



10 March 2015

The Prime Minister, Minister for Finance, Strategic Planning, National Development and Statistics, the Public Service, Peoples' Charter for Change and Progress, Information, iTaukei Affairs, Provincial Development, Multi-Ethnic Affairs, Sugar Industry, and Lands and Mineral Resources

Dear Prime Minister,

**Annual Report 2013**

I have the honour to submit on behalf of the Ministry of Industry and Trade, this Annual Report on the performance of the Ministry for the period 1 January to 31 December, 2013.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Aiyaz Sayed-Khaiyum', with a stylized, cursive script.

Aiyaz Sayed-Khaiyum

**Attorney-General and Minister for Industry and Trade**

## FOREWORD BY THE PERMANENT SECRETARY



I present to you the 2013 Annual Report for the Ministry of Industry and Trade.

In 2013 the Fijian Government continued the successful policies and initiative put in place in 2011 and 2012. The Ministry has built on the successes and elevated its performance. This was recognised by the highest ever rating provided by the SFCCO, which was 96%.

The Ministry continued work on key projects that contribute towards an enabling environment for growth, especially of the SME sector, domestic exports and investment. This has been possible through specifically targeted policies.

The Ministry's Fijian Made-Buy Fijian Campaign gained momentum, especially with the launch of the Fijian Crafted brand. As part of the Fijian Crafted brand over 81 artisans and crafters were licensed, giving a platform to the artisans to gain recognition, providing them with the needed leverage to market their products and have their crafts branded as authentically Fijian.

The National Export Strategy continued to boost exports and to provide support to exporters facing challenges. The focus this year was to enable small, medium enterprises to gain from the NES. The NES Committee reviewed the criteria to allow for SMEs to apply and benefit from the support under the NES.

Moreover, in 2013, the Ministry focused on marketing and promoting trade in the Pacific, by undertaking its first trade and investment mission to the Pacific's largest and growing market of Papua New Guinea. The Hon. Prime Minister led a 60 member business delegation to PNG, which was dubbed the most successful trade and investment mission led by a Fijian Prime Minister. To ensure that the Fijian and PNG businesses are provided with the necessary support, in order to continue enhancing their mutually beneficial relationship, the Fijian Prime Minister announced a Fijian Trade Commissioner position for PNG.

Another major achievement for the year has been the launch of Fijian National Trade Policy Framework through a National Consultative Workshop. The Trade Policy is the overarching policy document that will further facilitate a coordinated and consistent approach to Fiji's trade policy to better maximise development gains, by enhancing growth in the Fijian industrial base, investment, exports of goods and services as well as facilitate participation in trade negotiations.

Whilst creating new markets and opportunities for Fijian businesses the Ministry also worked to improving regulatory framework for the maintenance of standards. Hence, a needs assessment of Department of National Trade Measurement and Standards was undertaken with the assistance from ISO.

The support and cooperation of the staff has enabled the Ministry to deliver its outputs and services for 2013

Most importantly, I extend my sincere gratitude to the Attorney General and Minister for Industry and Trade for leading and guiding the Ministry during the year.

VINAKA VAKALEVU

A handwritten signature in black ink, appearing to read 'Shaheen Ali', with a stylized flourish at the end.

Shaheen Ali

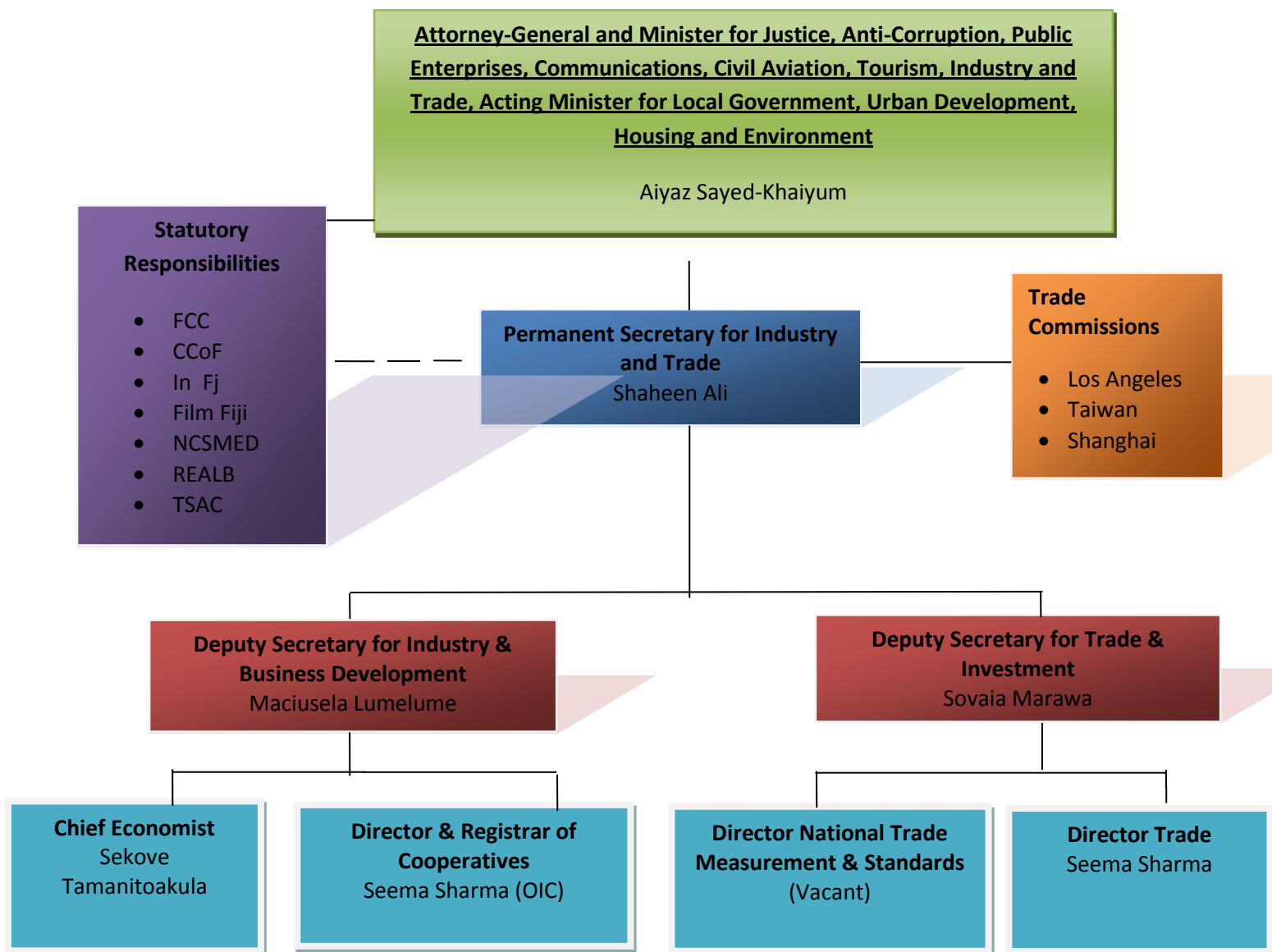
**Permanent Secretary for Industry & Trade**

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# 1.0 ORGANISATION STRUCTURE

The Organization Chart below shows the major departments and senior staff:



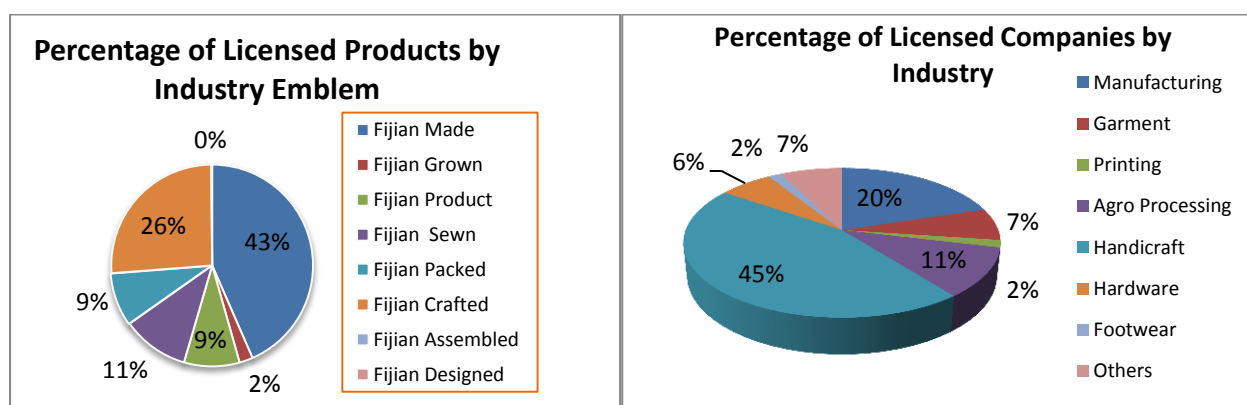
## 2.0 ECONOMIC UNIT

The Unit is responsible for formulating, implementing, monitoring and reviewing policy initiatives for private sector development in commerce, industry, small and micro enterprises, investment, services, competition and consumer protection. The Unit is also responsible for providing sound policy advice and secretariat support to its stakeholders, both within government and externally.

### 2.1 **FIJIAN MADE - BUY FIJIAN (FMBF) CAMPAIGN**

The FMBF Campaign was launched in 2011 which continued in 2013 with promotions through various mediums. The Ministry organized promotional events and also took part in events organized by its stakeholders to promote the Campaign.

The licensing regime of the Campaign gathered momentum throughout the year, with a total of 151 companies granted approval to use the industry emblems with a total of 776 products registered to use the Fijian Made, Fijian Sewn, Fijian Packed, Fijian Product and Fijian Grown Brands. Out of the 151 licenses, 72 companies' licenses were renewed and 79 new applications were approved.



Fijian Made Product Display at the PNG Trade & Investment Mission

In 2013, the Ministry partnered with media outlets to profile and promote FMBF Campaign through television commercials, cinema advertising and newspaper articles. The Ministry also participated in outreach programs such as careers expo, Kula Films Awards, Fijian Made product exhibitions at regional meetings and exhibition at the Fiji-PNG Trade and Investment Mission. The Ministry also promoted and marketed the Campaign during the Hibiscus Carnival, Fiji Day celebrations, Bus Handing-over ceremony at PA Lal and at the 2013 Agriculture Show.

A promotional parade through Nadi Town in March was organized to launch the Fijian Crafted brand in 2013. Exhibitions of handicrafts were staged during the event followed by the handing over of certificates to licensed crafters. In November 2013, the Ministry sponsored the Western Craft Fair, and issued certificates to licensed crafters during the event. The Ministry also sponsored the “Fijian Made” category for the 2013 Kula Film Awards.



*Street March during the Launch of the Fijian Crafted Brand*



*Exhibition and the Certificate Handover during Fijian Crafted Brand Launch*

The Campaign gained popularity mostly through the merchandise that was distributed widely throughout Fiji. The merchandise included calendars, t-shirts, Bula wear, umbrellas, wrist bands, eco-friendly cloth bags and school stationery items.

The Campaign boosted its marketing drive with investment in the construction of 7 giant billboard structures in the Western Division. The Ministry owns these 7 permanent billboards that are strategically located in all municipalities from Sigatoka to Rakiraki.



*Fijian Made Campaign Billboards in the Western Division*

## 2.2 NATIONAL EXPORT STRATEGY

The National Export Strategy (NES) aims to achieve sustainable economic growth by encouraging exports, competitiveness, value addition and diversification. The NES prioritizes six (6) sectors namely, Forestry, Fisheries, Agro-Business, Mineral Water, Audio Visual and ICT.

Of the total 18 applicants that applied for NES funding, 8 met the criteria, and were recommended to the NES committee for funding. A total of \$1,107,548 was granted to the 8 successful applicants and these grants were facilitated through Memorandum of Agreements (MOAs) signed between the Ministry and the recipients.

The Economic Unit conducted quarterly site inspections for the 2012 NES recipients to monitor and assess the progress of each project.



*NES Grant Recipients with Minister for Industry & Trade and Permanent Secretary*

## 2.3 SAVUSAVU INDUSTRIAL ZONE

The Savusavu Industrial Zone (SIZ) is part of Government's plans to develop commercial lots with the necessary infrastructure, to attract new investment into the Northern Division.

The Ministry in 2013 secured a budget of \$40,000 for this project to continue with the upgrade works for roads & footpaths, drainage system, construction of a new signboard and maintenance and upkeep of the Zone. The Ministry was successful in getting the two substations commissioned through FEA. The SIZ is earmarked to be operationalized in 2014.



## **2.4 ASSESSMENT OF MICROFINANCE INSTITUTIONS (MFI)**

In late December 2012, a MFI Working Group was formed to assess the viability of government managed MFI's. The Ministry undertook an assessment in February 2013 which confirmed that these MFI's were no longer financially sound. Following the tabling of this report, Cabinet in March 2013 directed that a comprehensive audit be carried out to determine the level of exposure of these MFI's. This audit was completed in July 2013. The Audit Report was scrutinized by the MFI Working Group which has drawn up appropriate recommendation for Government to consider in early 2014.

## **2.5 FUNCTIONAL REVIEW OF NCSMED**

Cabinet on 26<sup>th</sup> March 2013 directed that a review of the National Centre for Small and Micro Enterprise Development (NCSMED) with the Small and Micro Enterprise Development (SMED) Act 2002 be undertaken.

The review was conducted in consultation with the Office of the Solicitor General and the Ministry of Finance. The primary objective of NCSMED's review was to realign its roles and responsibilities and devolve it's Microfinance lending services to the private sector. The NCSMED is expected to concentrate on its core business which is to provide training and capacity building, project development, business incubating and marketing and promotion of SME businesses in 2014.



*SME Product Exhibition Centre at NCSMED Office*

## **2.6 LICENSING REGIME**

### **2.6.1 SCRAP METAL TRADE DECREE 2011**

The Scrap Metal Trade Decree 2011 regulates the scrap metal trade in Fiji, by putting in place a licensing regime for the traders of scrap metal, including granting of Special Approval for sale of Public Infrastructure Metal (PIM) by the Licensing Authority. The decree came into effect on 16 May 2011.

The deepening national crisis caused by the theft of public infrastructure for sale as scrap metal, prompted a review of the suspension on the trade of non-ferrous scrap metal, which resulted in the Hon. Minister for Industry and Trade further extending the suspension period until 31 December 2013.

Special approvals were granted on a case by case basis to Government Departments and Public and Private sector companies. In 2013, in addition to the granting of a new scrap metal trade dealer's license and 4 license renewals, 39 Special Approvals were issued.

Customs and enforcement officers from the Ministry conducted joint inspections of the loading of scrap metal containers by the dealers for export to ensure compliance with the decree.



*Scrap Metal Collection by the Dealers*

### **2.6.2 FIJI AUDIO VISUAL COMMISSION REGULATIONS 2012**

The Ministry licensed 5 audio visual agents through the Fiji Audio-Visual Commission (Licensing of Audio Visual Agents) Regulations 2012 in 2013. These licensed Audio Visual Agents provided support to film producers in the provision of; ground logistics, consultancy, audio visual equipment supplies, and video productions, legal and financial services.

### **2.6.3 MONITORING AND ASSESSMENT OF STATUTORY ORGANIZATIONS**

The Unit oversees the following statutory organizations namely the Fiji Commerce Commission (FCC), Consumer Council of Fiji (CCoF), Real Estate Agents Licensing Board (REALB) and National Centre for Small and Micro Enterprises Development (NCSMED).

These statutory organizations were initially consulted in regards to their Annual Service Agreements in accordance to their plans and goals set for the achievement of the 2013 National Budget. The 2013 National Budget allocation was as follows:

- Fiji Commerce Commission - F\$1,753,600
- Consumer Council of Fiji - F\$700,000
- Real Estate Licensing Board - F\$300,000
- National Centre for Small and Micro Enterprises Development - F\$500,000

In 2013, the Unit, for monitoring purposes restructured all the Service Agreements so that output oriented Key Performance Indicators' (KPI's) were targeted for each statutory organization. The Economic Unit's respective desk officers assessed the performance of each statutory organisation based on quarterly reports submitted to the Ministry. The performance assessment permitted the release of grants to each statutory organisation on a quarterly basis and allowed the Ministry to keep stricter control over the allocated funds. The statutory organizations were also assisted throughout the year by the Economic Unit in other areas of concern brought to the attention of the Ministry.

## **2.7 TEXTILE, CLOTHING AND FOOTWEAR COUNCIL OF FIJI (TCF)**

The Ministry in order to increase awareness on Fiji's TCF industry's capabilities in its primary export market such as Australia and New Zealand signed the 2013 Marketing Grant Agreement with the TCF Council of Fiji.

The Government had allocated \$300,000 to support the implementation of a three year (2013-2015) marketing plan of Fiji's TCF industry for its export markets.

In 2013, the Ministry disbursed a sum of \$100,000 to the TCF Council to successfully implement its planned marketing activities. The Economic Unit continued to monitor and encourage TCF Council's participation at promotional events such as the Fiji PNG Trade Mission to attract markets for Fiji made garments and evaluated the overall performance based on the Annual Impact Assessment Report provided by the Council.



*TCF Council Marketing Grant Cheque Handover*

### **3.0 TRADE UNIT**

The Unit's role is to formulate and implement policies and initiatives to enhance domestic and international trade and undertake trade and investment promotion. In addition, the Unit advances negotiations to create favourable global market access opportunities for Fijian products and services in overseas markets. The Unit is concurrently tasked with increasing Fiji's regional and global economic integration to enhance Fiji's economic growth. The Unit administers the performance of the three (3) Trade Commissions based in Los Angeles, Taiwan and Shanghai as well as two (2) Statutory Organizations namely Investment Fiji and Film Fiji.

#### **3.1 PACIFIC ACP (PACP) – EUROPEAN UNION (EU) ECONOMIC PARTNERSHIP AGREEMENT (EPA) AND RULES OF ORIGIN (ROO)**

The PACP – EU EPA ROO national workshop was held at the Holiday Inn on 19 February 2012. The workshop provided detailed analysis and feedback on improved rules of origin for a proposed list of products for export to the EU market. The workshop also updated stakeholders on the recent developments in the comprehensive EPA (CEPA) negotiations with the EU, particularly on the negotiations on fisheries.

The Technical Working Group (TWG) Fish also met at Novotel Nadi from 4-7 March signalling to the EU that Fiji and the PACP – States were serious about concluding negotiations on a Comprehensive EPA.

#### **3.2 PACIFIC ACP TRADE OFFICIALS AND MINISTERS MEETING**

The PACP meeting was held at Tanoa International Hotel in Nadi from 27-29 March, 2013. The objective of the meeting was to consider an update on the Pacific ACP (PACP) – European Union (EU) Economic Partnership Agreement (EPA) negotiations and the preparatory work needed to be undertaken by the PACP region. The meeting provided policy guidance and direction on the contentious issues including the fisheries negotiations and preparative work needed to facilitate EPA meetings.



*Pacific ACP Trade Ministers Meeting- Opening Ceremony*

The following PACP trade- related meetings were also held in the year:

- |       |   |                   |
|-------|---|-------------------|
| (i)   | Pacific ACP Trade Officials Meeting   | 13 – 15 May, 2013 |
| (ii)  | Pacific ACP Trade Ministers Meeting   | 16 – 17 May, 2013 |
| (iii) | Trade Negotiations Workshop for Pacific ACP States                            | 20 May, 2013      |
| (iv)  | Regional Aid for Trade Workshop   | 21 – 10 May, 2013 |
| (v)   | Joint PACP Trade and Fisheries Officials Meeting,<br>Honiara, Solomon Islands | 9 December 2013   |



*Pacific ACP Trade Officials Meeting*

### 3.3 **MELANESIAN SPEARHEAD GROUP (MSG) TRADE OFFICIALS & MINISTERS MEETINGS**



The inaugural MSG Trade Ministers meeting was hosted by Fiji on 20 May 2013 in Nadi. The Trade Ministers *inter alia* endorsed the hosting of the MSG Investment Roadshow and Trade Fair in Fiji to coincide with the Pacific Islands Development Forum. The purpose of the inaugural MSG Trade Ministers Meeting was to discuss the increasingly important trade and economic issues in order to progress the MSG Leaders' vision of establishing an economic union and a common market within the MSG. In the inaugural meeting the Trade Ministers addressed issues emanating from the Trade and Economic Officials Meeting held in Suva from 8 to 10 May 2013.

### 3.4 **MSG INVESTMENT ROAD SHOW AND TRADE FAIR**

The MSG Leaders endorsed the Trade Ministers recommendation for the MSG Investment Roadshow and Trade Fair to be an annual event in the MSG calendar. The event was launched in Fiji in August 2013, to be followed by PNG to host in 2014.

The inaugural MSG Investment Roadshow and Trade Fair was held from 3 – 7 August, 2013 at Sheraton Fiji Resort, Nadi. The accompanying Trade and Investment Seminar was attended by 120 participants from Fiji, New Caledonia, PNG, Solomon Islands and Vanuatu.

### 3.5 **FIJI TRADE AND INVESTMENT MISSION TO PAPUA NEW GUINEA**

Fiji conducted an outbound trade and investment mission to Papua New Guinea which was aimed at strengthening bilateral and economic relations between Fiji and Papua New Guinea building on the Melanesian Spearhead Group (MSG) solidarity by creating growth through trade and investment.

The trade and investment mission was held in conjunction with the Fijian Prime Minister's first state visit to PNG from 15 – 17 April, 2013 who was accompanied by the Permanent Secretary for Industry and Trade, government officials and 75 representatives from the private sector. *(Below: Pictured with Fiji-PNG delegates)*





(Above: Pictures of Opening, Displays and Registration in PNG)

### 3.6 2<sup>ND</sup> CHINA – PACIFIC ISLAND COUNTRIES ECONOMIC DEVELOPMENT AND COOPERATION FORUM

Fiji's participation at the Forum was aimed at promoting and strengthening political and economic relations between Fiji and China. The forum also provided a platform to strengthen trade and investment opportunities through South-South Cooperation. The 2nd China-Pacific Islands Countries Forum ("Forum") was held in Guangzhou, China from 7-11 November 2013. The Forum programme included bilateral meetings; Leaders Conference, Ministerial Meetings, Seminars; and a Pacific Trade Exhibition.



The Fijian delegation was led by Minister for Agriculture, Lt. Col. Inia Seruiratu who was accompanied by the Permanent Secretary for Industry and Trade, Permanent Secretary for Agriculture, Acting Permanent Secretary, Office of the Prime Minister and a number of senior civil servants and private sector representatives.

China has rendered assistance to Fiji with key projects in many infrastructure developments such as building bridges, roads, Navua hospital, and erection of sea wall to protect Kiuva villages from the rising sea levels, education training and support military and police. China continues to provide support to Fiji with the recently announced FJ\$60 million assistance over the next 3 years to Pacific Island Countries to deal with climate change issues.

### 3.7 TRADE POLICY FRAMEWORK

The Ministry of Industry and Trade, with the assistance from the Commonwealth Secretariat Hubs & Spoke programme and the European Union commissioned a project to develop Fiji's first ever comprehensive Trade Policy Framework (TPF). The TPF will ensure a coordinated and consistent approach in Fiji's trade policy encompassing all sectors to better maximize development gains, by enhancing Fijian industries, investment, exports and trade. The final TPF is expected to be the guiding framework for Fiji, becoming a more competitive and dynamic economy. The first draft of the TPF was presented at a National Workshop on "Charting the Future of Fiji's Trade in the Global Economy" which was held on 13-14 September at the Holiday Inn.



*Honourable Prime Minister giving his opening remarks at the National Workshop*



### **3.8 US GENERALISED SYSTEM OF PREFERENCE (GSP) SCHEME**

The US Generalized System of Preference (GSP) Scheme is the oldest scheme offered by the United States to the developing countries which is predominantly designed to enhance economic growth in the developing countries which includes Fiji.

The American Federation of Labour and Congress of Industrial Organization (AFL-CIO) filed a petition to remove Fiji from the list of eligible developing countries benefitting from the US GSP Scheme. The petition claimed that Fiji was not complying with the statutory obligations of “taking steps to afford internationally recognized worker rights to workers”. A hearing was conducted on October 2 2012 and in 2013, dialogue has continued between the relevant Government agencies of the two countries with the aim to conclude the GSP case by 2014.

### **3.9 WTO MINISTERIAL CONFERENCE IN BALI, INDONESIA**

The 9<sup>th</sup> Ministerial Conference of all WTO members was held in Bali, Indonesia from 3 to 7 December 2013. The WTO members discussed a number of key issues to progress the multilateral trade negotiations which included Trade Facilitation, Agriculture and Development.

The success of the multilateral trading system is crucial for small islands developing states like Fiji. The multilateral system allows equal voice to each member, whether a developed or developing country. Fiji and other small islands developing states do not possess the market power to have the upper hand when negotiating with the developed, economic powerhouses, however, at the WTO all members are equal - one country, one vote. Fiji as a WTO member was also represented at the Conference by two representatives from the Ministry and the Fiji Embassy in Brussels. All developing country members of WTO are working towards identifying the areas of assistance required to implement the Trade Facilitation (TF) Agreement.

## **4.0 DEPARTMENT OF NATIONAL TRADE MEASUREMENT & STANDARDS**

### **4.1 NATIONAL TRADE MEASUREMENT & LABORATORY**

The Department protects consumers from unsafe and poor quality products and creates favorable conditions for exchange of goods. It develops and adopts national and international standards in order to raise levels of quality, safety, reliability, efficiency and interchangeability in the products and services used. It maintains the national system of units and standards of measurement on physical quantities to ensure fair and just use of units of measurement, measuring instruments and pre-packed articles. The Department also enforces the scrap metal trade, decree 2011 to prevent illegal trade of scrap metal.

#### **4.1.1 TRADE MEASUREMENT**

A total of 2,289 traders were visited throughout the three divisions of which 6,038 weighing and measuring instruments were certified whilst 155 rejected.



*Divisional Inspector Central Eastern verifying test on driveway Flowmeter for Fiji Gas at Regent Taxi, Vatuwaqa.*



*Divisional Inspector Northern verifying test on driveway flow meter.*

The verification of gas dispensers and fuel dispensers is carried out annually by inspectors of the Department. Gas dispensers are verified using computerised master meter whilst fuel dispensers are verified by using our standard measuring litre measures.

#### **ROTUMA TOUR**

The objective of the trip was to verify and certify all weighing and measuring instrument used for trade on the island. This trip also gave us the opportunity to provide the much needed awareness to the people of Rotuma on the types of weighing and measuring instrument that is approved to be used for trade purposes, and also educate them on the rights of the consumers under the National and Trade Measurement Regulation.



Department of National Trade and Measurement Staff Ilimo Koroi with Commissioner Eastern team during the Rotuma Day Celebration.

### Comparison for Appliances Verified

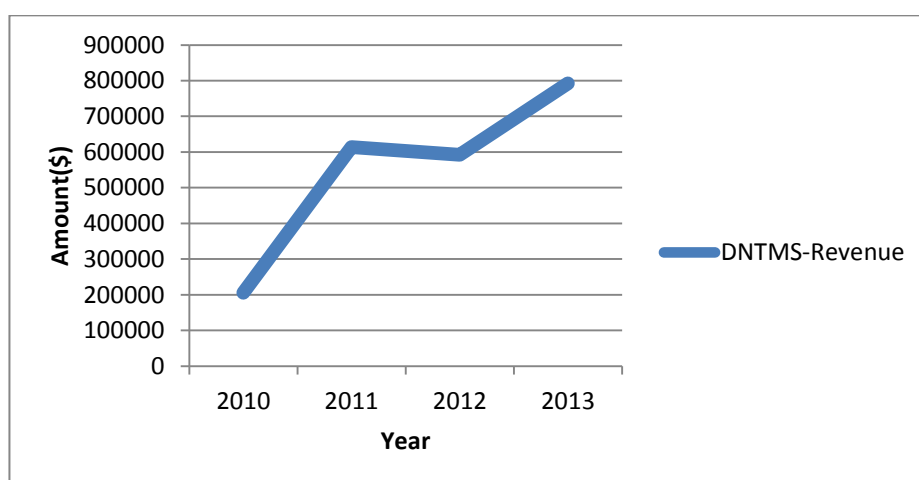
EQUIPMENTS	2011	2012	2013
CERTIFIED	5988	4332	6,038
REJECTED	210	38	155

### Total Revenue

Revenue	2010 (\$)	2011 (\$)	2012 (\$)	2013 (\$)
Total	\$205,839.54	\$613,575.14	\$592,076.75	\$792,328.10

The total revenue collected in 2013 increased compared to 2012. This was due to oil companies upgrading their service stations through installation of new pumps and storage tanks.

**Graph 1: Total Revenue from 2010 - 2013**



#### 4.1.2 LABORATORY

The Laboratory is responsible for the renewal and issuance of Licensing of Principals, Repairers and Public Weighman. (Total of 32 Principal licenses were renewed and 1 new license was issued. The Department renewed Public Weighman licenses issued to the Land Transport Authority (LTA).

Ten (10) new Fiji Pattern Approval Certificates for new instrument, to be used for trade purposes, and 198 import licenses were issued for Roofing Coils and Screws throughout the year. 41 Repairers licenses issued whilst 12 Public Transport.



The following Certifications of masses using the mass comparators were carried out in the Laboratory.

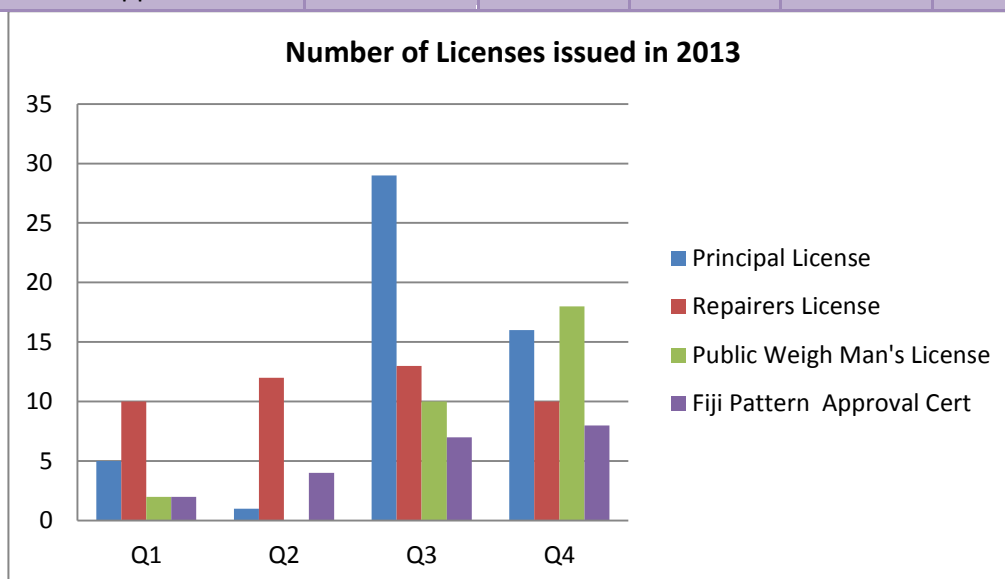
- Flour Mills of Fiji
- Biscuit Company of Fiji
- CAS Scales
- Silvertec Electronics
- PAFCO – Levuka
- Coca-Cola Amatil
- 500kg,1000kg,25kg,2kg,5kg - Reference masses for the 3 divisions
- LTA – weighing pad -10 tonne \* 50kg
- Fiji Hardwood – 10m tape
- Mobil Oil – 50m Tape

The following table outlines details of Certification of Equipment by the Laboratory

Equipment	No
Breathalyzers (Fiji Police Force)	19
Laser detector (Fiji Police Force)	31
Stopwatches (All divisions)	2
Parking Meters for Suva City Council	56
Length measures for Garment Factories	1
Underweight packages for Fiji Commerce Commission	10
Dip Charts for Petroleum Companies	6

## SUMMARY OF LICENCES ISSUED

	<u>2013</u>				
Type of Licenses Issued	Target	Q1	Q2	Q3	Q4
Principal License	20	5	1	29	16
Repairers License	50	10	12	13	10
Public Weigh Man's License	5	2	0	10	18
Fiji Pattern Approval Cert	5	2	4	7	8



*\*The above graph shows the number of licenses issued to companies for standard weights and measures.*

### **4.1.3 PRE-PACKED GOODS REGULATION**

The pre-packed goods regulation ensures that traders do not breach the National Trade and Measurement Packaging Regulation. Inspections of pre-packed goods were conducted together with the verification and certification of weighing and measuring equipment at the trading premises. Some 300 pre-packed goods were inspected for short measure and labelling requirements within retail outlets and supermarkets in all the three (3) Divisions. Immediate notices were issued for any anomalies and follow up inspections were conducted accordingly.

*(Picture: Assistant Inspector Jitendra Lal verifying scale at a shop in Labasa )*



#### **4.1.4 BREAD REGULATION**

For 2013, one (1) complaint was received regarding underweight bread. This was investigated and bread weight was checked at the trader's premises were found to be correct or complaint was resolved. Legal Proceedings for Repeat offences of the National and Trade Measurement (Bread) Regulation 1989 is currently being considered for inclusion in the Regulation.



*Inspecting Bread Weight at a Bread Shop in Nakasi.*

## **4.2 TRADE STANDARDS UNIT**

### **4.2.1 INTRODUCTION**

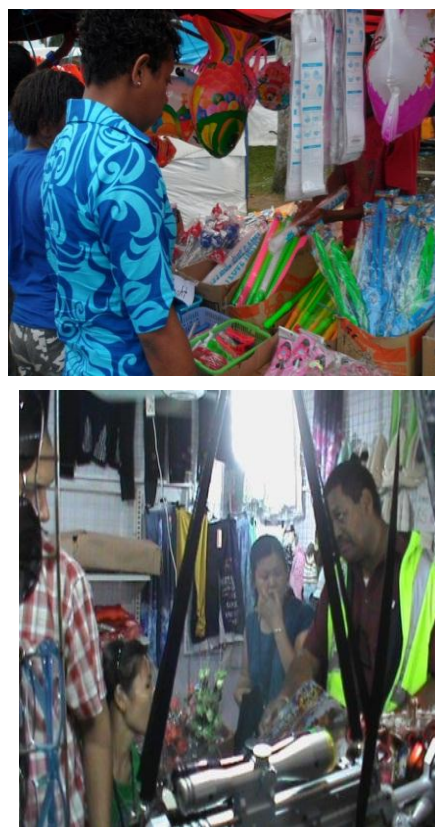
Some of the key achievements of the Unit in 2013 were conducting effective enforcement of Trade Standards & Quality Control Decree 1992 & accompanying regulations & Scrap Metal Trade Decree 2011. Enforcement of all laws under the decree was undertaken by the team. Being proactive in creating awareness amongst the traders and engaging in many stakeholder consultations throughout the year resulted in general traders being compliant to these regulations.

Goods declared dangerous were still seen being traded and discussions with the Fiji Revenue and Customs Authority (FRCA) in strengthening border control is ongoing.

### **4.2.2 MARKET SURVEY OF GOODS DECLARED DANGEROUS**

Market surveys were conducted for goods that have been declared dangerous under the Trade Standards and Quality Control Decree 1992. These include corona electric shower, PVC plastic toys, yo-yo water balls, lead soldered cans, mini-cup jelly confectionery, toy guns, emergency rechargeable portable lamps-*Premier Philips Tube*, roof sarking foils, and electric kettles -*Yaxing Long*, incapacitating spray and Taiyo cigarette lighters. Surveys were conducted for goods displayed at the Showcase and Hibiscus Festival and during the weeks leading up to Christmas and also randomly through spot checks throughout the year.

The Trade Standards Unit has been working closely with the FRCA to include these goods in the list of prohibited items under the Customs Act to stop the entry of these goods at the border, thus not entering the Fijian market. *(pictured below: Inspectors at work)*



#### **4.2.3 FIREWORKS INSPECTION**

The Unit together with the Officers from the Mineral Resources Department (MRD) conducted fireworks inspection for all three divisions. The inspection team enforced the following laws:

- i. Trade Standards (ShopGoods Fireworks Labelling Standards) Order 2005;
- ii. Declaration of Fireworks as Dangerous Goods 2004 (LN #45 2004; and
- i. Explosives Act 1978 (MRD)

There were a total of 238 traders visited in all the three divisions in 2013. Of the 217 Traders Inspected, 2 shops were in breach of Trade Standards (ShopGoods Fireworks Labelling Standards) Order 2005; MH Vivarass Plaza – Laucala Beach, and Lokia Food City Supermarket – Nausori. Both traders were given on the spot fines. Fireworks were also seized from New World Supermarket in Narere.



*Fireworks showing labelling in foreign language that was seized by Inspectors*

#### **4.0 Audit of Mineral Water Companies**

The Unit audited 7 mineral waters companies in 2013. Companies submitted quarterly quality test reports from an accredited lab, and were found to be in compliant to the standards and were issued Certificate of Production.



*STA Asenaca inspecting Aqua Safe*

#### **4.2.5 BATTERY STANDARDS INSPECTION**

The team conducted inspection for companies that manufactured, distributed and imported batteries in the Central Division. A total number of 35 traders were inspected and all were in compliant to the Standard.



*STA Siteri Raisuni inspecting batteries*



*STA Asenaca Kevu inspecting batteries*

#### **6.0 Fuel Standards**

In 2013, the three oil companies submitted quality test reports from accredited labs quarterly for diesel and petrol for analysis by the Unit. All the companies were found to be compliance with the law.

#### **7.0 Scrap Metal Trade Decree 2011**

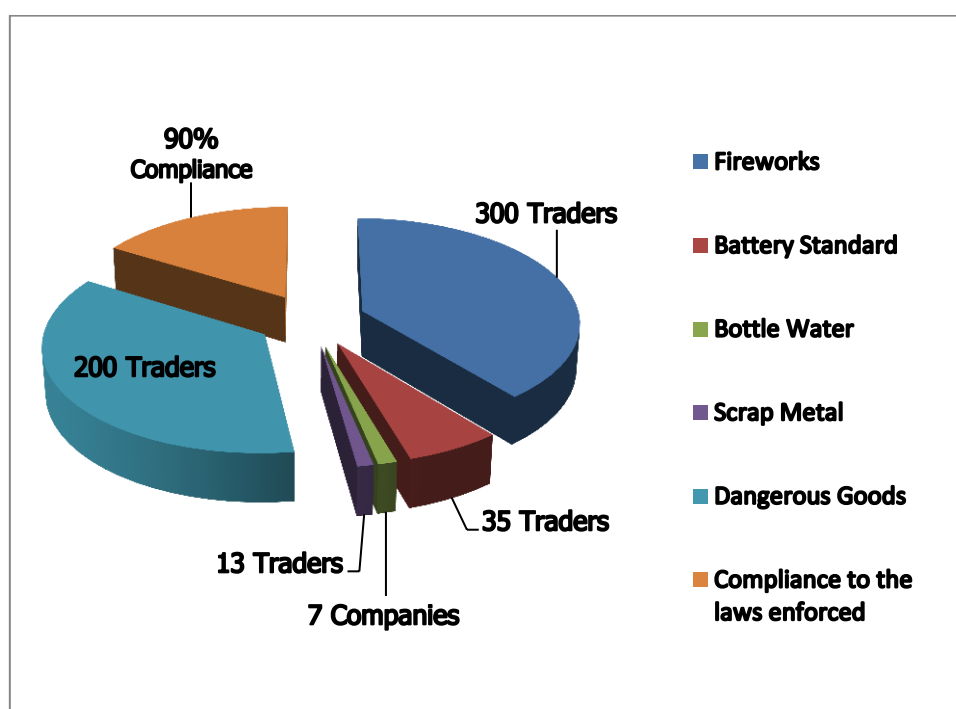
The enforcement of the Scrap Metal Trade Decree 2011 was conducted on a daily basis throughout 2013. Effective monitoring of the suspension of trade for non – ferrous metal was done to ensure compliance by traders to the Scrap Metal Trade Decree 2011. There were 13 licensed scrap metal trade dealers operating in 2013.



*(Pictured: Scrap Metal Inspections under Police supervision)*

**Table 1: Enforcement of Laws**

#	Laws Enforced	# of traders visited	General Comments
1	Scrap Metal Trade Decree 2011	13 licensed dealers	All traders were in compliant with the Decree. Daily inspections were conducted by the Enforcement team. There was only one case of scrap metal theft in the Central Division for 2013.
2	Trade Standards (ShopGoods Fireworks Labelling) Order 2005	300 traders visited	2 traders were given on-spot fines of \$2000 for breach of law. All items seized were dispatched to Mineral Resources Department to be kept in the Magazine Room as per Explosives Act 1978.
3	Trade Standard (Bottle Water Standard) Order 2004	7	7 mineral water companies were audited to check their compliance against the standard. Companies also submitted quarterly quality test reports from an accredited lab. All 7 companies were compliant.
4	Trade Standard (Battery Standard) Order 2013	35	All traders (Manufacturers & Importers) were in compliant with the Standard.
5	Trade Standards (Fuel Standard) Order 2007	3	Reports submitted by fuel companies were analysed on a quarterly basis
6	Market Survey for Dangerous Goods & Safety Information Standards for Hot Water Bottle.	Showcase – 50 Hibiscus – 15 Random Inspection 135 – Traders	Most traders were in compliant with the laws, however; there were still some dangerous goods that existed in the market.

**Figure 1 Pie Chart showing number of traders inspected for respective laws**

## **8.0 Trade Standards Advisory Council (TSAC) Meeting**

The TSAC met once during 2013. It comprises of reps from diverse fields such as Engineering, Import/Export, Food Processing, Manufacturing and a Consumer rep. The TSAC deliberates on the safety and quality aspects of goods, amongst other things, and also ensures that there are no unnecessary Technical Barrier to Trade (TBT), on goods being imported into the country.



*Secretariat & TSAC Members during one the meetings*

### **4.2.9 NEEDS ASSESSMENT BY INTERNATIONAL ORGANIZATION FOR STANDARDIZATION (ISO) CONSULTANT**

A needs assessment was conducted by Mr Graham Holloway an ISO Consultant for the review of the Department. The review will continue in 2014 with assistance from ISO. An action plan has been drafted to ensure continuity of the reform of the Department.



*Courtesy call to Minister for Industry & Trade by Mr Graham Holloway (ISO Consultant) with Permanent Secretary for Industry & Trade*



*Mr Graham Holloway doing a presentation to the Department Staff and the Private Sector*

#### **4.2.10 STAKEHOLDER AWARENESS – STANDARDS REVIEW/DEVELOPED**

Standards ensure that products & services are safe, reliable and of good quality, which in turn assists companies' access new markets, level the playing field for emerging nations and facilitate fair global trade.

The following are some of the standards which are in the process of being developed or reviewed:

- i. Fire Equipment;
- ii. Electrical Items/Equipment;
- iii. Information Guidelines for Goods and Services Intended for Consumers;
- iv. Fuel Standards; and
- v. Roof Sarking Foil



*Stakeholder consultation for Electrical Equipment Standard*

## **5.0 DEPARTMENT OF CO-OPERATIVE BUSINESS**

The restructure of the Department of Cooperative Business in 2011 saw changes in its role and functions. Headed by the Director & Registrar of Co-operatives, the department is responsible for formulating and implementing policies and strategies to facilitate the establishment, registration and monitoring of co-operatives businesses.

An important function of the department which is the auditing of Co-operative Accounts was outsourced to private auditors; however, the Department will identify low cost auditors to undertake audits for Co-operatives with small turnovers.

The review of the Cooperative Act 1996 is part of the restructure plan and consultations with the Solicitor General's office on the necessary amendments are on - going.

### **5.1 MONITORING OF COOPERATIVES**

The monitoring of Co-operatives remain the key deliverables of the Department, a task usually carried out by extension officers based in the Divisions. Staff offer business advise during these visits and encourage Co-operatives to diversify into other business to expand their operations.

Other needs and challenges were also highlighted during these visits and the Department has addressed these through co-operation with other relevant ministries.

### **5.2 COOPERATIVE PROMOTION AND AWARENESS ACTIVITIES**

Awareness on Co-operative Business is an integral part of the registration process. Prior to registration, proper awareness is carried out ensuring that communities or groups that register are well aware of the functions, roles and operation of a Co-operative.

A total of 81 awareness and promotion activities were undertaken in 2013, through various forums like Provincial Council meetings, District Council meetings & divisional development forums.



*Awareness sessions/Displays by the Department officers*

A total of 81 awareness and promotion activities were undertaken in 2013, through various forums like Provincial Council meetings, District Council meetings & divisional development forums.



Western Division Awareness Exhibitions

### 5.3 REGISTRATION OF NEW COOPERATIVES:

A total of 16 new co-operatives were registered; a direct result of the promotion and awareness exercise conducted by the Department in 2013.

Co-operative Registration in 2013.			
Name of Co-operative	Type of Co-operative	Division	Total
Manavure Co-op Ltd	Producer Marketing	Northern	4
Kioa Island Co-op	Producer Marketing	Northern	
Vuya Village	Transportation	Northern	
Rabi Island Bee Keeping Co-op Ltd	Producer Marketing	Northern	
Vitilevu Kabani Co-op	Transportation	Central	4
Veivueti Co-op Ltd	Transportation	Central	
Maumi Farmers Co-op	Producer Marketing	Central	
Qauia Taxis Co-op	Transportation	Central	
Vuetiau Co-op Ltd	Producer Marketing	Western	8
Nasautamata Co-op	Producer Marketing	Western	
Cane Coast Vegetable	Producer Marketing	Western	
On time Taxis Co-op	Transportation	Western	
Cagivou Taxis Co-op	Transportation	Western	
Sunrise Youth Dev Co	Producer Marketing	Western	
Nasavusavu Farmers	Producer Marketing	Western	
Wailailai Flats Cane Producer Co-op Ltd	Cane Farmers	Western	
		<b>TOTAL</b>	<b>16</b>

Ten (10) Co-operatives registered in 2013 are resource based agriculture production/marketing businesses while the other 6 are transport services. Village communities who are resource owners were encouraged to utilize their land and plant agricultural produce for their income and also for food security. A number of these Co-ops are now exporting their produce overseas.



*Newly Registered Vuetiau Co-operative in Ba engaging in Poultry Farming*



*Newly Registered Sunrise Youth Development engaging in exporting cassava*

#### 5.4 **REVIVAL OF CO-OPERATIVES**

The revival of dormant co-operatives was also an important activity undertaken the Department in 2013. These are co-operatives that were once operating and due to mismanagement or disagreements amongst the members were not able to continue. During field visits, these co-operators were encouraged to rebuild their co-operatives and resume operations.

Number of Dormant Co-operatives identified to be Revived in 2013				
	<i>Central</i>	<i>Eastern</i>	<i>Western</i>	<i>Northern</i>
Number of Co-operatives Revived	11	5	10	1



*The Revived Viseisei Womens Co-operative that was no longer in operation was reorganized last year and is now fully operational.*

## 5.5 AUDIT OF COOPERATIVE ACCOUNTS

Section 81 of the Co-operatives Act 1996, stipulates that “all registered co-operatives are required to submit their audited financial accounts to the Registrar of Co-operatives”. The financial year of all Co-operatives is from 30<sup>th</sup> June to 1<sup>st</sup> of July and as anticipated financial accounts are prepared and audited by auditors approved by the registrar.

This role will now be outsourced to external auditors. In 2013 The Department carried out a preliminary assessment to determine whether co-operatives were financially capable to engage private auditors to audit their accounts. The majority of co-operatives could not afford such services, so the Department is in the process of identifying audit service providers that charges low fees.

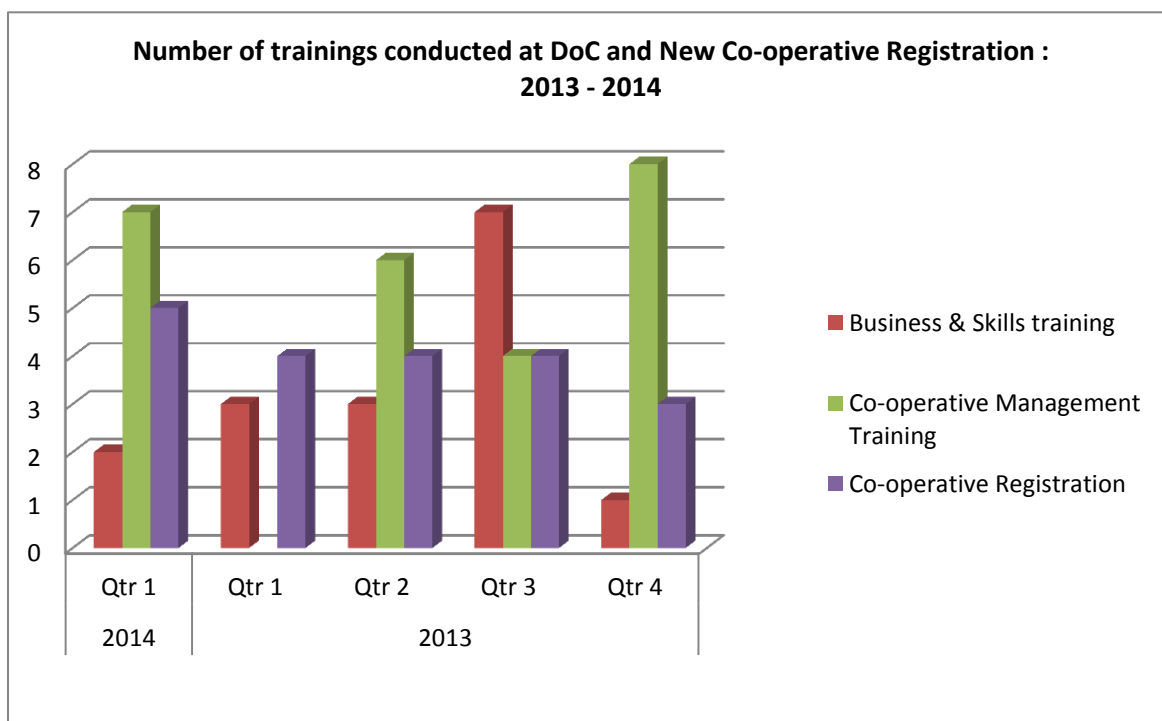
Audited Accounts Received in 2013			
Central	Western	Northern	Eastern
4	5	1	0
Accounts prepared but not Audited in 2013			
15	35	36	1

## 5.6 COOPERATIVE TRAINING

The Training Division for the Department is located in Draunibota Lami. As part of the reforms in 2011, the Training Division was renamed the Co-operative College, to offer tailor-made training for Co-operatives. The College Staff are currently working towards getting recognition from the Fiji Higher Education Commission (FHEC) in meeting its requirements, so the mode training used in 2013 has been through mobile training throughout the Divisions.

Trainings conducted in 2013 were Skills Training (Bee Keeping), Co-op Management Training & Basic Book Keeping Stage I & II.

List of Trainings Undertaken in 2013						
No	Type of Trainings	Number of Trainings	Division			
			N	E	W	C
1	Co-operative Management Training	18	5	2	9	2
2	Basic Book Keeping Stage I &	14	3	1	3	7
3	Bee Keeping Training	14	3	1	3	7



## 6.0 CORPORATE SERVICES DIVISION

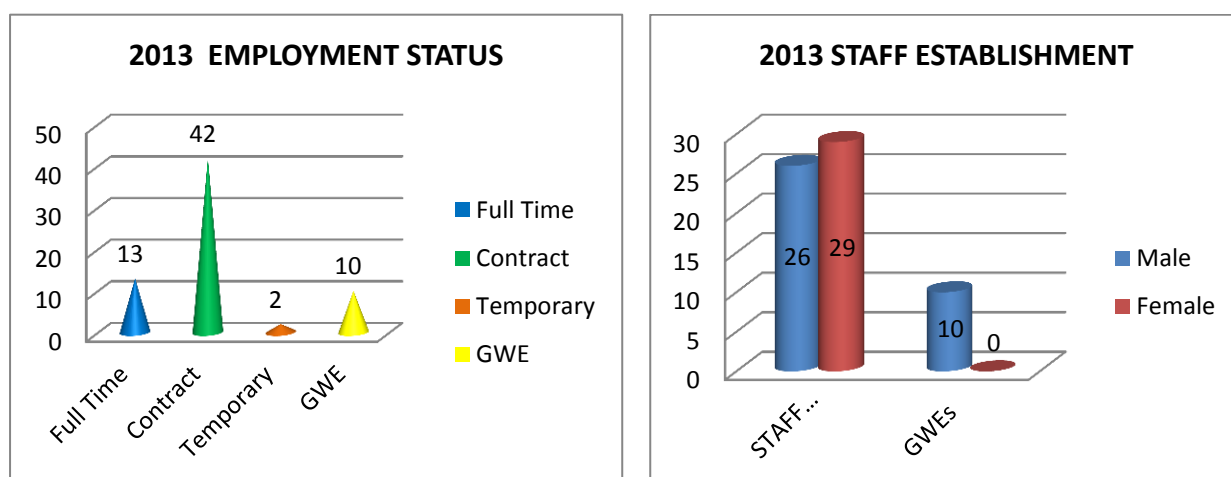
The Division is responsible for providing administrative and financial support services to management, departments/divisions, statutory organisations and Trade Commissions. It is also responsible for the effective and efficient management and utilisation of human resources, finances and the Ministry's assets in a transparent and accountable manner.

### 6.1 ADMINISTRATION SECTION

#### 6.1.1 MIT WORKFORCE 2013

The Ministry of Industry and Trade had **94 Established** and **16 Government Wage Earners' (GWEs)** positions in its 2013 staff establishment.

The Ministry's staff Establishment remained the same from 2012 to 2013 with a total of 110 positions. At the end of the 4<sup>th</sup> quarter, twelve (12) posts remained substantively vacant.



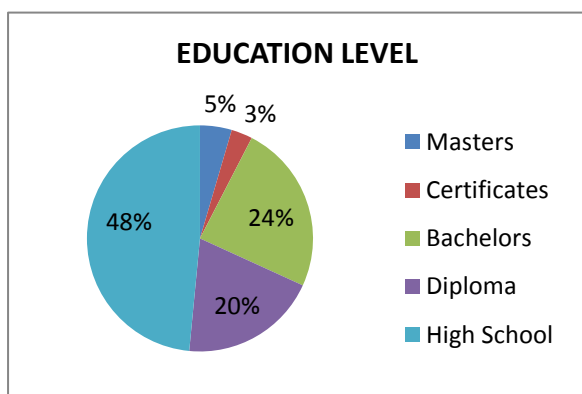
The table below provides a comparative overview of staff establishment; 2012: 2013

No		2013	2012
1	Appointments	6	16
2	Promotions	6	9
3	Postings	0	11
4	Resignations	0	2
5	Deemed resignations	0	0
6	Retirements	0	0
7	Re-grading	0	0
8	Death	0	1
9	Vacancies	12	15

### 6.1.2 STAFF DEVELOPMENT

Staff Development and training continues to foster and support learning and performance by providing innovative, high-quality programs, resources and services. Development of staff is also encouraged through acting appointments.

The Ministry encourages officers to undertake long term and short term training, international and local, as well as, online to develop capacity at all levels.



A detailed list of local and overseas training programmes undertaken in 2013 is listed at **Annex I**.

### 6.1.3 CIVIL SERVICE REFORMS

The Ministry participated in the 2013 Service Excellence Awards (SEA) programme and was recognised with the “Achievement Award”. The Ministry continued to explore creative and simpler ways of dealing with day to day work activities in our efforts to improve service delivery and went that extra mile to provide services to our stakeholders to the best of our abilities.

The Ministry released officers as SEA Evaluators and Ms Marica Seninawanawa was presented the Evaluators Award for her continued participation in the Awards programme for the past 5 years.



MIT 2013 Achievement Award



Evaluator Marica holding the Ministry's award

#### **6.1.4      MONITORING OF OUTCOMES & PERFORMANCE**

The Ministry has seven (7) Outcomes, namely Manufacturing and Commerce, International Relations and External Trade, Micro, Small and Medium Enterprises, Public Sector Reform, Poverty Reduction; Gender Equality and Women Development, and Financial Services.

Corporate Services Division continued to facilitate the submission of quarterly performance reports to the Strategic Framework for Change and Coordinating Office (SFCCO), which was followed by a verification process. Heads of Departments provided documentary evidence to support the performance monitoring reports.

Each Outcome, Output, KPI and timelines were reported and verified during the process. The Ministry was rated as follows for its 2013 deliverables:

1st Quarter – 61.42% (Average)  
2nd Quarter – 86.29% (Very Good)  
3rd Quarter – 89.66% (Very Good)  
**4th Quarter – 96.29% (Excellent)**

#### **6.1.5      MEDIA LIASON RESPONSIBILTIES**

The Corporate Services Division regularly liaised with the Ministry of Information and other Media agencies on press releases and press conferences, organising media alerts and other media issues. Media Liaison officers (MLOs) attended regular meetings on Mondays to brief the Media team on upcoming events and programmes that required coverage. Major events covered by the media were Fijian Made Buy Fijian Campaign events, NES presentations, Trade and investment missions and seminars and local and regional meetings.

#### **6.1.6      GENERAL ADMINISTRATION**

**Annual Board of Survey** for 2013 was conducted in the 3<sup>rd</sup> and 4<sup>th</sup> Quarters in Headquarters, Central/Eastern, Western, and Northern Divisions. ITC was regularly consulted for purchase of new and replacement IT machines.

## **2013 VEHICLE FLEET**

	<b>Vehicle Reg. No</b>	<b>Type</b>	<b>Allocated to</b>	<b>Date Received</b>	<b>Remarks</b>
1.	GP089 (Lease)	4 WD Prado	PS	October 2011	Good condition
2.	GP135 (Lease)	4x4 Pick up	Pool	December 2011	Good condition
3	GN 932 (Lease)	Hyundai Elantra	Pool	April 2010	Good condition
4.	GN 511	Mitsubishi Pajero	Assigned for Ministers backup	July 2006	Good condition
5.	GN 045	Mitsubishi Pajero	Pool	2002	Needs Boarding/Replacement
6.	GP067	Mazda Twin Cab	DNTMS Suva	August 2011	Good condition
7.	GP066	Mazda Twin Cab	DNTMS Lautoka	August 2011	Good condition
8.	GP065	Mazda Twin Cab	DNTMS Labasa	August 2011	Good condition
9.	GM726	Mazda	DNTMS Suva	1999	Boarded/awaiting replacement
10	GN005	MITSUBISHI PAJERO	DNTMS Lautoka	2002	Good condition
11	GN568	Toyota	DRC	2007	Good condition
12	GP204	TOYOTA HILUX – 4X4 TWIN CAB - UTILITY	Co-op C/E	2012	Good condition
13	GP203	TOYOTA HILUX – 4X4 TWIN CAB - UTILITY	Training Division	2012	Good condition
14	GP175	TOYOTA HILUX – 4X4 TWIN CAB - UTILITY	Manager North	2012	Good condition
15	GP159	TOYOTA HILUX – 4X4 TWIN CAB - UTILITY	Manager West	2012	Good condition
16	GN001	Rocky	Co-op C/E	N/A	Poor Condition
17	GM582	Rocky	Co-op Lautoka	1997	Poor Condition
18	GM581	Rocky	Asst. Manager Sigatoka	1988	Fair condition
19	GM826	Rocky	Co-op Labasa	2000	Poor Condition

## **6.2 ACCOUNTS SECTION**

### **6.2.1 CENTRALIZATION OF CO-OPERATIVE ACCOUNTS WITH HQ ACCOUNTS**

On 5<sup>th</sup> January 2013, cooperative accounts merged with the headquarters accounts section which resulted in the following:

- **Uniformity in action** — Uniformity in action was established throughout the organisation because of central administrative control. The same executive supervises the work and same type of office equipment's are used which ensured uniform performance of activities.
- **Personal leadership**—the merging encouraged and permitted personal leadership. The introduction of personal leadership facilitates quick action, aggressive marketing and attainment of pin-pointed objective or purpose,
- **Improved quality of work**—improved quality of work because of standardised procedure, better supervision and use of improved- machinery.
- **Better co-ordination** — this facilitated better coordination among various operations. Direct control and supervision are facilitated which resulted in less likelihood of conflict of authority and duplication of work.

### **6.2.2 ELECTRONIC FUNDS TRANSFER (EFT)**

Electronic Fund Transfer (EFT), the electronic exchange, transfer of money from one account to another, either within a single financial institution or across multiple institutions, through computer-based systems was instituted on 24<sup>th</sup> July 2013. This provided the section with the capability to:

- Automate payments
- Electronically update account information
- Streamline cash flow.
- Eliminate the risks associated with lost, stolen or misdirected cheques.
- Save valuable time and costs such as mailing and check processing.
- Eliminate excess paper and help automate office procedures.
- Fast response, quicker to payment enquiries.

The Electronic fund transfer eliminates the need for a paper form and the costs related to mailing and check processing. Electronic fund transfer also allows for faster response times to payment inquiries because EFT payments post to your account the next business day following the initiation of your payment. This process has made accounts work more efficient and easier.



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File: 344

12 May 2014

The Attorney General and Minister for Industry and Trade  
Ministry of Industry and Trade  
P. O. Box 2118  
Government Buildings  
SUVA

**MINISTRY OF INDUSTRY AND TRADE**  
**AGENCY FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

The audited financial statements of the Ministry of Industry and Trade for the year ended 31 December 2013 together with my audit report on them are enclosed.

Particulars of the errors and omissions arising from the audit have been forwarded to the management of the Ministry for necessary actions.

Yours sincerely

Tevita Bolanavanua  
AUDITOR GENERAL

Permanent Secretary for Industry and Trade

Encl.

**MINISTRY OF INDUSTRY AND TRADE**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

MINISTRY OF INDUSTRY AND TRADE  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2013

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**INDEPENDENT AUDITOR'S REPORT**

**MINISTRY OF INDUSTRY AND TRADE**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2013**

**Scope**

I have audited the special purpose financial statements which have been prepared under the cash basis of accounting and notes thereon of the Ministry of Industry and Trade for the year ended 31 December 2013, as set out on pages 6 to 13. The financial statements comprise the following:

- (i) Statement of Receipts and Expenditures;
- (ii) Appropriation Statement;
- (iii) Statement of Losses; and
- (iv) Trust Account Statement of Receipts and Payments.

The management of the Ministry of Industry and Trade is responsible for the preparation and presentation of the special purpose financial statements and the information contained therein.

My responsibility is to express an opinion on these special purpose financial statements based on my audit.

My audit was conducted in accordance with the International Standards on Auditing to provide reasonable assurance as to whether the special purpose financial statements are free of material misstatements. My audit procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the special purpose financial statements and evaluation of accounting policies. These procedures have been undertaken to form an opinion as to whether, in all material respects, the special purpose financial statements are fairly stated and in accordance with government policies in Note 2 and the Financial Management Act 2004, so as to present a view which is consistent with my understanding of the financial performance of the Ministry of Industry and Trade for the year ended 31 December 2013.

The audit opinion expressed in this report has been formed on the above basis.

### Audit Opinion

In my opinion,

- a) the financial statements present fairly, in accordance with the accounting policies stated in Note 2, the financial performance of the Ministry of Industry and Trade for the year ended 31 December 2013.
- b) the financial statement give the information required by the Financial Management Act 2004 in the manner so required.

I have obtained all the information and explanations which, to the best of my knowledge and belief, were necessary for the purpose of our audit.



Tevita Bolanavanua  
AUDITOR GENERAL

Suva, Fiji  
12 May 2014



**MINISTRY OF INDUSTRY AND TRADE  
MANAGEMENT CERTIFICATE  
FOR THE YEAR ENDED 31 DECEMBER 2013**

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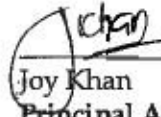
We certify that the financial statements:

- (a) fairly reflect the financial operations and performance of the Ministry of Industry and Trade and its financial position for the year ended 31 December 2013; and
- (b) have been prepared in accordance with the requirements of the Financial Management Act 2004 and the Finance Instructions 2010.



Shaheen Ali  
Permanent Secretary

Date: 12/5/2014



Joy Khan  
Principal Accounts Officer

Date: 12/5/2014

**MINISTRY OF INDUSTRY AND TRADE**  
**STATEMENT OF RECEIPTS AND EXPENDITURE**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

	Notes	2013 \$	2012 \$
<b>REVENUE</b>			
Fees - Miscellaneous	3(a)	709,362	553,122
Commission		190	142
Interest on consumer loans		527	429
Refund Government		-	505
Registration fees		1,402	3,206
Other Grant in Aid		500	-
<b>Total Revenue</b>		<b>711,981</b>	<b>557,404</b>
<b>EXPENDITURE</b>			
Established staff		1,858,934	1,814,734
Government wage earners		210,206	175,751
Travel and communications		212,270	175,403
Maintenance & operations		456,644	670,683
Purchase of goods and services		122,937	99,439
Operating grants and transfers	3(b)	5,378,612	4,803,600
Special expenditures	3(c)	2,952,574	3,580,995
<b>Total Operating Expenditure</b>		<b>11,192,177</b>	<b>11,320,605</b>
Capital purchases	3(d)	-	296,457
Capital grants and transfers	3(e)	-	316,075
<b>Total Capital Expenditure</b>		<b>-</b>	<b>612,532</b>
Value Added Tax		387,381	570,502
<b>Total Expenditure</b>		<b>11,579,558</b>	<b>12, 503,639</b>

MINISTRY OF INDUSTRY AND TRADE  
 APPROPRIATION STATEMENT  
 FOR THE YEAR ENDED 31 DECEMBER 2013

SEG	Item	Budget Estimate \$	Changes (Note 4) \$	Revised Estimate \$	Actual Expenditure \$	Lapsed Appropriation \$
1	Established Staff	2,345,005	-	2,345,005	1,858,934	486,071
2	Government Wage Earner	248,719	-	248,719	210,206	38,513
3	Travel and Communications	256,944	14,000	270,944	212,270	58,674
4	Maintenance & Operations	589,528	(9,400)	580,128	456,644	123,484
5	Purchase of Goods & Services	222,879	(37,200)	185,679	122,937	62,742
6	Operating Grants & Transfers	5,203,600	246,862	5,450,462	5,378,612	71,850
7	Special Expenditures	4,113,430	(907,718)	3,205,712	2,952,574	253,138
	Total Operating Expenditure	12,980,105	(693,456)	12,286,649	11,192,177	1,094,472
9	Capital Purchases	500,000	(500,000)	-	-	-
10	Capital Grants & Transfers	-	-	-	-	-
	Total Capital Expenditure	500,000	(500,000)	-	-	-
13	Value Added Tax	852,400	(179,018)	673,382	387,381	286,001
	TOTAL EXPENDITURE	14,332,505	(1,372,474)	12,960,031	11,579,558	1,380,473

**MINISTRY OF INDUSTRY AND TRADE  
STATEMENT OF LOSSES  
FOR THE YEAR ENDED 31 DECEMBER 2013**

---

**Losses of Money**

There was no loss of money recorded for the financial year 2013.

**Losses of Revenue**

There was no loss of revenue recorded for the financial year 2013.

**Losses of Assets (other than Money)**

There was no loss of assets recorded for the financial year 2013.

**MINISTRY OF INDUSTRY AND TRADE  
TRUST ACCOUNT STATEMENT OF RECEIPTS AND PAYMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**Department of Cooperatives**

	Notes	2013 \\$	2012 \$ (Restated)
<b>RECEIPTS</b>			
Cooperative Training Institute			
Training Fees		7,640	
WBC Interest		528	
		<u>8,168</u>	7,658
Central Cooperative Fund		-	298
National Cooperative Federation			
Stationery		1,568	
Registration Fees		3,105	
ATH		687	
Crop Lien		387	
		<u>5,747</u>	5,787
<b>Total Receipts</b>		<u><b>13,915</b></u>	<u><b>13,743</b></u>
<b>PAYMENTS</b>			
Cooperative Training Institute			
Training		600	
Catering		1,336	
WBC Interest		528	
		<u>2,464</u>	1,671
National Cooperative Federation			
Registration Fees		1,038	
Crop Lien (R Sagar)		98	
Registrar of Cooperative		9	
FRCA		1,974	
		<u>3,119</u>	2,591
<b>Total Payments</b>		<u><b>5,583</b></u>	<u><b>4,262</b></u>
<b>Net Surplus</b>		<b>8,332</b>	<b>9,481</b>
Balance as at 1 January (Restated)	5	64,676	55,195
<b>Closing Balance as at 31 December 2013</b>		<u><b>73,008</b></u>	<u><b>64,676</b></u>

**MINISTRY OF INDUSTRY AND TRADE**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

---

**NOTE 1      REPORTING ENTITY**

The Ministry of Industry and Trade formulates and implements policies and strategies to facilitate growth in industry, investment, trade, co-operative business, micro and small enterprise; and enhance metrology, standards and consumer protection.

These roles and responsibilities are undertaken by the Economic Unit, Trade unit, Department of National Trade Measurement and Standards, Department of Cooperatives Business and Corporate Service Division, within the Ministry, including Trade Commission in Taiwan, Los Angeles, Shanghai and Papua New Guinea. The Ministry is supported by Consumer Council of Fiji, Fiji Commerce Commission, Investment Fiji, Real Estate Agents Licensing Board and national Centre for Small and Micro Enterprise Development.

**NOTE 2      STATEMENT OF ACCOUNTING POLICIES**

**a)    Basis of Accounting**

In accordance with Government accounting policies, the financial statements of the Ministry of Industry and Trade is prepared on cash basis of accounting. All payments related to purchases of fixed assets have been expensed.

The financial statements are presented in accordance with the Financial Management Act and the requirements of Section 71(1) of the Finance Instruction 2010. The preparation and presentation of a Statement of Assets and Liabilities is not required under the current Government policies, except for that of the Trade and Manufacturing Accounts.

**b)    Consolidation of Accounts**

The financial report consolidates the financial statements of the Department of Cooperatives and Small Businesses, and the Ministry of Industry and Trade as stated in the Appropriation Promulgation or Annual Appropriation Act.

**c)    Accounting for Value Added Tax (VAT)**

All income and expenses are VAT exclusive. The Ministry on a monthly basis takes out VAT output on total money received for expenditure from Ministry of Finance. VAT input on the other hand is claimed on payments made to the suppliers and sub-contractors for expenses incurred.

**d)    Comparative Figures**

Where necessary, amounts relating to prior years have been reclassified to facilitate comparison and achieve consistency in disclosure with current year amounts.

**MINISTRY OF INDUSTRY AND TRADE**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

---

**NOTE 3      SIGNIFICANT VARIATIONS**

- a. The increase in Miscellaneous Fees by \$156,240 or 28% in 2013 compared to 2012 was due to increase in the number of clients in the Department of National Trade Measurement and Standards.
- b. The Operating Grants and Transfers increased by \$575,015 or 12% in 2013 compared to 2012. The increase was attributed to an increase in annual revised budget for Investment Fiji by \$200,000 and Film Fiji by \$100,000. A new provision was created for Textile, Clothing and Foot wear Council of Fiji with an annual budget of \$100,000. The revised budget for Operating Grants and Transfers further increased by \$246,862 as a result of virements.
- c. The Special Expenditure decreased by \$628,421 or 18% in 2013 compared to 2012. The decrease was due to decrease in the budget of One Stop Shop Concept Program by \$50,000, Trade Commissioner Taiwan by \$200,000 and Real Estate Agents Board by \$42,720. In addition, items existing in 2012 budget were removed from the 2013 budget including Fiji My Second Home Initiative of \$150,000, Trade and Industrial Promotion Expenses of \$100,000, Yeosu Expo – South Korea of \$250,000 and International Organization for Standardization Committee on Consumer Policy of \$300,000.
- d. The Capital Purchases decreased by \$296,456 or 100% in 2013 compared to 2012. This was due to redeployment of the budgeted funds amounting to \$500,000 by Ministry of Finance to other Ministries and Departments.
- e. The Capital Grants and Transfers decreased by \$316,075 or 100% in 2013 compared to 2012. This was due to removal of budget item Mind-Pearl Subsidy from the 2013 budget.

**MINISTRY OF INDUSTRY AND TRADE**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

**NOTE 4      DETAILS OF APPROPRIATION CHANGES**

The Permanent Secretary for Finance approved the following redeployment of funds under delegation from the Minister of Finance:

From	Amount \$
SEG 7, 13	355,510
SEG 7,13	233,034
SEG 7, 13	57,500
SEG 7, 13	151,430
SEG 9,13	575,000
<b>Total</b>	<b>1,372,474</b>

The Permanent Secretary for Industry and Trade approved the following virements under delegation from the Minister of Finance:

Virement No.	From	To	Amount \$
Virement 1	SEG 5	SEG 4	18,200
Virement 2	SEG 4	SEG 4	10,000
Virement 3	SEG 7	SEG 6	43,392
Virement 4	SEG 7	SEG 6	170,870
Virement 5	SEG 7	SEG 7	26,600
Virement 6 DV3404	SEG 4	SEG 7	60,000
Virement 6 DV3403	SEG 4	SEG 4	25,000
Virement 7	SEG 7	SEG 4	30,000
Virement 8 DV3407	SEG 5	SEG 3	4,000
Virement 8 DV3406	SEG 5	SEG 3	10,000
Virement 11	SEG 7	SEG 4	30,000
Virement 12	SEG 4	SEG 4	500
Virement 13	SEG 13	SEG 13	11,500
Virement 14	SEG 13	SEG 13	130,000
Virement 15	SEG 13	SEG 13	30,000
Virement 16	SEG 4	SEG 6	26,000
Virement 17	SEG 4	SEG 6	6,600
Virement CO-OP 1	SEG 4	SEG 4	5,000

**NOTE 5:      RESTATEMENT**

The Trust balance as at 1 January 2012 has been re-stated to account for the difference that existed between the general ledger (FMIS) and the cashbook.

**MINISTRY OF INDUSTRY AND TRADE**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

**NOTE 6: LENDING FUND AND ARREARS OF REVENUE**

At balance date, the Lending Fund Account and the Arrears Revenue Account for the Ministry had the following balances.

Account	2013 \$	2012 \$
Department of Industry and Trade	-	70,371
Department of Co-operatives	-	8,642
Arrears of Revenue - Co-Operatives	14,945	10,662

**NOTE 7: DRAWINGS ACCOUNT**

At balance date, the Drawings Account for the Ministry had the following balances.

Account	2013 \$	2012 \$
Department of Industry and Trade	(283,628)	(228,638)
Department of Co-operatives	(1,176)	(53,377)

**NOTE 8: OPERATING TRUST FUND ACCOUNT**

At balance date, the operating trust fund account for the Ministry had the following balances.

Account	2013 \$	2012 \$
Department of Industry and Trade	(30,866)	256,257
Department of Co-operatives	(915)	3,053

**NOTE 9: REVOLVING FUND ACCOUNT**

At balance date, the revolving fund accounts for the Ministry had the following balances.

Account	2013 \$	2012 \$
Department of Industry and Trade	-	2,083
Department of Co-operatives	-	-

**DISCLAIMER ON ADDITIONAL FINANCIAL INFORMATION  
FOR THE YEAR ENDED 31 DECEMBER 2013**

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The additional financial information, being the attached Statements of Output Costs was compiled by the Ministry for Industry and Trade.

To the extent, permitted by law, the Office of the Auditor General will not accept liability for any loss or damage, which any person, other than the Ministry for Industry and Trade may suffer arising from any negligence on our part. No person should rely on the additional financial information without having an audit or review conducted.

**MINISTRY OF INDUSTRY AND TRADE  
STATEMENT OF OUTPUT COSTS  
FOR THE YEAR ENDED 31 DECEMBER 2013**

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**Statement Of Output Cost - Program 1 - Policy & Administration**

	Note	2013 \$	2012 \$
<b>EXPENDITURE</b>			
<b>Operating Costs</b>			
Established Staff		433,516	382,823
Government Wages Earners		64,432	60,082
Travel and Communications		69,569	61,523
Maintenance and operations		114,482	118,071
Purchase of Good and Services		37,832	25,194
Operating Grants and Transfers			4,803,600
Special Expenditures			198,069
<b>Total Operating Costs</b>		<u>719,831</u>	<u>5,649,362</u>
 <b>Capital Costs</b>			
Purchases			0
Grants and Transfers			316,075
<b>Total Capital Costs</b>		<u>0</u>	<u>316,075</u>
 Value Added Tax		31,764	55,822
 <b>TOTAL EXPENDITURE</b>		<u>751,595</u>	<u>6,021,259</u>

**MINISTRY OF INDUSTRY AND TRADE**  
**STATEMENT OF OUTPUT COSTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

**Statement Of Output Cost - Program 1 - Economic and Trade Unit**

	Note	2013 \$	2012 \$
<b>EXPENDITURE</b>			
Operating Costs			
Established Staff		598,915	463,590
Government Wages Earners		20,093	18,370
Travel and Communications		48,319	26,287
Maintenance and operations		99,080	291,942
Purchase of Good and Services		21,376	12,506
Operating Grants and Transfers		5,378,612	
Special Expenditures		2,804,447	2,894,401
<b>Total Operating Costs</b>		<b>8,970,842</b>	<b>3,707,096</b>
 <b>Capital Costs</b>			
Construction			
Purchases			
Grants and Transfers			
<b>Total Capital Costs</b>			
 Value Added Tax		286,145	360,925
 <b>TOTAL EXPENDITURE</b>		<b>9,256,987</b>	<b>4,068,021</b>

**MINISTRY OF INDUSTRY AND TRADE  
STATEMENT OF OUTPUT COSTS  
FOR THE YEAR ENDED 31 DECEMBER 2013**

**Statement Of Output Cost - Program 3 - Department of National Trade  
Measurement & Standards**

	Note	2013 \$	2012 \$
<b>EXPENDITURE</b>			
Operating Costs			
Established Staff		290,425	360,284
Government Wages Earners		68,825	52,510
Travel and Communications		37,758	31,611
Maintenance and operations		158,975	178,638
Purchase of Good and Services		1,851	1,488
Operating Grants and Transfers		0	
Special Expenditures		146,227	466,391
<b>Total Operating Costs</b>		<b>704,061</b>	<b>1,090,922</b>
 Capital Costs			
Construction			
Purchases		-	296,456
Grants and Transfers			
<b>Total Capital Costs</b>			<b>296,456</b>
 Value Added Tax		38,860	115,400
 <b>TOTAL EXPENDITURE</b>		<b>742,921</b>	<b>1,502,778</b>

MINISTRY OF INDUSTRY AND TRADE  
STATEMENT OF OUTPUT COSTS  
FOR THE YEAR ENDED 31 DECEMBER 2013

Statement Of Output Cost - Program 3 - Department of Co-operatives - General Admin

	Note	2013 \$	2012 \$
<b>EXPENDITURE</b>			
Operating Costs			
Established Staff		261,526	305,336
Government Wages Earners		7,410	1,431
Travel and Communications		9,718	14,884
Maintenance and operations		57,798	53,617
Purchase of Good and Services		54,043	42,982
Operating Grants and Transfers		0	
Special Expenditures		1,899	22,137
Total Operating Costs		<u>392,394</u>	<u>440,387</u>
 Capital Costs			
Construction			
Purchases			
Grants and Transfers			
Total Capital Costs			
 Value Added Tax		18,027	21,757
 TOTAL EXPENDITURE		<u>410,421</u>	<u>462,144</u>

**MINISTRY OF INDUSTRY AND TRADE  
STATEMENT OF OUTPUT COSTS  
FOR THE YEAR ENDED 31 DECEMBER 2013**

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**Statement Of Output Cost - Program 3 - Department of Co-operatives - Training**

	Note	2013 \$	2012 \$
<b>EXPENDITURE</b>			
<b>Operating Costs</b>			
Established Staff		61,908	76,193
Government Wages Earners		11,246	10,439
Travel and Communications		5,015	4,692
Maintenance and operations		6,229	6,259
Purchase of Good and Services		4,263	13,933
Operating Grants and Transfers		0	
Special Expenditures		0	
<b>Total Operating Costs</b>		<u>88,661</u>	<u>111,516</u>
 <b>Capital Costs</b>			
Construction			
Purchases			
Grants and Transfers			
<b>Total Capital Costs</b>			
 Value Added Tax		<u>4,422</u>	<u>4,196</u>
 <b>TOTAL EXPENDITURE</b>		<u>93,083</u>	<u>115,712</u>

**MINISTRY OF INDUSTRY AND TRADE**  
**STATEMENT OF OUTPUT COSTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2013**

**Statement Of Output Cost - Program 3 - Department of Co-operatives - Extension**

	Note	2013 \$	2012 \$
<b>EXPENDITURE</b>			
<b>Operating Costs</b>			
Established Staff		212,645	226,507
Government Wages Earners		38,200	32,918
Travel and Communications		41,891	36,406
Maintenance and operations		20,081	22,157
Purchase of Good and Services		3,571	3,335
Operating Grants and Transfers		0	
Special Expenditures		0	
<b>Total Operating Costs</b>		<u>316,388</u>	<u>321,323</u>
<b>Capital Costs</b>			
Construction			
Purchases			
Grants and Transfers			
<b>Total Capital Costs</b>		<u>          </u>	<u>          </u>
Value Added Tax		8,163	12,401
<b>TOTAL EXPENDITURE</b>		<u>324,551</u>	<u>333,724</u>

<b>LOCAL TRAINING, WORKSHOP, SEMINAR FOR 2013</b>			
<b><u>Name &amp; Post</u></b>	<b><u>Name of Training/Course attended</u></b>	<b><u>Dates</u></b>	<b><u>Venue</u></b>
Agnas Johns (Senior Secretary)	Professional Training Certificate for Senior Secretaries and Pas	13/02/2013 - ends in June 2013 (after hours on certain days of the week)	Regional Centre for continuing Education (RCCE) Training Room - Building 202: Statham Campus -USP
Aseri Ratu (EO) Marica S (EO) Saleshni Prasad (EPO)	Individual Work Plan	19-20/02/13	CTD, Nasese
Saleshni Prasad (EPO) Savenaca Koro (EPO) Elenoa Waqabaca (CO) Sunia Dawai (AM) Siteri Raisuni (STA) Asenaca Kevu (STA)	Improving Writing Skills in the Public Service	27-28/02/2013	CTD, Nasese
Savenaca Koro (EPO) Ashween Kumar (CO) Avilash Chandra (CO) Siteri Raisuni (STA) Kishan Naidu (AI) Kartik Pratap (EPO)	Induction Module One	12-14/03/2013	CTD, Nasese
Elenoa Waqabaca (CO) Asenaca Kevu (STA) Vasemaca Delai (STO)	OHS Modules 1 & 2	3/06-5/06/2013	CTD, Nasese
Aseri Ratu (EO) Marica S (EO)	Introduction to Workforce Planning	19/06-20/06/2013	CTD, Nasese
Ilisapeci Loaliva (Typist)	How to be an effective PA	20/06-21/06/2013	CTD, Nasese
Ilisapeci Loaliva(Typist) Makereta Romanu (Typist)	Professional Development for Secretaries & PAs	11 - 12/07/13	FNU, Nabua
Shaheen Ali	Government Communications Workshop	23/07/2013 - 9am	Lvl 2, Ro Lalabalavu Hse
Wilisoni Jiuta (SEPO) Melania Talau (SEPO) Saleshni Prasad (EPO)	Training Worksoop on ITC's Market Analysis Tools	05/08 - 08/08/13	Suva
Eta Boila (EPO) Saimoni N (CO) Wilisoni Jiuta (SEPO)	Public Sector Accountability and Integrity in Project Implementation and Procurement Seminar	7/08-9/08/2013	Holiday Inn, Suva
Melania Rasomo (SEPO), Kishan Naidu, (AI)	Innovation for Process Improvement	15/08-16/08/2013	CTD, Nasese

Rangina Sagar (AAO) Marica S (EO)	FPS values, COC & Disciplinary Process	5/09-6/09/2013	CTD, Nasese
Eta Boila ( EPO) Kamlesh Prasad (EPO) Kartik Pratap(EPO)	Project Planning & Implementation	10/09-11/09/2013	CTD, Nasese
Jitendra Lal (AI) Ramesh Chand (AM)	Project Planning & Implementation	12/09-13/09/2013	Labasa
Usaia Korodrau (AM)	Project Planning & Implementation	25/09-26/09/2013	Lautoka
Sovaia Marama (DSTI)	13th ACP Ministerial Conference on Sugar	14/10-18/10/13	Sigatoka
Teresia Waqa (CO) Siteri Raisuni (STO) Asenaca Kevu (STA)	Quality Circle	23/10-24/10/2013	CTD, Nasese
Maciusela Lumelume (DS)	Horizontal Learning Programme Workshop	21/10 - 25/10/13	Tanoa Skylodge Hotel, Nadi
Virisila Tuimanu (A/PAS)	Regional Labour Mobility Workshop	28/10 - 30/10/13	Nadi
Pritika Kumar Mereani Cagonibure Pawan Lal	Annual Procurement Workshop	13/11 - 15/11/13	Finance
Meenal Kant (SAS)	Benchmarking	14/10-18/10/13	NTPC, FNU

## OVERSEAS TRAINING, WORKSHOP, SEMINAR FOR 2013

NAME/POST	NAME OF TRAINING/COURSE ATTENDED	COUNTRY	DATES
Virisila Tuimanu (A/PAS)	Advanced Regional workshop on Technical Barriers to Trade	Singapore	19/02-21/02/2013
Virisila Tuimanu (A/PAS)	Fisheries Technical Meeting	Brussels, Belgium	04/03-11/03/13
Shaheen Ali (PS) Maciusela Lumelume (DS) Nitesh Chand (A/PEPO) Meenal Kant (A/SAS) Melania Talau (SEPO)	Trade and Investment Mission	PNG	15/04 – 19/04/13
Virisila Tuimanu (A/PAS)	WTO/ESCAP seminar on Aid for Trade & Development	Kathmandu, Nepal	15 – 16/04/13
Shaheen Ali (PS)	ISO Forum for CEOs of National Standards Bodies (NSBs)	Kuala Lumpur, Malaysia	06-07/04/13

Ravi Chand, (CEO – NCSMED)	Regional Forum on Creating & Enabling Environment for Women's Economic Empowerment through Entrepreneurship on Asia & the Pacific	Beijing	17-18/04/13
Kartik Pratap (EPO)	26 <sup>th</sup> Geneva Week Meeting for WTO Members & Observers without Missions	Geneva	29/04 – 03/05/13
Salesni Prasad (EPO)	Seminar on Promotion of Trade & Investment on Inland Regions for Developing Countries	China	16/05-05/06/13
Kavita Prasad (SO)	36 <sup>th</sup> Meeting in the Pacific Area Standards Congress (PASC)	Honolulu, Hawaii	18-25/05/13
Maciusela Lumelume (DS)	Global Executive Programme – The Future of Manufacturing	Hernstein Castle, Austria	02-07/06/13
Shaheen Ali (PS) Virisila Tuimanu (A/PAS)	Pacific ACP – European Union EPA Related Meetings	Brussels	22/06 - 12/07/13
Shaheen Ali (PS)	Joint (Fiji-Australia) Business Council Business Forum	Brisbane, Australia	26 – 31/07/13
Savenaca Koro (EPO)	The Boulder Microfinance Training Programme	Turin, Italy	15/07 – 02/08/13
Joy Khan (PAO) Meenal Kant (SAS)	Carry out internal inspection and audit of Trade Commission Office in Los Angeles	Los Angeles, USA	24 – 31/08/13
Kavita Prasad (SO) Siteri Raisuni (STA)	ISO General Assembly In Saint Petersburg (Russian Federation)	Russia	18-20/09/13
Abbass Ali (Asst. Manager)	Small Business Planning & Promotion	India	01/10 – 22/11/13
Seema Sharma (DT)	ACP Senior Trade Officials, 17 <sup>th</sup> ACP Ministerial Trade Committee, 12 <sup>th</sup> Joint ACP-EU Ministerial Trade Committee	Brussels	03/10 – 17/10/13
Shaheen Ali (PS)	17 <sup>th</sup> ACP Ministerial Trade Committee & 12 <sup>th</sup> Joint ACP-EU Ministerial Trade Committee	Brussels	09/10-11/10/13
Joeli Kini (AI) Asenaca Kevu (STA)	29 <sup>th</sup> ISO/CASCO Plenary Meeting & Workshop	Beijing, China	09/11 – 11/10/13

Sovaia Marawa (DSTI)	WTO 3 <sup>rd</sup> Country training Programme: Singapore Dialogue on the World Trading System for Senior Government Officials from Asia & Pacific	Singapore	30-31/10/13
Sovaia Marawa (DSTI) Sekove Tamanitoakula (CE)	MSG Trade and Economic Officials Meeting	Port Vila, Vanuatu	04/11 – 06/11/13
Usaia Korodrau (Asst. Manager)	Seminar for Chambers of Commerce & Industry of South Pacific Countries	Beijing, China	04/11 – 17/11/13
Maciusela Lumelume (DS) Meenal Kant (SAS)	ISO Risk Management Programme Pilot	Singapore	11/11 – 13/11/13
Shanil Dayal (A/SEPO)	27 <sup>th</sup> Meeting for WTO Members & Observers without Missions	Geneva	11/11-15/11/13
Virisila Tuimanu (A/PAS)	Committee on Trade & Investment Third Session	Bangkok	18/11-22/11/13
Joeli Kini (AI)	Witnessing of Calibration of Breathalyser	Melbourne, Australia	24/11 – 30/11/13
Asenaca Kevu (STA)	Member Body User Administrator	Singapore	26/11 – 29/11/13
Suruj Prasad (PEPO)	Young Leaders Program on “Strengthening Trade & Investment Relationship”	Japan	02/12 – 11/12/13
Virisila Tuimanu (A/PAS)	9 <sup>th</sup> WTO Ministerial Conference	Bali, Indonesia	03/12-06/12/13

## 2013 EVENTS/STAFF PICTURE GALLERY

