1992 |                  |                  | Actual Expenditure 1992 |                |                  | Approved Budget 1993 |                  |                  |
|------------------------------------------------------|---------------------|------------------|------------------|-------------------------|----------------|------------------|----------------------|------------------|------------------|
|                                                      | Core                | XB               | TOTAL            | Core                    | XB             | TOTAL            | Core                 | XB               | TOTAL            |
|                                                      |                     |                  |                  |                         |                |                  |                      |                  |                  |
| <b>7200 REGIONAL MEDIA CENTRE</b>                    |                     |                  |                  |                         |                |                  |                      |                  |                  |
| 7201 Radio Broadcast Training and Development        | 144,000             | 200,000          | 344,000          | 133,184                 | 27,262         | 160,446          | 146,200              | 248,600          | 394,800          |
| 7202 Graphic Arts Training                           | 147,800             | 190,000          | 337,800          | 135,130                 | 10,281         | 145,411          | 145,200              | 190,000          | 335,200          |
| 7203 Video Training                                  | 122,800             | 277,600          | 400,400          | 115,324                 | 49,990         | 165,314          | 133,900              | 277,600          | 411,500          |
| 7204 Regional Technical Meeting of Heads of Media    |                     | 60,000           | 60,000           |                         | 4,486          | 4,486            |                      | 60,000           | 60,000           |
| 7205 Technical Equipment – Maintenance               | 4,000               |                  | 4,000            | 4,156                   |                | 4,156            | 4,000                |                  | 4,000            |
| 7206 Materials Production                            | 1,600               |                  | 1,600            | 469                     |                | 469              | 1,600                |                  | 1,600            |
| 7207 Regional Symposium for Pacific Island Composers |                     | 60,000           | 60,000           |                         |                | 0                |                      |                  | 0                |
| 7208 Media Information Assistant                     |                     | 26,500           | 26,500           |                         |                | 0                |                      | 27,000           | 27,000           |
| <b>Total Media Centre</b>                            | <b>420,200</b>      | <b>814,100</b>   | <b>1,234,300</b> | <b>388,263</b>          | <b>92,019</b>  | <b>480,282</b>   | <b>430,900</b>       | <b>803,200</b>   | <b>1,234,100</b> |
| <b>7400 YOUTH AND ADULT EDUCATION</b>                |                     |                  |                  |                         |                |                  |                      |                  |                  |
| 7401 Training for Youth and Community Workers        | 63,400              | 164,500          | 227,900          | 59,286                  | 34,453         | 93,739           |                      |                  | 0                |
| 7402 Pacific Youth Council (Youthlink)               | 12,000              | 5,000            | 17,000           | 11,169                  |                | 11,169           | 12,000               |                  | 12,000           |
| 7403 Regional Seminar for Pacific Youth              |                     |                  |                  |                         |                | 0                |                      |                  | 0                |
| <b>Total Youth &amp; Adult Education</b>             | <b>75,400</b>       | <b>169,500</b>   | <b>244,900</b>   | <b>70,455</b>           | <b>34,453</b>  | <b>104,908</b>   | <b>12,000</b>        | <b>0</b>         | <b>12,000</b>    |
| <b>TOTAL HEAD VII</b>                                | <b>1,000,100</b>    | <b>1,349,700</b> | <b>2,349,800</b> | <b>930,239</b>          | <b>284,768</b> | <b>1,215,007</b> | <b>977,200</b>       | <b>1,153,900</b> | <b>2,131,100</b> |

| CONSOLIDATED EXPENDITURE                             | Revised Budget 1992 |                | Actual Expenditure 1992 |                | Approved Budget 1993 |                |
|------------------------------------------------------|---------------------|----------------|-------------------------|----------------|----------------------|----------------|
|                                                      | Core                | XB             | TOTAL                   | Core           | XB                   | TOTAL          |
| <b>HEAD VIII - INFORMATION SERVICES</b>              |                     |                |                         |                |                      |                |
| <b>LIBRARY</b>                                       |                     |                |                         |                |                      |                |
| 8001 Library - Salaries & Allowances                 | 114,565             |                | 114,565                 | 99,472         | 13,100               | 112,572        |
| Duty Travel                                          | 2,000               |                | 2,000                   | 1,976          |                      | 1,976          |
| 8002 Library Purchases                               | 14,500              |                | 14,500                  | 14,752         |                      | 14,752         |
| 8003 Library Computerisation                         |                     | 26,000         | 26,000                  |                | 26,000               | 26,000         |
| 8004 Health Information Services                     |                     |                |                         |                |                      | 0              |
| 8005 Training Course for Francophone Library Workers |                     | 70,000         | 70,000                  |                |                      | 0              |
| 8006 PIMRIS                                          |                     | 18,500         | 18,500                  |                | 26,000               | 26,000         |
| <b>Total Library</b>                                 | <b>131,065</b>      | <b>114,500</b> | <b>245,565</b>          | <b>116,200</b> | <b>13,100</b>        | <b>129,300</b> |
| <b>PUBLICATIONS</b>                                  |                     |                |                         |                |                      |                |
| 8010 Publications - Salaries & Allowances            | 297,500             | 145,000        | 442,500                 | 289,763        | 87,163               | 376,926        |
| Duty Travel                                          | 2,000               |                | 2,000                   |                |                      | 0              |
| 8011 Documents Production and Distribution           | 50,000              |                | 50,000                  | 31,095         |                      | 31,095         |
| 8012 Equipment, Spare Parts and Maintenance          | 7,000               |                | 7,000                   | 6,173          |                      | 6,173          |
| <b>Total Publications</b>                            | <b>356,500</b>      | <b>145,000</b> | <b>501,500</b>          | <b>327,031</b> | <b>87,163</b>        | <b>414,194</b> |
| <b>TOTAL HEAD VIII</b>                               | <b>487,565</b>      | <b>259,500</b> | <b>747,065</b>          | <b>443,231</b> | <b>100,263</b>       | <b>543,494</b> |
|                                                      |                     |                |                         | 112,600        | 210,600              | 734,400        |

| CONSOLIDATED EXPENDITURE                                                    | Revised Budget 1992 |               |                | Actual Expenditure 1992 |    |                | Approved Budget 1993 |               |                |
|-----------------------------------------------------------------------------|---------------------|---------------|----------------|-------------------------|----|----------------|----------------------|---------------|----------------|
|                                                                             | Core                | XB            | TOTAL          | Core                    | XB | TOTAL          | Core                 | XB            | TOTAL          |
| <u>HEAD IX -- REGIONAL CONSULTATIONS</u>                                    |                     |               |                |                         |    |                |                      |               |                |
| <u>9000 REGIONAL CONSULTATIONS</u>                                          |                     |               |                |                         |    |                |                      |               |                |
| 9001 South Pacific Conference                                               | 135,000             |               | 135,000        | 135,893                 |    | 135,893        | 135,000              |               | 135,000        |
| 9002 Committee of Representatives of Governments and Administrations (CRGA) | 50,000              |               | 50,000         | 36,385                  |    | 36,385         | 50,000               |               | 50,000         |
| 9003 Inter-organisation Consultations for Funding of Programmes             |                     |               | 0              |                         |    |                |                      |               | 0              |
| 9004 Evaluation of SPC Programmes                                           |                     |               |                | 5,109                   |    | 5,109          | 30,000               |               | 30,000         |
| <u>TOTAL HEAD IX</u>                                                        | <u>185,000</u>      |               | <u>185,000</u> | <u>177,387</u>          |    | <u>177,387</u> | <u>215,000</u>       |               | <u>215,000</u> |
| <u>HEAD X -- AWARDS AND GRANTS</u>                                          |                     |               |                |                         |    |                |                      |               |                |
| <u>10000 SHORT-TERM EXPERTS/SPECIALISTS SERVICES</u>                        |                     |               |                |                         |    |                |                      |               |                |
| 10001 Short-term Experts/Specialist Services                                |                     | 80,000        | 80,000         | 4,465                   |    | 4,465          | 20,000               | 80,000        | 100,000        |
| <u>10100 ASSISTANCE TO APPLIED RESEARCH, EXPERIMENTS AND FIELD WORK</u>     |                     |               |                |                         |    |                |                      |               |                |
| 10101 Provision for General Assistance                                      |                     |               |                |                         |    | 0              | 20,000               |               | 20,000         |
| <u>10200 INTER-COUNTRY STUDY VISITS AND TRAVEL GRANTS</u>                   |                     |               |                |                         |    |                |                      |               |                |
| 10201 Inter-Country Study Visits                                            |                     |               |                |                         |    | 0              | 20,000               |               | 20,000         |
| 10202 Travel Grants - SPC Meetings/Councils                                 |                     |               |                |                         |    | 0              | 10,000               |               | 10,000         |
| <u>TOTAL HEAD X</u>                                                         |                     | <u>80,000</u> | <u>80,000</u>  | <u>4,465</u>            |    | <u>4,465</u>   | <u>70,000</u>        | <u>80,000</u> | <u>150,000</u> |

Annex to Working Paper 1

SPC/CRGA 18

| CONSOLIDATED EXPENDITURE                     | Revised Budget 1992 |         |         | Actual Expenditure 1992 |         |         | Approved Budget 1993 |    |       |
|----------------------------------------------|---------------------|---------|---------|-------------------------|---------|---------|----------------------|----|-------|
|                                              | Core                | XB      | TOTAL   | Core                    | XB      | TOTAL   | Core                 | XB | TOTAL |
| HEAD XI - CULTURAL CONSERVATION AND EXCHANGE |                     |         |         |                         |         |         |                      |    |       |
| 11000 CULTURAL CONSERVATION & EXCHANGE       |                     |         |         |                         |         |         |                      |    |       |
| 11001 Festival of Pacific Arts.              |                     | 95,600  | 95,600  |                         | 291,263 | 291,263 |                      |    | 0     |
| 11002 Meeting of the Council of Pacific Arts |                     | 20,000  | 20,000  |                         | 0       | 0       |                      |    | 0     |
| TOTAL HEAD XI                                |                     | 115,600 | 115,600 |                         | 291,263 | 291,263 |                      |    | 0     |

## **SUMMARY BRIEFING**

### **Prioritization of Activities and Work Programmes for 1994**

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#### **BACKGROUND/ISSUE**

1. In the reorganization of the Commission's management systems, it was agreed and supported that a definitive system be developed for the prioritization of activities and work programmes instituted by the Commission. This system, when developed will act as an input mechanism into the Commission's annual budgetary process in projecting funding requirements and the means, either administrative or regular budget, in which these programs will be funded.

2. Acting upon this request, the Secretariat, in this working paper, discusses several alternative procedures by which this system can be developed. First, in being tasked with the responsibility to develop a system, the Secretariat requested all island member countries to complete a given questionnaire specifying their preference in terms of prioritization of the Commission's work programmes. Unfortunately, the lack of responses has left the Secretariat with very little to pursue.

3. To fulfill the requirements of the CRGA, the Secretariat is proposing the method of prioritization of SPC activities and work programmes for 1994 as outlined in paragraph 10 a-d and through the survey questionnaire, and to follow the priority ranking of SPC programmes as indicated. In addition, the Secretariat has also outlined a procedure in paragraph 11 (i) - (ii) for determining future prioritization of activities.

4. In response to the survey questionnaire received by the Secretariat, all lead agencies were asked to complete the questionnaire with the intent of formulating a report in preparation of one of the members of the Secretariat who would then visit each member country to discuss the findings of the questionnaire. Evidently, for reasons unknown to us, a meeting with a member of the Secretariat was never scheduled. However, from the responses received, the following provides insight to the programs and activities that the Government of Guam participates in and those areas where continued support is requested.

- Programmes of the Commission that the GovGuam receives assistance on:

**Training:** Formal Courses in Basic and Intermediate Statistical Operations and Procedures (SOAP)

**Specialized Training:** Consumer Index; and Demography Software Training (Census)

**Technical Assistance:** Marine Resources Bibliography for Large Scale Fisheries  
Data Base Program for Guam; and Biocontrol of Insect  
Pests and Weeds

■ **Areas of Priority:**

**Food and Agriculture** - Crop production, crop protection, animal production, and aquaculture.

**Social Economics & Statistics** - Standardized training for statistical and demographic operations.

**Marine Resources Development** - Improved information base on large scale fishing activities for proper monitoring and economic development of marine resources.

**Youth Development Training and Workshop**

■ **Areas of Interest for Inclusion in SPC Programmes:**

Melon Fly Eradication Programs or information sharing between SPC and the UOG/CAL's

Collaborative Assistance to other regions utilizing technical expertise at the University of Guam in areas of crop protection, crop production, marine resources, and animal science to the FSM, Palau, and the CNMI.

## **RECOMMENDATION**

5. With the scarcity of financial resources and the need to provide the services requested, the above method of prioritization identified by the Secretariat is viewed to be a plausible solution in meeting the operational demands of the Commission and that of its member countries. Of the services available from SPC, information sharing is considered to be the most valuable to the Government of Guam for reference and knowledge. However, the evaluation of responses received from lead agencies indicate that the above areas of priority are consistent with the method devised by the Secretariat. Further discussions, though, are warranted on this especially since a very low response rate was reported on the questionnaire. Member countries should once again be requested to complete the survey. In doing this, an accurate assessment of needs and priority ranking of activities and programs can be realized.

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE  
COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS  
(Noumea, New Caledonia, 24 - 28 May 1993)**

**PRIORITISATION OF ACTIVITIES AND WORK  
PROGRAMMES FOR 1994**  
(Paper presented by the Secretariat)

**PURPOSE:**

The purpose of this paper is to present the Commission's prioritisation of its activities and programmes for 1994 and explain the method used to arrive at the prioritisation list. Both the list and the method are submitted for CRGA to consider and approve. The Secretariat hopes to routinise this prioritisation system as an input into the Commission's annual budgetary process.

**INTRODUCTION:**

1. The Management Systems Review Team suggested and CRGA 16 endorsed the need for the Commission to produce a more definitive system of prioritising its activities and work programmes. The exercise fits in well with parallel efforts to provide a corporate plan for the Commission.
2. The needs of island member countries requiring the Commission's technical support are normally identified in technical meetings of the various SPC work programmes (eg. economic planner's meeting, agriculture, fisheries, health technical meetings, etc.). These meetings are normally attended by technical personnels of relevant government departments and their recommendations taken as reflecting the islands' needs, at least at technical department level. When CRGA gives its approval to such recommendations, those needs become the formal blueprint for the Commission to implement, if Conference also approves.

3. This system is not a prioritisation exercise for it merely recognises the technical assistance of the various PIC technical departments i.e. there is no formal and systematic ranking of technical assistance needs into first, second etc. priorities for purposes of the Commission's fund appropriation.
4. In practice a sort of prioritisation scenario merely emerges (ex. posts i.e. an outcome) after the interplay of a number of factors, principally the individual programme's efforts to lobby for aid funds and aid donors' preference for the Commission's sector activities.

### PRIORITISATION CONCEPT AND METHOD

5. The 1983 SPC Conference approved a priority guideline for regional projects and listed the following criteria.
  - a) priority should be given to on-going projects which continue to address common needs in areas of importance and relevance to countries, and that these projects be subject to reviews;
  - b) priority should be given to projects which, while serving national needs, address common concerns and interests of a number of countries in the region;
  - c) priority ranking should take into account the number of countries which will benefit from the regional projects and also the greater benefits that will accrue from the undertaking of such projects on a regional basis;
  - d) priority ranking should take into account the need to achieve an equitable distribution of the available resources among all the countries of the region. Notwithstanding c) above, the particular needs of the more disadvantaged countries ought to be accorded special emphasis;
  - e) the priority ranking applied by the recipient countries should be paramount.
6. While these principles are sound they are not sufficiently specific for purposes of determining which SPC programme should get funding ahead of others. In the context of SPC programmes, there is a need for instance to clarify in these principles, which SPC activity is relatively more important and relevant or "serving national needs" more than others.

TABLE 1

7. Any needs prioritisation exercise is difficult as it has enormous implications for resource distribution. The process of quantifying relative importance of given needs by means of "weighting" is not foolproof and has its own methodological short comings. No quantitative methodology could substitute countries directly stating to the Commission what their priorities are. In this connexion the Secretariat has requested all its island member countries in Savingram 49/92 to fill in a questionnaire intended to extract countries prioritisation of the Commission's programmes.
8. Only CNMI, Vanuatu and Niue responded despite a reminder Savingram No. 51/92. The CNMI response was particularly detailed and ranked every SPC activity by their budget number on a 5 points priority scale. The Secretariat commends CNMI for its detailed response. The other two respondents were departmental responses and as such failed to rank the Commission's programmes on a relative scale. The Secretariat regrets the lack of responses to its questionnaire.
9. In the absence of country responses to the priorisation questionnaire, the Secretariat perused past Reports of Conferences (1989 - 1992) in an effort to identify what countries needed. We are mindful of the dated nature of some of these stated needs but in the circumstances, this appears the only option.
10. The method used in the current ranking exercise is as follow:
  - a) Extract the number of times a particular programmes was specifically supported by countries in Conference Reports for 1989 and 1990 from the Agenda item "Country Statements". (Note: In 1991 and 1992, country statements were excluded from the official Conference Report. This is unfortunate) - Refer to Table 1;
  - b) Assign a score of one (1) point to the programme which has been supported (mentioned) in yearly country statements. (Note: country statements are assumed to have been formally approved by Governments and reflect more accurately national preferences as against statements and interventions that countries make in response to those agenda topics discussing particular SPC programmes eg. review of the agricultural or youth programme);
  - c) The responses to SPC Questionnaire in Savingram 49 which prioritises several programmes (inter-programme rather than intra-programme ranking) i.e. CNMI response. Programmes which received top priority under a country's ranking, receive one point ;
  - d) Total scores are added by-programmes - Refer to Table 2.

KEY:

|                                  |   |
|----------------------------------|---|
| Food & Materials                 | A |
| Marine Resources                 | B |
| Technology                       | C |
| Community Health                 | D |
| Socio-Economics & Statistics     | E |
| Community Education & Training   | F |
| Cultural Conservation & Exchange | G |

**TABLE 1**

**SUPPORT FOR SPC PROGRAMMES  
EXPRESSED BY COUNTRY DELEGATES SINCE 1989**

| <b>COUNTRY</b>      | <b>1989</b> | <b>1990</b> | <b>QUESTIONNAIRE</b> |
|---------------------|-------------|-------------|----------------------|
| 1. AMERICAN SAMOA   |             |             |                      |
| 2. COOK ISLANDS     | A,B,E,F,G   | D,E,F       |                      |
| 3. FSM              |             |             |                      |
| 4. FIJI             | A,G         |             |                      |
| 5. FRENCH POLYNESIA | B,C,E,F     |             |                      |
| 6. GUAM             |             |             |                      |
| 7. KIRIBATI         | E           | A,B,D,E,F   |                      |
| 8. RMI              |             |             |                      |
| 9. NAURU            |             |             |                      |
| 10. NEW CALEDONIA   | F           | A           |                      |
| 11. NIUE            |             |             |                      |
| 12. CNMI            | A           |             | A,B,D,E,F            |
| 13. PALAU           | E           |             |                      |
| 14. PNG             | B,D,E,F     | A,D         |                      |
| 15. SOLOMON ISLANDS | A,B,D,E,F   | A,D         |                      |
| 16. TOKELAU         | B,D         |             |                      |
| 17. TONGA           | A,F         |             |                      |
| 18. TUVALU          |             | A,D,F       |                      |
| 19. VANUATU         | A,B,D,E,F   |             |                      |
| 20. WALLIS & FUTUNA | A,B,C,E,F   | A,B,C,D,F   |                      |
| 21. WESTERN SAMOA   |             |             |                      |

**KEY:**

|          |                                             |
|----------|---------------------------------------------|
| <b>A</b> | <b>Food &amp; Materials</b>                 |
| <b>B</b> | <b>Marine Resources</b>                     |
| <b>C</b> | <b>Technology</b>                           |
| <b>D</b> | <b>Community Health</b>                     |
| <b>E</b> | <b>Socio-Economics &amp; Statistics</b>     |
| <b>F</b> | <b>Community Education &amp; Training</b>   |
| <b>G</b> | <b>Cultural Conservation &amp; Exchange</b> |

TABLE 2

**PRIORITY RANKING OF SPC PROGRAMMES FOR 1994**

|    | <u>PROGRAMME</u>                          | <u>SCORE</u> |
|----|-------------------------------------------|--------------|
| 1. | Food & Agriculture                        | 14           |
| 2. | Community Education & Training            | 13           |
| 3. | Social Economics & Statistics (ind. IRDP) | 11           |
| 4. | Community Health                          | 11           |
| 5. | Marine Resources                          | 11           |
| 6. | Technology (excl. SPREP)                  | 3            |
| 7. | Cultural Conservation & Exchange          | 3            |

**Note 1:** Technology in 1989 and 1990 was titled Rural Management and Technology. It included the Regional Environment Programme and the Integrated Rural Development Programme, although in practical administrative terms there was no link whatsoever between these programmes.

For purposes of this exercise support expressed for SPC's integrated rural development programme was treated as support for Social Economics & Statistics programme which administers IRDP.

Support for SPREP has been excluded from the score for the Technology Programme.

**Note 2:** The activities within programmes most often mentioned and supported in country statements (in the order of most mentioned) are:

1. Food crop development and plant protection
2. Youth and women development
3. Rural Development
4. Development of inshore fishery

### PROCEDURE FOR FUTURE PRIORITISATION

11. The Secretariat proposes the following procedure for the future prioritisation of its work programme activities:

- (i) Countries advise CRGA of its priority requirements for SPC technical assistance in the following year. This would be in the CRGA Agenda item "Country Statements" which would be revived and routinised on every May GRGA Agenda.
- (ii) The Secretariat will produce a priority listing of its priorities for the following year based on a 3-year rolling cycle of countries' priorities. This will consist of a weighting system similar to the one done in Table 1 in this working paper and covering the past two years' priorities and the current year. eg 1995 Priority list will be based on a synthesis of expressed country priorities for 1992, 1993 and 1994 priorities;
- (iii) The Secretariat will use the Priorities List at (ii) above in its resource allocation for the Budgets (Administrative and Works Programmes) in following year. These budgets would be submitted to the October CRGA and Conference for their consideration and approval.

### RECOMMENDATIONS

12. The CRGA 18 is requested to consider and approve it appropriate the following:

- (i) The method of prioritising SPC activities and work programmes for 1994 as contained in paragraph 11 a) to 11 d);
- (ii) The priority ranking of SPC Programmes for 1994 as in Table 2;
- (iii) The Procedure for Future Prioritisation as in paragraph 12 above.

24 March 1993



## **SUMMARY BRIEFING**

### **Information Paper 1: SPC Demography Programme: Comments on Possible Duplication Between SPC and UNFPA**

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1. Through a cooperative agreement, the United Nations Population Fund (UNFPA) provides financial assistance to the Commission to assist countries in the Pacific region with the conduct and analysis of censuses and other specific demographic surveys on the population and the region.
2. Following the decision made by the United Nations Population Fund (UNFPA) to discontinue funding in order to establish its own regional technical advisory team in Fiji, the SPC has thus had to reorganize the demography programme to 1) continue to meet ongoing commitments and services requested by member countries; and 2) to continue to provide these services within the framework of the Commission's financial resources.
3. As a feasible alternative to the reorganization, the Secretariat has classified the demography programme into the Socio-Economic and Statistical Services with a minimal staff of one, i.e. that of a demographer. The Commission views this approach to be appropriate under the given circumstances and would not compromise the quality of assistance and service provided to the countries.
4. Both the Commission and UNFPA contend that in order to avoid the possibility of duplication of services, a mutual collaborative agreement has been effectuated whereby close consultations are developed and maintained to bring into effect a truly regional advisory capability in demography/population and development matters. It is recommended that the representative the CRGA support the agreement as specified

### **Information Paper 3: SPC-German Biological Control Project: Administrative Frame-Work within SPC**

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1. As outlined in last years CRGA 17, SPC and the Federal Republic of Germany (FRG) via the Deutsche Gesellschaft fuer Technische Zusammenarbeit (GTZ) entered into a cooperative project in 1991 to biologically control plant pests. The project's objectives are to reduce pest populations while reducing the use of pesticides and limiting pesticide residues. This is a long term project to be implemented in phases over a period of 10 plus years. While the project is currently in the Orientation Phase, its achievements and progress have been positively commended.
2. The conflict between SPC and FRG was due in part with respect to philosophy, interpretation and procedures. The most problematic is the conflict pertaining to salary scales and conditions, whereby the FRG did not want to recognize SPC regulated procedures for staff hiring.

3. CRGA 17 recommended that modifications be required in the projects procedures to ensure continued implementation without compromising the established policies, rules and procedures set by the Conference. Since CRGA 17, the Secretariat has taken action to resolve the above mentioned concerns through meetings with high-level representatives of the GTZ. Of the concerns raised, common ground between SPC and GTZ on project organization, management and coordination and staff recruitment have been reached. Other concerns will be addressed through a Letter of Agreement or other means where appropriate before the implementation of the first phase of the project.

4. The project's potential benefits can be significant to the Pacific region's agricultural development and to its ecological integrity. The loss of FRG's support could result in this valuable project being terminated as no other technical and financial assistance can be identified to meet the requirements of the projects implementation. Because of this, it is recommended that the representative to the CRGA 18 approve the above actions taken by the Secretariat in resolving the issue. As a mandated policy of the Commission, it must be stressed that before the Secretariat pursues any such arrangements, that it, in future, consult the views and the approval of the member countries.

#### **Information Paper 4: Strengthening Access To and Use of Agriculture and Related Information in the Pacific Islands Countries**

1. The SPC collects agricultural information from the region and houses it in a regional library. Collaborative projects around the region that include the University of Guam and the SPC have been creating and exchanging databases that utilize this information. Currently, much of the information consists of reports and other papers that are hard to access. The proposal for an SDN (Sustainable Development Network) has good potential for strengthening access to all documents available in the region for all regional countries. The SDN Secretariat proposes to utilize user friendly formats, and possibly to provide a second Peace Sat terminal and personnel to man it. Both proposals would improve Guam's ability to retrieve information available from SPC. This project can have a wide range of impact on Guam for many different agencies. Many of the crops, crop pests, and agricultural problems are similar in the region and different from the rest of the world. Within the region research and extension information can be obtained by the SPC Library, and then be exchanged with other countries. Often, there is little available information from sources outside the region.

2. For Guam, information is one of the primary services that the SPC can provide. In the past, SPC made sure that information was available to all the member countries, even if project funding was restricted to less developed nations. The main concern that the College of Agriculture has with the SDN would be to ensure that this access continued to be available regardless of the funding source of the Secretariat.

**Information Paper 5: Plant Protection Service - Revised Work Plan 1993**

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1. Presented for your consideration is the Plant Protection Service Work Plan of regional activities for 1993. The plan encompasses a breakdown of those activities currently being initiated in several of the member countries since 1992.
2. Upon review of the programs initiated, the Government of Guam will participate in two such programs: Assistance with the Biocontrol of Insect Pests and Weeds and Collaboration with the University of Guam to help other sub-regions.
3. As mentioned previously, the GovGuam through the University of Guam's College of Agriculture and Life Sciences provides various program activities in Plant Protection such as In-Service Training, Development of Pest Monitoring Systems and Informational Surveys in Plant Parasitic Nematodes. The CALS suggests that in addition to these services and those to be initiated with SPC, that the SPC utilize the expertise available on Guam in plant protection services to surrounding countries in the region such as the FSM, Palau and the CNMI.

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE  
COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS  
(Noumea, New Caledonia, 24-28 May, 1993)**

**SPC DEMOGRAPHY PROGRAMME: COMMENTS ON POSSIBLE DUPLICATION**

**BETWEEN SPC AND UNFPA**

**(Paper presented by the Secretariat)**

1. The report of CRGA 17 requested "the Secretariat to submit to CRGA 18 comments on possible duplication between SPC and UNFPA in this area". This resulted from advice in the Secretariat's Information Paper 4 submitted to SPC/CRGA 17, that UNFPA has decided not renew funding for the SPC Demography Programme beyond December 1992 following its decision to establish its own regional technical advisory team.
2. Following CRGA-17, SPC has recruited a new demographer in February 1993 with the position absorbed in a re-titled "Statistics and Demography Programme", to be able to meet ongoing programme commitments and continued requests from SPC member countries for SPC advisory services in the area of demography and population and development.
3. Once the UNFPA Regional Technical Advisory Team in Suva will be fully operational in the second half of 1993, much of the work previously done by the SPC Demography/Population Programme (e.g. assistance in the undertaking of population censuses in the region and the conduct of specific demographic surveys) will be done by the UNFPA Regional Team.
4. SPC management commends UNFPA for its continued commitment to provide advisory assistance and financial support to member countries on population issues. It firmly believes, however, that it is in the best interest of SPC member countries to maintain a truly regional advisory capability in demography/population and development matters, rather than cede all responsibility to assist member countries in such important matters as population and development to a multilateral agency, whose programme planning is governed primarily by global geopolitical rather than regional concerns and priorities.

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5. To maintain a regional advisory capability concerning population and development issues, to prevent duplication of activities (and hence to avoid the waste of scarce financial/human resources), and to prevent confusion amongst member countries as to which organisation is doing what, it is of utmost importance for SPC and UNFPA to collaborate on all matters relating to providing good quality technical assistance in demography and population and development matters in the region.

6. From the points of view of maintaining a truly regional advisory capacity on population matters, and considering important organisational issues such as implementation capability and sustainability, SPC management proposes to maintain a demography/population programme at SPC that will have a more focussed mandate than in previous years, and that is expected to work closely with the new UNFPA regional technical advisory team.

7. These issues have been raised in preliminary discussions between SPC and UNFPA, with both organisations agreeing on the need for close consultations and collaboration to provide an efficient service to member countries and to avoid duplication of efforts.

8. This new SPC Demography/Population programme will have 3 key responsibilities:

8.1 to advise SPC member countries on issues relating to demography and population and development, with the emphasis on assisting in the identification of needs regarding policy, programme and training matters;

8.2 to advise member countries on sources of technical and financial assistance in situations where external professional/technical assistance is required, rather than providing this assistance in-house;

8.3 to provide a regular service to member countries and development agencies and research institutions, through the timely dissemination of basic population statistics (country-specific fact sheets, posters, yearly/two-yearly reports, for example).

**RESTRICTED**

SPC/CRGA 18  
CLOSED SESSION

Information Paper 3  
ORIGINAL : ENGLISH

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE  
COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS**  
(Noumea, New Caledonia, 24-28 May 1993)

**SPC-GERMAN BIOLOGICAL CONTROL PROJECT:  
ADMINISTRATIVE FRAME-WORK WITHIN SPC**  
(Paper presented by the Secretariat)

**Introduction and background**

1. The conflicts between SPC and GTZ relating to philosophy, interpretation and procedures in relation to the SPC-German Biological Control Project were highlighted at CRGA 17 (SPC/CRGA 17/WP.9).
2. The project, which is a co-operative project on biological control between SPC and the Ministry for Economic Cooperation of the Federal Republic of Germany (FRG) is being implemented (for FRG) by GTZ (Deutsche Gesellschaft fuer Technische Zusammenarbeit). SPC, as the partner organisation via the Plant Protection Service (PPS) of the Agriculture Programme, provides counterpart staff, buildings and minimal service costs. GTZ provides counterpart staff and resources to strengthen the outputs of the existing SPC biological control programme.
3. An orientation Phase of 2.5 years will be completed in August 1993, with several Implementation Phases to follow. Recommendations for the 1st Implementation Phase to start in September 1993, have been made by a review team.
4. CRGA 17, noting that the Project was of great importance for the region and that it was currently being reviewed in preparation for the Implementation Phase:
  - (a) agreed to recommend to the South Pacific Conference that modifications be required in the project procedures regarding SPC involvement vis-a-vis staff hiring; the guiding principle should be what is in SPC members' best interest, without unduly compromising SPC's established policies, rules and procedures;
  - (b) requested the Secretariat to hold discussions with its German partners in order to find common ground to resolve the current issues.

**Action taken**

5. The Secretariat has had the opportunity to discuss the above-mentioned concerns at various levels. These have included meetings with a high-level representative of GTZ and with members of the first review team for the project.

6. In general, agreement has been reached as follows:

*(a) Project organisation, management and coordination*

The project staff from Germany are to be attached to the SPC Agriculture Programme in an 'advisory capacity' and will be actively engaged in the implementation of project activities.

Project management will be ensured via a Project Management and Co-ordination Group, to be composed of the SPC Agriculture Co-ordinator and the Plant Protection Officer, as well as the GTZ Team Leader, with others to be included as necessary.

Internal procedures for the project will be laid down jointly by the Management and Co-ordination Group.

*(b) Staff recruitment*

GTZ will advertise vacancies (within and outside GTZ) and provide a shortlist, together with curricula vitae for SPC comment.

Where conflict exists, exchange of the letters between the parties will take place to resolve differences.

GTZ terms and conditions will be followed.

*(c) Others*

These will be spelt out in a Letter of Agreement (or other appropriate document) prior to the commencement of the 1st Implementation Phase.

7. The above adjustments and mechanisms are to be finalised with the German authorities prior to commencement of the 1st Implementation Phase of the project, scheduled to start in September 1993.

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18 March 1993

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE COMMITTEE  
OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS**  
(Noumea, New Caledonia, 24 - 28 May 1993)

**STRENGTHENING ACCESS TO AND USE OF AGRICULTURAL AND  
RELATED INFORMATION IN THE PACIFIC ISLAND COUNTRIES**  
(Paper presented by the Secretariat)

**Overcoming constraints to sustainable agricultural development**

1. Most national agricultural and land development programmes in Pacific Island countries call for increased income and employment. This requires increasing agricultural production and diversification, and doing so by sustainable land practices which are socially and environmentally acceptable. Resources are now being made available for strengthening access to and utilisation of agricultural information, the lack of which has been a major constraint to agricultural research and development in the region.
2. An analysis of past requests for assistance by SPC member countries reveals that in many cases the information required was already in the countries from which the requests originated. In other cases, consultants have sometimes been requested to undertake research identical to similar studies conducted some three to four years earlier. Development of existing information tools could provide more access to information, particularly if they are part of an overall information strategy as described below in the next three sections.

**Publications**

3. The SPC Agriculture Information Service and Library, from which a broad range of publications on agriculture is available, are based in Suva. The ultimate aim is to have all available agriculture publications from the Pacific region housed in the Agricultural Library. Those that are published by SPC include the biannual *SPC Agricultural News*, *Ag Alerts*, *Pest Advisory Leaflets*, *Quarantine Advisory Leaflets*, *Handbooks*, consultant reports, occasional reports and posters. SPC is also providing assistance to countries wishing to develop their own publications, such as quarantine landing cards, extension leaflets and posters.

**Increasing use of computer information systems**

4. In terms of access to information and transfer of technology throughout the region, there are real advantages in the application of a standard technical approach with computer-based databases and information systems. This is the approach of SPC's Pacific Agricultural Information System (PAIS), which will help to alleviate the constraints of isolation and lack of agronomic information in the agricultural community. SPC is already closely working with CTA in the introduction of CD-ROM technology to the Pacific region and with OIE and FAO on the use of the Animal Health and Plant Protection Database.

5. With the dramatic increase of information available in recent years, the potential rewards of computer use to the Departments of Agriculture information services and non-governmental organisations have probably been under-estimated. Computerised databases and information systems are readily updatable and easily operated. Such systems will complement and enhance the computer-based systems that some countries (eg. Papua New Guinea, Western Samoa) already have, particularly in resource management and plant protection.

#### **Improving information linkages and networks**

6. SPC was instrumental in the formation of the Standing Committee on Agricultural Information Networking in the Pacific (SCAINIP) in October 1988. This committee was developed in response to a need identified at the 1987 Regional Advisory Board (RAB) and 1988 Eighth Regional Conference of Permanent Heads of Agriculture and Livestock Production Services to develop necessary information linkages and networks in the Pacific. Since then, SPC, together with its SCAINIP partners (IRETA and University of Guam), has been actively involved in further information-related projects, including for example, the CTA-funded CD-ROM in Developing Countries Project, ARSAP (pesticides), FADINAP (fertilizers), FAO (CARIS and AGRIS) and the APCC Coconut Information Network.

7. In addition, the Information Services of the Agriculture Programme, directly or through SCAINIP, have been involved with other regional and international organisations and projects: Agricultural Development in the American Pacific (ADAP) Project (information services and training); Agricultural Information Network (collaboration on development of information tools and training workshops, resource sharing); CTA (development of information tools and training); ISNAR (research policy and information needs assessment); PRAP (information services); SPREP (information service development and resource sharing); University of Hawaii (communications development in the region via satellite, information service development).

8. SPC has recently consolidated its agricultural activities in the Agriculture Programme in Suva, Fiji. Two important components of the programme are the regional Agricultural Information Service supported by the SPC Agriculture Library, and PAIS, which is the catalyst for SPC to increase the access and exploitation of agronomic information in Departments of Agriculture through the use of computers. A number of other agricultural computer databases (e.g. Pro-cite bibliographic systems, CD-ROM databases, Plant Protection and Animal Health databases) are already being used by the Agriculture Programme.

9. Computer linkages and networks are a very effective method of information exchange and SPC member countries will substantially gain from SPC's wide geographical network of countries and research organisations. PAIS will further enhance these linkages through the systematic integration of land resource, climate, crop and economic information, and access to existing regional (e.g. ARSAP, CIRAD, FADINAP, SPREP), and international (e.g. AGRIS, CARIS, CTA, CABI) databases, as well as facilitate information exchange between agricultural programmes (e.g. ADAP, CIRAD, CTA, PRAP) and related programmes in the region.

10. For regional communication, there are at present 39 PEACESAT sites in the Pacific region, each with its own satellite dish and terminal. This provides an ideal mechanism for networking and the number of terminals continues to increase. Many agriculturalists make considerable use of this satellite system for communications, conferences and transmission of data and the Information Services of the SPC Agriculture Programme have been one of the leaders in developing its use. SCAINIP is organising a bulletin board on PEACESAT that will contain up-to-date information on workshops, training opportunities, recent publications, agricultural news and latest appointments around the region.

### **New information services to link with SPC**

11. The Agroforestry Information Service (AIS) has been initiated by the Nitrogen Fixing Tree Crop Association (NFTA) based in Hawaii. AIS seeks to strengthen, expand and further connect the networks of agroforestry within the region. Extensive consultations throughout the region have shown a strong desire for this information service to interact closely with regional organisations.

12. NFTA wish to attach an AIS staff position - an Information Officer - to SPC in Suva, working in closely with PAIS and the SPC Agriculture Library. This would be someone identified from the region, who would gradually assume many of the responsibilities of the AIS Information Officer based in Hawaii. The AIS would then operate out of both NFTA in Hawaii and SPC in Suva, benefiting from resources available at both places. All costs associated with the AIS Information Officer in Suva would be the responsibility of NFTA.

13. UNDP has also initiated the Sustainable Development Network (SDN) as a global initiative. This network is a 'network of networks' that will link sources and users of information on sustainable development in government, research, academic, media, non-governmental, grassroots and entrepreneurial organisations. The aim is to assist countries in gaining access to information and sound technologies that will enable them to care for their environment while improving economic growth for present and future generations.

14. The Pacific SDN will seek to identify and encourage adoption of proven sustainable development practices through dissemination of technical information packaged in user-friendly forms to communities and local land owners. This dissemination network would be supported by a small secretariat that can marshal organisations and resources to respond to requests.

15. The SDN steering committee is seeking initially to attach the SDN secretariat to one of the SDN member organisations during the latter part of 1993. The secretariat will report to the SDN steering committee, on which SPC is represented by the Acting Agriculture Co-ordinator and the PAIS Project Manager. The staffing of the secretariat could eventually include up to four positions (a SDN manager, an information technical expert, an administrative and finance person and a secretary). It is also recognised that the host or other organisations may be able to provide some of these positions/services.

16. The specific functions of the SDN secretariat will be:

- house-keeping of appropriate linkages,
- co-ordination and facilitation of technical assistance and training,
- service information handling in cases in which no member of the network is already responsible,
- co-ordination and facilitation of SDN meetings and activities of the steering committee,
- provision of support for financial, administrative and reporting aspects.

17. The SDN network will complement the activities of the Information Services of SPC particularly well. As the communication option for the SDN is likely to be PEACESAT, the Agriculture Programme, with its experience in the use of it (the Information Officer/Librarian is the SPC representative on the PEACESAT Inc. Board of Directors), together with the Media Centre is well placed to host the SDN secretariat. The SDN could also assist SPC in providing a second PEACESAT terminal and personnel to operate the PEACESAT terminals on a more full-time basis than at present.

18. The SDN secretariat will be funded by the SDN Division of UNDP and the secretariat staff would be initially employed under terms and conditions decided by UNDP and the SDN steering committee. UNDP will be responsible for the administration, salary and operating costs of the secretariat. In the longer term, the secretariat staff could be employed under the terms and conditions of the host organisation. SPC Suva is being considered as the likely host organisation.

19. Finally the 1992 Heads of Forestry meeting recommended that the implementation of the AIS and SDN be closely co-ordinated with each other and other related activities in the region, in particular with PAIS. The above arrangements would meet this requirement.

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19 March 1993

**SOUTH PACIFIC COMMISSION**  
**EIGHTEENTH MEETING OF THE**  
**COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS**  
(Noumea, New Caledonia, 24-28 May 1993)

**PLANT PROTECTION SERVICE - REVISED WORK PLAN 1993**  
(Paper presented by the Secretariat)

**INTRODUCTION**

1. The attached proposed 1993 work plan of country activities for the SPC Plant Protection Service (PPS) is based on that endorsed by CRGA 16 for 1992 but includes amendments made in the light of activities undertaken during 1992.
2. The work plan, which continues the activities begun in previous years, has been developed from discussions with national plant protection staff. Suggestions made during regional plant protection workshops, the plant pathology seminar, the Seventh Regional Technical Meeting on Plant Protection, the Tenth SPC Conference of Permanent Heads of Agriculture and Livestock Production Services and the ZOPP 5 project planning meeting for the SPC-German Biological Control Project have also been incorporated.
3. The PPS is executing several regional projects, including:
  - EC/SPC Pacific Plant Protection Service bridging project,
  - EC/SPC Pacific Plant Protection Service project,
  - Regional Fruit Fly Project,
  - SPC-German Biological Control Project,
  - SPC/EC Taro Beetle Project,
  - Sub-regional project for strengthening plant protection in Micronesia.

Activities for these projects have been detailed elsewhere.

4. As in 1992, the staff of the Plant Protection Service will execute all activities in direct communication with national Heads of Agriculture.
5. Delegates are invited to endorse this work plan.



## PLANT PROTECTION SERVICE - REVISED WORK PLAN 1993

## COUNTRY ACTIVITIES

The following country activities are either ongoing or have been suggested by national officers.

## AMERICAN SAMOA

**Publication of survey information** – The results of the plant nematode and disease survey will be published.

**Biological control** – Collaboration with the rose beetle sub-project of the EC/SPC taro beetle project. Facilitate the establishment of parasites for the fruit piercing moth.

## COOK ISLANDS

**Biocontrol of insect pests and weeds** – Collaboration with two projects under the SPC-German Biological Control Project, namely, control of cruciferous pests, especially *Plutella xylostella*, and the bean pod borer, *Maruca testulalis*. Other potential targets include the following pests: *Laminicoccus pandani*, *Mimosa invisa* and *Othreis fullonia*. Arrangements will be made for the transfer of agents when available.

**Fruit fly control** – One UNV is posted to Cook Islands. Activities for 1993 will include: regular host fruit and vegetable surveys and adult fly trapping; determination of damage levels; development, testing and promotion of bait spray techniques; training of national officers in the techniques required; and promotion of quality control procedures.

## FEDERATED STATES OF MICRONESIA

**Biocontrol of insect pests and weeds** – Collaboration with projects under the SPC-German Biological Control Project, namely, control of cruciferous pests, especially *Plutella xylostella*, *Lantana camara*, fruit flies, especially melon fly. Other potential targets include; red coconut scale, *Mimosa invisa* and *Aleurocanthus spiniferus*. Arrangements will be made for the transfer of agents when available.

**In-service plant quarantine training** – Arrangements are being made for a sub-regional project, based in Pohnpei, to carry out routine in-service training of Federal and State plant quarantine staff and for the attachment of officers to USDA APHIS in Guam. The project also includes Marshall Islands and Palau.

**Publication of insect survey report** – Arrangements are being made for the publication of this report during 1993.

**Fruit fly control** – A new regional fruit fly project is set to start in late 1993. Activities will include: regular host fruit and vegetable surveys and adult fly trapping, determination of damage levels, development, testing and promotion of bait spray techniques, maintenance of laboratory cultures of fruit flies for testing of post-harvest disinfestation techniques, training of national officers in the techniques required, and promotion of quality control procedures.

## **FIJI**

**Assist with vanilla virus problems** – provide virus-tested vanilla cultures for bulking.

**Assistance with the biocontrol of insect pests and weeds** – Collaboration with projects under the SPC-German Biological Control Project, namely, the bean pod borer, *Maruca testulalis*, *Lantana camara*, *Mimosa invisa* and control of cruciferous pests especially *Plutella xylostella*.

**Fruit fly control** – The Team Leader of the project is based in Fiji. Activities for 1993 will include: regular host fruit and vegetable surveys and adult fly trapping; determination of damage levels; development, testing and promotion of bait spray techniques; maintenance of laboratory cultures of fruit flies for testing of post-harvest disinfestation techniques; training of national officers in the techniques required; and promotion of quality control procedures.

## **FRENCH POLYNESIA**

**Tissue culture training** – Arrangements can be made for a training attachment at the PPS tissue culture laboratory for one staff member.

**Quarantine legislation** – Assistance can be given with drafting new quarantine legislation to ensure it is in harmony with similar legislation elsewhere in the region.

## **GUAM**

**Assistance with the biocontrol of insect pests and weeds** – In particular assistance will be given with the biological control of such pests as the fruit piercing moth, *Othreis fullonia*, and lepidopterous pests of crucifers.

**Collaboration with the University of Guam to help the sub-region** – The SPC-PPS uses the expertise available at UOG to help with plant protection work in adjacent Micronesian countries.

## **KIRIBATI**

**Monitoring of fruit flies** – Assistance can be given to monitor fruit flies attacking commercial fruit and advice given for their control. In particular, for the control of the melon fly *Bactrocera cucurbitae*, and the guava fly *B. fraunfeldti*.

**Assistance with the biocontrol of insect pests and weeds** – As part of the regional activities of the BIO, Kiribati will receive biocontrol agents, when available, for such pests and weeds as, *Icerya aegyptica*, *Agonoxena argaula*, *Aphis gossypii*, and *Be mesia tabaci*.

**In-service plant quarantine training** – arrangements can be made for short-term training attachments to the quarantine service of Tonga for quarantine officers from Kiribati.

**Assistance in the development of plant protection information systems** – The Information Officer will visit Kiribati to provide training and assistance in the development of an agriculture library and information service, including the use of databases and the preparation of publications.

**Training in pest identification** – arrangements can be made for courses in pest identification.

## MARSHALL ISLANDS

**In-service plant quarantine training** – Arrangements are being made for a sub-regional project, based in Pohnpei, FSM, to carry out routine in-service training of plant quarantine staff in FSM, Marshall Islands and Palau, and for the attachment of officers to USDA APHIS in Guam.

**Quarantine legislation** – Assistance with the drafting of plant quarantine regulations can be provided.

**Publication of survey information** – The results of the plant pest and disease surveys will be published.

**Assistance with the biocontrol of insect pests and weeds** – As part of the regional activities of the BIO, Kiribati will receive biocontrol agents, when available, for such pests and weeds as; *Icerya aegyptica*, and *Aspidiotus destructor*.

## NAURU

The following activities could be arranged, if requested;

**Survey of plant pests and diseases** – such a survey would be useful nationally and regionally as Nauru has good air connections to many Pacific countries as well as Asia. At present, however, it has little need for a national plant protection/ quarantine service and as a consequence pests can enter and leave without hindrance.

**Advice on establishing a national plant quarantine service**

**Advice on the eradication of important fruit flies**

## NEW CALEDONIA

**Assistance with the biocontrol of insect pests and weeds** – Collaboration with projects under the SPC-German biological control project, namely, control of cruciferous pests, especially *Plutella xylostella*, and the bean podborer *Maruca testudinalis*. Other potential targets include: *Aleurodicus dispersus*, *Liriomyza sativae*, *Othreis fullonia*, *Eichhornia crassipes*.

**Fruit fly control** – Arrangements can be made for an attachment at the laboratories of the Regional Fruit Fly Control Project for training in bait spray and laboratory culture techniques.

## NIUE

**Supply of biocontrol agents** – Biocontrol agent will be supplied for the control of *Lantana camara*. Other biocontrol projects might include fruit flies and citrus leaf miner.

**Fruit fly control** – Arrangements can be made for an attachment at the laboratories of the Regional Fruit Fly Control Project for training in bait spray and pest monitoring techniques.

## **NORTHERN MARIANA ISLANDS**

**Disease and insect pest surveys** – Arrangements can be made to make the surveys if requested.

## **PALAU**

**Biocontrol** – Assistance can be provided to help in the control of the diamondback moth and other pests of crucifers.

**Publication of insect pest survey information** – In hand, will be published in early 1993.

**In-service plant quarantine training** – Arrangements are being made for a sub-regional project, based in Pohnpei, FSM, to carry out routine in-service training of plant quarantine staff in FSM, Marshall Islands and Palau, and for the attachment of officers to USDA APHIS in Guam.

## **PAPUA NEW GUINEA**

**Assistance with the biocontrol of insect pests and weeds** – Collaboration with projects under the SPC-German Biological Control Project, namely, control of cruciferous pests, especially *Plutella xylostella*, the corn borer, *Ostrinia* sp., the melon fly, *Bactrocera cucurbitae*, the spiralling whitefly, *Aleurodicus dispersus*, and *Mimosa invisa*.

## **PITCAIRN**

One request for assistance was responded to in 1991 but no follow-up information has been received.

## **SOLOMON ISLANDS**

**Assistance with the biocontrol of insect pests and weeds** – Collaboration with projects under the SPC-German Biological Control Project, namely, the melon fly *Bactrocera cucurbitae*, the corn borer, *Ostrinia furnicalis*, *Lantana camara* and *Mimosa invisa*.

**Fruit fly control** – A new regional fruit fly project is set to start in late 1993. A UNV will be posted to Solomon Islands and activities will include; regular host fruit and vegetable surveys and adult fly trapping, determination of damage levels, development, testing and promotion of bait spray techniques, maintenance of laboratory cultures of fruit flies for testing of post-harvest disinfestation techniques, training of national officers in the techniques required, and promotion of quality control procedures.

**Assistance in the further development of plant protection information systems** – The Information Officer will visit Solomon Islands to provide training and assistance in the development of the agriculture research library, including access to international sources of information and their utilisation.

**Supply of quarantine equipment** – halide lamps, stab samplers and certain other items of quarantine equipment can be provided.

## **TOKELAU**

**Disease and insect pest surveys** – Arrangements can be made to do these.

## **TONGA**

**Assistance with the biocontrol of insect pests and weeds** – Collaboration with projects under the SPC-German Biological Control Project, namely *Plutella xylostella* and *Maruca testulalis*.

**Fruit fly control** – One UNV is posted to Tonga. Activities for 1993 will include: regular host fruit and vegetable surveys and adult fly trapping, determination of damage levels, development, testing and promotion of bait spray techniques, maintenance of laboratory cultures of fruit flies for testing of post-harvest disinfestation techniques, training of national officers in the techniques required, and promotion of quality control procedures.

## **TUVALU**

**In-service training in plant quarantine** – A 2-3 week training attachment to the Tongan quarantine service, Suva, is being arranged for one plant quarantine officer.

**Training in pest identification** – arrangements can be made for courses in pest identification.

## **VANUATU**

**Assistance with the biocontrol of insect pests and weeds** – In particular, Vanuatu will receive biocontrol agents, when available, for a range of pests and weeds such as: *Lantana camara*, *Mimosa invisa*, *Eichhornia crassipes*, *Adoretus versutus*, and *Polyphagotarsonemus latus*.

**Fruit fly control** – A new regional fruit fly project is set to start in late 1993. A UNV will be posted to Vanuatu and activities will include: regular host fruit and vegetable surveys and adult fly trapping, determination of damage levels, development, testing and promotion of bait spray techniques, maintenance of laboratory cultures of fruit flies for testing of post-harvest disinfestation techniques, training of national officers in the techniques required, and promotion of quality control procedures.

## **WALLIS AND FUTUNA**

Except for germplasm, no requests for assistance have been received.

## **WESTERN SAMOA**

**Assistance with the biocontrol of insect pests and weeds** – Collaboration with projects under the SPC-German Biological Control Project, namely *Mimosa invisa* and *Plutella xylostella*.

**Fruit fly control** – One UNV is posted to Western Samoa. Activities for 1993 will include: regular host fruit and vegetable surveys and adult fly trapping; determination of damage levels; development, testing and promotion of bait spray techniques; maintenance of laboratory cultures of fruit flies for testing of post-harvest disinfestation techniques; training of national officers in the techniques required; and promotion of quality control procedures.

**Assistance to the quarantine service** - Arrangements can be made for attachment training for one senior quarantine officer.

**Assistance with plant disease control** - Arrangements can be made for attachment training for one plant pathologist at an institute with expertise in plant disease forecasting.

**Survey of crop virus diseases** - Arrangements can be made for a survey of the virus diseases of crops, particularly root crops, vegetables, fruit trees and cut flowers.

19 March 1993

SPC/CRGA 18  
CLOSED SESSION



**RESTRICTED**

Information Paper 6  
ORIGINAL : ENGLISH

**SOUTH PACIFIC COMMISSION**

**EIGHTEENTH MEETING OF THE  
COMMITTEE OF REPRESENTATIVES OF GOVERNMENTS AND ADMINISTRATIONS  
(Noumea, New Caledonia, 24-28 May 1993)**

**DUTY TRAVEL OF MANAGEMENT FOR 1992  
(Paper presented by the Secretariat)**

Details of travel undertaken by the three members of the SPC Management Committee during the year 1992 are herewith submitted for the information of the Committee.

**Secretary-General - Mr Atanraoi Baiteke**

| Dates          | Places      | Purpose                                                                   | Budget  |    |
|----------------|-------------|---------------------------------------------------------------------------|---------|----|
|                |             |                                                                           | Core    | XB |
| 28/2-08/03/92  | Fiji        | Attend the 10th<br>PHALPS meeting                                         | 167 128 |    |
| 25/05-01/06/92 | Solomon Is. | 34th USP Council<br>meeting                                               | 154 106 |    |
| 26/07-02/08/92 | Cook Is.    | Inauguration of PM<br>Cook Is. and USP/Cooks<br>Vice-Chancellor           | 235 253 |    |
| 15/10-01/11/92 | Cook Is.    | Attend the official<br>opening of the Festival<br>of Pacific Arts         |         |    |
|                | Fiji        | Attend CRGA 17 and<br>32nd South Pacific Conference<br>(with Mrs Baiteke) | 373 340 |    |
|                |             | <b>TOTAL</b>                                                              | 929 827 |    |

**Director of Programmes - Mrs Hélène Courte**

|                |          |                                                                                                             |                       |
|----------------|----------|-------------------------------------------------------------------------------------------------------------|-----------------------|
| 11-15/01/92    | New York | Invited by UNFPA to<br>visit to their Headquarters<br>in New York and discuss<br>demography programme       | Fully funded by UNFPA |
| 21-26/02/92    | Fiji     | Attend 7th RTMPP                                                                                            | 155 820               |
| 17/06-27/06/92 | Hawaii   | Attend Standing Committee<br>on Tuna & Billfish and<br>Western Pacific Yellowfin<br>Research Group meetings | 323 545               |
|                |          | c/f                                                                                                         | 479 365               |

**Director of Programmes - Mrs Hélène Courte (Cont'd)**

| Dates          | Places           | Purpose                                          | Budget                                       |         |
|----------------|------------------|--------------------------------------------------|----------------------------------------------|---------|
|                |                  |                                                  | Core                                         | XB      |
|                |                  |                                                  | b/f                                          | 479 365 |
| 16-20/07/92    | French Polynesia | Visit of Pearl Farms                             | Fully funded by the Govt of French Polynesia |         |
| 17/10-01/11/92 | Fiji             | Attend CRGA 17 and 32nd South Pacific Conference | 239 868                                      |         |
| 02-09/12/92    | Papua New Guinea | Invited by the PNG Government                    | Fully funded by the PNG Government           |         |
|                |                  | TOTAL                                            | 719 233                                      | =====   |

**Deputy Director of Programmes - Mr Vaasatia Poloma Komiti**

|                |                 |                                                                                                            |                          |       |
|----------------|-----------------|------------------------------------------------------------------------------------------------------------|--------------------------|-------|
| 02-12/02/92    | Fiji            | Meeting with Suva staff<br>Follow-up visits with ROK Embassy, UNDP, EC, FORSEC, YWCA, Fiji Foreign Affairs |                          |       |
|                | Honiara         | Attend official opening of Taro Beetle Laboratory                                                          | 317 935                  |       |
| 24/02-03/03/92 | Japan           | Attend policy Meeting on PEACESAT                                                                          | Fully funded by Peacesat |       |
| 11-25/04/92    | Fiji            | Attend Management Systems Review Sub-Committee Meeting                                                     |                          |       |
|                | Hawaii          | Attend SPOCC meeting                                                                                       | 277 707                  |       |
| 26/06-12/07/92 | Solomon Islands | Attend SPOCC Special Meeting<br>Forum Official Meeting, Forum Post Forum Dialogue                          |                          |       |
| 12-21/07/92    | Fiji            | Attend Management System Review Sub-Committee Meeting<br>Prepare for 32nd South Pacific Conference         | 377 272                  |       |
| 12-20/09/92    | Western Samoa   | Attend SPREP Intergovernmental Meeting                                                                     | 220 450                  |       |
| 17/10-08/11/92 | Fiji            | Attend CRGA 17 & 32nd South Pacific Conference and Forum Secretariat Budget Session                        | 259 208                  |       |
|                |                 | TOTAL                                                                                                      | 1 452 572                | ===== |