

2010 ANNUAL REPORT



MINISTRY OF LABOUR, INDUSTRIAL RELATIONS AND EMPLOYMENT



“To engage in personal spiritual rebirth
on a daily basis in accordance with
one’s faith”

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PART ONE

OVERVIEW



MINISTER'S FOREWORD

The Labour Ministry continued with the completion of the Labour Reform mandated by Government to bring about a flexible and dynamic labour market balancing between effective and efficient adaption to ever-changing market conditions on the one hand and workers' employment security on the other. The Labour Reform journey has been a long and challenging but nonetheless rewarding ever since its initiation in the early 1990s.

The Ministry is nearing the end of the Labour Reform with the modest establishment and activation the National Employment Centre (NEC) by Government to promote and secure jobs for the unemployed and, as a short to medium term target, to help reduce the unemployment rate from 8.6 percent to 4.2 percent by 2012 and provide skills training for the unemployed to enable them to find suitable employment and improve their livelihoods thereby accelerating the economic and social developments in the country. On a longer term, NEC will play a significant role in reducing unemployment rate to less than 3 percent by 2020 and at the same time contributing to the reduction of poverty to a negligible level by 2015 in line with Government's Ten-Point Economic Plan and the People's Charter for Change, Peace and Progress respectively.



As we take stock of the progress and achievements of the Labour Reform, we realise that despite the various forms of challenges faced by the Ministry, the momentum has been sustained throughout the last twenty two years. Through deep reflection, we admit that determination and commitment alone do not have the energy to sustainably overcome such challenges and at the same time we acknowledge all support rendered throughout. We understand this looking back on the road we have come, the experience we have encountered and the challenges we have endured.

The Ministry also continued with reform of the Wages Councils through the establishment of a criteria and the establishment of a formula for wage setting adopting the ILO Convention 131 and its Recommendation 135. This is in line with its 2010 targets to introduce a national minimum wage which is fair and just and at the same time promoting national productivity.

I thank the Permanent Secretary for providing me with timely and sound advice on labour market issues and also the Ministry for the sustained commitment and resolve in progressing the Labour Reform agenda in 2010 and it gives me great pleasure to commend the Ministry of Labour, Industrial Relations and Employment's 2010 Annual Report to the Honourable Prime Minister and Cabinet.

I also wish to acknowledge the Lord's Divine Providence in sustaining the progress of the Labour Reform and the achievement of the Ministry's service targets during the year 2010.

A handwritten signature in black ink, appearing to read 'Filipe N. Bole'. The signature is fluid and cursive, written over a dotted line.

[Filipe N. Bole]

MINISTER FOR LABOUR, INDUSTRIAL RELATIONS AND EMPLOYMENT

MINISTER FOR EDUCATION, YOUTH AND SPORTS, NATIONAL HERITAGE, CULTURE AND ARTS

PERMANENT SECRETARY'S STATEMENT

The completion of the Labour Reform compels the Ministry to review its current systems and processes for the purpose of improving the quality of its services on par with international best practices. Therefore, the revised systems and processes will also be benchmarked to the ISO 9001 and ISO 26000 standards. This will help ensure that the Ministry is strategically positioned to fully capitalise on the business excellence journey.

As part of its commitments under the Labour Reform in 2010, the Ministry actively pursued the inclusion and application of social justice principles in all its services. The ensuing manifestation of fair work practices and productive workforce is expected to help rebuild the public's trust and confidence in the Ministry's ability to deliver social justice and help enhance the overall integrity and value of the public service at large. These efforts are further strengthened by the alignment of the Ministry's policies with the Roadmap for Democracy and Sustainable Socio- Economic Development 2009-2014, the Public Service Act, the Financial Management Reform, the ILO Conventions, the Fiji Decent Work Country Program, the ILO Global Jobs Pact, the Millennium Development Goals and the Pacific Plan.




To empower our national **Decent Work** agenda, Government has incorporated the social justice principles of the thirty (30) ILO Conventions we have ratified to date into our new labour laws. These Conventions include the entire eight (8) core ILO Conventions of the *ILO Declaration on the Fundamental Principles and Rights at Work*, and the four (4) priority ILO Conventions of the *ILO Declaration on Social Justice for a Fair Globalization*. In September this year, Fiji has also signed the *Fiji Decent Work Country Programme 2010-2012*, after endorsing the *Pacific Decent Work Plan 2010* in Port Vila in March this year.

Furthermore, it is my intention to continue to redefine the corporate leadership and corporate culture of the Ministry by 'Connecting our people to their future'. To achieve this, we have started to redefine the work of all newly-recruited Productivity Officers, staff and volunteers through their direct involvement in all the change-management phases of the remaining components of the Labour Reform. The aim is to inculcate multi-skilling, change and innovative attitude as an integral part of our corporate culture. In this way, we can effectively shift the paradigm of work by empowering staff to acquire the requisite knowledge, skills and competencies to improve the quality of all our services to our clients, stakeholders and members of the public.

I fully acknowledge and appreciate the invaluable support given by the Honourable Minister in guiding the successful passage of the NEC Decree 2009, the reactivation of the Tripartite Forum and the implementation of the Wages Regulations Orders. With this necessary support, we challenged ourselves individually and collectively as a corporate entity to ensure the achievement of all our reform and operational targets as reflected in the 2010 Annual Corporate Plan.

On this note, I wish to thank all my staff for their hard work and tireless efforts in implementing and supporting the Labour Reform activities over the years and 2010 in particular. This continued commitment and dedication was a key element in the Successful achievement of our 2010 Annual Corporate Plan targets.

May the Lord Be Merciful and Bless our Minister, Staff and their families in the years to come.



[T. R. Waqa]
PERMANENT SECRETARY FOR LABOUR, INDUSTRIAL RELATIONS AND EMPLOYMENT

CARING FOR OUR CITIZENS AND THE ENVIRONMENT

Protecting the rights of all workers

The Ministry of Labour, Industrial Relations and Employment strives to ensure that all workers are protected against any form of discrimination in the workplace through the design, development and enactment of modern and visionary labour laws that apply and deliver real social justice in the workplace. These laws encompass the contemporary human resource management best practices and fully comply with all the labour standards and ILO Conventions that Fiji has ratified over the years. More importantly, these laws have been innovatively designed to

help cushion the effect of globalisation on the local labour market and economy through the effective implementation of productivity initiatives in all workplaces and the corresponding improvement of employment conditions for all workers. As such, Fiji's labour laws are amongst the best and most progressive in the world as evident from the current use of the current Employment Relations Promulgation 2007 (ERP) as model legislation at the ILO Training Centre in Turin, Italy.



Safeguarding the investments of all Employers and Investors

The Ministry of Labour Industrial Relations and Employment also communicates and maintains effective dialogues with employers' groups and representatives in the tripartite boards and other statutory committees that the Ministry serves in. This open-natured and professional approach embodies good governance principles and allows the free flow of information between the employers and the Ministry, thus paving the way for matured and objective deliberations on employment relations issues at the workplace and at the

national levels. For good measure, the reformed labour laws also introduce an effective and efficient conflict-resolution mechanism, through the Mediation Unit, Employment Relations Tribunal and Employment Relations Court, to allow the smooth operations of local businesses. This change in the regulation of the labour market is gradually decreasing the cost of doing business here in Fiji today and will continue to do so in the years to come as the full impact of globalisation invades our shores.

Empowering our Women to reach their full potential in the workplace

The Ministry of Labour, Industrial Relations and Employment actively encourages the participation of women in all the facets of Fiji's economic activities including industries and duties that are normally dominated by men. Women play a vital role in Fiji's economy through their

direct contribution in the workforce and supportive role in their respective family units. The reformed labour laws clearly acknowledge this contribution to nation building and strive to harness this untapped potential in the workforce today and in the future.



Assisting the Poor and Marginalised through Work

The Ministry of Labour, Industrial Relations and Employment strives to assist the poor and marginalised in the community to get out of poverty and into gainful employment to be able to afford the basic essentials of life and decent living. The Ministry is actively seeking the cooperation of employers to ensure that workers are paid fair wages that commensurate with the work done and in

accordance with at least the minimum wage rates agreed upon by all the social partners through the ten (10) established Wages Councils. Moreover, the National Employment Centre was established to assist the unemployed and under employed in finding productive employment or starting up their own small and micro enterprises to make a decent living.

Reaching out to the Public

The Ministry of Labour, Industrial Relations and Employment is reshaping and enhancing its key services to meet and exceed the expectations of the general public and its social partners. With this daunting prospect in the forefront of its planning and operations, the Ministry rose to the challenge and continued with the systematic review of its systems and processes to match the growing

expectation and sophistication of the demand on its services from members of the public. As part of this exercise and commitment, the Ministry capitalises on every opportunity to educate the public of their rights and responsibilities in the workplace, and provide information on the services provided to ensure harmonious employment relations in the workplace.

These responsibilities and undertakings are designed to realise the Ministry's vision of *"Decent and Productive Work for All"* as well as contribute to the overall goal of the *Peoples Charter for Change, Peace and Progress* in *"Building a Better Fiji"*.

POLICIES AND LAWS GOVERNING THE MINISTRY'S OPERATIONS

Overarching Policy Framework

1. Presidential Mandate for the Government
2. Peoples Charter for Change, Peace and Progress
3. Roadmap for Democracy and Sustainable Socio-Economic Development 2009-2014
4. Fiji Productivity Charter 2005
5. Fiji Budget Estimates 2010
6. Millennium Development Goals (MDGs)
7. Pacific Action Plan for Decent Work
8. Fiji's Decent Work Country Programme 2010-2012

Generic Legal Framework

1. State Services Decree 2009
2. Administration of Justice Decree 2009 (including all amendments)
3. Financial Administration Decree 2009
4. Public Service Act 1999 and Public Service Regulation 1999
5. General Orders (1993 Edition)
6. Terms and Conditions of Employment for Government Wage Earners 2009
7. Financial Management Act 2004
8. Financial Instructions 2005
9. Fiji Procurement Regulations 2010
10. Financial Manual 2005
11. Fiji National Provident Fund Act
12. Fiji National Training (Amendment) Act 2002

Specific Labour Laws

1. Employment Relations Promulgation 2007
2. Employment Relations (Administration) Regulations 2008
3. Employment Relations (Labour-Management Consultation and Cooperation Committees) Regulations 2008
4. Employment Relations (Employment Agencies) Regulations 2008
5. Code of Good Faith for Collective Bargaining 2008
6. Code of Ethics for Mediators 2008
7. National Policy on Sexual Harassment in the Workplace 2008
8. National Code of Practice for HIV/AIDS in the Workplace 2008
9. Wages Regulation (Building and Civil and Electrical Engineering Trades) Order
10. Wages Regulation (Garment Industry) Order
11. Wages Regulation (Hotel and Catering Trades) Order
12. Wages Regulation (Manufacturing Industry) Order
13. Wages Regulation (Mining and Quarrying Industry) Order
14. Wages Regulation (Printing Trades) Order
15. Wages Regulation (Road Transport) Order
16. Wages Regulation (Sawmilling and Logging Industry) Order
17. Wages Regulation (Security Services) Order
18. Wages Regulation (Wholesale and Retail Trades) Order
19. Health and Safety at Work Act 1996
20. Health and Safety at Work (Amendment) Act 2003
21. Health and Safety at Work (Administration) Regulations 1997
22. Health and Safety at Work (Training) Regulations 1997
23. Health and Safety at Work (Representatives and Committees) Regulations 1997
24. Health and Safety at Work (General Workplace Conditions) Regulations 2003
25. Health and Safety at Work (Control of Hazardous Substances) Regulations 2006
26. Health and Safety at Work (Diving) Regulations 2006
27. National Employment Centre Decree 2009
28. Workmen's Compensation Act (Cap. 94)
29. Industrial Associations Act (Cap. 95)
30. Shop (Regulation of Hours and Employment) Act (Cap. 100)
31. Daylight Savings Act 1998
32. Indian Immigrants (Repatriation) Act (Cap. 103)

ROLES AND RESPONSIBILITIES

The Ministry is responsible for the promotion of social justice in workplaces through the provision of awareness, training, advisory services and capacity building exercises for the social partners including the enforcement of Fiji's labour legislations to ensure compliance through training and inspections of workplaces. The Ministry also administers the ten (10) Wages Councils and enforces the Wages Regulations Orders and inspections of workplace to ensure compliance with the Employment Relations and OHS legislations.



In 2010, the Ministry is responsible to continue with the task of reducing the Decent Work Deficit through the Ministry's new Mediation Service and Employment Relations Tribunal; impetus to hive-off the National Occupational Health and Safety and Workers Compensation Services together with Department of Environment, the development of OHS Reform, Workers Compensation Reform, IT Reform, ER Reform, Productivity Reform, Financial Management Reform and Civil Service Reform and to maintain the current operations of its core services.

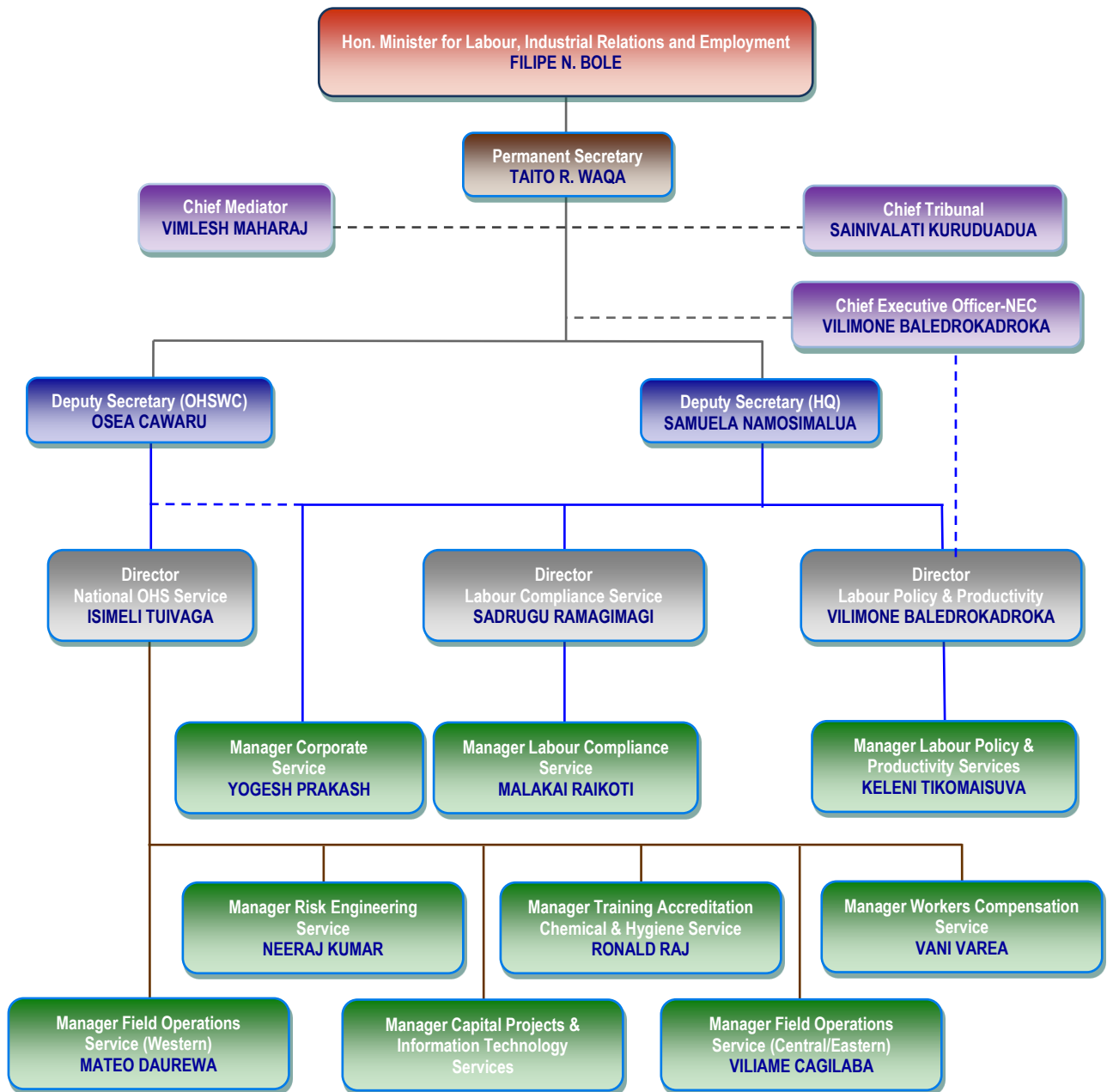


In a facilitative role, the Ministry informally mediates employment disputes and employment grievances between individual workers and employers, provides advisory support to employers and trade unions on administration best practices and workers on all workers compensation matters. Coordinating the implementation of APO training projects and the administration of Government's obligations under the ILO as a member state are also part of the Ministry's key responsibilities.



...mediates employment disputes and employment grievances between workers and employers...

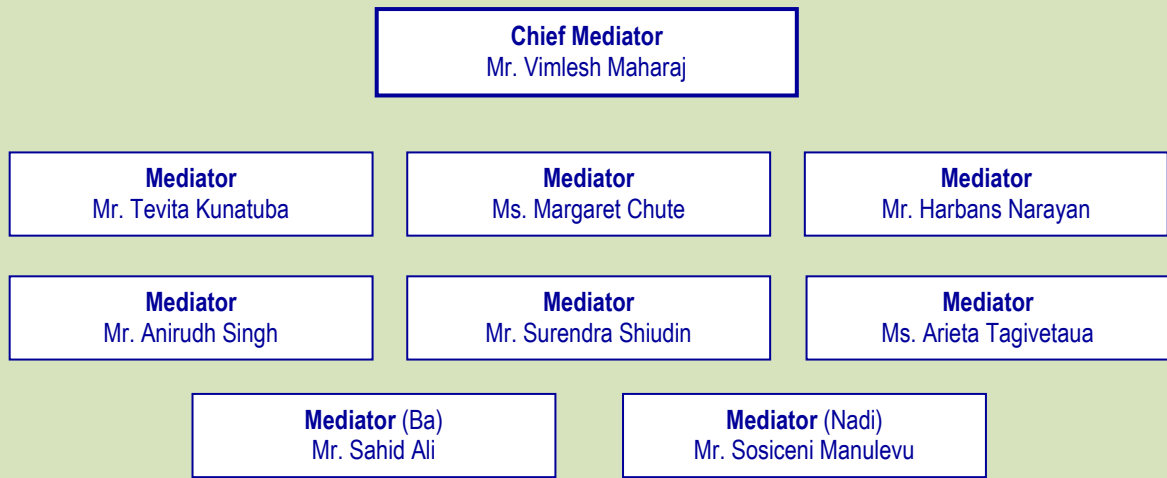
MANAGEMENT STRUCTURE



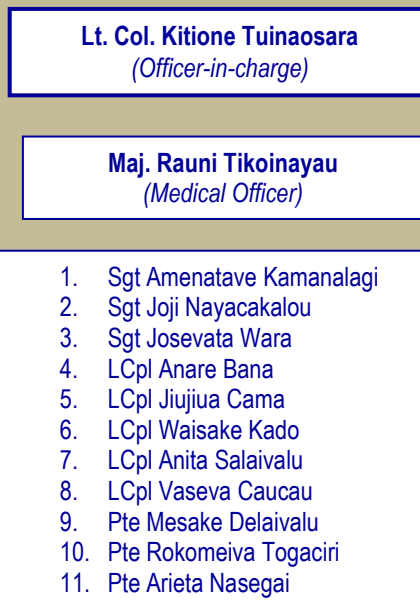
Note

1. The **Employment Relations Tribunal** is presided by the Chief Tribunal, and awaits the appointment of a Legal Tribunal and a Non-Legal Tribunal.
2. The **Employment Relations Court** (not shown in above organisation structure) is a Division of the High Court and presided by a High Court Judge.

Mediation Services



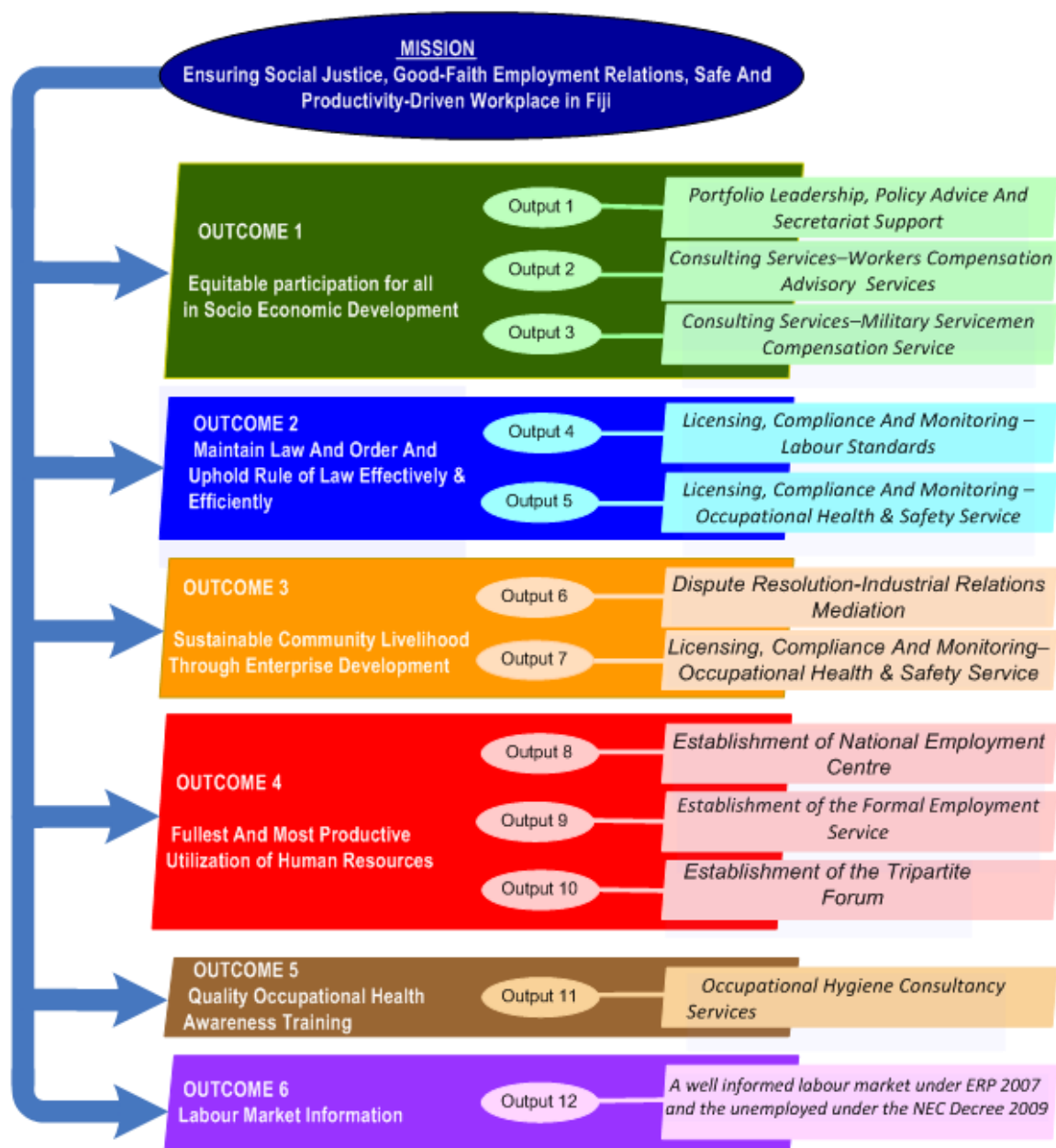
Military Personnel Seconded to the Ministry in 2010



National Employment Centre Management Team



LINKAGES OF STRATEGIC FRAMEWORK FOR CHANGE OUTCOMES AND MINISTRY'S OUTPUTS



PART TWO

ACHIEVEMENTS AND MILESTONES



LABOUR REFORM PROGRESS

With increasing globalization, Fiji must quickly reform its labour market with the aim to secure social justice for its people by minimizing the negative effects of globalization on our domestic labour market, while maximizing its positive effects. This aim is summarised in the Ministry's Vision of **Decent and Productive Work for All**.



This is the very challenge that the Labour Ministry is embarking on over the years, and committed to complete this Labour Reform as soon as possible. By the Lord's Grace alone we, through active dialogue and participation with our social partners, have been able to deliver most of the components of the Labour Reform to date, as summarized below.

The good news is that we are ready to conclude this marathon Labour Reform. Therefore, the Ministry's 2011 Policy target is to finally complete the Labour Reform in terms of modernizing of all policies and laws by 31st December 2011, and the establishing of the new WorkCare Authority in 2012 for the modern OHS and Workers Compensation Services.

The main challenge of the Labour Reform is to undertake local, regional and global labour market researches to identify 'gaps' in labour market policies, laws, institutions, values, practices, competencies, systems and processes; and strategically position our modern labour market policies, laws, institutions, values, practices, competencies, systems and processes against the forces of globalization to ensure that the minimum social protection and labour standards afforded to our workers are compatible with our social and economic needs, and also promote good faith employment relations and ensure that best business management practices and implemented in workplaces to improve productivity in a sustainable manner. This includes the reforming of our wage setting machinery to promote productivity and ensure decent wages for workers, balanced with employers' ability to pay.

The six (6) components of the Labour Reform (demand side) which the Labour Ministry were heavily involved with since the 1990s are listed below. The dates noted after each component indicate the period in which market research, policy framework design, legislation drafting and development, establishment of administration and institutions with capacity building and training are completed or expected to be completed for that component of the Reform.

- | | |
|----------------------------------|---|
| i. OHS Reform: | Completed between 1991-2001: Rolled Out; |
| ii. ER Reform: | Completed between 2004-2010: Rolled Out; |
| iii. Productivity Reform: | Completed between 2004-2010: Rolled Out; |
| iv. Wages Reform: | Completed between 2004-2010: Rolled Out; |
| v. Employment Reform (NEC): | Completed between 2008-2009: Rolled Out; |
| vi. Workers Compensation Reform: | Scheduled between 2008-2011: Rolled Out in 2012. |

OHS Reform

The Occupational Health and Safety (OHS) Reform was successfully completed in the 1990s culminating in the enactment of the enabling Health and Safety at Work Act 1996 and the establishment of the National OHS Service in 1998 which replaced the outdated Factories Act and its Factories Inspectorate agency. Since 1997 the national annual OHS accident rate has been consistently declining in a significant way by at least 5% per annum, which is a clear testimony on the increasing awareness and observance of OHS standards across industries with productivity gains. However, the emerging challenges are occupational diseases, noise hearing loss and work stress issues.



The successful OHS Reform is based on the 'duty of care' principle where the primary responsibilities of OHS risk management rest with requisite parties who create risk from the 'cradle-to-grave' risk continuum (designers, manufacturers, importers, suppliers, employers, users and workers).

This proactive OHS risk management policy is summarized by the philosophy that: ***“Those who create the OHS risks and those who work with those risks must have the primary responsibility to resolve those risks (not the OHS Inspectors or another third party)”***. Therefore, the secondary assistance can be accrued to third party advisory/consultants including OHS Inspectors.

This policy of co-regulation between the employers and workers (OHS Committees/Representatives) or between the State and the enterprise is the hallmark of paradigm shift in the devolution of powers between actors to effectively improve participation in the resolution of OHS risks and improvement of productivity. This historic labour market reform effectively paved the way for the Employment Relations Reform and the Productivity Reform, including the reformation of leadership and management styles in workplaces to synergize with the best practices under the Fiji Business Excellence Award system and ISO 9001 quality management standard.

In fact this successful OHS policy fundamental was adopted to reform and transform the former 2003 Industrial Relations Bill into the 2004, 2005 and 2006 Employment Relations Bills which became law as the Employment Relations Promulgation 2007. Therefore, the parallel ER co-regulation policy (similar to the OHS Policy) which is facilitated and promoted by the Labour-Management Consultation and Cooperation Committee is summarized by the philosophy that: ***“Those who create the ER risks (employment grievances and employment disputes) and those who work with those risks must have the primary responsibility to resolve those risks (not the Labour Inspectors or another third party such as Mediation or ER Tribunal or ER Court)”***.



Employment Relations Reform

The Employment Relations Reform (formerly called the Industrial Relations Reform) was finally implemented with the enactment of the new Employment Relations Promulgation (ERP) on 1st October 2007, which came into force on 2nd April 2008. A six (6) months grace period was granted by Cabinet for stakeholders to prepare themselves for full compliance.

The historic enactment of the visionary Employment Relations legislations in 2007 and its seven (7) subsidiary legislations in 2008, resulted in the repealing of six (6) outdated pieces of labour legislations and replacing them with modern legislations which provide various labour standards and social protection provisions for workers, and also promote good faith social dialogue and productivity improvement in workplaces. For the first time in our history, these new labour laws comply with relevant ILO Conventions. Government is committed to roll out the various components of the Labour Reform under these new labour laws to ensure decent work for all, especially during this challenging time of global economic crisis. Like any new law, we are currently refining certain provisions of the law to improve the effectiveness of its applications.



The role of employment relations in Fiji has taken a universal dimension and meaning, brought about by pressures from the Global Economy. Globalization makes us more vulnerable to each other because it makes us dependent more on each other in trade, investment, finance and also in the world of employment. It puts pressures on all stakeholders of our local industry to work very closely together in a partnership arrangement ("we" rather than "them and us").

In response to this global challenge, the new ERP demands a big shift in the way we resolve our conflicts, from the current adversarial industrial relations approach towards the desired consultative approach where we see ourselves as partners in development rather than adversaries and without discrimination. This is the very essence of the social, economic and political reforms carried out under the *Peoples Charter* with the aim to carry our country forward on the principles of common citizenship, fairness, equity, justice and good governance.

The ERP is the result of very intensive and extensive consultations and consensus building amongst the tripartite social partners (employers, trade unions and Government) including other key agencies, the general public and civil society organizations for a period of about ten years since 1998. The current Government successfully promulgated the new law in its commitment to deliver progressive social justice and productivity for all workers in Fiji.

The ERP repealed and replaced six (6) outdated pieces of labour legislations and replaced them with an innovative and modern policy framework that integrates for the first time, the promotion of good faith employment relationships with productivity improvement, which we consider as the fundamentals of sustainable socio-economic development.

For the first time in our history, the enabling and reformed labour legislations (ER, OHS & NEC) collectively fulfill both the guiding principles of our *Peoples Charter for Change, Peace and Progress*, and the *Fiji Productivity Charter 2005*; and comply with a total of thirty (30) ILO Conventions which Fiji has ratified, including the eight (8) Core ILO Conventions of the 1998 ILO Declaration on the Fundamental Principles and Rights at Work and the four (4) Priority ILO Conventions of the 2008 ILO Declaration on Social Justice for a Fair Globalization.

The ERP requires all employers employing more than 20 workers must establish a Labour-Management Consultation and Cooperation Committee (LMC) with the dual aims of promoting good faith employment relationships and productivity improvement. The vibrant synergy created at the LMC is designed to boost innovation in workplaces. The rationale of the new policy design is to improve the quality of employment relationships, thereby shifting our conflict resolution culture away from the unproductive adversarial ('divide and rule') approach towards the partnership ('we') culture between employers and workers with the introduction of the duty of good faith.

To facilitate this paradigm shift, a Code of Good Faith in Collective Bargaining is introduced to guide the employers and trade unions to amicably resolve their employment problems at the enterprise level. This peace building effort is underscored by the introduction of Mediation Services as the primary-problem solving institution at the national level under the Ministry of Labour, Industrial Relations and Employment.

The ERP also produces Fiji's first Mediation Service which was established in September 2008 with a very high settlement rate of 84%. This rate is comparable to the best mediation services in the world. Over the very short period since its inception, Fiji's Mediation Service has also proven to be a very effective labour market stabilizer, peace builder, equalizer and productivity booster – and stress reliever!



For the first time in Fiji's history, the vulnerable non-unionized workers (comprising 70% of the employment sector) are empowered under the ERP to access the Ministry's Mediation Service, free of charge and without any lawyers, to amicably resolve their employment grievances. This important social justice landmark is supported by the Code of Good Faith that governs social dialogue in employment relationships. This mediatory peace building effort relegates the litigation processes to the secondary role via the newly created Employment Relations Tribunal and Employment Relations Court.

The ERP and its seven (7) supporting subsidiary legislations in the forms of Regulations and Codes are designed to integrate for the first time in a single national policy framework the promotion of good faith employment relationships with productivity improvements at the enterprises, industrial sectors and national levels. We see for the first time fully paid maternity leave and the introduction of the concept of equal employment opportunities to remove all forms of discrimination. The new law recognizes sexual harassment as a special form of gender discrimination and we have a new National Policy on the Prevention of Sexual Harassment in the Workplace, and Fiji's first National Workplace Code of Practice on HIV and AIDS. These need more promotion and awareness.

The new law ensures both workers and employers are treated fairly, with dignity and are rewarded fairly for their work, while promoting harmonious and productive employment relationships. It ensures smooth and speedy resolutions of grievances and disputes whether individual or collective, with proactive mediation as the primary resolution mechanism.

The new law is also designed to get rid of bureaucratic bottlenecks and delays in resolving employment related disputes that have contributed in the past to work stoppages and strikes causing significant economic losses and downturn in national productivity. It is designed to create a productive environment through the introduction of fundamental social justice principles and the duty of Good Faith that will improve employment relationships and boost investor confidence. The employers will greatly benefit from the stable environment and harmonious employment relationships under the new legislation. The law has got all the vital ingredients that will deliver social justice and peaceful co-existence in the productive employment of our people. However, the quality of leadership and management at enterprises are key enablers to achieve these.

The enactment of this new ER law is a landmark socio-economic policy reform that are significantly reshaping the social and economic landscape of Fiji's labour market towards achieving social justice, good governance and sustainable productivity growth at both the corporate and national levels as desired under the *Peoples Charter* and the Ministry's vision of **Decent and Productive Work for All**.

Productivity Reform

The Productivity Reform referred here is the component integrated in the policy framework of the new Employment Relations Promulgation 2007. This is in response to the commitment by stakeholders to implement the “Programme of Action” (Article 2) of the *Fiji Productivity Charter 2005*.



The multiple aims of our Charter are to raise national competitiveness; eradicate poverty and raise standard of living; create economic opportunities by producing more goods and services more efficiently and effectively; advance the promotion of sustainable development and make Fiji the premier place to live and work. These aims are basically to ensure that we continue our productivity growth in a sustainable manner, with the involvement of everyone in the formal and informal sectors.

It is also designed to strengthen the delivery capacity of the Training and Productivity Authority of Fiji (TPAF) to improve productivity at the enterprise level in both the public and private sectors through the workplace Labour-Management Consultation and Cooperation Committees (LMCC). This will

result in the close partnership of the Labour Ministry, social partners and TPAF in the implementation of this new productivity policy initiative to achieve the desired aim of Article 1.1 of the Productivity Charter.

The desired key outcomes intended to be delivered in a sustainable manner by the Labour Reform through the enactment and implementation of the new Employment Relations Promulgation 2007 are twofold –

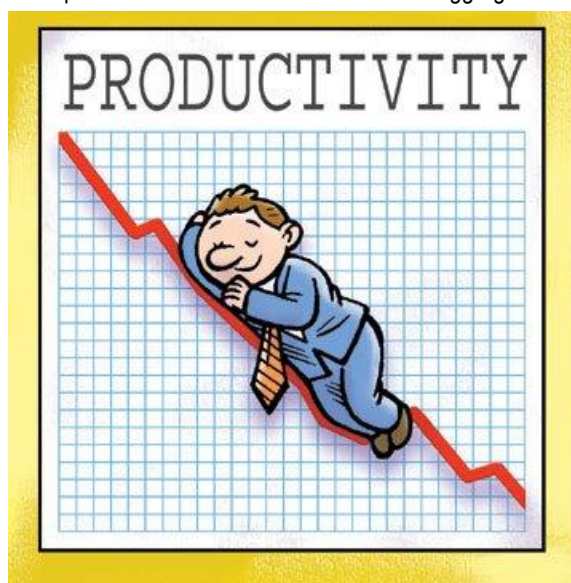
- (i) To promote and realize ‘good faith’ employment relationships; and
- (ii) To promote and raise productivity levels in workplaces.

These two-fold outcomes are designed to be delivered at the workplace level through various newly created consultative arrangements. For example, the establishment and functioning of LMCC Committees for employers employing more than 20 workers. A LMCC Committee consists of equal number of managers and workers with a role of promoting harmonious employment relationships and productivity improvement in workplaces throughout Fiji.

LMCC Committees will also collate productivity data on six monthly intervals to enable enterprises to measure their performances objectively and find ways to improve them. These productivity data will also be sent the Labour Ministry to be collated, analyzed and computed into productivity indicators for respective industrial sectors and national aggregate as well, to complement the data gathered by the Productivity Measurement Unit of TPAF and those with the Ministry of Finance and National Planning, Bureau of Statistics and Reserve Bank of Fiji.

In this way we will be able to measure how well we have fared in productivity improvement at the enterprise level, sector level and national level in terms of Labour Productivity, Capital Productivity and Total Factor Productivity and other productivity ratios and indicators. This market feedback will also be useful to determine whether the knowledge, skills and qualifications acquired from our school systems,

FNU, TPAF and USP are compatible with the needs of workplaces and businesses in Fiji, and initiate reforms in these institutions based on the ‘supply and demand’ needs of the labour market. The productivity indicators will also enable an enterprise, sector or the country as a whole to compare itself with any enterprise, sector or nation around the world.



Wages Reform

The past and present Wages Councils in Fiji have been guided by ILO Convention No. 26 on Minimum Wage-Fixing Machinery (1928) which was ratified by Fiji in 1974. Article 3 of the Convention states that “*Each Member which ratifies this Convention shall be free to decide the nature and form of the minimum wage fixing machinery, and the methods to be followed in its operation*”.

This flexibility allowed Fiji to establish its Wages Councils along key industrial sectors, with each Council advising the Minister for Labour on minimum wages within the sector, adopting a wage setting criteria that basically used the cost of living or inflation rate without any productivity component. However, the 8th Pillar of the *Peoples Charter for Change, Peace and Progress*, commits Government to adopt a National Minimum Wage in its efforts to reduce poverty to a negligence level by 2015. Also, the *Fiji Productivity Charter 2005* commits social partners to move towards productivity based wage systems.

The ten Wages Councils currently in operation are: Wages Council (Road Transport), Wages Council (Wholesale & Retail Trades), Wages Council (Building & Civil & Electrical Engineering), Wages Council (Hotel & Catering Trades), Wages Council (Manufacturing Industry), Wages Council (Printing Trades), Wages Council (Sawmilling & Logging Industry), Wages Council (Mining & Quarrying Industry), Wages Council (Garment Industry), Wages Council (Security Services). The establishment of an additional Media and Journalism Wages Council and a Miscellaneous Wages Council to cover all other workers not covered by any other Councils are committed to be finalized next year.

As part of the Wages Reform, all the ten (10) existing Wages Councils were reformed under the Employment Relations Promulgation 2007 (ERP) with a common Chairperson (compared to 10 Chairpersons in the past) to reduce costs and provide better coordination in setting minimum wages. The Councils set *inter alia* the minimum hourly rate of remuneration for each of the job categories within the ten sectors through the WROs.

The current ten (10) WROs apply only to workers whose minimum rate of remuneration does not exceed \$250.00 per week, which is much higher than the Basic Needs Poverty Line (BNPL). Therefore, the WROs basically protect the interests of about 70% non-unionized and marginalized working people in different industries/sectors in Fiji.

The key areas of debate in setting the multiple minimum wages for various sectors in the Wages Councils revolved around the criteria used by the Wages Councils in determining the increases in minimum wages under the respective Wages Regulations Orders. For example, the employers contended that the Wages Councils are biased in including too many social criteria and not including key economic criteria such as GDP growth, productivity growth, ability to pay and impact on employment in the determination exercise. Hence, the need to adopt a set of criteria which is accepted by all social partners.

This issue was successfully resolved in three special Employment Relations Advisory Board (ERAB) meetings this year where all the social partners (employers, workers, Government & Wages Councils) unanimously agreed for the Wages Councils to adopt the flexible wage setting criteria contained in the ILO Convention No. 131 and its Recommendation 135 as the basis to review and adjust minimum wages in Fiji under the Wages Regulation Orders that are compatible with the economic and social realities of Fiji, and also to use the criteria to determine a National Minimum Wage later. In this dialogue, the Labour Ministry is promoting a productivity-based wage system to enhance national productivity and also work towards a National Minimum Wage to be declared by the Labour Minister later, as committed under the *Peoples Charter*.

The objective of the adopted wage reform policy is to give wage-earners the minimum social protection in the context of economic realities of a nation as summarized in the following six social and economic criteria or groups of factors, to be taken into account in determining the level of minimum wages:

- (i) Criterion 1: the needs of workers and their families;
- (ii) Criterion 2: the general level of wages in the country;
- (iii) Criterion 3: the cost of living and changes therein;
- (iv) Criterion 4: social security benefits;
- (v) Criterion 5: the relative living standards of other social groups; and
- (vi) Criterion 6: economic factors, including the requirements of economic development, levels of productivity and the level of employment. This criterion also includes the capacity to pay.

The productivity indicators acquired under the Productivity Reform will also be used to promote productivity based performance system and associated productivity based wage systems at the enterprise, sector and national levels. The new minimum wage formula based on these ILO criteria to be used in the review and adjustment of multiple sector based

minimum wages under the WROs will be finalized next year, and the exercise to determine the National Minimum Wage will be also commissioned next year.

Employment Creation Reform (NEC)

In response to the global jobs crisis, the Ministry, in consultation with the tripartite partners and other stakeholders, has promulgated Fiji's new employment and social protection policies to drive economic growth and accelerate recovery from the global economic crisis. This is our international, regional and national commitments to the *2009 ILO Jobs Pact* endorsed by all ILO member states in the 2009 International Labour Conference held in Geneva. In response to this global employment policy initiative, the Ministry has gazetted Fiji's first National Employment Centre law (the National Employment Centre Decree) last year in December 2009 and the National Employment Centre (NEC) was launched by the Minister on 4th June 2010, to be a "one-stop shop" agency to actively engage Fiji's unemployed in meaningful economic activities.

Despite meager resources, the Centre was successfully commissioned and made operational by forty one (41) committed Ministry staff who were seconded to the Centre between August to December 2010, processing about 3,700 unemployed people through registration, professional counseling, aptitude tests, life skills training, employment skills training and workplace attachments.



The Centre consolidates, facilitates, coordinates and monitors all our current employment promotion and small business creation activities with the aim to boost employment creation and productivity both in the formal and in the informal sectors, locally and overseas. In an integrated manner, the Centre is managing the Formal Employment Service, the Self Employment Service, and also establishes and manages the new Fiji Volunteer Service and our Overseas Employment Service in close partnerships with our training institutions to boost our national skills levels.

The OHS training is also included as a compulsory component in both the Life Skills and Employment or Business Skills training for all unemployed people registered with the National Employment Centre. Together with the inclusion of OHS in school curriculum as part of the current Education Reform, school leavers and graduates will be more aware and better prepared to actively participate in OHS promotion activities in workplaces.

The first official budget of \$1.0 million for the National Employment Centre was announced in the 2011 Budget Address to help bring unemployment rate down from 8.6% (2007 figure) to 4.2% in 2012 as committed under Government's Ten Point Plan. TPAF has also committed a total of \$3.0 million in grant to the NEC, with \$1.0 million per year for the three year

period 2010, 2011 and 2012. Hence, target of 2,000 unemployed to be processed in 2011. However, there will be a rationalization of resources between the NEC and other Ministry's core businesses to enable them to complete their respective Labour Reform components in 2011. For example, the Ministry's Productivity Unit will be fully fledged in order to deliver its outputs in 2011.

Workers Compensation Reform

This is the last of the six components of the Labour Reform to be undertaken by the Ministry. The completion of the Workers Compensation Reform will mark the end of the long journey to conclude the overhauling and modernizing of all our outdated colonial labour policies, laws, institutions, values, practices, competencies, systems and processes.

The Government's social protection policy promoted by the Ministry is to strengthen our national social security regime by working towards replacing our outdated workers compensation system with a "no-fault" social insurance scheme. The reformed system is to provide better health care and social security for injured workers and dependents of deceased workers, with very strong governance and oversight features. The new scheme is also expected to significantly reduce poverty and promote national wealth creation.

The draft workers compensation law will be submitted for Cabinet approval next year after consultations with social partners. The Ministry's target is to complete the new law and organization design with processes in 2011, and complete the commissioning of the new Authority in 2012.

The proposal is to integrate both the current National OHS Service and the new Workers Compensation Service into an executive agency or statutory body under a new enabling legislation for cost-effectiveness. The authority should be self-financing, thus reducing the Labour Ministry's size and budget to facilitate the rightsizing exercise under the Civil Service Reform.

Parallel with the Ministry's drafting of the new Workers Compensation law, the National OHS and Workers Compensation Service, in liaison with NSW WorkCover Authority, is actively engaged in developing the knowledge and skills of medical practitioners in Fiji in the evaluation of work-related permanent impairment in injured persons, as a vital part of Fiji's Workers Compensation Reform.

After much discussions with relevant stakeholders at the National OHS Advisory Board and support from the Ministry of Health, the Ministry engaged a renowned Occupational Medicine Specialist and consultant from New South Wales, Australia, Dr. Dwight Dowda who conducted the first Impairment Assessment 2 day workshop at the Raffles Tradewinds in Lami in September 2006 for local doctors assessing workers compensation cases. Dr. Dowda conducted 2 four-day workshops, one here in Suva and one in Lautoka as part of the recommendations from the 2006 workshop.

These workshops target about 45 local Doctors. At the end of these impairment assessment trainings, these doctors are expected to professionally assess permanent impairments for occupational injuries and diseases to quality international standards such as the *American AMA5 Guidelines* and the *NSW Workcover Guides for the Evaluation of Permanent Impairment*. These two widely recognized standards are adopted in the workshops for the professional training of local Doctors by Dr Dowda to enable them to speedily dispose workers compensation cases under the current legislation and more so under the new workers compensation scheme to be completely developed by next year. Also, at the end of the workshop the local Doctors, facilitated by our own Doctor seconded from the Military Dr. Rauni, will be advising the Ministry on Guidelines to be adopted by Fiji in the Evaluation of Impairment.



The aim of the workshops is to strengthen the capacity of local medical practitioners in assessing work-related permanent impairments under the workers compensation legislations. The Ministry faced very significant problems over the years in not

being able to facilitate the timely payments of workers compensation cases. One of the main reasons is the lack of capacity of local doctors and the absence of adopted national guidelines in this specialized occupational medicine field. These complications significantly delay the payout of workers compensation and adversely affect the delivery of social justice to the vulnerable workers and their families.

The Ministry is greatly indebted to the Prime Minister and Commander of the Fiji Military Forces for providing a batch of fifteen (15) Military Officers led by Lt. Colonel Tuinaosara which includes Dr. Rauni, a Fiji Military Doctor. Dr. Rauni was sent by the Ministry to NSW this year and successfully completed his occupational medicine skills training in Impairment Assessment. On his return he has cleared a very significant number of backlog workers compensation cases together with the very able support of the hardworking Military support staff attached with the Workers Compensation Service. Combined with the workers compensation staff, the efforts of the dedicated Military team has been responsible for the clearing of most of the backlog cases to date. This is a very important part of the Workers Compensation Reform, which would facilitate the smooth transition from the old to the new legal jurisdictions.

Efforts also made for FSM/FNU to provide formal post graduate Occupational Medicine courses for local Doctors in liaison with Monash University. This initiative is looking positive and would significantly improve local capacity for sustainable improvement of occupational medicine practice in Fiji under the new Workers Compensation legislation.

With increasing incidence of Non-Communicable Diseases in the general population and also reflected in the workers compensation cases, the National OHS Service must step up its exhortations for all employers and workers to actively participate in promoting safe and healthy practices and lifestyles in their workplaces through their OHS committees and OHS management systems in order to ensure quality of working life amongst workers and enhance workplace productivity on a sustainable basis. This is in accordance with the proactive 'duty of care' principle under the OHS legislations which is designed to prevent the occurrence of workplace injuries and diseases with associated costs - the old adage that "prevention" is better than 'cure' and a healthy workforce produces a happy and productive nation



CONTRIBUTION OF LABOUR REFORMS TO TARGETED OUTCOMES

At the outset, the Labour Ministry's commitment is to rebuild confidence, stability and growth in the labour market in facilitating economic and social development at the enterprise, industry and national levels.

To achieve this goal, the Ministry is tasked with reforming all the outdated labour legislations with the aim of providing a progressive business environment that promotes flexibility in wage fixing, stable employment relationships, improved terms and conditions of employment and good faith bargaining that will enhance productivity. This Reform has been long overdue since Independence.

The current labour laws generally reflect colonial heritage, values, norms and institutions that have outlived their usefulness. The piecemeal changes in the last three decades only strengthened the adversarial nature of employment relations to the detriment of the workers, the employers and the economy as a whole.

In this context, the Labour Reform marks a new era in employment relations in Fiji. The era that will be distinguished by a commitment to the fundamental principle of partnership based on the belief that it is better to work together co-operatively for the common good in the workplace than to work in opposition to each other. Therefore, the Reform is intended to produce positive outcomes and improve productivity for everyone: Government, employers and workers.

Roadmap for Democracy and Sustainable Socio-Economic Development 2009-2014

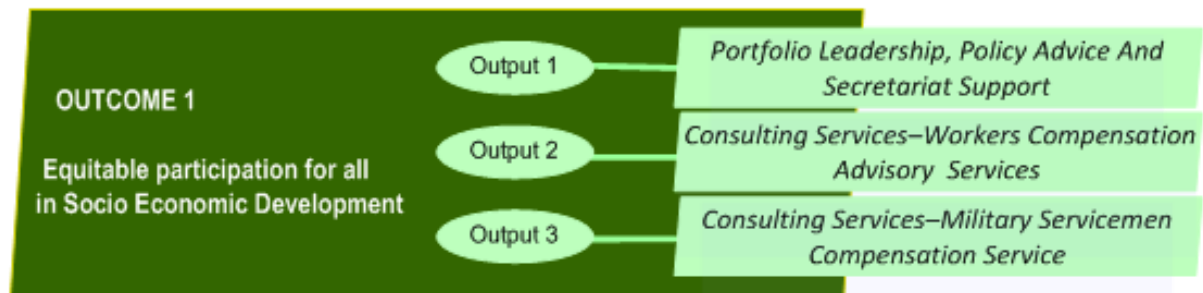
- 1. Employment and the Labour market – Fullest and most productive utilization of our human resources.***
- 2. Poverty Reduction – Reducing poverty to a negligible level by 2015.***
- 3. Gender Equality and Women Development – Achievement of gender equality and empowerment of women.***
- 4. Public Sector Reform – To improve public service delivery and improve public sector efficiency and effectiveness through public sector reforms.***

The Reform promotes a brand new culture of conflict resolution through dialogue in good faith to build proactive and progressive employment relationships amongst the social partners. If other countries have benefitted from this principle, we believe Fiji can, must and will also benefit from it too, as demonstrated vividly in the successful case of Singapore and other countries. However, this principle of Good Faith will demand a complete change of spiritual values and behaviour in how social partners conduct their collective bargaining process and resolve their differences. It demands a revolutionary shift and 'spiritual rebirth' in our moral values and attitudes, from the current bad faith attitude to the desired good faith behaviour (Agape Love).

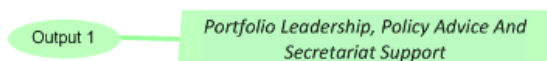
The Reform is also designed to get rid of bureaucratic bottlenecks and delays in resolving employment related disputes that have contributed to work stoppages and strikes causing significant economic losses and downturn in national productivity. In essence, the Reform will create a productive environment through the introduction of fundamental social justice principles and good faith that will improve employment relationships and boost investor confidence.

ACHIEVEMENT OF MINISTRY OUTPUTS AND PERFORMANCE TARGETS

Achievements of Outcome 1



Outcome 1: Output 1



Employment Relations Reform

The Ministry attained significant achievements under this output including the cost effective roll-out of the Employment Relations Reform under the Employment Relations Promulgation 2007 (ERP).

Mediator Accreditation by SMC

This included the signing of a Memorandum of Agreement with the Singapore Mediation Centre for the recognition of the Ministry's Mediation Service upon the successful accreditation of the Mediators within the Ministry to the Associate Mediator Level under the SMC's Accreditation System.

Facilitation for TPAF and FNPF Reforms

The Ministry also facilitated the significant reforms being undertaken by the Training and Productivity Authority of Fiji (TPAF) and the Fiji National Provident Fund (FNPF) as well as the institutional merger of TPAF with the Fiji National University.

Wages Councils Reform

The progress of the Wages Councils Reform towards a national minimum wage is under review with the aim of reducing poverty to a negligible level by 2012.

Commendation and Assistance from ILO

The Ministry received a national commendation from the International Labour Organization (ILO) on the progress of Fiji's Labour Reforms during the International Labour Conference in Geneva, Switzerland in June 2010.



The Ministry continued to strive for the inculcation of social justice in the workplace in all aspects of its policy-making and operations. This included the establishment of the Monitoring Unit for the ILO TACKLE Project as signed between the Ministry and ILO on 16th December 2010. The ILO TACKLE Project is part of a global effort to eliminate child labour by providing access to basic education and training.

The Ministry, in conjunction with ILO, also facilitated the finalisation of Fiji's Decent Work Country Programme (DWCP) with social partners. The Programme is part of the coordinated effort sanctioned by ILO for all its member countries to promote the decent work agenda in their respective workforces.

Technical Assistance to Pacific Island Countries

Another achievement under this output is the provision of consultancy services on labour market reforms by the Fiji Government through the Labour Ministry to Pacific Island countries based on specific country requests. Currently a Memorandum of Understanding is being developed between the Ministry and PNG's Ministry of Labour, to undertake OHS Reform in the Independent State of Papua and New Guinea. A similar Memorandum of Understanding on similar types of assistance is being discussed with the relevant agencies in Kiribati and the Solomon Islands. These are in addition to the Memorandum of Understanding drawn up by the Ministry between the Governments of Fiji and PNG concerning the employment of professionals and trade workers from Fiji in the multi-billion PNG-LNG Project. This latter MOU is currently being considered by the PNG Government.

ISO Certification of Systems and Processes

The Ministry had also embarked on the systematic review of all its systems and processes, policies and legislations in line with international best practises and incorporating common spiritual values, the PSC's and Ministry's ethics and values. The review sets the basis for the certification of the Ministry's systems and processes to the ISO 9001 standard on Quality Management Systems and ISO 26000 Guidelines on Social Corporate Responsibility.

Outcome 1: Output 2



Clearance of Compensation Claim Backlog

The Ministry continued with the clearance of the backlog of workers compensation claims during the year. Following a directive from the Prime Minister's Office, the Ministry managed to clear 1,956 claims from a total of 2,201 claims for workers compensation during the year as shown in Figure 1 below.

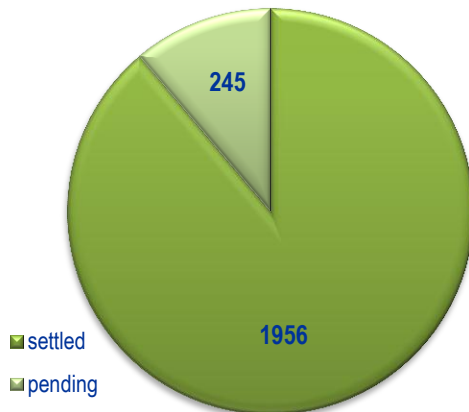
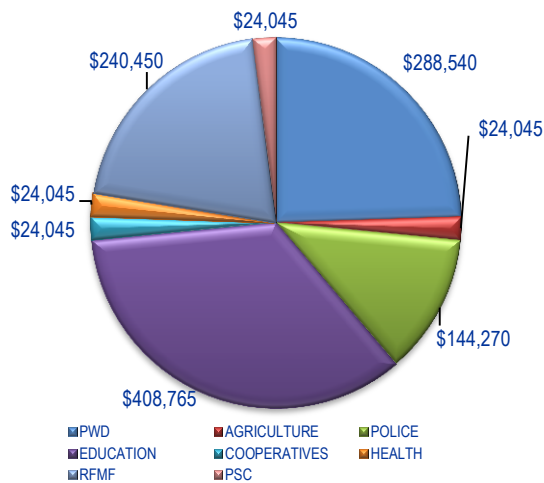


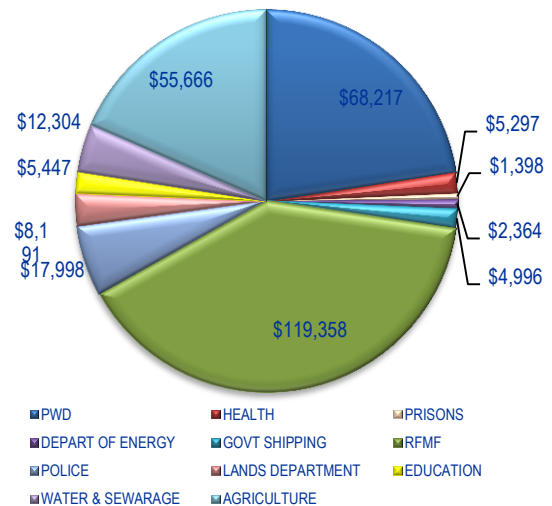
Figure 1: 2010 Workers Compensation Backlog Cases

In relation to the significant reduction in backlog cases, the Ministry utilised \$1,913,007.00 or 96% of the \$2m allocated for workers compensation in the 2010 Budget to clear the backlog of all Government cases. Of this amount, \$1,479,448.09 was paid out to the claimants and their beneficiaries, and \$433,557.91 was incurred as operational costs. The breakdowns of payouts for death and injury cases in the public sector are shown in Figures 2 and 3.



Note: Industries with no payout is not included in the above chart.

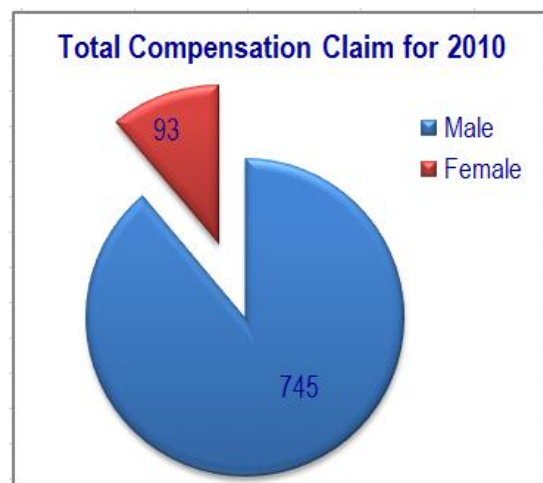
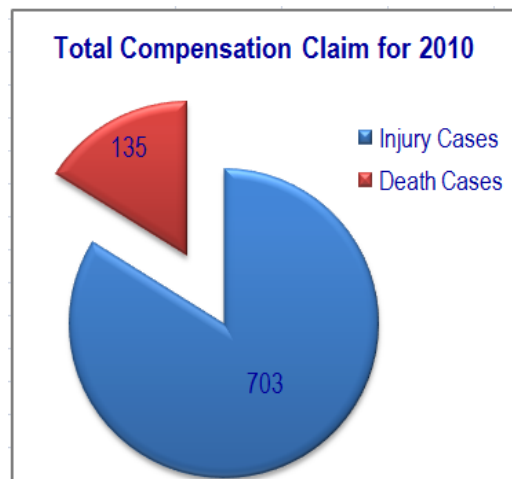
Figure 2: Compensation Payable for Government Death Cases



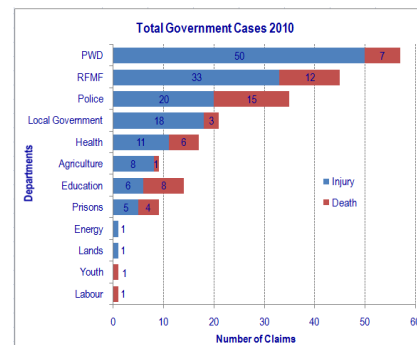
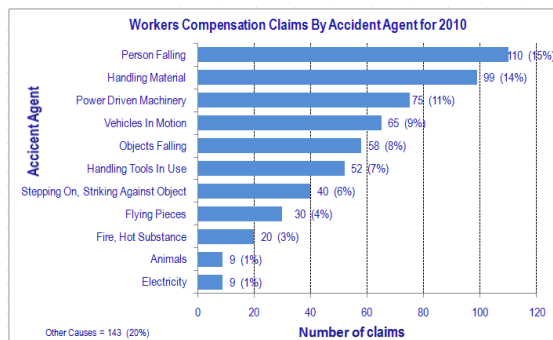
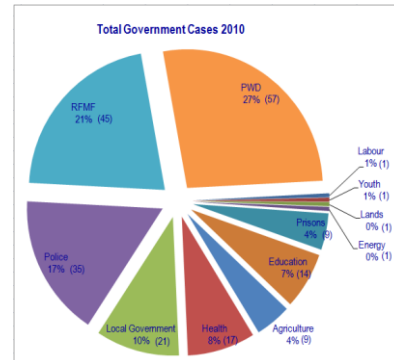
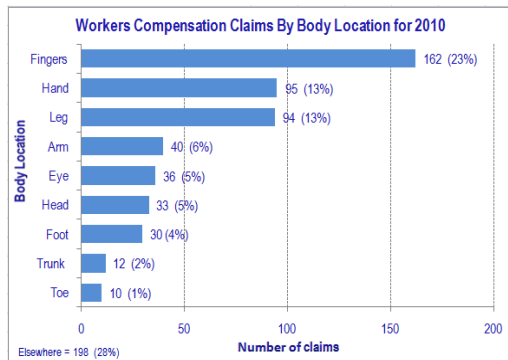
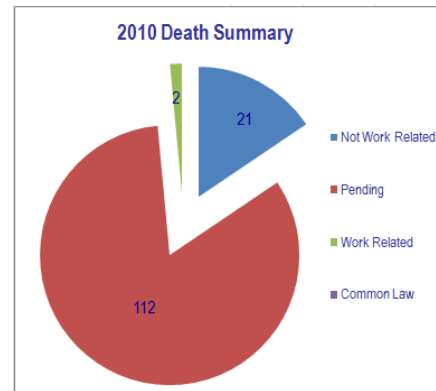
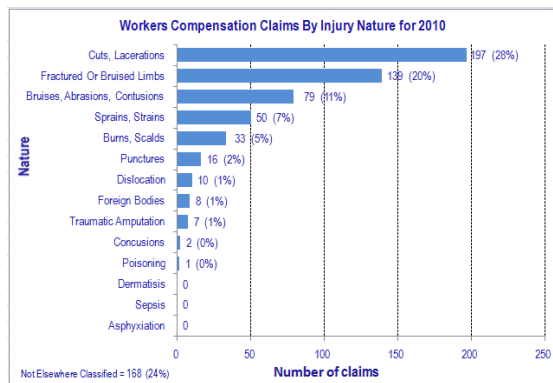
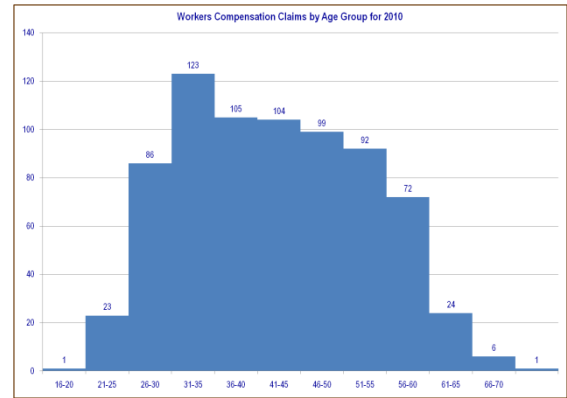
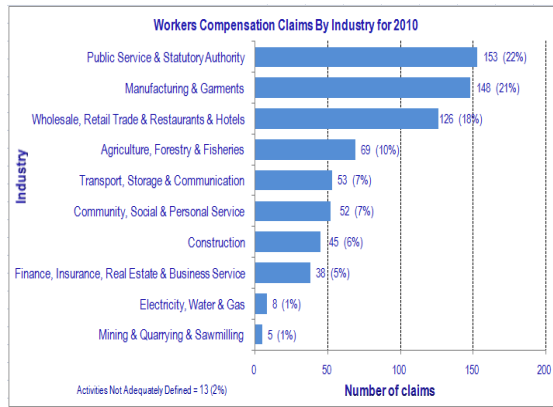
Note: Industries with no payout is not included in the above chart.

Figure 3: Compensation Payable for Government Injury Cases

For the private sector, a total compensation payout of \$915,737.95 was recorded during the year. Of this amount, \$816,737.95 was paid out for injury cases and \$99,000 was paid out for death cases.



MINISTRY OF LABOUR, INDUSTRIAL RELATIONS AND EMPLOYMENT



This achievement translates to a 89% settlement rate and mainly attributed to the scheduled deployment of the some of the Ministry's Suva-based staff to the District Offices in the Western and Northern Divisions; regular visits by the Ministry's designated Medical Officer to all the Labour Offices in the Districts to carry out medical assessments of injured workers; and the secondment of the team of military officers led by Lt. Col. Tuinaosara to the Ministry to boost the Ministry's capacity to efficiently and effectively settle the high volume of backlogged workers compensation cases.

Outcome 1: Output 3



The major achievement of this Output is the settlement of claims from past and current Fiji soldiers that served in the Middle-East. The Ministry paid out a total of \$1,123,383.52 or 75% from the \$1.5m allocated in the 2010 Budget with the breakdown of payout shown in Figure 4 below. The balance of \$376,616.48 was not utilised due to the delay in the release of RIE.

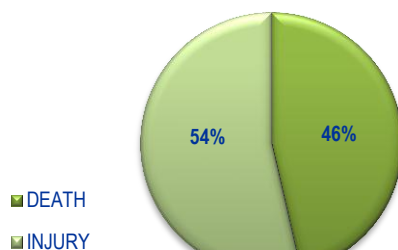
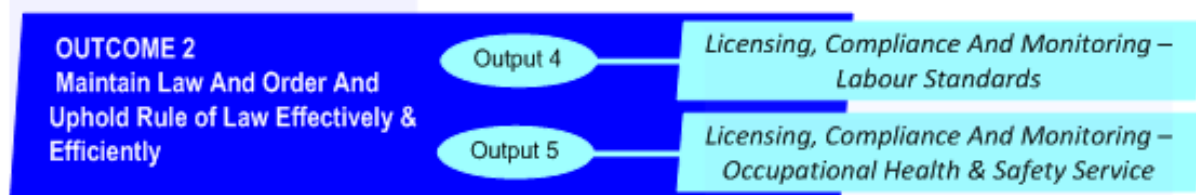
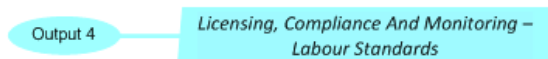


Figure 4: Compensation Payout for Military Servicemen

Achievements of Outcome 2



Outcome 2: Output 4



Labour Compliance Enforcement Policy

The Ministry continued to implement and review the Labour Compliance Services Enforcement Policy and Procedures for continuous improvement. This included the provision of relevant training for the Labour Compliance Service staff on policies and procedures, and raising the level of awareness amongst employers and clients on the Ministry's systems and processes concerning the enforcement of labour standards stipulated under the Employment Relations Promulgation and its subsidiary regulations and code.

Workplace Inspections for Labour Standards

The Ministry managed to inspect a total of 3,350 employers and workplaces in 2010. This number represents 36% of the 9,253 employers registered in 2010 as shown in Figure 6 below. These inspections fully complement the role of the Employment Relations Tribunal and the Employment Relations Court in ensuring harmonious and productive working relationships between all the key stakeholders in Fiji's labour market.

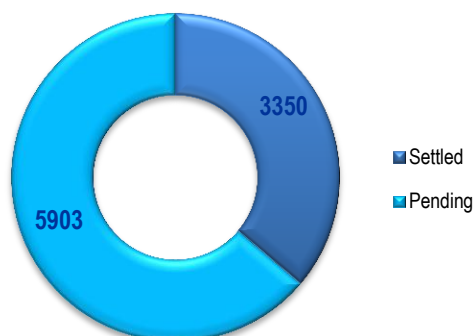


Figure 5: Consolidated Labour Inspections in 2010

Of the 5,201 registered WRO employers, the Ministry inspected 2,509 out of the targeted number of 4,421 or 80% of the total as committed in the Ministry's Annual Corporate Plan 2010. The total number inspections conducted in 2010 translate to an achievement of 57% as shown in Figure 6.

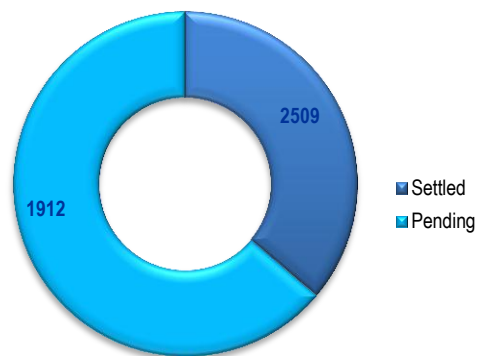


Figure 6: Consolidated WRO Inspections in 2010

The Ministry also handled labour complaints received from workers and referred 887 such complaints to the Employment Relations Tribunal for adjudication in 2010. The resolution rate by the Tribunal is shown in Table 1.

| Case | Received | Closed | Active |
|----------------------|----------|--------|--------|
| Dispute | 205 | 121 | 84 |
| Grievance | 349 | 149 | 200 |
| Workers Compensation | 204 | 165 | 39 |
| Misc Application | 96 | 73 | 23 |
| Criminal Cases | 33 | 16 | 17 |
| Total | 887 | 524 | 363 |

Table 1: Total Labour Complaints with ER Tribunal

Through the labour compliance inspections of employers and workplaces, and the complaints received from workers, the Ministry recovered a total of \$232,909.86 in wages arrears and the breakdown by Labour Offices is shown in Figure 7 below.

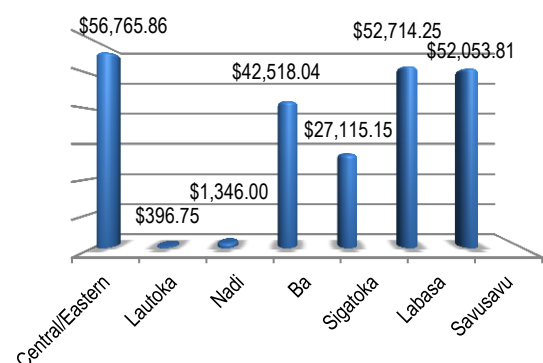


Figure 7: Recovered Wages by Labour Offices

Outcome 2: Output 5

Output 5

Licensing, Compliance And Monitoring – Occupational Health & Safety Service

OHS Consultancy

The Ministry continued to improve the delivery of OHS Field Operations and Risk Engineering services in 2010. As a result, the services delivered reached, and in most cases exceeded, the targets committed in the Ministry's Annual Corporate Plan 2010 as depicted in Figures 8 and 9 below.

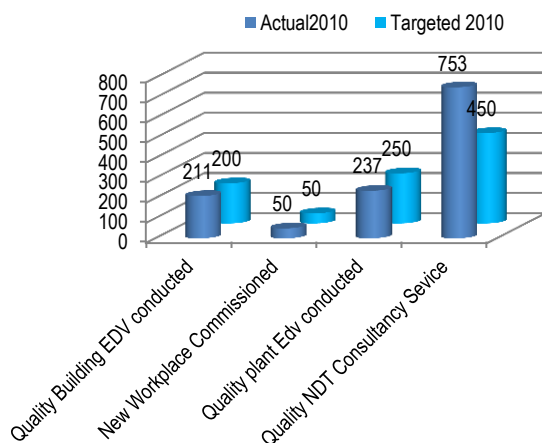


Figure 8: Licensing, Compliance and Monitoring

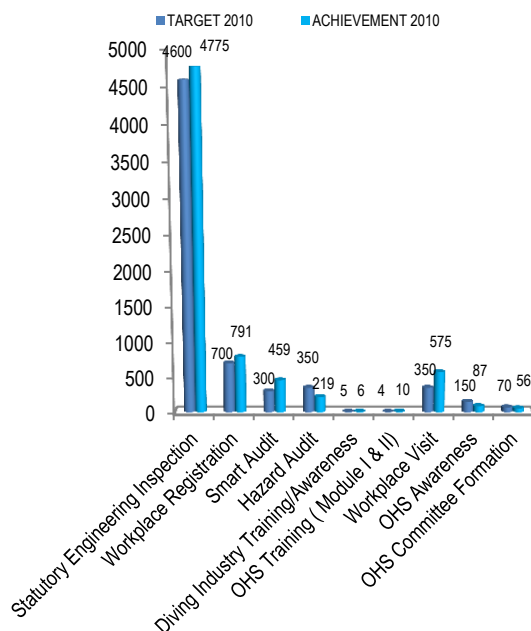


Figure 9: Comparison Chart 2010 – Targets and Achievements

NDT Consultancy

The Ministry also delivered a total of 753 hours of NDT Consultancy services against the target of 450 hours as committed in the Ministry's Annual Corporate Plan 2010 to Fiji's industries and shown in Figure 10 below. This performance represented the growing demand for NDT consultancy services from the various industries around the country. The Ministry also established a special laboratory to support the provision of NDT tasks and the safe storage of NDT equipment and materials. This setup is guided by the systems and processes stipulated in Ministry's NDT management system for the purpose of further improving the provision of NDT services to clients and the local industries.

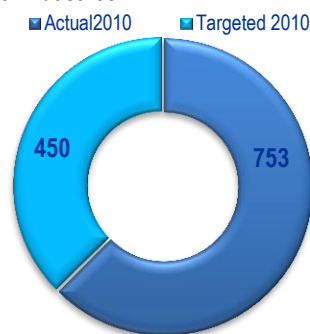


Figure 10: Quality NDT Consultancy Service

OHS Enforcement and Compliance

The Ministry also improved the performance of OHS services delivery through the development, training and adoption of the OHS Enforcement Policy and Procedures by the Ministry's OHS staff. Appropriate awareness training and promotion were also provided for key stakeholders such as employers and clients. Through this improvement, a total of 30 employers were charged for serious breaches of the OHS legislation and prosecuted by the ER Tribunal and ER Court in 2010.

Reported OHS Incidents in 2010

The Ministry received a total of 30 OHS incidences report in 2010 which represents an incidence rate of less than 0.03% for Fiji's formal sector workforce of approximately 260,000. The decreasing trend of OHS incidences over the past years is shown Figure 11 below.

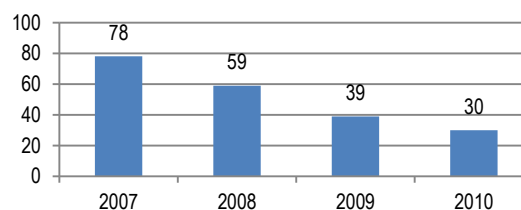
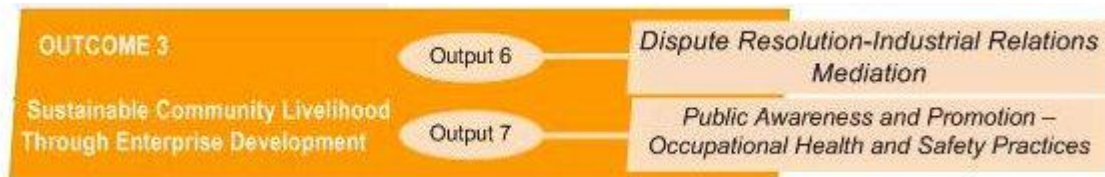


Figure 11: Trend of Reported OHS Incidents - 2007 to 2010

Overall, the complementing role of the enhanced OHS consultancy services with the effective and efficient enforcement of OHS provisions by the Ministry's OHS inspectorate are achieving the number of workplace incidents reported in Fiji's workplaces and industries.

Achievements of Outcome 3



Outcome 3: Output 6

The Ministry's Mediation Unit received a total of 10 Employment Disputes in 2010. This represents a significant decline from the 40 Employment Disputes received in 2009. However, 11 of the 2009 cases were carried forward to 2010 and increasing the number of Employment Disputes pending in 2010 to 21. 13 cases were mediated in 2010 resulting in the full resolution of 3 cases and the remaining 10 cases have been referred to the Employment Relations Tribunal for adjudication as shown in Figure 12 below.

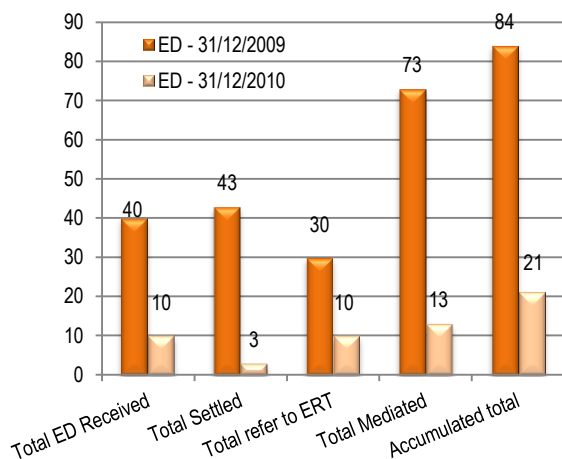


Figure 12: Resolution of Employment Disputes in 2010

It is also noteworthy that the 3 employment disputes which were successfully resolved by the mediation process either directly benefited the parties through reinstatement or payment in lieu resulting in direct recovery and payment of \$118,007.72 as shown in Figure 13 below.

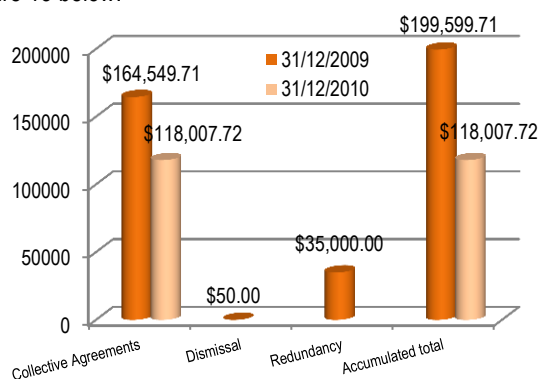


Figure 13: Recoveries from Employment Disputes 2009-2010

The Unit also received a total of 1,035 Employment Grievances from individual workers in 2010. This represents an increase of 37% from the number received in 2009 consolidate the growing trend of reported Employment Grievances between 2008 and 2010 (inclusive) as shown in Figure 14 and 15 below.

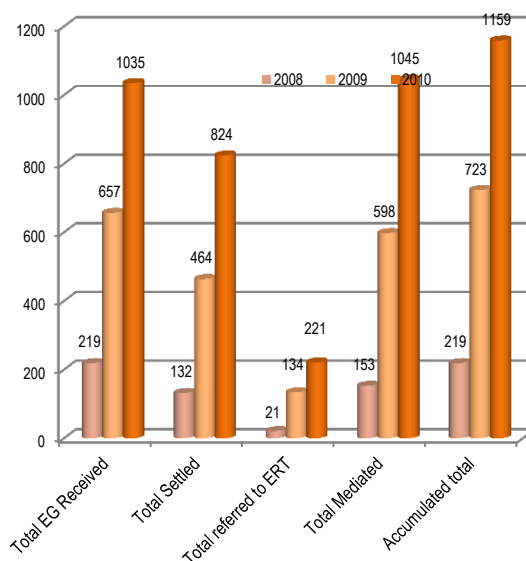


Figure 14: Trend of Reported Employment Grievance 2008-2010

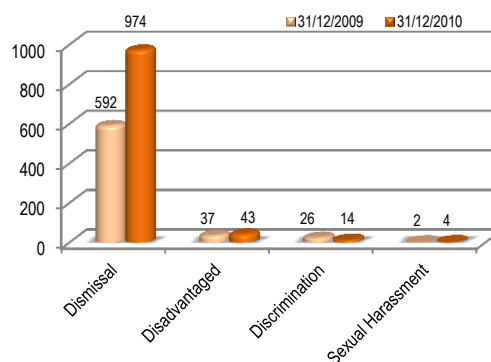


Figure 15: Categories of Employment Grievances 2009-2010

It is clear from Figure 15 that disputes on dismissals have ranked the highest, reaching about 94% of total grievance reported (1035) to the Mediation Unit. These types of grievances had no right of redress under the old legislation but the dynamics of new regime has provided the avenue for a facilitative resolution of such grievances to the advantage of all the sides.

Similarly there has been a growing tendency by individual worker seeking mediation assistance without representation. Figure 16 illustrates the success rate of grievance resolution to be higher when unrepresented.

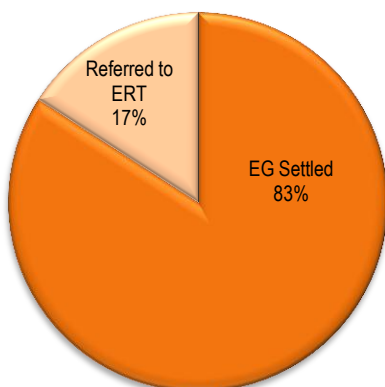


Figure 16: Self Represented Employment Grievance Mediated

Figure 17 illustrates the success rate of grievance resolution for workers represented by union officials.

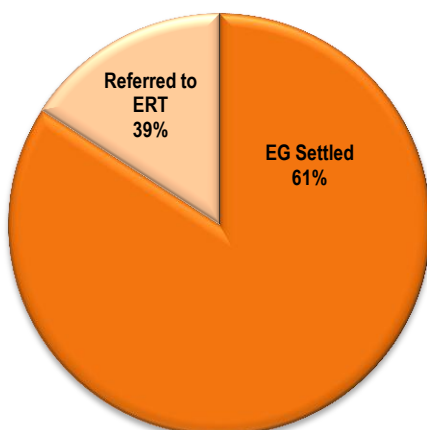


Figure 17: Union Represented Employment Grievances Mediated

There was no strike action in 2010 (100%) since all employment grievances and disputes were amicably resolved in good faith by parties at the enterprise level and those that referred to Mediation and Employment Tribunal were effectively resolved and contained. In 2010 informal mediation to defuse strike threats was successfully undertaken between (Sheraton/Sheraton Westin Resorts). All informal mediations were successful in 2010 (100%).

Outcome 3: Output 7

Output 7

Public Awareness and Promotion – Occupational Health and Safety Practices

OHS Compliance

The Ministry continued to promote and enforce OHS compliance in all workplaces and industries to reduce the number of workplace accidents and minimise the losses that such incidents incur at the enterprise and the national levels as shown in Figures 18 and 19 below.

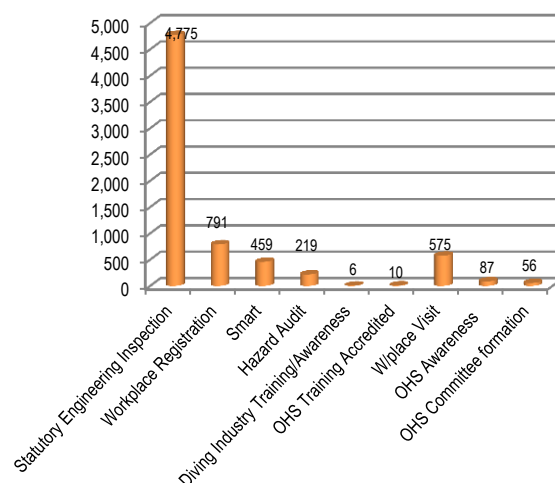


Figure 18: Field Operation Unit Achievement 2010

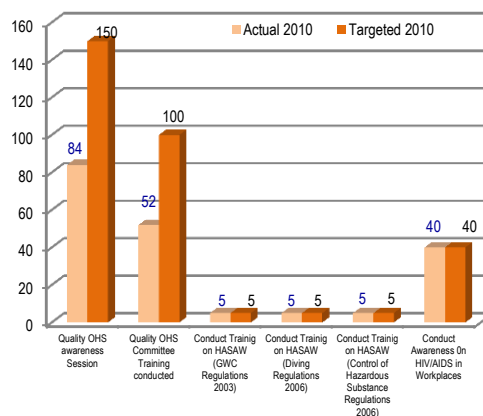
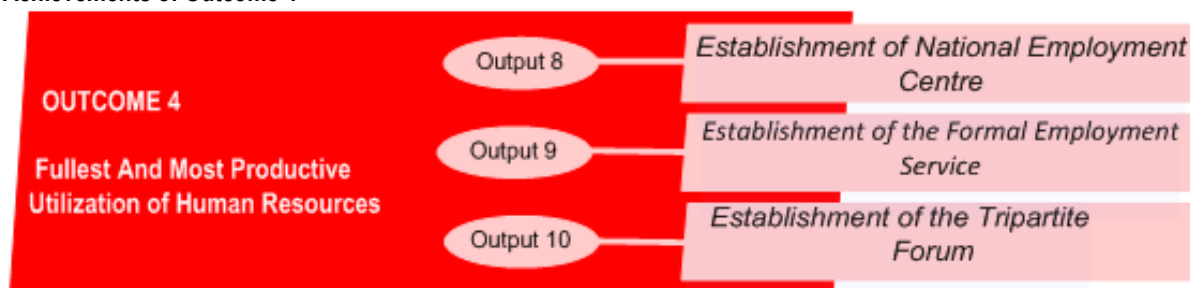


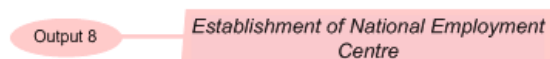
Figure 19: Field Operation Unit Achievement in 2010

This includes the continuing emphasis on OHS education and training for workers and employers particularly in high risk industries. As a result, the Ministry revised its OHS Training Accreditation system to enable appropriately qualified OHS practitioners to conduct OHS training in workplaces. These OHS trainings would complement the Ministry's effort to promote OHS as a workplace norm rather than an obligation for all workers and employers.

Achievements of Outcome 4



Outcome 4: Output 8



The Ministry successfully commissioned the new NEC operating systems and processes. This significant achievement was facilitated by the 40 seconded staffs and the utilisation of the Ministry's resources to produce the outputs of the National Employment Centre within the meagre resources provided by Government.

The implementation of the National Employment Centre Decree 2009 following receipt of PSC approval from 9/8/10 to 31/12/10 to source from within, this included the development of a new value-based Training Package for the Life Skills Training including the Trainers Guide and Users Workbook benchmarked to ISO 9001 and ISO 26000 standards.

The NEC also commenced the Professional Counselling, Aptitude Assessment, Life Skills Training, Employment Skills Training, and Workplace Attachments for the unemployed during the quarter, as shown in Figures 20 and 21.

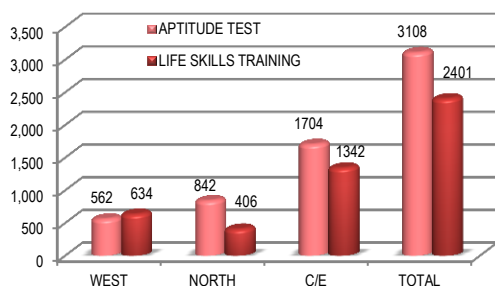


Figure 20: Total Number of Assessment and Life Skills Training

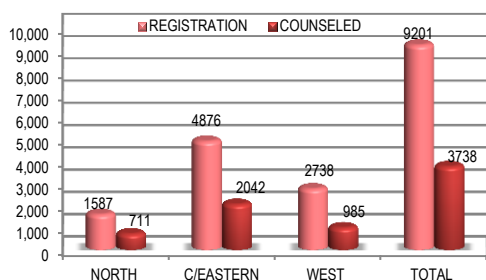
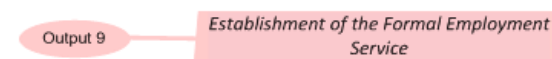


Figure 21: Total Number Counseled and Registered per Division

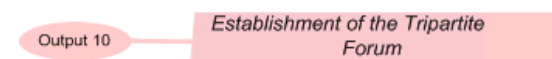
Following Life Skills Training, 340 have undertaken Employment Skills Training, 58 of our unemployed have been placed in work attachments and 138 have found employment in the formal employment sector. The human resource development processes that the unemployed go through with NEC is part of the Roadmap strategy of creating new employment opportunities and self-employment for people through enabling legal and operational framework.

Outcome 4: Output 9



The NYSS was gazetted under the NEC Decree 2009 as the Formal Employment Services benchmarked to ISO 9001 and 26000. The NEC has provided a cost effective "One Stop Shop" for the unemployed.

Outcome 4: Output 10



The Prime Minister endorsed the establishment of the Tripartite Forum but the formal activation will be undertaken upon the completion of all the necessary preparations. Therefore, the pending "productivity-based wage system" agenda to be resolved in the Tripartite Forum under the 2005 National Productivity Charter has been successfully resolved in three special ERAB meetings and its Advisory Committees in the last quarter of 2010.

From this perspective, the Ministry has achieved 100% of the substance agenda that was to be resolved at the Tripartite Forum, despite the fact that the Forum could not meet in 2010. The Ministry is also gearing up towards facilitating the review of the 2005 Productivity Charter with the National Training and Productivity Centre.

Achievements of Outcome 5

OUTCOME 5 Quality Occupational Health Awareness Training

Output 11

Occupational Hygiene Consultancy Services

Outcome 5: Output 11

Output 11 Occupational Hygiene Consultancy Services

Consultancy services for Occupational Hygiene Services and also chemical services collaborating with Ports Authority of Fiji (joint partnership) for ratification of ILO convention regarding OHS Maritime Ports was undertaken.

Figure 22 below illustrates the number of consultancy services conducted by Occupational Hygiene Consultancy Services.

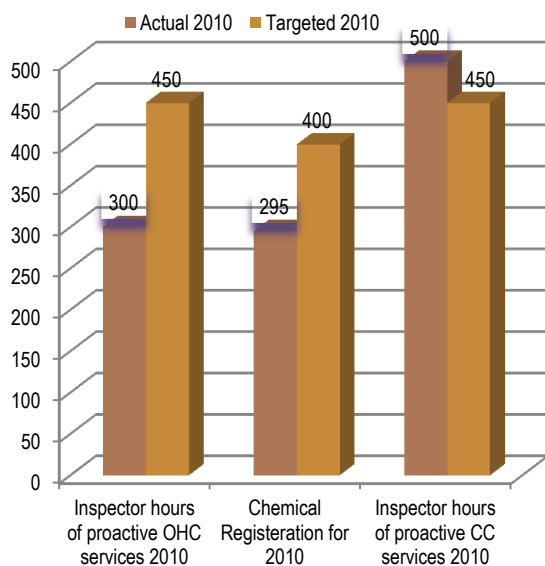


Figure 22: Occupational Hygiene Consultancy Service

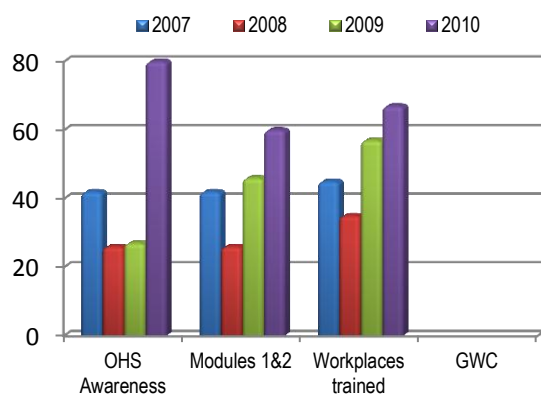


Figure 23: OHS Workplace Training by Unit 2007-2010

| ACHIEVEMENTS | Target | Achieved | % |
|---------------------------------|--------|----------|-----|
| OHS Training Modules 1 & 2 | 60 | 60 | 100 |
| OHS Awareness | 100 | 78 | 78 |
| OHS Trainer Accreditation | 10 | 28 | 280 |
| Chemical Registration | 400 | 336 | 84 |
| GWC Training | 5 | 2 | 40 |
| HIV/ AIDS | 40 | 42 | 105 |
| Control of Hazardous Substances | 10 | 10 | 100 |

Table 2: OHS Training Achievements in 2010

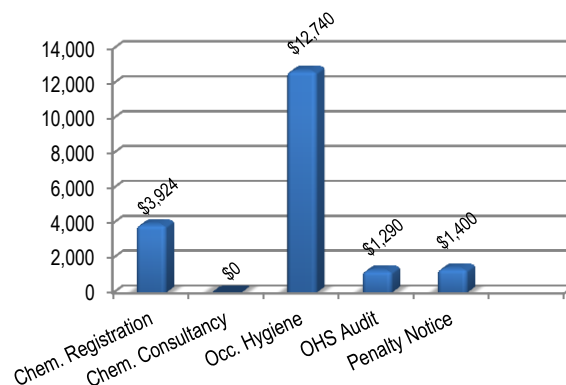


Figure 24: Revenue Generated from Occupational Hygiene in 2010

Achievements of Outcome 6**OUTCOME 6**
Labour Market Information**Output 12***A well informed labour market under ERP 2007 and the unemployed under the NEC Decree 2009***Outcome 6: Output 12****Output 12***A well informed labour market under ERP 2007 and the unemployed under the NEC Decree 2009***Knowledge Management Strategy**

The Permanent Secretary has been developing and disseminating Labour Reform Change Management knowledge and intellectual capital through competency-based training and practical involvement of senior managers and core business managers including the Productivity Unit and NEC Team over the years in the various Labour Reform components – OHS Reform, ER Reform, Productivity Reform, Wages Reform, NEC Reform and the Workers Compensation Reform including cross-cutting Civil Service Reform, Public Enterprise Reform, Financial management Reform, IT Reform, Systems and Processes Reform. This special Knowledge Management Strategy is designed to boost and sustain the capability and capacity of staffs and the Ministry to effectively undertake and implement the Labour Reforms. Quality designs in terms of decrees, regulation and codes have been benchmarked to ILO standards and international best practices.

Labour Market Information

The Ministry continued to disseminate information on the labour market in 2010 through the following mediums: website, databases, media releases, awareness and training on all core businesses, consultation and policy development with stakeholders including NOHSAB, ERAB, NECB, Wages Councils through Labour Reform discussions, ILO Compliance Reports, etc. The Ministry utilises the direct interaction with key stakeholders as the primary channel of communicating the progress and implementation of the Labour Reform policies. This mode of interaction is relatively rich and facilitates the uptake of key policy decisions by key stakeholders. In contrast, the Ministry utilises the normal mediums of communication as the secondary channel of communicating information on changes brought about by the Labour Reform and its impact on the local employment market. Even through this mode of communication is not as rich as the direct interaction alternative, it is by far the most cost-effective and efficient means of disseminating the Labour Reform progress on the national scale.

Collaboration with ILO and Regional Agencies

The Ministry also actively participated in the sharing of labour market information and knowledge with regional and international organisations during the ILO-sponsored workshop which was hosted by the University of the South Pacific.

PSC Week

The Ministry also utilised the PSC Week which was held at Sukuna Park, Suva to promote and advertise its services to members of the general public.

Government Information and Referral Centre

The Ministry actively participated in the resolution of issues and complaints received through the Government Information and Referral Centre (GIRC). This activity is in-line with the Ministry's commitment to streamline and improve the accessibility of government services to members of the public.

World Health and Safety at Work Day

The Ministry also joined the ILO in celebrating the World Health and Safety at Work Day on 28th April 2010 to commemorate the lives of workers lost through industrial accidents and raise OHS awareness amongst members of the general public.

National Employment Centre (NEC) Launch

The Ministry celebrated the successful commissioning and launching of the 'one-stop shop' National Employment Centre on 4th June 2010 at the Holiday Inn, Suva. There were good turnout of members of the diplomatic corps and international agencies as well as representatives from employers' and workers' organisations at the NEC launch.

NEC Awareness and Promotional Programmes

The NEC actively promoted the policies and visions of government to improve and enhance employment-creation with the long-term view of reducing poverty levels through jobs. To this end, NEC staff held meetings and conducted presentations to community-based groups and organisations, employers and the general public.

Consultation on Integrated Rural Development

The Ministry facilitated the rollout of the Integrated Rural Development Programme through consultation with Divisional Commissioners. This effort was part of the Ministry's initiatives to enhance the delivery of its services to the rural areas in collaboration with the other government ministries and departments.

District and Provincial Council Meetings

The Ministry actively participated in the District and Provincial Councils meetings to listen to the concerns and grievances of members and attendees. This activity serves as an avenue through which the feedback on the quality, efficiency and effectiveness of the Ministry's services is gauged and acted upon as part of the Ministry continuous improvement initiative.

ACHIEVING THE GOALS OF THE PEOPLE'S CHARTER FOR CHANGE, PEACE AND PROGRESS

The achievements for Outputs 1, 2 and 3 involving Workers Compensation Advisory Services and the Military Servicemen Compensation Service contributes to the fulfilment of the goals and objectives of Pillars 3, 4, 5 and 8. The timely settlement of workers compensation contribute directly to just and visionary leadership, effective and efficient public sector service delivery, sustainable economic growth and poverty reduction.

The achievements for Outputs 4 and 5 involving Licensing, Compliance and Monitoring of Labour Standards and OHS contributes to the fulfilment of the goals and objectives of Pillars 1, 3, 4, 5, 9, 10 and 11. These two outputs contribute directly to ensuring good governance, visionary and accountable leadership, efficient and effective public sector service delivery, sustainable economic growth, developing knowledge-based society, improving workplace health conditions and at the same time enhancing regional and international relations.

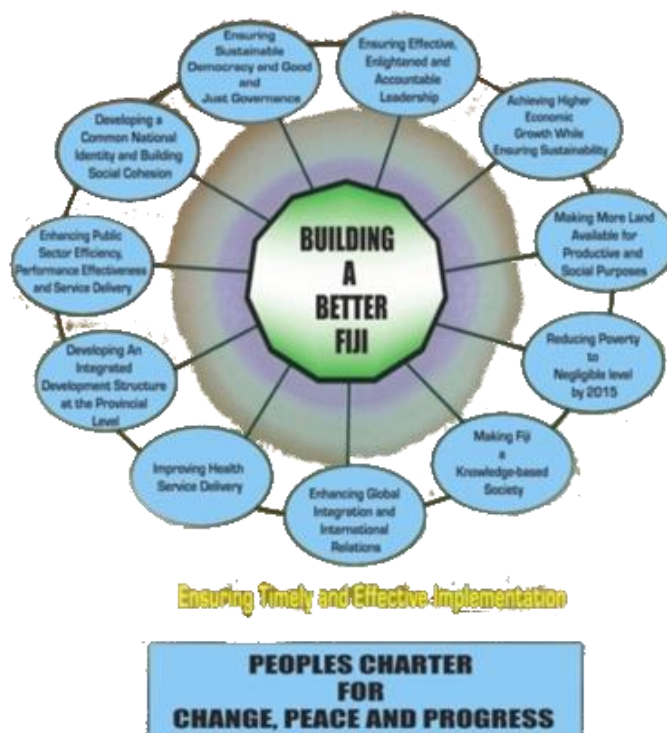
The achievements for Outputs 6 and 7 involving Mediation and OHS Promotion contribute to the fulfilment of the goals and objectives of Pillars 1, 2, 8, 9, 10, and 11. Outputs 6 and 7 contribute directly to good governance, developing common national identity, poverty reduction, developing knowledge-based society, improving workplace health conditions and at the same time enhancing regional and international relations.

The achievements for Outputs 8, 9 and 10 involving NEC establishment and the Tripartite Forum contributes to the fulfilment of the goals and objectives of all the eleven Pillars of the PCCPP. The NEC targets the unemployed who are the most marginalised people in the labour market. It provides a window of opportunity for the unemployed through competency based skills training and work place attachment both locally and internationally that directly contributes to all the eleven pillars of the PCCPP.

The achievements for Outputs 11 involving Occupational Hygiene Services contribute to the fulfilment of the goals and objectives of Pillars 4, 5 and 10. The provision of an efficient and effective OHS services contributes to an efficient and effective public sector service delivery, sustainable economic growth, and improving workplace health conditions and at the same time enhancing regional and international relations.

The achievements for Outputs 12 involving a well informed labour market under ERP 2007 and the unemployed under NEC 2009 contributes to the fulfilment of the goals and objectives of Pillars 4, 5, 8 and 11. Output 12 contributes directly to an efficient and effective public sector service delivery, sustainable economic growth, developing knowledge-based society, improving workplace health conditions and at the same time enhancing regional and international relations.

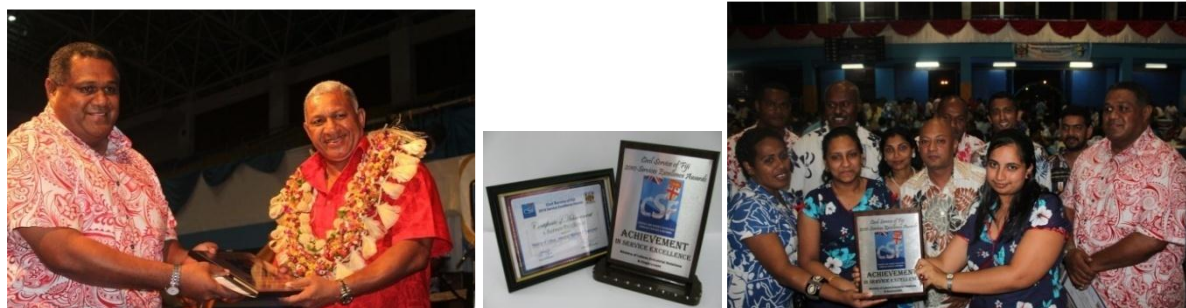
KEY PILLARS OF THE PEOPLES CHARTER



SERVICE EXCELLENCE JOURNEY

In its pursuit of quality service delivery to members of the public, the Ministry actively engaged in national excellence programmes namely the Civil Service Excellence Award 2010 and the Fiji Business Excellence Awards 2010.

Service Excellence Awards 2010 - The Service Excellence Awards (SEA) Programme is an investment for enhancing better and efficient delivery of our services to our clients and members of the public.



Photoset 1: Ministry Staff during CSEA 2010 ceremony.

Fiji Business Excellence Awards 2010 - The FBEA was set up to promote business excellence by introducing a Framework to be used as a stimulus and encouragement for organisations to implement quality and productivity measures in the workplace. The vision of the Fiji Business Excellence Awards Secretariat is to create world-class organisations and to bring a better quality of life for our people. However this vision goes beyond the competitive performance of organisations to embrace the concept of all in Fiji working together to create a clean, safe, fair and prosperous society. The Training and Productivity Authority of Fiji 2010 Fiji Business Excellence Awards night was held at the Sheraton Resort in Denarau Island, Nadi on 6th November 2010. The 3rd recipient for the Commitment to Business Excellence Level Award 2010 was presented to Ministry of Labour, Industrial Relations and Employment.



Photoset 2: Ministry Staff during FBEA 2010 ceremony.

Benchmarking Service Quality to International Standards

The Ministry aspires to benchmark its systems and processes to international standards, namely the ISO 9001 standards on Quality Management Systems and the ISO 26000 Guidelines on Corporate Social Responsibility, in its pursuit of quality service delivery to members of the public.

ISO 9001 relates to quality management systems where the Labour Department has consistently met the customers and other stakeholder's requirements. It also aims to enhance customer satisfaction through the effective application of the system, including processes for continual improvement of the system and the assurance of conformity to customer and applicable statutory and regulatory requirements.

ISO 26000 has also been adopted to contribute to the sustainable development of the country through going beyond legal compliance and at the same time promoting common understanding in the field of social responsibility, and to complement other instruments and initiatives for social responsibility.

NATIONAL PRODUCTIVITY TRAINING CENTRE

(Formerly known as Training and Productivity Authority of Fiji)

The Training and Productivity Authority of Fiji (TPAF) merged with the Fiji National University (FNU) as the National Training and Productivity Centre. The merger was approved by Cabinet in 2010 to minimise duplication of activities, facilities, equipment, resources, courses and programs which had resulted in unnecessary wastage of limited resources available in past years.

The merger will ensure that the various FNU schools will concentrate mainly on pre-service programs and TPAF (under FNU) will focus on in-service programs, management of the apprenticeship and levy schemes and productivity promotion in industries. The move would involve migrating all formal training, other than on-the-job training from TPAF, to the FNU's TVET programmes, with such migration including programmes, staffing and facilities.



On the administration front, NTPC would remain under the ambit of the Ministry of Labour, Industrial Relations and Employment with the Permanent Secretary of the Ministry as the Chairman of the TPAF Board. NTPC's supreme policy body is a 14 member tripartite Board, comprising representatives from Government, Employers and Employees.

INTERNATIONAL HIGHLIGHTS

99th Session of the International Labour Conference

The 99th Session of the International Labour Conference (ILC) was held in Geneva, Switzerland from Wednesday 2nd June to Friday 18th June 2010.



As an ILO Member State, Fiji was represented by a tripartite delegation led by the Minister for Labour, Industrial Relations and Employment that was approved by Cabinet in its Decision No. 158 of 11th May 2010. The other members of the delegation comprised two Government delegates, and one each from the Fiji Trades Union Congress and the Fiji Employers Federation, with the Permanent Secretary as the Adviser.

For cost-cutting measures, the Minister and the Permanent Secretary only attended four days in the last week of the Conference Plenary (14th – 18th June 2010). The Minister addressed the Plenary Session on the afternoon of Wednesday 16th June after paying courtesy visits with the Permanent Secretary and the Fiji Tripartite Delegation to the Office of the ILO Director-General and personally met with the Assistant Director General and Regional Director for the ILO Asian and Pacific Region. The Minister and the Team also met with the ILO's Director for the International Labour Standards (NORMES) on Thursday 17th June 2010. It was unfortunate that the Director-General of the ILO could not be met personally due to the state of his health as he was taken ill during the second and third weeks of the Conference.

Fiji's Decent Work Country Programme

The primary goal of the ILO is to promote opportunities for men and women to obtain decent and productive work in conditions of freedom, equity, security and human dignity. Decent work country programmes (DWCPs) promote decent work as a key component of development policies and at the same time as a national policy objective of governments and social partners. The present country programme is informed by international and regional development agendas including the Millennium Development Goals (MDGs), the United Nations Development Assistance Framework (UNDAF) for the Pacific subregion 2008 – 2012, and the Pacific Plan as well as national development objectives as expressed in Fiji's Strategic Development Plan (SDP) 2007 – 2011.

The Fiji DWCP is the product of tripartite consultations. In August 2009, separate consultations with the Fiji Trades Union Congress (FTUC), the Fiji Employers Federation (FEF), and the Ministry of Labour, Industrial Relations and Employment (MLIRE) were followed by tripartite consultations in September 2009 during which priorities were agreed on. The priorities in the DWCP also take due account of the Fiji Government's on-going Labour Reform agenda, the outcomes of the regional Tripartite High Level Meeting on 'Decent Work for Sustainable Development in the Pacific' held in Port Vila, Vanuatu between 5 and 9 February 2010, the Biennial Country Programme Review (2006-2007) for Pacific Island Countries (PICs), as well as ILO's comparative advantages vis-a-vis other UN and bilateral development partners, and the regional Tripartite Technical Meeting on Decent Work held in Nadi, Fiji between 26 and 28 November 2007.

The Fiji DWCP details the policies, strategies and results required to realise progress in Fiji towards decent work for all. It also reflects the final stages of the Fiji Government's Labour Reform programme, and the strategic planning of ILO cooperation activities with Fiji for the period 2010 – 2012. Reflecting the constituents' as well as the ILO experts' assessment of past cooperation, the programme aims at ensuring a strong coherence of ILO activities in Fiji and thus to contribute to the achievement of sustainable impacts to the extent possible.

Asian Productivity Organisation

The 52nd Session of the APO Governing Body Meeting (GBM) took place in Kuala Lumpur, the Malaysian capital from 20th to 22nd April 2010. The GBM brought together 50 delegates and advisers from 19 member countries as well as eight observers from the Colombo Plan, Pan African Productivity Association, Kenya, Nigeria, and Turkey. The Governing Body unanimously elected Ryuichiro Yamazaki to be the next APO Secretary-General. He has a long, distinguished career with the Ministry of Foreign Affairs of Japan, serving, among other posts, as Japan's Ambassador to Vietnam and the Philippines. Secretary-General designate Yamazaki will assume office from mid-September 2010.

This year's GBM took up important agenda items. They included determining the amount of total membership contributions for the 2011 and 2012 biennium, reviewing the secretariat's proposed cost reductions, and electing a new APO Secretary-General who will assume the position from September this year. The meeting had a lively discussion on the APO preliminary budget for the 2011–2012 biennium. Due to the economic growth of member countries in 2006, 2007 and 2008, the apportionment of membership contributions had changed considerably. A number of countries saw their membership contributions increase by 20% to 30%, with a few experiencing a 40% increase. At the end, the meeting approved a 0% increase in the amount of total membership contributions for 2011 and 2012, and the contributions by member countries will continue to be calculated using the current contribution formula. The meeting also agreed to undertake a concurrent review of the membership calculation formula by a task force on a timetable to be decided by the Secretary-General.

In explaining the cost reduction proposals submitted by the Secretariat, which would entail drastic salary cuts for all Secretariat staff members, Secretary-General Shigeo Takenaka stressed that staff were the most important assets to the organization. Therefore, the reduction should be seen as an emergency measure. The meeting adopted the proposal with the condition that these measures would be reviewed within two years to ensure long-term sustainability of the organization and the morale of staff members. During the plenary session, APO Director for the Republic of Korea Dr. Dong Kyu Choi was elected APO Chair for 2010–2011, with APO Director for Lao PDR Somdy Inmyxai and Acting APO Director for Malaysia Mohd. Razali Hussain assuming the position of First and Second Vice Chairs, respectively.

During the plenary session, APO Director for the Republic of Korea Dr. Dong Kyu Choi was elected APO Chair for 2010–2011, with APO Director for Lao PDR Somdy Inmyxai and Acting APO Director for Malaysia Mohd. Razali Hussain assuming the position of First and Second Vice Chairs, respectively.



Figure 1 APO Director for Fiji Mr. Taito Roba Waqa at the 52nd Session of the Governing Body Meeting in 2010

GBM delegates also exchanged ideas and views on regional productivity issues. This year, Directors were invited to make presentations on the theme of the APO's thrust areas. This topic was chosen to enable the APO to remain relevant and effective in fulfilling its mission. A special presentation on Malaysia's New Economic Model by Tan Sri Dato' Dzulkifli bin Abdul Razak, Vice Chancellor, Universiti Sains Malaysia, and a member of the National Economic Advisory Council, offered more food for thought in the field of national innovation and competitiveness. "The Secretariat will study these valuable inputs carefully in order to translate them into practical programs and activities," promised Secretary-General Takenaka in his [closing statement](#). Referring to the difficulties that the meeting faced in major agenda items, he said, "If the APO remains cooperative spirit that has been displayed in this GBM is maintained, I am confident that our organization will be able to overcome any difficulty."

EXTERNALLY-FUNDED NATIONAL LABOUR MARKET PROGRAMMES

National Employment Centre

The Fiji National University donated a total of \$3 million over the next three years (2011, 2012 and 2013) to the National Employment Centre through the National Training and Productivity Centre. The agreement for the grant was reached by Ministry of Labour and the former Training and Productivity Authority of Fiji. This donation would complement the \$601,000.00 provided in 2010 by the Government through the relocation of the National Youth Service Scheme (NYSS) from the Ministry of Youth and Sports to the NEC. A further \$102,000 was sourced from OHS Education and Accident Prevention Fund to fund the NEC Life Skills Training programme in 2010. Unemployment in the country is quite high and NEC has been tasked, with other employment creation agencies in the government, to bring down the rate from 8.6 per cent to 4.2 per cent by 2011.

Eradication of Child Labour Programme

The 'Tackling Child Labour through Education' (TACKLE) project was launched in Fiji in 2008 and operates in 11 countries from the ACP. The EU-funded 4-year project is implemented by ILO-IPEC and aims to address child labour issues through strengthened legal frameworks and policies, strengthened capacity leading to improved implementation of child labour laws, the creation of replicable models for direct interventions to remove children from hazardous work and give them access to appropriate educational alternatives, taking into account the specific needs of girl and boy children, and an enhanced knowledge base and networks on child labour and education. Recent surveys carried out under the TACKLE project have indicated the existence of child labour, including its worst forms, in Fiji.

Fiji has ratified the Minimum Age Convention, 1973 (C.138) and the Worst Forms of Child Labour Convention, 1999 (C.182). ILO will help the constituents in building up capacity for the application of C.138 and C.182 with a view to developing and implementing interventions against the worst forms of child labour. Technical assistance will be given for improving the enforcement of existing laws protecting children, and the creation of new employment standards relating to child labour as part of the ERP, and for the mainstreaming of child labour in national policies and programmes. ILO will assist in harmonizing the national legislation with standards related to the protection of children from labour and sexual exploitation. ILO will assist the Government in drafting and implementing a National Plan of Action for the Elimination of the Worst Forms of Child Labour. As required by C.182, ILO will assist the social partners to construct a list of hazardous work for children in Fiji.

Fiji's policy and current laws governing the child labour was reviewed by the Ministry after conducting extensive consultations with key stakeholders including the Ministry of Education (MoE), Fiji Trades Union Congress (FTUC), Fiji Employers Federation (FEF), Department of Social Welfare (DoSW), National Coordinating Committee for Children (NCCC) representatives, and the Save the Children Fiji (SCF) in 2010. The review has called for the establishment of a list of hazardous work and list of light work for Fiji. Furthermore, the review has identified areas for improvement in the current Education Act administered by the Ministry of Education and the Standard Operating Procedures of the Department of Social Welfare.

The TACKLE Project has also shed light on the need to capacity build the relevant authorities including the Ministry of Labour to successfully implement and monitor the identified strategies to eliminate child labour. This capacity building initiative includes the training of Ministry staff the areas of child labour and the continued enhancement of current capacity of the relevant local authorities in Fiji to conduct child labour research.

ILO Aid-In-Kind Programme

The ILO committed the amount of \$570,981.00 in the form of technical assistance to Fiji in 2010. Unfortunately, the Ministry did not receive any form of assistance that was funded under this Programme.

PART THREE

LABOUR MARKET STATISTICS



LABOUR MARKET UPDATE 2010

| LABOUR | 2004 | 2005 |
|---------------------------------------|--------|--------|
| Index of Paid Employment [1989 = 100] | 135.7* | 139.3* |
| Labour Force [000] | | |
| Both Sexes | 318.6 | 321.3 |
| Male | 211.4 | 213 |
| Female | 107.2 | 108.3 |
| Unemployed [000] | | |
| Both Sexes | 23.1 | 23.4 |
| Unemployed [%] | 7.3 | 7.3 |

| Labour Force [Estimates] | 2008 [e] | 2009 [e] |
|--|----------|----------|
| Total | 839,621 | 845,532 |
| Active | 329,755 | 332,582 |
| Employed | 300,747 | 303,647 |
| Moneywork | 256,023 | 261,181 |
| Formal | 130,600 | 132,600 |
| Informal [Unpaid workers/Seasonal/Working proprietors] | 125,423 | 128,581 |
| Subsistence | 44,724 | 42,466 |
| Unemployment | 29,018 | 28,935 |
| Unemployment rate % | 8.8 | 8.7 |

| Paid Employment by Industry and by Gender | 2005 | |
|--|----------------|----------------|
| | Male | Female |
| Total | 85,467* | 39,736* |
| Agriculture, Forestry and Fishing | 1,214 | 175 |
| Mining and Quarrying | 1,820 | 79 |
| Manufacturing | 15,492 | 10,035 |
| Electricity, Gas and Water | 2,467 | 183 |
| Construction | 8,262 | 263 |
| Wholesale and Retail Trades, Restaurants and Hotels | 17,934 | 9,302 |
| Transport, Storage and Communications | 7,566 | 1,618 |
| Finance, Insurance, Real Estates and Business Services | 4,832 | 2,950 |
| Community, Social and Personal Services | 25,880 | 15,131 |

* As per Survey Result

Source: Fiji Islands Bureau of Statistics

| Paid Employment of Wage and Salary Earners by Industry | 2005 | |
|--|----------------|----------------|
| | Wage Earners | Salary Earners |
| Total | 78,208* | 46,995* |
| Agriculture, Forestry and Fishing | 1,058 | 331 |
| Mining and Quarrying | 1,540 | 359 |
| Manufacturing | 22,852 | 2,675 |
| Electricity, Gas and Water | 2,104 | 546 |
| Construction | 8,065 | 460 |
| Wholesale and Retail Trades, Restaurants and Hotels | 23,010 | 4,226 |
| Transport, Storage and Communications | 5,176 | 4,008 |
| Finance, Insurance, Real Estates and Business Services | 3,424 | 4,358 |
| Community, Social and Personal Services | 10,979 | 30,032 |

* As per Survey Result

Source: Fiji Islands Bureau of Statistics

Population size and growth by Geographic sector

| Geographic Sector | Population Size | |
|---------------------|-----------------|------------|
| | P1996 (Nr) | P2007 (Nr) |
| Total Fiji | 775,077 | 837,271 |
| Rural Sector | 415,582 | 412,425 |
| Urban Sector | 359,495 | 424,846 |

2007 Census of Population and Housing

2002-2003 Household Income and Expenditure Survey

| | | |
|--|--|-------------------|
| Average Household Income | | All Fiji |
| All | | 12753 |
| Rural | | 10559 |
| Urban | | 15267 |
| Average Income Per Adult Equivalent Per Week | | All Fiji |
| All | | 59.51 |
| Rural | | 48.57 |
| Urban | | 72.43 |
| The Incidence of Poverty (%) Using Differentiated Values for the BNLP | | Percentage |
| All Fiji | | 35 |
| Rural | | 40 |
| Urban | | 29 |
| Division | | |
| Central | | 26 |
| Eastern | | 35 |
| Northern | | 53 |
| Western | | 37 |

Source: Household Income & Expenditure Survey 2002-03

Note: BNPL - Basic needs poverty line: the monetary value of the minimum cost of living

Paid Employment labour force

| Labour Force Category | 1996 Census | | | 2007 Census | | | Change (%) | | |
|----------------------------|-------------|---------|---------|-------------|---------|---------|------------|-------|-------|
| | P | M | F | P | M | F | P | M | F |
| Population age 15+ | 500,913 | 252,722 | 248,191 | 594,150 | 301,531 | 292,619 | 18.6 | 19.3 | 17.9 |
| 1. Economically Active | 297,770 | 200,052 | 97,718 | 326,988 | 216,955 | 110,033 | 9.8 | 8.4 | 12.6 |
| a. Employed | 286,646 | 194,350 | 92,296 | 298,974 | 203,120 | 95,854 | 4.3 | 4.5 | 3.9 |
| (1) Money inc. | 219,314 | 166,299 | 53,015 | 252,399 | 181,691 | 70,708 | 15.1 | 9.3 | 33.4 |
| No subs. | 130,752 | 94,124 | 36,628 | 207,076 | 144,017 | 63,059 | 58.4 | 53.0 | 72.2 |
| With subs. | 88,562 | 72,175 | 16,387 | 45,323 | 37,674 | 7,649 | -48.8 | -47.8 | -53.3 |
| (2) Only Subs. | 67,332 | 28,051 | 39,281 | 46,575 | 21,429 | 25,146 | -30.8 | -23.6 | -36.0 |
| b. Unemployed | 11,124 | 5,702 | 5,422 | 28,014 | 13,835 | 14,179 | 151.8 | 142.6 | 161.5 |
| 2. Not economically active | 203,143 | 52,670 | 150,473 | 267,162 | 84,576 | 182,586 | 31.5 | 60.6 | 21.3 |
| F/T Home W. | 106,686 | 2,591 | 104,095 | 131,957 | 9,173 | 122,784 | 23.7 | 254.0 | 18.0 |
| F/T Student | 56,051 | 28,159 | 27,892 | 63,262 | 30,559 | 32,703 | 12.9 | 8.5 | 17.2 |
| Retired | 9,695 | 6,094 | 3,601 | 19,815 | 12,624 | 7,191 | 104.4 | 107.2 | 99.7 |
| Disabled | 3,117 | 1,826 | 1,291 | 5,888 | 3,170 | 2,718 | 88.9 | 73.6 | 110.5 |
| Not looking | 5,473 | 3,653 | 1,820 | 25,707 | 16,061 | 9,646 | 369.7 | 339.7 | 430.0 |
| Others | 22,121 | 10,347 | 11,774 | 20,533 | 12,989 | 7,544 | -7.2 | 25.5 | -35.9 |

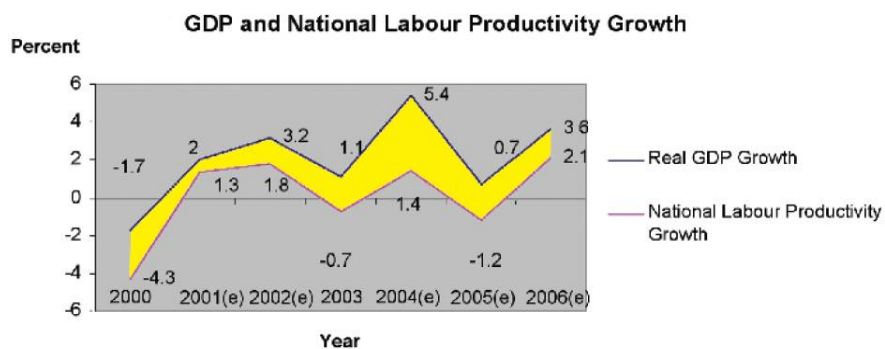
2007 Census of Population and Housing

Summary of Employment/Unemployed Labour Force

| Year | Employed (Number) | | | Unemployed Number | | | Rate (%) | | |
|---------------------|-------------------|---------|--------|-------------------|--------|--------|----------|------|--------|
| | Pop | Male | Female | Pop | Male | Female | Pop | Male | Female |
| All Sectors | | | | | | | | | |
| 1996 | 286,646 | 194,350 | 92,296 | 11,124 | 5,702 | 5,422 | 3.7 | 2.9 | 5.5 |
| 2007 | 298,974 | 203,120 | 95,854 | 28,014 | 13,835 | 14,179 | 8.6 | 6.4 | 12.9 |
| Rural Sector | | | | | | | | | |
| 1996 | 158,456 | 109,258 | 49,198 | 3,276 | 1,663 | 1,613 | 2.0 | 1.5 | 3.2 |
| 2007 | 150,491 | 105,542 | 44,949 | 10,550 | 5,206 | 5,344 | 6.6 | 4.7 | 10.6 |
| Urban Sector | | | | | | | | | |
| 1996 | 128,190 | 85,092 | 43,098 | 7,848 | 4,039 | 3,809 | 5.8 | 4.5 | 8.1 |
| 2007 | 148,483 | 97,578 | 50,905 | 17,464 | 8,629 | 8,835 | 10.5 | 8.1 | 14.8 |

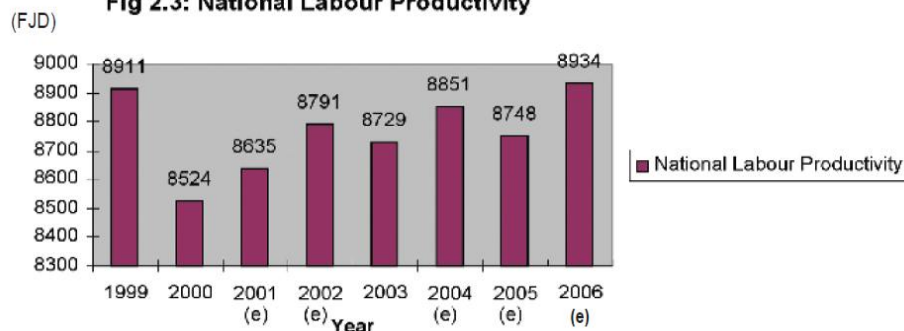
2007 Census of Population and Housing

LABOUR PRODUCTIVITY DATA

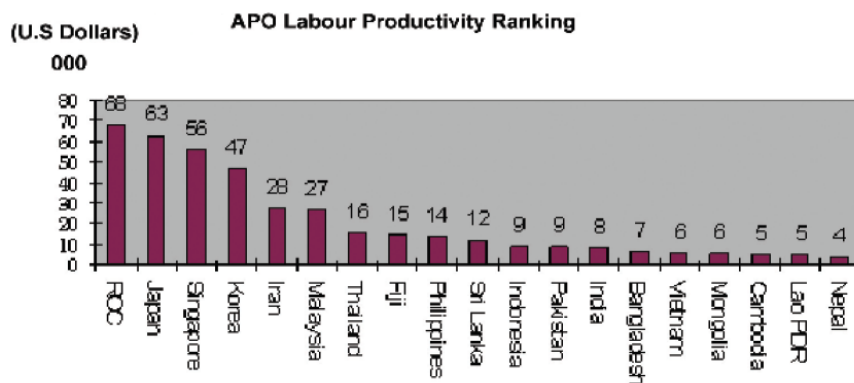


Source: Fiji Labour Productivity Report 1999 - 2006

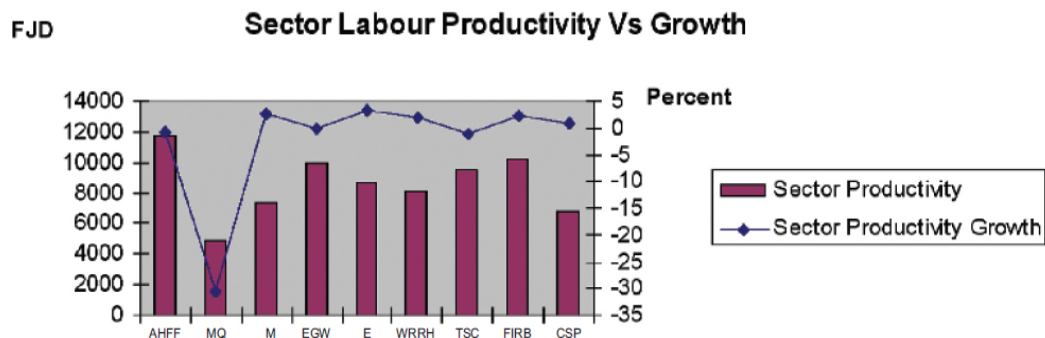
Fig 2.3: National Labour Productivity



Source: Fiji Labour Productivity Report 1999 - 2006



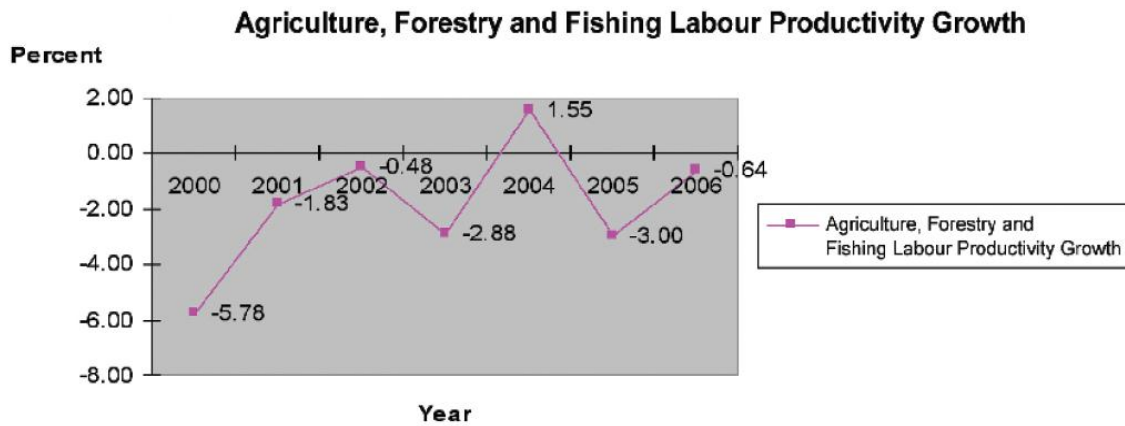
Source: Fiji Labour Productivity Report 1999 - 2006



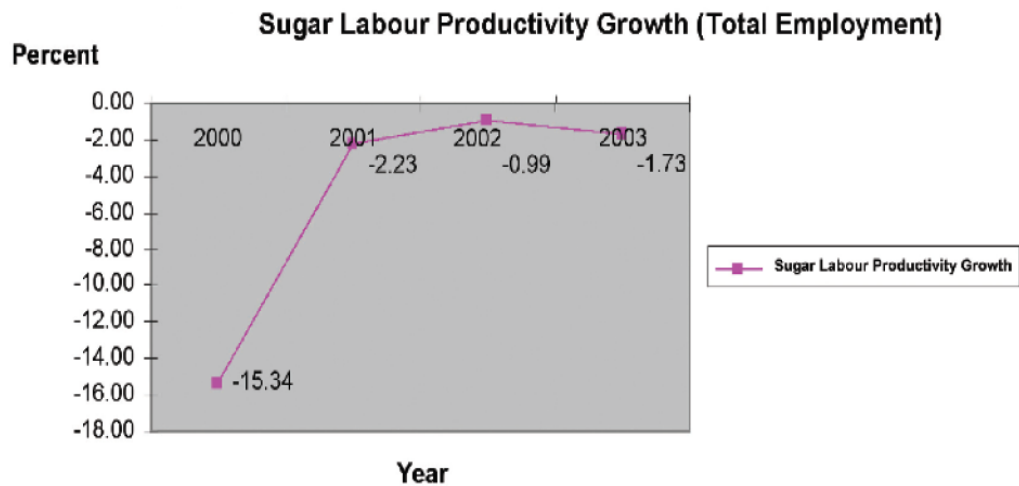
Source: Fiji Labour Productivity Report 1999 - 2006

ECONOMIC SECTOR LABOUR PRODUCTIVITY

Agriculture, Forestry, Fishing and Subsistence Sector

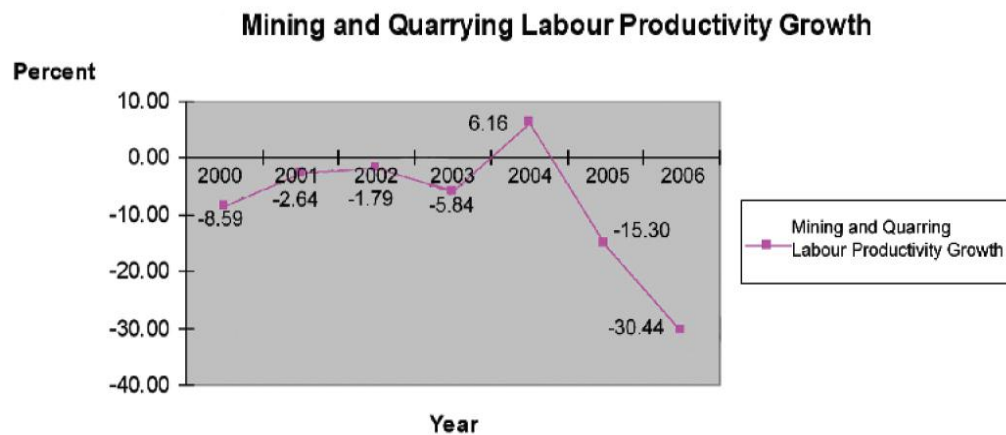


Source: Fiji Labour Productivity Report 1999 - 2006



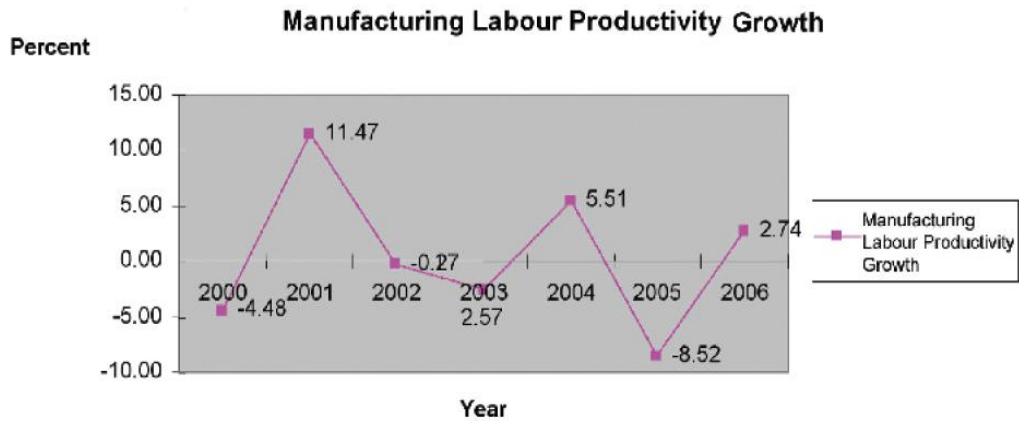
Source: Fiji Labour Productivity Report 1999 - 2006

Mining and Quarrying Sector



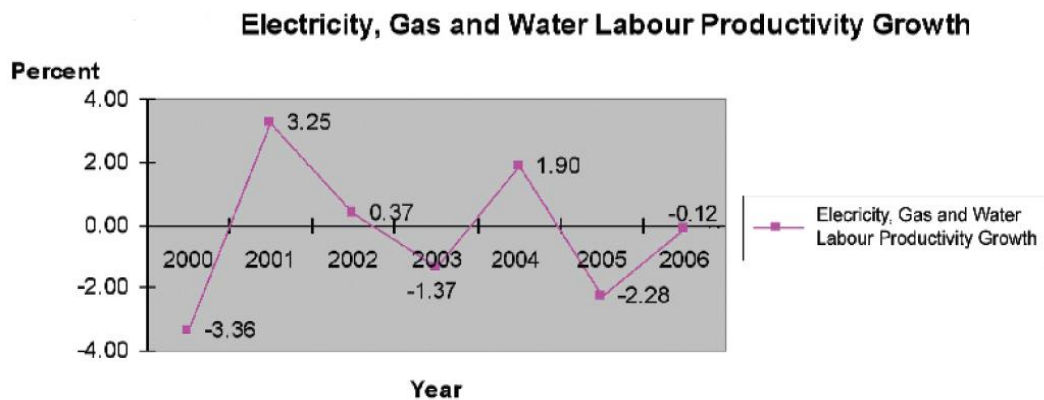
Source: Fiji Labour Productivity Report 1999 - 2006

Manufacturing Sector



Source: Fiji Labour Productivity Report 1999 - 2006

Electricity, Gas and Water Sector



Source: Fiji Labour Productivity Report 1999 - 2006

BUSINESS SECTOR LABOUR PRODUCTIVITY

Wholesale and Retail Trade and Hotel and Restaurant Sector

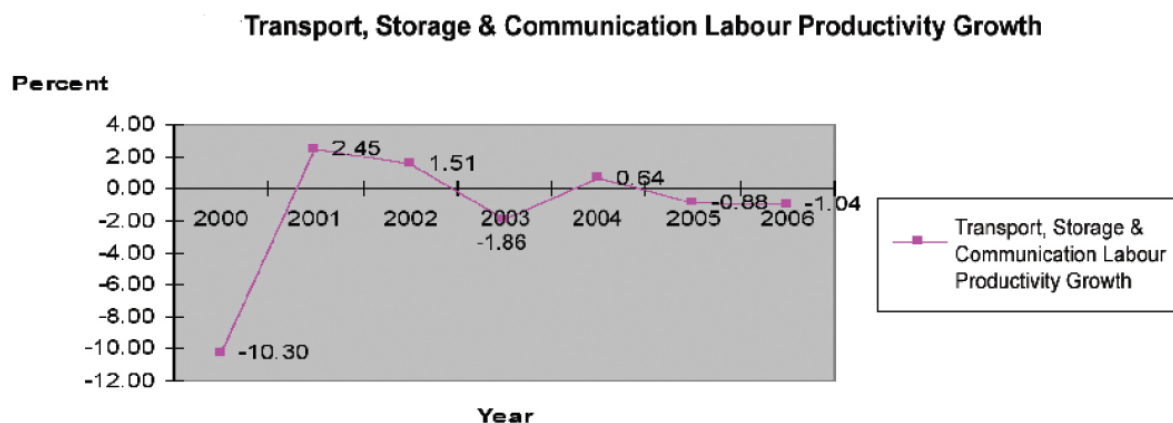


Source: Fiji Labour Productivity Report 1999 - 2006



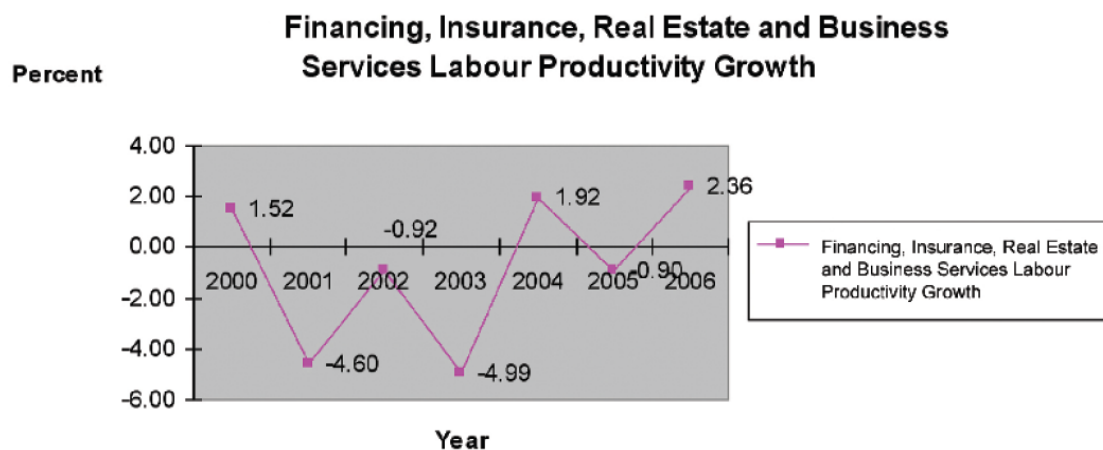
Source: Fiji Labour Productivity Report 1999 - 2006

Transport and Communications Sector



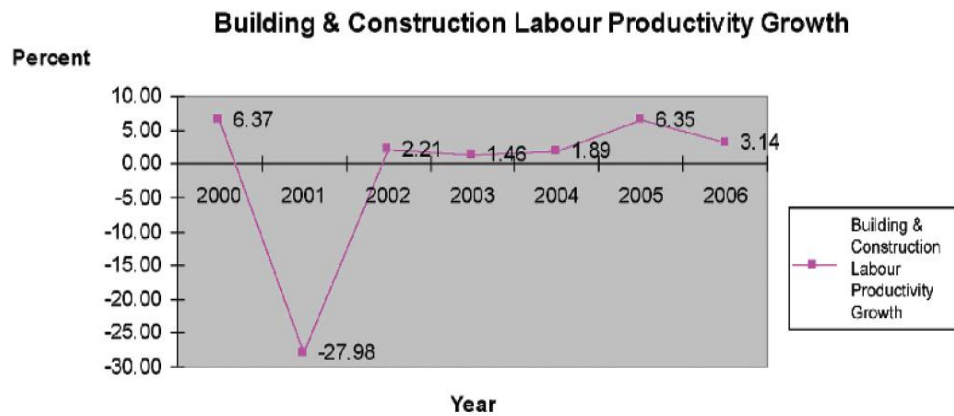
Source: Fiji Labour Productivity Report 1999 - 2006

Finance, Insurance, Real Estate and Business Services Sector



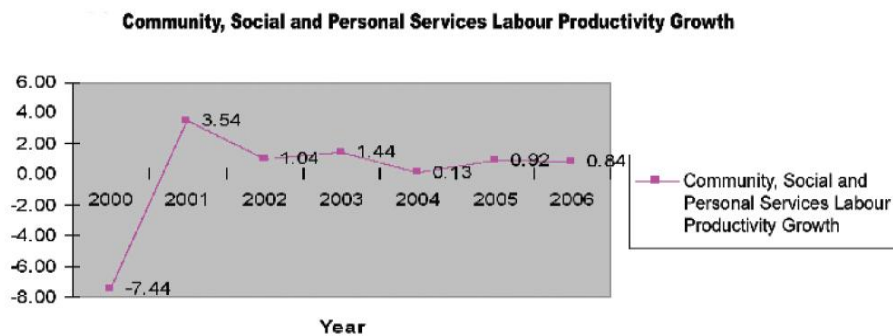
Source: Fiji Labour Productivity Report 1999 - 2006

Building and Construction Sector



Source: Fiji Labour Productivity Report 1999 - 2006

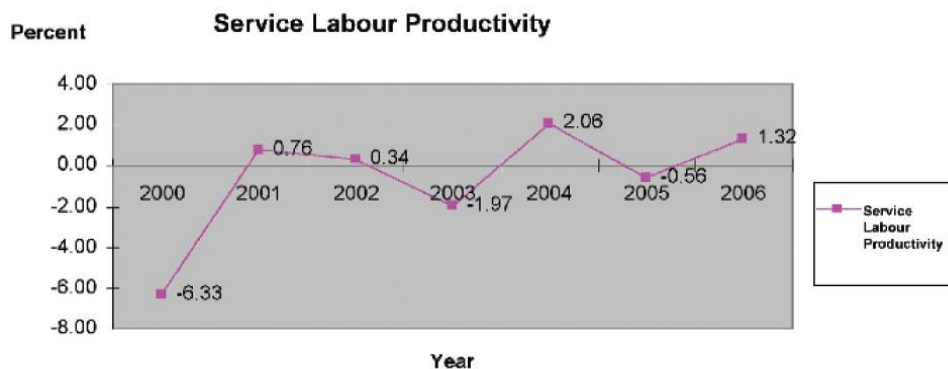
Community, Social and Personal Services Sector



Source: Fiji Labour Productivity Report 1999 - 2006

SERVICE SECTOR LABOUR PRODUCTIVITY

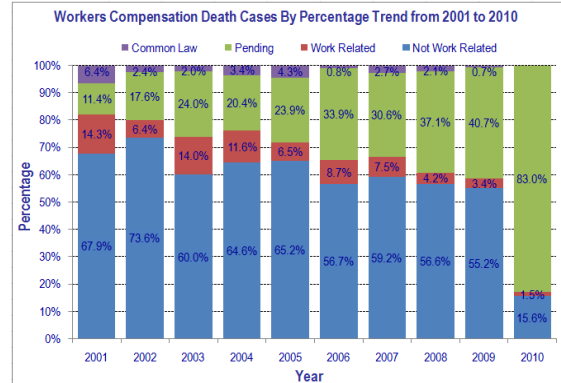
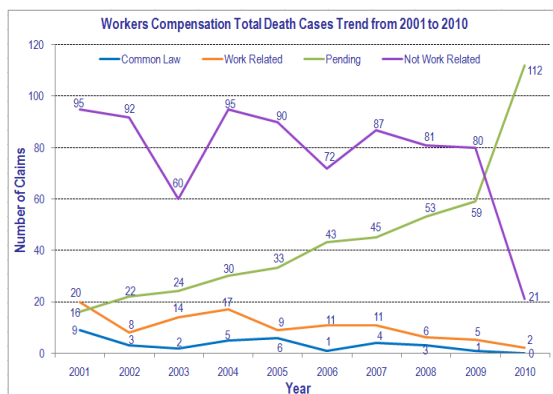
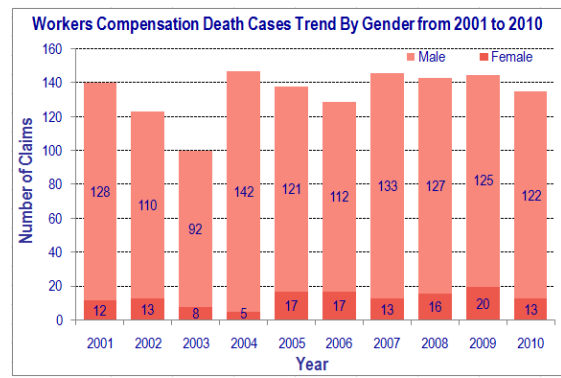
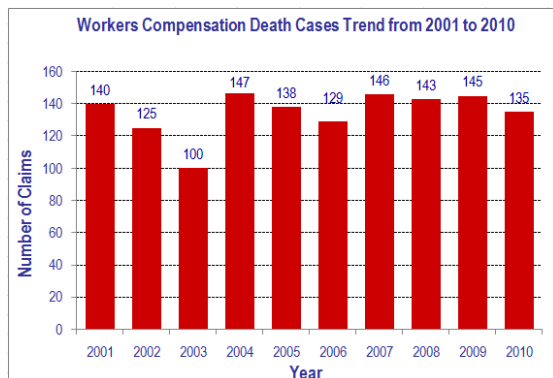
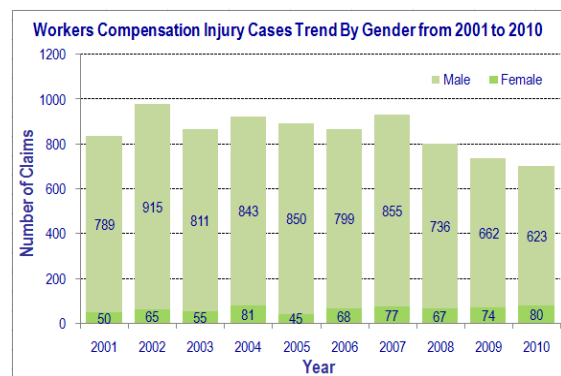
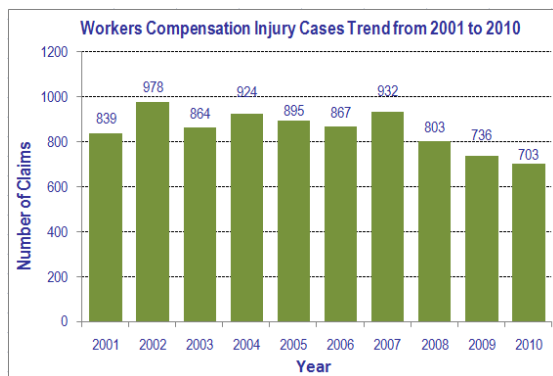
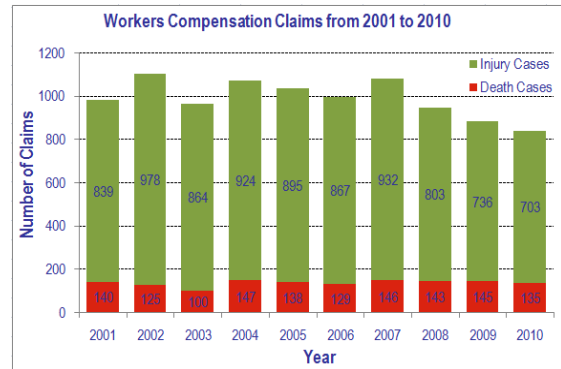
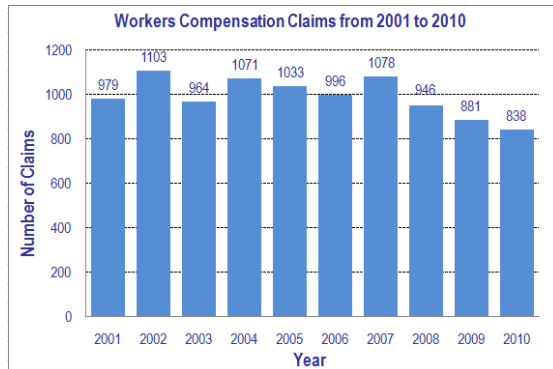
Service Sector

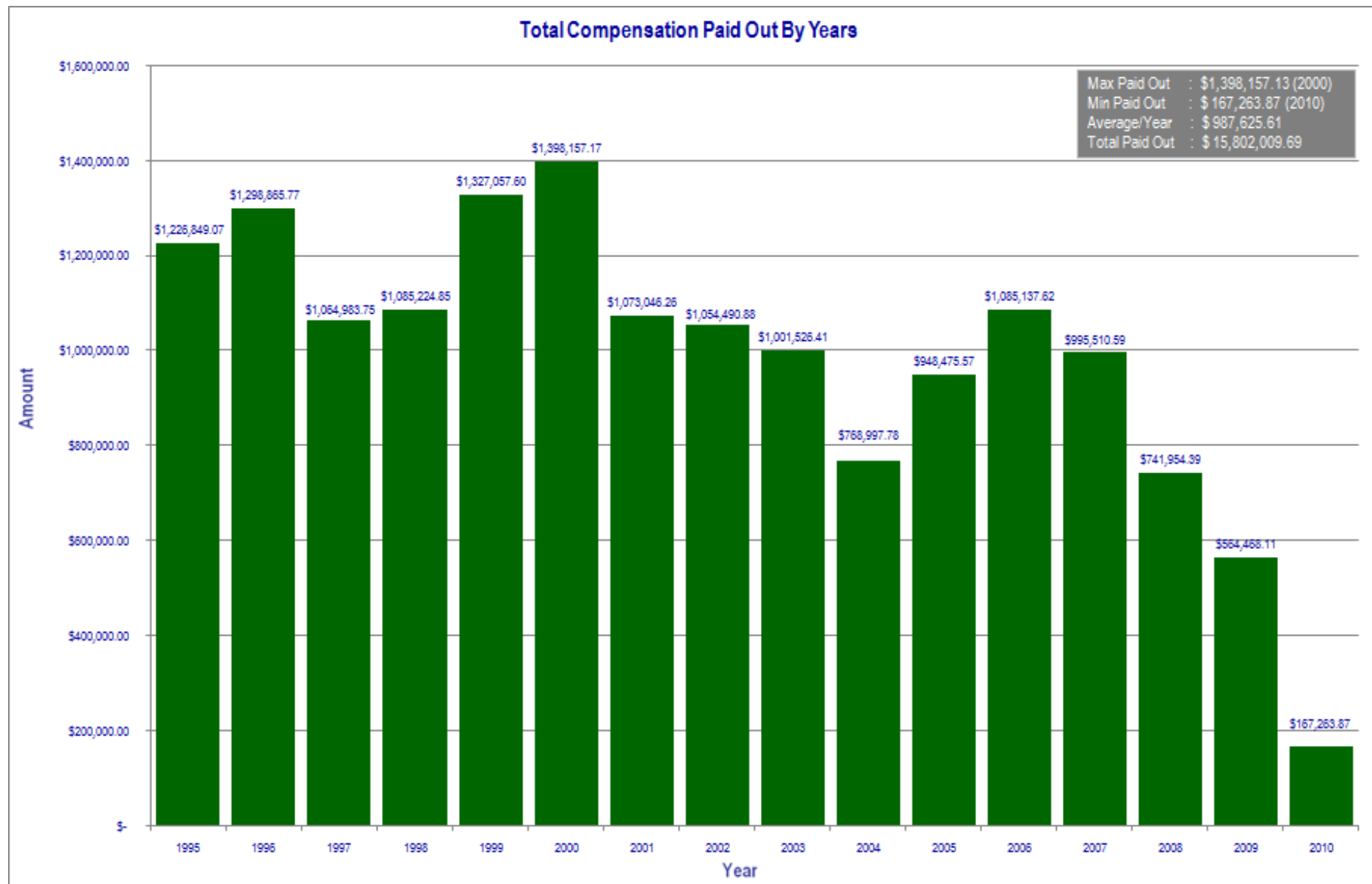


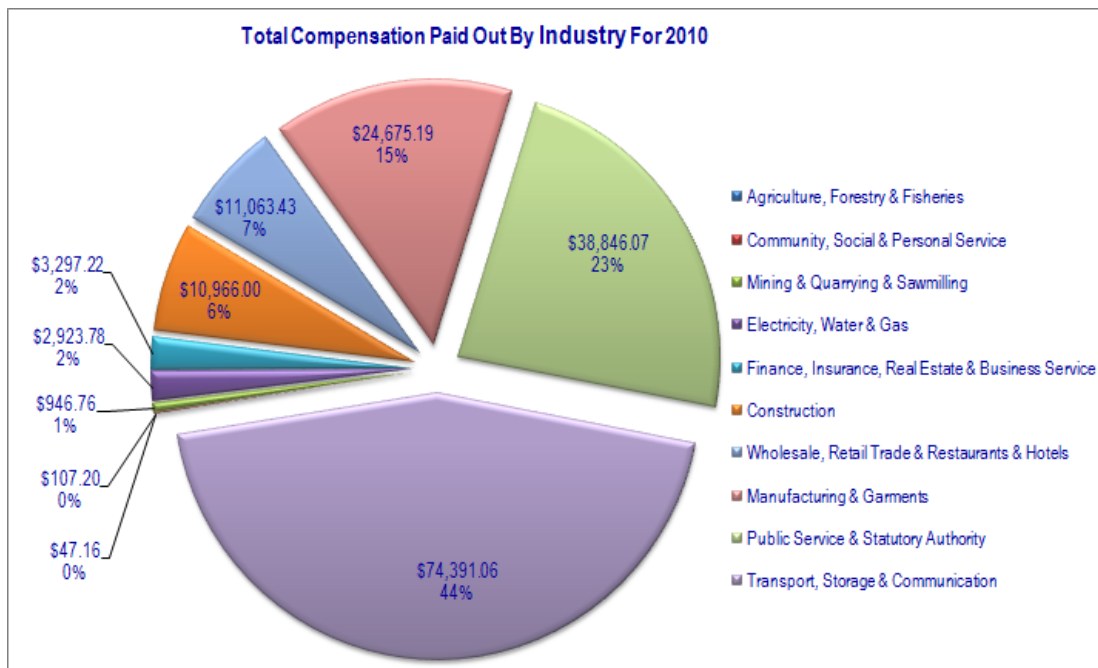
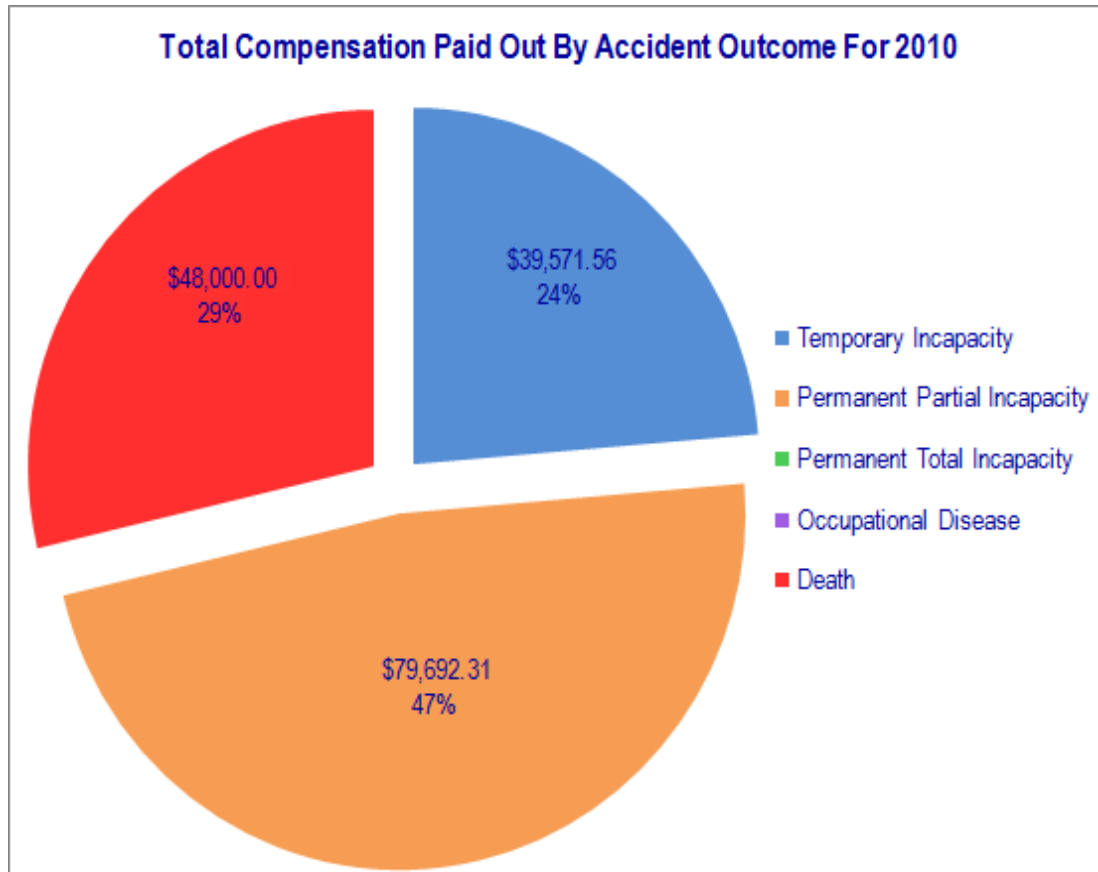
Source: Fiji Labour Productivity Report 1999 - 2006

WORKERS COMPENSATION STATISTICS

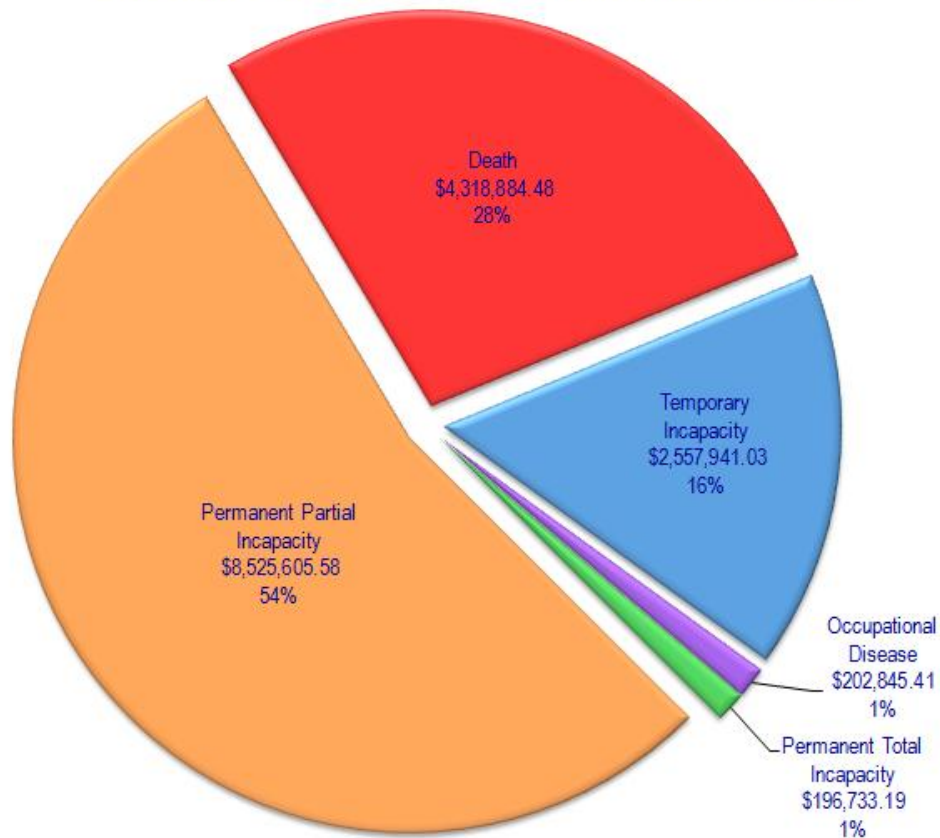
2001 to 2010 Trends



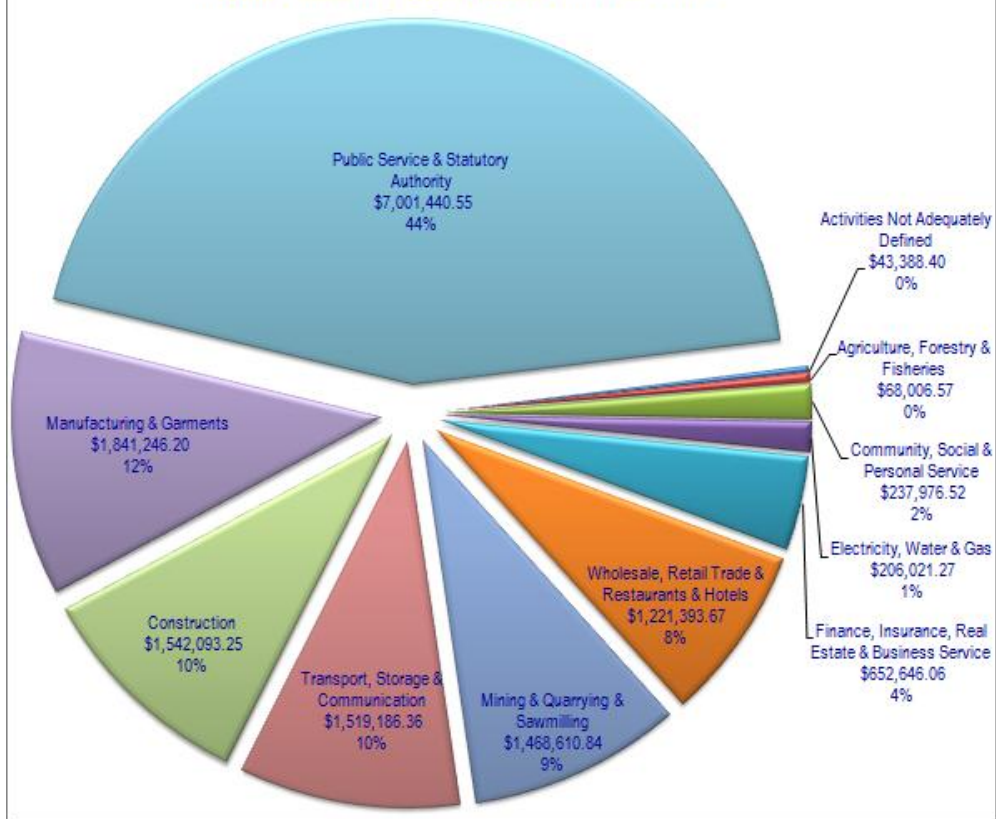


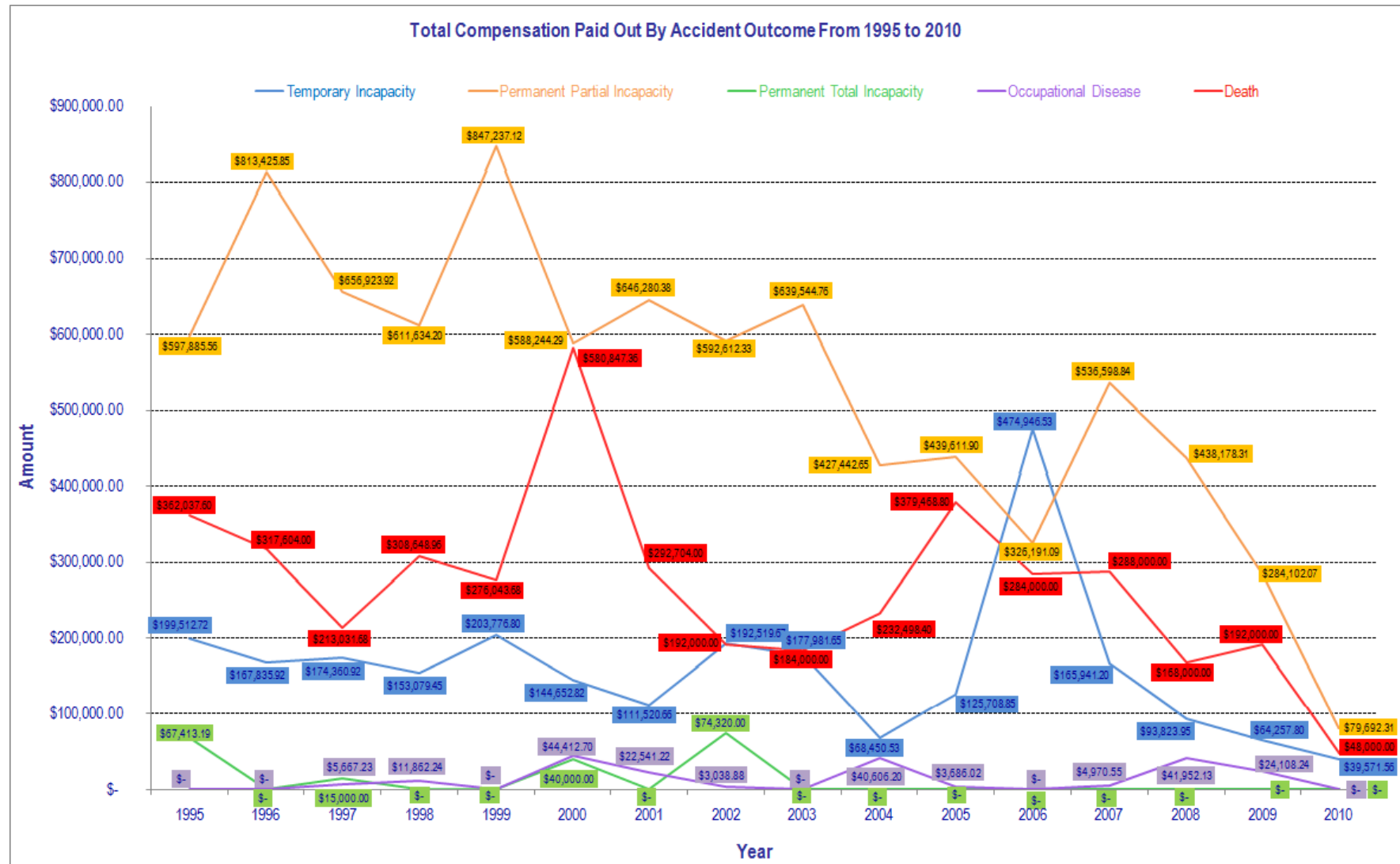


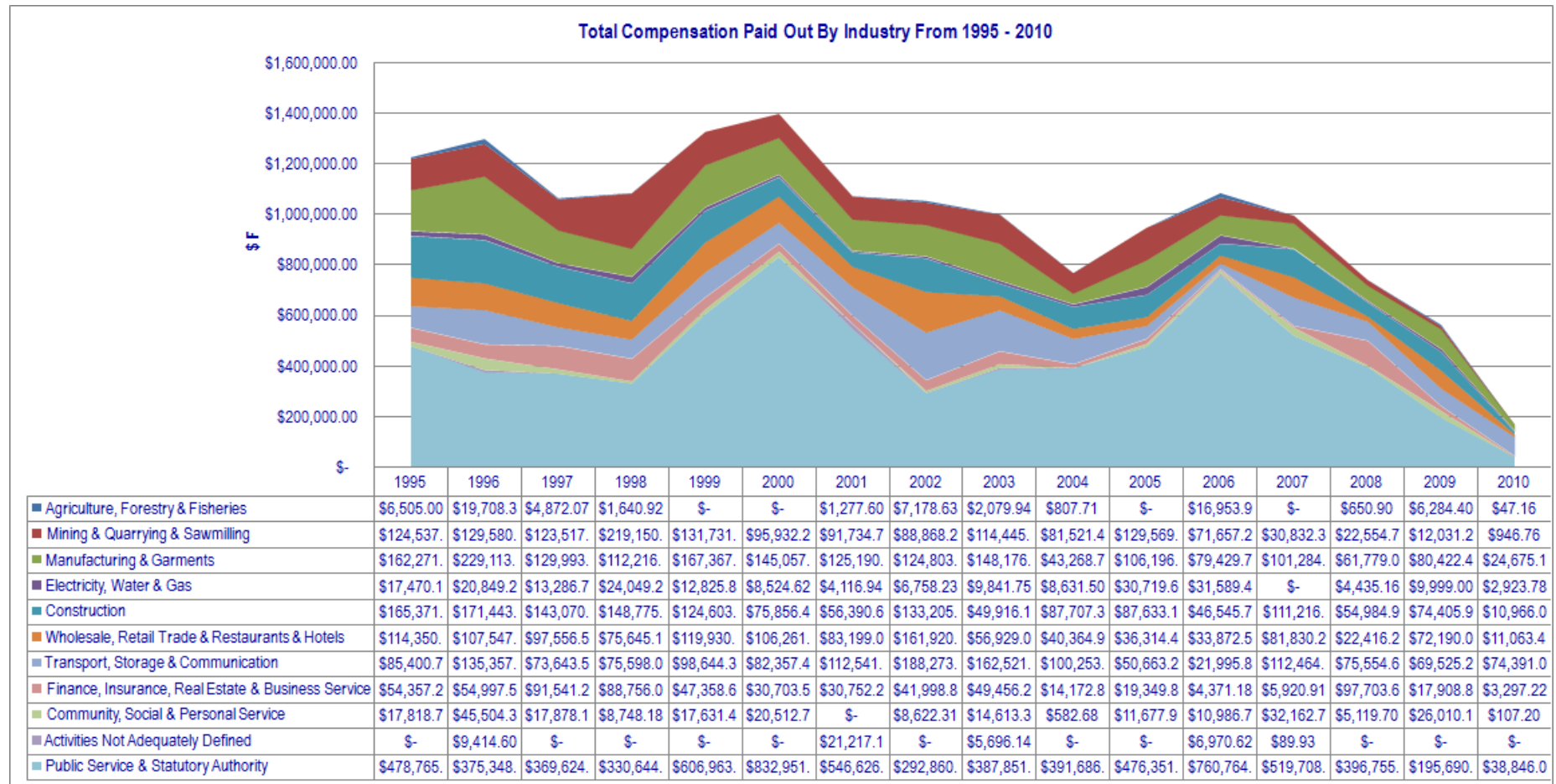
Total Compensation Paid Out By Accident Outcome From 1995 - 2010



Total Compensation Paid Out By Industry From 1995 - 2010







PART FOUR

REPORTS OF MINISTRY BOARDS



NOHSAB ANNUAL REPORT 2010**1.0 INTRODUCTION**

- 1.1 The purpose of this paper is to provide the National Occupational Health and Safety Board (NOHSAB) with the information on its activities for the year 2010.

2.0 BACKGROUND

- 2.1 The National Occupational Health and Safety Advisory Board (NOHSAB) is established under the provision of *Health and Safety at Work Act 1996*. The membership is tripartite consisting of members drawn from the employers, workers and government.
- 2.2 The members are appointed by the Minister responsible for Occupational Health and Safety.

3.0 FUNCTION OF THE NOHSAB

- 3.1 The function of the Board are:
- (i) To advise the Minister on matters relating to occupational health and safety;
 - (ii) To inquire into and report to the Minister on matters referred to it by the Minister;
 - (iii) In liaison with the Inspectorate, to facilitate the development of national health and safety regulations, standards and approval of codes of practice for the Minister's consideration; and
 - (iv) Such other functions as are imposed on it by or under the Health and Safety at Work Act 1996 or any other Act.
- 3.2 The Board has powers necessary to carry out its functions or as are conferred on it by this or any other Act.
- 3.3 The Board has powers necessary to invite one more person(s) it considers appropriate to act in an advisory capacity to advise the Board on matters relating to health and safety at work on key policy areas.

4.0 MEMBERSHIP OF NOHSAB

- 4.1 The membership is basically tripartite and the Minister shall invite the most representative employers and workers organization to submit names recommended to be appointed as members.
- 4.2 The Permanent Secretary for Labour, Industrial Relations and Employment or his Deputy is also a member of the Board and shall be its Chairperson under the provision of the Act.
- 4.3 The current Board membership was for two years effective from 1st January, 2010 and expiring on 31st December, 2011. They are as follow:

| | |
|---|--|
| <u>Workers Representative</u> 1. Mr. John Mudaliar 2. Mr. Damodaran Nair 3. Mrs. Basundra Kumar 4. Mr. Jotika Sharma 5. Mr. Vilikesa Naulumatua | <u>Employers Representative</u> 6. Mr. Inoke Bokini 7. Mr. Asaeli Tokalau 8. Ms. Olive Whippy 9. Mr. Stephen Chand 10. Mr. Josese Daveta |
| <u>Government Representative</u> 11. PS for Public Service Commission 12. PS for Public Enterprises, Tourism & Communication. 13. PS for Local Govt, Urban Development & Environment, 14. PS for Transport, Works & Energy | <u>Chairperson</u> Permanent Secretary for Labour, Industrial Relations & Employment <u>Deputy Chairperson</u> 1. Employer Member 2. Worker Member |

- 4.4 Amongst the members stated above, Mr. Daveta is now working and residing in Papua New Guinea and has been represented by Mr Peni Puamau, and Mr. Bokini is now working in the West towards the end of 2010. While Mr Chand's attendance will have to be discussed with FEF.
- 4.5 Mrs. Basundra Nair only attended one meeting of the four Board meetings that were held for the year 2010.

5.0 MEETINGS

- 5.1 The NOHSAB met four times in the year 2010. The 1st meeting was held on the 14th of May, 2010, the 2nd on the 24th of June, 2010, the 3rd on the 11th of August, 2010 and the last meeting of the year was held on the 01st of December, 2010. All these meetings were held at the Holiday Inn in Suva.
- 5.2 A total of eleven (11) papers were presented to the NOHSAB in the 1st meeting of the year, however discussion for majority of the papers continued till the last Board Meeting of the year. Towards the end of 2010 there were a total of 38 Papers submitted to the Board.
- 5.3 A total of 4 new papers were presented to the Board for the year 2010, namely the NEC – NEWSTART Life Skills Training, Media Marketing Consultants, the Occupational Medicine Specialist and the report on the Work Cover Impairment Workshop which are all funded from the NOHSAB. Note that the funding of the Media Marketing Consultants has been deferred to 2011.

6.0 OHS POLICIES

- 6.1 There was four scheduled meetings were conducted with satisfactory outcome on 01st December 2010.
Key OHS policies that were resolved for 2010 were:
1. The recruitment of 11 (eleven) Volunteers to the National OHS Service. The recruitment of these volunteers was specifically to assist in the clearance of the Workmen's Compensation Backlog Cases a per PM's directive.
 2. The recruitment and appointment of the eight (8) OHS Project Technical Officers. These officers were specifically recruited to assist the relevant Units of the NOHSS in meeting the demand for the services that they provide under the *Health and Safety at Work Act 1996*. The NOHSAB also approved the release of the sum of Three Hundred and Eighty Two Thousand, Nine Hundred and Sixty Two Dollars and Eighty Cents (\$ 382,962.80) only for the purpose of salaries and other relevant costs for the eight Project Officers and the 11 Volunteers.
 3. The report of the deliberations of the 99th Session of the International Labour Organization Conference in Geneva was to globally report on Child Labour under the follow-up to the ILO Declaration on Fundamental Principles and Rights at Work. This year the Global Report focused on ***the effective abolition of child labour***, both in member States that have, as well as those that have not yet, ratified the relevant fundamental ILO Conventions, that is, the Minimum Age Convention, 1973 (No. 138), and the Worst Forms of Child Labour Convention, 1999 (No. 182). The NOHSAB approved the release of one hundred and one thousand seven hundred thirty four dollars fifty six cents (**\$101,734.56**) from the OHS Trust Fund to fund the relevant expenses for the tripartite delegation to the Geneva Conference.
 4. The funding of a tripartite delegation to attend a two (2) weeks ILO training course on *HIV/AIDS and the World of Work* at the ILO Training Centre in Turin, Italy for the period 13 - 24 September 2010. The endorsement by the workers representative on the way forward for the tripartite national programs for HIV/AIDS in workplaces: prevention and social protection perspectives. Approval was given for the release of forty eight thousand ninety dollars and twenty seven cents (**F\$48,090.27**) to cover the official expenses for the tripartite delegation.
 5. The endorsement of priority based training of 25 personnel's from the national OHS and Workers Compensation Staff, employer and worker representatives on Certificate IV in OHS from University of Ballarat. The NOHSAB approved the release of one hundred and twenty three thousand eight hundred forty eight dollars six cents (**F \$ 123, 848.06**) from the OHS Trust Fund.
 6. The funding of Dr. Rauni Tikoinayau's trip to University of Sydney, to attend the Impairment Assessment Training conducted by Work Cover Authority from 24th – 25th July, 2010.
 7. The updated information of the 2010 NOHSAB Annual Report.

7.0 RECOMMENDATION

- 7.1 The National OHS Advisory Board is invited to note its activities for the year 2010.

ANNEX 1

SUMMARY OF NOHSAB PAPERS 2010

| Discussion Paper | Decisions |
|--|--|
| 1. Media Marketing Budget For OHS And Productivity Promotion For July 2010 To June 2011 | The Board noted the comments of the Sub – Committee and agreed that the Media Marketing Project be differed to 2011 because only one company had tendered an expression of interest. |
| 2. Recruitment Of Occupational Medicine Specialist | The Board approved the sum of \$ 77, 884. 92 in principle and referred the matter to the Advisory Sub – Committee. |
| 3. NEC – New Start Life Skills Training Funding | The Board endorsed to fund the Life Skills Training component of the National Employment Centre with the sum of \$102, 000.00 from the OHS Trust Fund. |
| 4. Up-Skilling Of OHS Inspectorates And Stakeholders In The Construction Industry | The Board endorsed that there would be a 20:5 ratio, whereby 20 participants for the Wire Rope Testing would be from the Ministry and 5 would be from the other relevant stakeholders. |
| 5. OHS Training Statistics – The Way Forward (Strategies To Target Untrained Workplaces On OHS) | The HR Sub – Committee met and decided that a full Board paper to be tabled in the 1 st meeting of 2011. |
| 6. Examination Results For OHS Accredited Trainers Under New Accredited Training Criteria | The Board endorsed that the candidates be given a 2 nd chance to re – sit the examination but no 3 rd chance to be given, and also for counseling to be done to all the applicants re – sitting the examination according to their weaknesses. |
| 7. Priority Training for the NOHSWC Service and List of Priority Commitments to Be Paid From the OHS Fund in 2010. | The Board endorsed the total estimated sum of \$1,189,909.83 to be paid from the OHS Trust Fund, and also requested for finer details to be presented in the 1 st meeting of 2011. |
| 8. Update On The Status Of The Draft Health And Safety At Work (Construction) Regulations | Full paper to be presented in the next Board meeting. |
| 9. Update On The Status Of The Draft Health And Safety At Work (Plant) Regulations | The Board endorsed for a wider consultation process to take place before a full paper is re - tabled in the next Board Meeting. |
| 9. Board Annual Report | The Board adopted and noted its activities for the year 2009. |
| 10. Update On The List Of Hazardous Work Places Or Employment Prohibited For Children To Work In | NOHSAB endorsed the recommendation for the list to be forwarded to SG's office for legal vetting before the Minister's endorsement for gazetting. |
| 11. Proposed Insurance Cover For National Occupational Health & Safety Advisory Board Members. | The recommendation to approve the Workmen's Compensation Act, Cap 94 which takes into account the special benefits for members and dependents in cases of injuries or fatalities was adopted by the Board. |
| 12. 2010 Tripartite ILO Training – HIV/Aids And The World Of Work, Turin, Italy | The Board approved the tripartite delegation for Turin, Italy and the release of the sum of \$ 48, 090.27 to cover the official expenses. |
| 13. Funding for Delegates to the Convocation of the 99 th Session of the International Labour Conference, Geneva. | Board approved the release of the sum of \$ 101, 734.56 for the tripartite delegation to the ILO Conference in Geneva to cover the official expenses. |
| 14. Workers Compensation Taskforce Report | The NOHSAB noted the paper and greatly acknowledged the work carried out in the delivery of social justice for the injured and deceased workers of this country. |

NECB ANNUAL REPORT 2010 ***1.0 INTRODUCTION**

- 1.1 The National Employment Centre Board (NECB) is established under Section 16 and Part 4 of the National Employment Centre Act 2009. The NECB members are appointed by the Minister responsible for employment relations.
- 1.2 The current NECB members were appointed on 1st January 2010 for a period of two (2) years, and their memberships will expire on 1st January 2012.

2.0 FUNCTIONS OF NECB

The functions of the Board are: -

- a) To establish the overarching National Employment Centre's strategic plan, corporate plan, vision, mission and values, targets, strategies, rationalizing and integrating the strategic plans and corporate plans of the Formal Employment Service, the Self-Employment Service, the Fiji Volunteer Service and the Foreign Employment Service;
- b) To ensure the achievements of the Centre's overarching strategic plan and corporate plan targets every year, compatible with national employment needs and Government's commitments to the Peoples Charter for Change, Peace and Progress;
- c) To ensure an efficient and effective National Employment Centre established under the Ministry by this Decree;
- d) To ensure an efficient and effective National Employment Centre Secretariat established under this Decree;
- e) To ensure the efficient and effective consolidation of all existing employment creation services within or under the jurisdictions of Government ministries and departments under the National Employment Centre Secretariat umbrella, operating under the Ministry's jurisdiction;
- f) To ensure the efficient and effective operations of all the Employment Creation Services established under this Decree;
- g) To ensure the efficient and effective implementation of employment creation policies of Government through the various Employment Creation Services by way of effective facilitation, coordination and monitoring roles;
- h) To ensure efficient and effective strategic partnerships with vocational training and other training institutions, including the disciplined forces to realise quality competency-based skills training for all attaches, volunteers and unemployed persons;
- i) To ensure an efficient and effective national registration system for all the unemployed throughout the Fiji Islands;
- j) To ensure the provision of quality and professional counselling services to all unemployed persons;
- k) To ensure the establishment and sustainability of the Fiji Volunteer Service and the Foreign Employment Service through the National Employment Centre Secretariat;
- l) To search and find innovative ways or secure partnerships to significantly create and boost employment opportunities for the unemployed, such as the adoption of progressive information and communication technologies in training and development;
- m) To boost entrepreneurship skills training and the creation of small businesses locally through the provision of seed funding and technical support services;
- n) To effectively promote, facilitate and boost local and overseas employment opportunities through progressive media marketing and other effective strategies;
- o) To effectively promote, facilitate and boost participation in the Fiji Volunteer Service for services locally, regionally and internationally;
- p) To effectively promote and facilitate quality skills training and re-training or up-skilling of unemployed persons and workers;
- q) To ensure the timely collation and analysis of labour market 'supply and demand' information and data relating to employment and unemployment to facilitate the effective delivery of the National Employment Centre and Employment Creation Services' core businesses;
- r) To provide and maintain an efficient and current national human resources database system on employment and unemployment to ensure quality policy advice to the Minister and also to facilitate the Government's human resources planning, including the allocation of scholarships;
- s) To periodically advise the Minister on the performances of all the Employment Creation Services in terms of employment creation growth;

- t) To assume and rationalize the employment creation responsibilities of existing boards or bodies established by any of the Employment Creation Services operating within the jurisdiction of any Government ministry or department for the purposes of organization reform under this Decree;
- u) To decide on the allocation and distribution of human resources, operating and capital budgets and assets amongst the Employment Creation Services and the National Employment Centre Secretariat in accordance with the Government policy to establish the National Employment Centre and associated restructuring reform;
- v) To decide, in consultation with the Minister on the employment creation core businesses of the Employment Creation Services during the establishment or designation of the Formal Employment Service, the Self-Employment Service, the Fiji Volunteer Service or the Foreign Employment Service;
- w) To decide, based on the determination of employment creation core businesses under subsection (1)(v), the rationalization of organization structures and positions in these Services, their numbers, grades, salary levels, contractual terms and conditions of employment and performance management systems to be adopted that are compatible with the market demands of the various employment and business markets to ensure that these Services are market-driven, cost efficient and cost-effective;
- x) To inquire into and report to the Minister on matters relating to employment creation referred to it by the Minister;
- y) To provide the Minister with bi-annual reports on the progress in implementing the employment creation policies of Government under this Decree; and
- z) To advise the Minister on any other employment creation matter as well as matters provided for by this Decree and any other written law;

3.0 MEMBERSHIP OF NECB

- 3.1 The NECB membership is tripartite, with members drawn from the employers, workers, Government and including non-governmental agencies. These are represented by the Fiji Employers Federation, Fiji Chamber of Commerce and Industry, Fiji Trades Union Congress, Fiji Islands Council of Trade Unions, Government Ministries and Non-Governmental Organizations.
- 3.2 The current Board membership was for two years effective from 1st January 2010 and expiring on 1st January 2012. These members are as follows:-

| | | | |
|------------|-----|--|---|
| GOVERNMENT | 1. | Permanent Secretary for Labor & Industrial Relations | Mr. Taito Waqa |
| | 2 | Permanent Secretary for Finance | |
| | 3 | Permanent Secretary National Planning | |
| | 4 | Permanent Secretary for Education | |
| | 5 | Permanent Secretary for Social Welfare | |
| | 6 | Permanent Secretary for Agriculture | |
| | 7 | Permanent Secretary for Industry and Trade | |
| | 8 | Permanent Secretary for Lands | |
| EMPLOYERS | 4. | Ms. Judy Yee Joy | |
| | 5. | Mr. Pawan Sharma | |
| WORKERS | 6. | Ms. Asena Naulivou | |
| | 7. | Ms. Teresa Ali | |
| | 8. | Youth Representatives | Mr. Timoci Kacanavesi/Ms Elizabeth Bucknell |
| | 9. | Vocational Training Institutions Reps | Mr. Jone Usamate/Mr. Tito Isala/Mr. Josua Mataika/Dr. Rohit Kishore. |
| | 10. | Civil Society Organisations | Mr. Hassan Khan/Mr. Leonard Benjamin Anthony. |
| | 11 | General Manager, Native Lands Trust Board. | Mr. Alipate Qetaki |
| | 12 | 4 Divisional Commissioners | Commissioner Northern/Commissioner Eastern/Commissioner Western/Commissioner Central Division |
| SECRETARY | 11. | ACEO NEC | Mr. Vilimone Baledrokadroka |

4.0 MEETINGS

- 4.1 Two (2) Board meeting transpired during the year which took place on 21st May 2010 and 09th July 2010 at the Holiday Inn Hotel, Suva. The meeting was for the initial establishment of the National Employment Center, the NEC Board and the 4 Services that will be operating in NEC under the National Employment Decree 2009.

5.0 DISCUSSIONS AT THE NECB

- 5.1 A total of twenty six (26) papers were tabled before the Board – nineteen (19) for discussions and seven (7) for information. The summaries of the papers are tabulated below:

| | | |
|-----|--|--|
| 1. | NECB Paper No. 1/10 Overview of the NEC Decree. (For Information) | The Board noted the paper. |
| 2. | NECB Paper No. 2/10 Functions of the NEC Board (For Information) | The Board noted the paper. |
| 3. | NECB Paper No. 3/10 NEC (Administration) Regulation (For discussion) | The Board agreed to defer making a decision on the issue. |
| 4. | NECB Paper No. 4/10. (FES) Regulation. (For discussion) | The Board agreed to defer making a decision on the issue |
| 5. | NECB Paper No. 5/10. (FVS) Regulation. (For discussion) | The Board agreed to defer making a decision on the issue |
| 6. | NECB Paper No. 6/10 (FES) Regulation. (For discussion) | The Board agreed to defer making a decision on the issue |
| 7. | NECB Paper No. 7/10 (SES) Regulation. (For discussion) | The Board agreed to defer making a decision on the issue |
| 8. | NECB Paper No. 8/10. NEC Code of Ethics.(For discussion) | The Board deferred making a decision on the issue. |
| 9. | NECB Paper No. 9/10 . NEC (Trust Fund) Regulation.(For discussion) | The Board agreed to defer making a decision on the issue |
| 10. | NECB Paper No. 10/10 .NEC Strategic Plan 2010.(For Information) | The Board noted the paper. |
| 11. | NECB Paper No. 11/10 NEC Organisation Structure.(For discussion) | The Board deferred making a decision on the issue. |
| 12. | NECB Paper No. 12/10 NEC Logo and Slogan.(For discussion) | The Board deferred making a decision on the issue. |
| 13. | NECB Paper No. 13/10 NEC Launching.(For discussion) | The Board unanimously agreed to 04/06/2010 as the launch date for NEC. |
| 14. | NECB Paper No. 14/10 NEC Implementation Update.(For Information) | The Board noted the paper. |
| 15. | NECB Paper No. 15/10 Foreign Employment in PNG.(For discussion) | The Board agreed to defer making a decision on the issue |
| 16. | NECB Paper No. 16/10 ISO 9001 QMS TPAF Presentation.(For Information) | The Board noted the paper. |
| 17. | NECB Paper No. 17/10 IHRDP Update.(For Information) | The Board noted the paper. |

| | | |
|-----|--|---|
| 18. | NECB Paper No. 18/10 NEC Implementation Update. <i>(For discussion)</i> | The Board agreed to defer making a decision on the issue |
| 19. | NECB Paper No. 19/10 Update on Foreign Employment opportunities in PNG. <i>(For discussion)</i> | The Board noted the paper. |
| 20. | NECB Paper No. 20/10 Update on customer registration. <i>(For discussion)</i> | The Secretariat was to provide detailed information on the registration form and database in the next Board meeting. |
| 21. | NECB Paper No. 21/10 Quantum for Work Attachment, Volunteer Attachment, Business Attachment and Training Allowances. <i>(For discussion)</i> | The Board decided that a flat rate of \$60 is paid across the board for all and there should be no discrimination between individual irrespective of the qualification they have. |
| 22. | NECB Paper No. 22/10 Seed Funding and criteria for SME Development under the SES. <i>(For discussion)</i> | The Board agreed to defer making a decision on the issue |
| 23. | NECB Paper No. 23/10 Cost Recovery Strategy for NEC. <i>(For discussion)</i> | The Board agreed on the 50% of repayment by the NEC clients upon successful absorption into paid employment. |
| 24. | NECB Paper No. 24/10 NEC Amended Logo and proposed slogan. <i>(For discussion)</i> | The Board agreed to defer making a decision on the issue |
| 25. | NECB Paper No. 25/10 Employment Agencies Update. <i>(For information)</i> | The Noted the paper. |
| 26. | NECB Paper No. 26/10 NEC Corporate Plan. <i>(For discussion)</i> | The Board agreed to defer making a decision on the issue |

REGISTRAR OF TRADE UNIONS AND INDUSTRIAL ASSOCIATIONS ACTIVITIES IN 2010

As of 31st Dec 2010 there were 73 registered trade unions and 134 registered industrial associations with the Ministry. Only one union applied for registration (Tuckers Staff Employees Union – MNF) and to be registered in 2011 as there were some amendments need to be done on their constitution.

There were 48 applications received for the registration of collective agreements and 11 amendments to the union constitutions. There were also 17 annual returns submitted by various unions which come to 23% of the total and 17 returns submitted by various industrial associations which is about 14.16% of the total registered Association.

The RTU also received 8 complaints against various unions; some of the investigations had been completed while some are still are currently in process. The complains were from :

- Public Employees Union-*part settled payment done.*
- USP Permanent Hourly Paid and Intermediate and Junior Staff Union- *new officials recognized by RTU*
- National Union of Public Works-*case settled worker not entitled.*
- Airports Fiji Limited Staff Association- *submitted reason why they were not to be deregistered*
- Pine Industry and General Workers Union-*new official recognized by RTU*
- Viti National Union of Taukei Workers-*new Secretary recognized.*
- Fiji Teachers Union- *Still pending*
- National Union of Hospitality Catering and Tourism Industries Employees - *case settled in regard to Sonaisali.*

There were 2 strike secret ballots held during year; 1 was invalid (USP Staff Union v USP) while 1 was accepted by the RTU and referred to the Mediation Unit for informal mediation (National Union of Hotel & Catering Trades Industries Employees vs. Sheraton).

The Registrar collected the sum of \$1000 as for the new registration of Trade Union and \$550 as for the amendments to the constitution.

| Registrar of Trade Unions / Registrar of Industrial Associations Report 2010 | | | | | | | | | | | | | |
|--|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Month | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Total |
| Collective Agreement | 10 | 5 | 10 | 2 | 6 | 4 | 4 | 2 | 4 | 1 | - | - | 48 |
| Amendment | - | 1 | | 1 | 4 | 2 | - | - | 3 | - | - | - | 11 |
| Annual Return | - | 2 | 1 | 1 | - | 4 | - | 3 | 6 | - | - | - | 17 |
| Registration | - | - | - | - | - | - | - | - | - | - | - | 1 | 1 |
| Investigation | - | - | - | - | - | 4 | - | - | 4 | - | - | - | 8 |
| Ballot | - | - | - | - | - | 1 | - | - | - | - | - | 1 | 2 |
| RIA Approved | - | 3 | 2 | - | 2 | 1 | 4 | - | 3 | - | - | - | 15 |
| Search | 15 | 20 | 20 | 1 | 15 | 19 | 17 | 14 | 9 | - | 7 | - | 137 |
| IA Registered | - | 1 | 2 | 1 | 1 | 1 | 1 | 1 | - | 2 | 2 | 2 | 14 |
| Amalgamation | - | - | - | 1 | - | - | - | - | - | - | - | - | 1 |


PART FIVE

RESOURCES



FINANCES


Financial Statements for the Year Ended 31 December 2010



REPUBLIC OF THE FIJI ISLANDS
OFFICE OF THE AUDITOR GENERAL

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MacArthur Street,
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ACCOUNTABILITY IN THE PUBLIC SERVICE SECTOR THROUGH QUALITY AUDIT SERVICES

INDEPENDENT AUDIT REPORT

To the Minister for Labour, Industrial Relations & Employment

Scope

I have audited the special purpose financial statements of the Ministry of Labour, Industrial Relations & Employment which have been prepared under the cash basis of accounting and notes thereon for the year ended 31 December 2010, as set out on pages 5 to 11. 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.

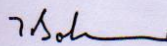
The Ministry of Labour, Industrial Relations & Employment is responsible for the preparation and presentation of the special purpose financial statements and the information contained therein. I have conducted an independent audit of these special purpose financial statements in order to express an opinion on them to the Minister.

My audit was conducted in accordance with the Fiji 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, the Audit Act and the Financial Management Act, so as to present a view which is consistent with my understanding of the financial performance of the Ministry of Labour, Industrial Relations & Employment for the year ended 31 December 2010.


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

Unqualified Audit Opinion

In my opinion, the financial statements present fairly, in accordance with the accounting policies stated in Note 2, the financial performance of the Ministry of Labour, Industrial Relations & Employment for the year ended 31 December 2010.



Tevita Bolanavanua
AUDITOR GENERAL



Suva, Fiji
3 June 2011

HUMAN RESOURCES

Staff Establishment

| | 2007 | 2008 | 2009 | 2010 |
|----------------------------------|------|------|------|------|
| Budgeted Established Posts | 167 | 145 | 125 | 133 |
| Budgeted Government Wage Earners | 12 | 12 | 12 | 14 |
| Project Post – OHS | 6 | 5 | 5 | 8 |
| Volunteers (NYSS/NEC) | - | - | 11 | 8 |
| Total | | | | 163 |

List Qualifications and Competencies

| Qualification Level | Number | Field of Study |
|---------------------|--------|--|
| Certificate | 47 | OHS, OHSMS Const, NDT, Trade, Auto Eng, Computing, Industrial Relations, ICDL, HRM, Apprentice, Electronics, Sec Stud, Clerk/Typist, Fitter/Machinist, Riggers, Ship, Fabric/Welding, Typist, |
| Diploma | 41 | OHM, OHS, Industrial Relations, Industrial Relations & Personal Mgmt, ILS, Accounting, Business (Accounting), Business (Management), Bus(Accounting), Bus(Admin), ECO, TERT, Engineering, Machine Engineering, Occupational Hazard Mgmt, Naval Architecture, Auto Eng, Plant Engineering, Const Std, Office Admin, Comp, Frontline Mgmt. |
| Degree | 12 | Engineering, Science, Accounting, Mechanical Engineering, Ship Machine Repair, Technology |
| Master | 5 | MBA, MSc, MA(Com) |

Source: Fiji Civil List 2009 *

Staff Movements in 2010

| Reason | Number |
|-------------|--------|
| Recruited | 14 |
| Resigned | 11 |
| Death | 1 |
| Retire | 1 |
| Re Employed | 5 |

List of Training of Staff

A. PSC Local Courses

The following members of the Ministry staff attended trainings provided at the Centre for Training and Development (CTD) in Nasese by the Public Service Commission in 2010.

| No. | Name | Post | Name of Training | From | To |
|-----|---------------------|-----------|--|----------|----------|
| 1 | Riteshni Lata | CO | Public Sector Reform | 08/04/10 | 09/04/10 |
| 2 | Manasa Raicebe | LI | Public Sector Reform | 08/04/10 | 09/04/10 |
| 3 | Anirudh Singh | Mediator | Managing People Through Changed Attitude & Behaviour | 28/04/10 | 29/04/10 |
| 4 | Isimeli Tuivaga | DOHS | Advocacy & Prosecution Skills | 12/05/10 | 13/05/10 |
| 5 | Shailendra Nair | SLO | Advocacy & Prosecution Skills | 12/05/10 | 13/05/10 |
| 6 | Shane Pickering | SLO | Advocacy & Prosecution Skills | 12/05/10 | 13/05/10 |
| 7 | Michelle Solvalu | LO | Advocacy & Prosecution Skills | 12/05/10 | 13/05/10 |
| 8 | Joeli Pulu | LO | Advocacy & Prosecution Skills | 12/05/10 | 13/05/10 |
| 9 | Shabana Khan | LO | Advocacy & Prosecution Skills | 12/05/10 | 13/05/10 |
| 10 | Ateca Vakatora | ALO | Advocacy & Prosecution Skills | 12/05/10 | 13/05/10 |
| 11 | Manasa Raicebe | ALO | Advocacy & Prosecution Skills | 12/05/10 | 13/05/10 |
| 12 | Rohit Prasad | TOHG | Advocacy & Prosecution Skills | 12/05/10 | 13/05/10 |
| 13 | Osea Tuinivanua | TOHG | Advocacy & Prosecution Skills | 12/05/10 | 13/05/10 |
| 14 | Sashi Karan | ALO | Advocacy & Prosecution Skills | 12/05/10 | 13/05/10 |
| 15 | Litia Kurisau | Messenger | Induction Government Proc | 06/07/10 | 06/07/10 |
| 16 | Malakai Baleitagica | Volunteer | Induction Government Proc | 06/07/10 | 06/07/10 |
| 17 | Maneen Corrie | LI | Project Planning & Management | 06/10/10 | 06/10/10 |

MINISTRY OF LABOUR, INDUSTRIAL RELATIONS AND EMPLOYMENT

| No. | Name | Post | Name of Training | From | To |
|-----|-------------------|----------------|-----------------------------------|----------|----------|
| 18 | Jurie Atalifo | Typist | Project Planning & Management | 06/10/10 | 06/10/10 |
| 19 | Maca Salauca | TR Typist | Productivity & Quality Management | 24/06/10 | 25/06/10 |
| 20 | Arun Lal | TO | Govt Machinery & Procedures | 28/06/10 | 29/06/10 |
| 21 | Anil Karan | Technician | Govt Machinery & Procedures | 28/06/10 | 29/06/10 |
| 22 | Unaisi Kuruyawa | Typist | OHS | 29/06/10 | 30/06/10 |
| 23 | Maca Salauca | TR Typist | OHS | 29/06/10 | 30/06/10 |
| 24 | Arun Lal | TO | Modern Management | 05/07/10 | 06/07/10 |
| 25 | Waisea Matai | Clerk A | Induction To Wage Earners | 07/07/10 | 08/07/10 |
| 26 | Romeluse Duma | Messenger | Induction To Wage Earners | 07/07/10 | 08/07/10 |
| 27 | Inia Kubuabola | TR TO | Induction To Wage Earners | 07/07/10 | 08/07/10 |
| 28 | Maca Salauca | TR Typist | Induction To Wage Earners | 07/07/10 | 08/07/10 |
| 29 | Anasimeci Dreu | TRDO | Employee Relation | 06/07/10 | 07/07/10 |
| 30 | Kristina Crocker | TOHG | Government Machinery & Pro. | 15/07/10 | 16/07/10 |
| 31 | Inia Kubuabola | TR TO | Government Machinery & Pro. | 15/07/10 | 16/07/10 |
| 32 | Krishant Chand | PO | Government Machinery & Pro. | 15/07/10 | 16/07/10 |
| 33 | Mannen Corrie | LI | Employee Relation | 27/07/10 | 28/07/10 |
| 34 | Litia Turisau | Cleaner | OHS | 29/07/10 | 30/07/10 |
| 35 | Mannen Corrie | LI | OHS | 29/07/10 | 30/07/10 |
| 36 | Kristina Crocker | TOHG | Disciplinary, Ethics & Account | 16/08/10 | 17/08/10 |
| 37 | Krishant Chand | PO | Disciplinary, Ethics & Account | 16/08/10 | 17/08/10 |
| 38 | Mohammed Shiraz | TOHG | Disciplinary, Ethics & Account | 16/08/10 | 17/08/10 |
| 39 | Shailesni Prakash | TRCO | Public Sector Reform | 04/10/10 | 05/10/10 |
| 40 | Waisea Matai | Clerk A | Public Sector Reform | 04/10/10 | 05/10/10 |
| 41 | Angelene Reddy | TRLI | Public Sector Reform | 04/10/10 | 05/10/10 |
| 42 | Shalini Chand | CO | Public Sector Reform | 04/10/10 | 05/10/10 |
| 43 | Joshna Ben | PO | Public Sector Reform | 04/10/10 | 05/10/10 |
| 44 | Riteshni Lata | CO | Public Sector Reform | 04/10/10 | 05/10/10 |
| 45 | Archana Chand | AA | Public Sector Reform | 04/10/10 | 05/10/10 |
| 46 | Kelemete Qiodravu | TRLI | Public Sector Reform | 04/10/10 | 05/10/10 |
| 47 | Raijeli Bale | Tel. Operator | Front Office Management | 07/10/10 | 08/10/10 |
| 48 | Teaoia Makintebo | Tel. Operator | Front Office Management | 07/10/10 | 08/10/10 |
| 49 | Amelia Rokovada | Snr. Secretary | Front Office Management | 07/10/10 | 08/10/10 |
| 50 | Shazeeya Saheed | PO | Front Office Management | 07/10/10 | 08/10/10 |
| 51 | Nanise Vakamayau | Snr. Secretary | Front Office Management | 07/10/10 | 08/10/10 |
| 52 | Devina Lal | Typist | Front Office Management | 07/10/10 | 08/10/10 |
| 53 | Neelam Singh | AA | Front Office Management | 07/10/10 | 08/10/10 |
| 54 | Inia Kubuabola | TRTO | Disciplinary, Ethics & Account | 13/10/10 | 14/10/10 |
| 55 | Marica Vakamelei | TO | Disciplinary, Ethics & Account | 13/10/10 | 14/10/10 |
| 56 | Ropate Veremalua | AA | Policy Planning & Development | 18/10/10 | 19/10/10 |
| 57 | Ashiya Bibi | TR Typist | Exceptional Customer Service | 25/10/10 | 26/10/10 |
| 58 | Shailesni Prakash | TRCO | Exceptional Customer Service | 25/10/10 | 26/10/10 |
| 59 | Shyleen Prasad | Volunteer | Exceptional Customer Service | 25/10/10 | 26/10/10 |
| 60 | Karishma Sami | Volunteer | Exceptional Customer Service | 25/10/10 | 26/10/10 |
| 61 | Apaitia Mataiyatu | Driver | Exceptional Customer Service | 25/10/10 | 26/10/10 |
| 62 | Taito Waqa | PSLIRE | Public Sector Leadership | 22/11/10 | 24/11/10 |
| 63 | Taito Waqa | PSLIRE | Public Sector Leadership | 29/11/10 | 30/11/10 |

B. Non-PSC Local Courses

The following members of the Ministry staff attended other local trainings provided by APO, SMC and the Ministry in 2010.

| No. | Name | Post | Name of Training | Venue | From | To | Sponsor |
|-----|---------------------|---------|------------------|---------|------------|----|---------|
| 1 | Taito Waqa | PSLIRE | BSC e-Learning | on-line | Continuous | | APO |
| 2 | Osea Cawaru | DSOHSWC | BSC e-Learning | on-line | Continuous | | APO |
| 3 | Samuela Namosimalua | DS(HQ) | BSC e-Learning | on-line | Continuous | | APO |
| 4 | Sadrugu Ramagimagi | DLCS | BSC e-Learning | on-line | Continuous | | APO |
| 5 | Epeli Narisisa | STO | BSC e-Learning | on-line | Continuous | | APO |
| 6 | Joeli Pulu | LO | BSC e-Learning | on-line | Continuous | | APO |
| 7 | Rohit Prasad | A/STO | BSC e-Learning | on-line | Continuous | | APO |
| 8 | Louise Shackley | A/EO | BSC e-Learning | on-line | Continuous | | APO |

MINISTRY OF LABOUR, INDUSTRIAL RELATIONS AND EMPLOYMENT

| No. | Name | Post | Name of Training | Venue | From | To | Sponsor |
|-----|----------------------|--------------|----------------------------|---------|------------|----------|----------|
| 9 | Vani Varea | PTO | BSC e-Learning | on-line | Continuous | | APO |
| 10 | Shane Pickering | SLO | BSC e-Learning | on-line | Continuous | | APO |
| 11 | Iliesa Dave | LO | BSC e-Learning | on-line | Continuous | | APO |
| 12 | Helen Mua | CO | BSC e-Learning | on-line | Continuous | | APO |
| 13 | Lui Mario | STO | BSC e-Learning | on-line | Continuous | | APO |
| 14 | Malakai Raikoti | PLO | BSC e-Learning | on-line | Continuous | | APO |
| 15 | Sainimili Turagakula | A/EO | BSC e-Learning | on-line | Continuous | | APO |
| 16 | Ilaitia Rakuro | A/LO | BSC e-Learning | on-line | Continuous | | APO |
| 17 | Michelle Solvalu | LO | BSC e-Learning | on-line | Continuous | | APO |
| 18 | Tomasi Keni | LO | BSC e-Learning | on-line | Continuous | | APO |
| 19 | Viliame Cagilaba | STO | BSC e-Learning | on-line | Continuous | | APO |
| 20 | Mateo Daurewa | PTO | BSC e-Learning | on-line | Continuous | | APO |
| 21 | Amelia Rokovada | S/Secretary | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 22 | Joan Williame | Secretary | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 23 | Reapi Dakuitoga | Secretary | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 24 | Nanise Vakamayau | S/Secretary | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 25 | Devina Lal | Typist | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 26 | Una Kuruyawa | Typist | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 27 | Raijeli Bale | Receptionist | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 28 | Rinieta Bosoka | Typist | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 29 | Vineshni Dass | Typist | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 30 | Liku Namule | Typist | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 31 | Venina Navevula | Typist | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 32 | Jurie Atalifo | Typist | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 33 | Miriama Vocea | Typist | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 34 | Mereisi Rokomouto | Typist | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 35 | Monika Sadranu | Typist | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 36 | Neelam Nitika | A/Assistant | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 37 | Pretika Naicker | Typist | Professional Dev. For Sec. | TPAF | 19/01/10 | 20/01/10 | Ministry |
| 38 | Biu Waqaniburotu | LI | TOT Module 1 | TPAF | 15/02/10 | 19/02/10 | Ministry |
| 39 | Eferemo Ratucoko | LI | TOT Module 1 | TPAF | 15/02/10 | 19/02/10 | Ministry |
| 40 | Apenisa Naceba | LI | TOT Module 1 | TPAF | 15/02/10 | 19/02/10 | Ministry |
| 41 | Osea Tuinivanua | TOHG | TOT Module 1 | TPAF | 15/02/10 | 19/02/10 | Ministry |
| 42 | Lui Mario | STO | TOT Module 1 | TPAF | 15/02/10 | 19/02/10 | Ministry |
| 43 | Inia Qereqeretabua | TOHG | TOT Module 1 | TPAF | 15/02/10 | 19/02/10 | Ministry |
| 44 | Shailendra Nair | SLO | TOT Module 1 | TPAF | 15/02/10 | 19/02/10 | Ministry |
| 45 | Dalip Chand | LO | TOT Module 1 | TPAF | 15/02/10 | 19/02/10 | Ministry |
| 46 | Lemeki Cagialau | AO | TOT Module 1 | TPAF | 22/02/10 | 26/02/10 | Ministry |
| 47 | Rageeta Chand Devi | PO | TOT Module 1 | TPAF | 22/02/10 | 26/02/10 | Ministry |
| 48 | Iliesa Dave | LO | TOT Module 1 | TPAF | 22/02/10 | 26/02/10 | Ministry |
| 49 | Alanieta Dranivesi | SLO | TOT Module 1 | TPAF | 22/02/10 | 26/02/10 | Ministry |
| 50 | Michelle Solvalu | LO | TOT Module 1 | TPAF | 22/02/10 | 26/02/10 | Ministry |
| 51 | Newal Kishore | STO | TOT Module 1 | TPAF | 22/02/10 | 26/02/10 | Ministry |
| 52 | Vimlesh Maharaj | CM | TOT Module 1 | TPAF | 31/03/10 | 09/04/10 | Ministry |
| 53 | Harbans Narayan | Mediator | TOT Module 1 | TPAF | 31/03/10 | 09/04/10 | Ministry |
| 54 | Tevita Kunatuba | Mediator | TOT Module 1 | TPAF | 31/03/10 | 09/04/10 | Ministry |
| 55 | Arieta Tagivetaua | Mediator | TOT Module 1 | TPAF | 31/03/10 | 09/04/10 | Ministry |
| 56 | Margaret Chute | Mediator | TOT Module 1 | TPAF | 31/03/10 | 09/04/10 | Ministry |
| 57 | Sosiceni Manulevu | Mediator | TOT Module 1 | TPAF | 31/03/10 | 09/04/10 | Ministry |
| 58 | Pretika Maharaj | PO | TOT Module 1 | TPAF | 31/03/10 | 09/04/10 | Ministry |
| 59 | Sanjana Lal | PO | TOT Module 1 | TPAF | 31/03/10 | 09/04/10 | Ministry |
| 60 | Shazeeya Shaheed | PO | TOT Module 1 | TPAF | 31/03/10 | 09/04/10 | Ministry |
| 61 | Shailendra Nair | SLO | TOT Module 1 | TPAF | 31/03/10 | 09/04/10 | Ministry |
| 62 | Pio Ratavo | LI | TOT Module 1 | TPAF | 31/03/10 | 09/04/10 | Ministry |
| 63 | Tomasi Keni | LO | TOT Module 1 | TPAF | 31/03/10 | 09/04/10 | Ministry |
| 64 | Ateca Vakatora | ALO | TOT Module 1 | TPAF | 31/03/10 | 09/04/10 | Ministry |
| 65 | Joeli Pulu | LO | TOT Module 1 | TPAF | 31/03/10 | 09/04/10 | Ministry |
| 66 | Isikeli Raratabu | PEM | Project Management | TPAF | 22/02/10 | 23/02/10 | Ministry |
| 67 | Osea Cawaru | DSOHS | Corporate Governance | TPAF | 25/02/10 | 26/02/10 | Ministry |
| 68 | Isimeli Tuivaga | DOHS | Corporate Governance | TPAF | 25/02/10 | 26/02/10 | Ministry |

MINISTRY OF LABOUR, INDUSTRIAL RELATIONS AND EMPLOYMENT

| No. | Name | Post | Name of Training | Venue | From | To | Sponsor |
|-----|-------------------------|-----------------|----------------------------------|-------|----------|----------|----------|
| 69 | Vilimone Baledrokadroka | DLPP | Corporate Governance | TPAF | 25/02/10 | 26/02/10 | Ministry |
| 70 | Sadrugu Ramagimagi | DLC | Corporate Governance | TPAF | 25/02/10 | 26/02/10 | Ministry |
| 71 | Yogesh Prakash | MLC | Sustainable Benchmarking | TPAF | 11/08/10 | 13/08/10 | Ministry |
| 72 | Malakai Raikoti | MLC | Sustainable Benchmarking | TPAF | 11/08/10 | 13/08/10 | Ministry |
| 73 | Vasiti Lilo | LI | Defensive Driving | LTA | 28/05/10 | 28/05/10 | Ministry |
| 74 | Ilimotama Qionibaravi | LI | Defensive Driving | LTA | 28/05/10 | 28/05/10 | Ministry |
| 75 | Samisoni Mataitoga | LI | Defensive Driving | LTA | 28/05/10 | 28/05/10 | Ministry |
| 76 | Harbans Narayan | Mediator | Associate Mediator Accred. | Suva | 09/08/10 | 13/08/10 | SMC |
| 77 | Arieta Tagivetaua | Mediator | Associate Mediator Accred. | Suva | 09/08/10 | 13/08/10 | SMC |
| 78 | Tevita Kunatuba | Mediator | Associate Mediator Accred. | Suva | 09/08/10 | 13/08/10 | SMC |
| 79 | Sosiceni Manulevu | Mediator | Associate Mediator Accred. | Suva | 09/08/10 | 13/08/10 | SMC |
| 80 | Sahid Ali | Mediator | Associate Mediator Accred. | Suva | 09/08/10 | 13/08/10 | SMC |
| 81 | Margaret Chute | Mediator | Associate Mediator Accred. | Suva | 09/08/10 | 13/08/10 | SMC |
| 82 | Anirudh Singh | Mediator | Associate Mediator Accred. | Suva | 09/08/10 | 13/08/10 | SMC |
| 83 | Sainivalati Kuruduadua | Mediator | Associate Mediator Accred. | Suva | 09/08/10 | 13/08/10 | SMC |
| 84 | Shane Pickering | SLO | Associate Mediator Accred. | Suva | 09/08/10 | 13/08/10 | SMC |
| 85 | Malakai Raikoti | PLO | Basic Mediation Training | Suva | 09/08/10 | 13/08/10 | SMC |
| 86 | Ashwin Dayal | LO | Basic Mediation Training | Suva | 09/08/10 | 13/08/10 | SMC |
| 87 | Shailendra Kumar | SLO | Basic Mediation Training | Suva | 09/08/10 | 13/08/10 | SMC |
| 88 | Atish Kumar | LO | Basic Mediation Training | Suva | 09/08/10 | 13/08/10 | SMC |
| 89 | Tomasi Keni | LO | Basic Mediation Training | Suva | 09/08/10 | 13/08/10 | SMC |
| 90 | Joeli Pulu | LO | Basic Mediation Training | Suva | 09/08/10 | 13/08/10 | SMC |
| 91 | Nitin Sagar | Registrar | Basic Mediation Training | Suva | 09/08/10 | 13/08/10 | SMC |
| 92 | Eferemo Ratucoko | LO | Basic Mediation Training | Suva | 09/08/10 | 13/08/10 | SMC |
| 93 | Vani Varea | PTO | Basic Mediation Training | Suva | 09/08/10 | 13/08/10 | SMC |
| 94 | Yogesh Prakash | PAS | Basic Mediation Training | Suva | 09/08/10 | 13/08/10 | SMC |
| 95 | Sadrugu Ramagimagi | DLCS | Basic Mediation Training | Suva | 09/08/10 | 13/08/10 | SMC |
| 96 | Isimeli Tuivaga | DOHSS | Basic Mediation Training | Suva | 09/08/10 | 13/08/10 | SMC |
| 97 | Keleni Tikomaisuva | SLO | TQM for Service Industry | TPAF | 06/09/10 | 09/09/10 | APO |
| 98 | Filimoni Lutunaika | SSA | TQM for Service Industry | TPAF | 06/09/10 | 09/09/10 | APO |
| 99 | Viliame Cagilaba | STO | TQM for Service Industry | TPAF | 06/09/10 | 09/09/10 | APO |
| 100 | Vilimone Baledrokadroka | DLPP | TQM for Service Industry | TPAF | 06/09/10 | 09/09/10 | APO |
| 101 | Ruby Anne Marr | PO | TQM for Service Industry | TPAF | 06/09/10 | 09/09/10 | APO |
| 102 | Arun Lal | TO | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 103 | Inia Kubuabola | TO | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 104 | Mohammed Shiraz | TOHG | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 105 | Osea Tuivanua | TOHG | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 106 | Ateca Vakatora | ALO | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 107 | Madhu Lata | LI | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 108 | Manasa Raicebe | ALO | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 109 | Sanjiv Kumar | LI | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 110 | Kelemete Qiodravu | LI | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 111 | Jobe Nabalarua | TO | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 112 | Anil Karan | Technician | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 113 | Waisea Vosa | TOHG | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 114 | Shane Pickering | SLO | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 115 | Tomasi Keni | LO | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 116 | Michelle Solvalu | LO | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 117 | Amitesh Sen | TPAF | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 118 | Malakai B. Gukitoga | NUFCW | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 119 | Samuela Yalayala | NUHCTIE | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 120 | Rouhit Karan Singh | FLGOA | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 121 | Anasa Tuviniai | USPPHP | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 122 | Jone Tuivanuavou | British Tobacco | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 123 | Heera Lal | Fletcher Cons | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 124 | Epeli Leiyamo | AFL | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 125 | Poasa Koroitamana | FNU | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |
| 126 | Tamara Smith | Fiji Times Ltd | Certificate IV in OHS - Ballarat | Suva | 07/06/10 | 18/06/10 | NOHSAB |

C. Part-Time Studies

The following members of the Ministry staff pursued further studies at local tertiary institutions on part-time basis in 2010 at their own expense.

| No. | Name | Post | Name of Training | Institution |
|-----|------------------|-------------------------------|---|-------------|
| 1 | Viliame Cagilaba | Senior Technical Officer | Master of Business Administration | USP |
| 2 | Kamlesh Sharma | Administrative Assistant | Master of Commerce | USP |
| 3 | Aleem Shah | Registrar | Master of Commerce | USP |
| 4 | Yogesh Prakash | Principal Assistant Secretary | Bachelor of Arts (Management/Public Administration) | MIBA |
| 5 | Vasiti Lilo | Labour Inspector | Bachelor of Arts (Management/IR) | USP |
| 6 | Lemeki Cagialau | Admin Officer | Bachelor of Arts (Management/Economics) | USP |
| 7 | Shalini Chand | Clerical Officer | Bachelor of Arts (Management/IR) | USP |
| 8 | Mohammed Shiraz | Technical Officer (Project) | Bachelor of Engineering Technology | USP |
| 9 | Vani Varea | Principal Technical Officer | Master of Business Administration | USP |
| 10 | Shane Pickering | Senior Labour Officer | Master of Business Administration | USP |
| 11 | Tomasi Kama | Senior Technical Officer | Master of Business Administration | USP |
| 12 | Malakai Raikoti | Principal Labour Officer | Master of Business Administration | USP |
| 13 | Reapi Dakuitoga | Typist | Bachelor of Arts (Management/IR) | FNU |
| 14 | Joanne Williame | Typist | Diploma in Office Administration | FNU |
| 15 | Amelia Rokovada | Senior Secretary | Diploma in Office Administration | FNU |
| 16 | Ashiya Bibi | Typist | Diploma in Office Administration | FNU |

D. Overseas Training

The following members of the Ministry staff attended overseas training and seminars in 2010.

| No. | Name | Name of Training | Country | From | To | Sponsor |
|-----|-------------------------|--|-------------|----------|----------|-----------------|
| 1 | Vilimone Baledrokadroka | International Conference on Green technology | Malaysia | 14/10/10 | 17/10/10 | APO |
| 2 | Samuela Namosimalua | Development of Productivity Practitioners Advanced Program | Malaysia | 29/11/10 | 17/12/10 | APO |
| 3 | Ranjeeta Chand | Training of Trainers Green Productivity | Malaysia | 01/03/10 | 26/03/10 | APO |
| 4 | Ruby Anne Marr | Knowledge Management Concepts & Practice | Bangladesh | 22/02/10 | 25/02/10 | APO |
| 5 | Preeti Narayan | Knowledge Management Concepts & Practice | Fiji | 22/02/10 | 25/02/10 | APO |
| 6 | Neeraj Kumar | Development of Productivity Practitioners Basic Program | Philippines | 01/11/10 | 26/11/10 | APO |
| 7 | Keleni Tikomaisuva | Productivity Management for Government Officials | Singapore | 29/06/10 | 09/07/10 | Foreign Affairs |

Volunteers

The following university graduates and school leavers were attached as volunteers in the Ministry in 2010.

| No. | Name | Unit | Section As Volunteer | Current Position | Section |
|-----|-----------------------|------|-------------------------|----------------------|-------------------------|
| 1. | Marica Vakamelei | OHS | Workers Compensation | TR Technical Officer | Chemical Hygiene |
| 2. | Ana Suguta | OHS | Workers Compensation | Volunteer | Workers Compensation |
| 3. | Elenoa Baleiwai | OHS | Workers Compensation | Volunteer | Workers Compensation |
| 4. | Luke Tabutabu | OHS | Workers Compensation | Volunteer | Workers Compensation |
| 5. | Nasoni Rainabono | OHS | Workers Compensation | Volunteer | Workers Compensation |
| 6. | Mereani Vuniwaqa | OHS | Workers Compensation | Volunteer | Workers Compensation |
| 7. | Joreti Waqalaivi | OHS | Workers Compensation | Resigned | Resigned |
| 8. | Ransheema Rita | OHS | Workers Compensation | Volunteer | Workers Compensation |
| 9. | Meli Bulitavu | OHS | Workers Compensation | Volunteer | Workers Compensation |
| 10. | Solomoni Bonasavu | OHS | Workers Compensation | Volunteer | Workers Compensation |
| 11. | Nileshni Lal | OHS | Workers Compensation | TR Technical Officer | Chemical Hygiene |
| 12. | Ramnil Gounder | LCS | Labour Compliance (C/E) | Resigned | High Court |
| 13. | Muni Vilashni Gounder | LCS | Labour Compliance (C/E) | TR Labour Inspector | Labour Compliance (C/E) |
| 14. | Viniana Baleisuvu | LCS | Labour Compliance | Volunteer | Executive Support Team |
| 15. | Sheetal Prasad | LCS | Employment Relations | Volunteer | Executive Support Team |
| 16. | Aneeta Raj | OHS | Capital Projects & IT | Volunteer | Capital Projects & IT |
| 17. | Priyekna Chand | OHS | Capital Projects & IT | Volunteer | Labour Compliance (W) |
| 18. | Shyleen Prasad | CSD | Accounts Section | Volunteer | Accounts Section |
| 19. | Karishma Sami | CSD | Accounts Section | Volunteer | Accounts Section |

ASSETS

Vehicles

| No. | Make and Model | Registration | Service | Office |
|-----|------------------------|--------------|----------------------|----------|
| 1 | Hyundai Elantra | GN 937 | PSLIRE | HQ |
| 2 | Hyundai Elantra | GN 936 | Mediation | HQ |
| 3 | Ford Ranger 4x4 | GN 647 | Labour Office | Lautoka |
| 4 | Nissan Navara 4x4 | GN 506 | OHS Risk Engineering | HQ |
| 5 | Nissan X-Trail | GN 505 | OHS Capital Projects | HQ |
| 6 | Mitsubishi Pajero LWB | GN 408 | Workers Compensation | HQ |
| 7 | Mitsubishi Pajero LWB | GN 337 | OHS TACH | HQ |
| 8 | Hyundai Sonata | GN 176 | Labour Admin | HQ |
| 9 | Toyota Prado LWB | GN 171 | Labour Compliance | C/E |
| 10 | Mitsubishi Pajero io | GM 972 | OHS Field Operations | C/E |
| 11 | Hyundai S/W | GM 827 | Labour Office | Nadi |
| 12 | Mitsubishi Pajero LWB | GM 821 | Labour Office | Savusavu |
| 13 | Mitsubishi Pajero SWB | GM 534 | Labour Office | Nadi |
| 14 | Mitsubishi Lancer S/W | GM 521 | Labour Compliance | C/E |
| 15 | Mitsubishi Pajero SWB* | GM 520 | Labour Compliance | C/E |
| 16 | Daihatsu Rocky | GM 516 | Labour Office | Labasa |
| 17 | Daihatsu Rocky | GM 515 | Labour Office | Lautoka |
| 18 | Daihatsu Rocky | GM 514 | Labour Office | Ba |
| 19 | Mitsubishi Pajero LWB | GM 513 | Labour Office | Sigatoka |
| 20 | Mitsubishi Pajero LWB | GM 418 | Labour Office | Labasa |
| 21 | Daihatsu Rocky* | GL 559 | Labour Office | Ba |

Computers

| Office | Suva (Civic House) | Suva (PD Patel) | Sigatoka | Nadi | Lautoka | Ba | Labasa | Savusavu | Total |
|---------------------------|-----------------------|--------------------|----------|------|---------|-----|--------|----------|-------|
| Users | 116 | 26 | 4 | 9 | 9 | 9 | 8 | 4 | 185 |
| Desktop | 107 | 26 | 4 | 9 | 9 | 9 | 8 | 4 | 176 |
| Desktop User Ratio | 0.9 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 | 1.0 |
| Printers | 43 | 5 | 3 | 5 | 3 | 4 | 4 | 3 | 70 |
| Laptop | 33 | - | 1 | 1 | 1 | 1 | 3 | 1 | 41 |
| Laptop User Ratio | 0.3 | 0.0 | 0.3 | 0.1 | 0.1 | 0.1 | 0.4 | 0.3 | 0.2 |
| LCD Projector | 28 | - | 1 | 1 | 1 | 1 | 4 | 3 | 39 |
| Photocopier | 5 | 2 | 1 | 2 | 1 | 1 | 1 | 1 | 14 |
| Fax | 5 | 2 | 1 | 2 | 1 | 2 | 1 | 1 | 15 |
| VoIP Phone | 86 | 14 | 4 | 9 | 7 | 9 | 6 | 3 | 138 |
| Server | 3 | - | - | - | - | - | - | - | 3 |
| Scanner | 4 | 5 | 1 | 1 | 1 | 1 | 1 | 1 | 15 |

PART SIX

SUPPLEMENTARY INFORMATION



WAGES COUNCILS MEMBERS

Common Chairperson: Fr. Kevin Barr

| Building & Civil & Electrical Engineering Trades Wages Council | | |
|--|---|----------------|
| Designation | Name | Representative |
| Deputy Chair | Mr. Michael Fong <i>Sunshine Aerated Water</i> | Independent |
| Member | Mr. Azmat Khan | Independent |
| Member | Mr. Malcolm Brain <i>J S Hill & Associates</i> | Employers' |
| Member | Mr. Heera Lal <i>Fletcher Pacific Steel</i> | Employers' |
| Member | Mr. John Paul <i>CETWUF</i> | Workers' |
| Member | Mr. Inia Tarai <i>FPSA</i> | Workers' |

| Manufacturing Industry Wages Council | | |
|--------------------------------------|---|----------------|
| Designation | Name | Representative |
| Deputy Chair | Mrs. Elizabeth Dass | Independent |
| Member | Mrs. Susana Tuisawau <i>PFAW</i> | Independent |
| Member | Mr. Derek Bentley <i>Goodman Fielder</i> | Employers' |
| Member | Mr. Himen Chandra <i>Comfort Home Furnishing</i> | Employers' |
| Member | Mr. John Mudaliar <i>NUFCW</i> | Workers' |
| Member | Mr. Mikaele Mataka <i>FSGWU</i> | Workers' |

| Printing Trades Wages Council | | |
|-------------------------------|---|----------------|
| Designation | Name | Representative |
| Deputy Chair | Mr. Saula Sovanivalu | Independent |
| Member | Mrs. Elizabeth Dass | Independent |
| Member | Mr. Noah Kama <i>Fiji Times Ltd</i> | Employers' |
| Member | Mr. Sandeep Chauhan <i>Star Printery Ltd</i> | Employers' |
| Member | Mr. Mataiasi Bulivou <i>FPSA</i> | Workers' |
| Member | Mr. Mikaele Mataka <i>FSGWU</i> | Workers' |

| Sawmilling & Logging Industry Wages Council | | |
|---|---|----------------|
| Designation | Name | Representative |
| Deputy Chair | Mr. Azmat Khan | Independent |
| Member | Mr. Semiti Qalowasa <i>PCN</i> | Independent |
| Member | Mr. Tausia Alifereti <i>Tropic Wood Industries</i> | Employers' |
| Member | Ms Susana Tuisese <i>Tropic Wood Industries</i> | Employers' |
| Member | Mr. Mario Feausi <i>PIGWU</i> | Workers' |
| Member | Mr. Saiyad Farooq <i>CETWU</i> | Workers' |

| Wholesale & Retail Trades Wages Council | | |
|---|--|----------------|
| Designation | Name | Representative |
| Deputy Chair | Mr. Tevita Vugakoto | Independent |
| Member | Mr. Aisake Casimira <i>PCC</i> | Independent |
| Member | Mr. Babu Bhai Chawda <i>Jacks of Fiji</i> | Employers' |

| Hotel and Catering Trades Wages Council | | |
|---|--|----------------|
| Designation | Name | Representative |
| Deputy Chair | Ms Claire Slatter <i>FNU</i> | Independent |
| Member | Mrs. Susana Tuisawau <i>PFAW</i> | Independent |
| Member | Mr. Patrick Wong <i>Matamanoa Island Resort</i> | Employers' |
| Member | Mr. Vishnu Deo <i>Sheraton Fiji Resort</i> | Employers' |
| Member | Mr. Nitin Goundar <i>NUHCTIE</i> | Workers' |
| Member | Mr. Seci Drika <i>NUHCTIE</i> | Workers' |

| Mining and Quarrying Industry Wages Council | | |
|---|---|----------------|
| Designation | Name | Representative |
| Deputy Chair | Mr. Semiti Qalowasa <i>PCN</i> | Independent |
| Member | Mr. Michael Fong <i>Sunshine Aerated Water</i> | Independent |
| Member | Mr. Akesha Sharma <i>Vatukoula Gold Mines</i> | Employers' |
| Member | Mr. Moses Volavola <i>Basic Industries Ltd</i> | Employers' |
| Member | Mr. Tomasi Tokalauvere <i>FTUC</i> | Workers' |
| Member | Mr. Epi Lailai <i>MWUV</i> | Workers' |

| Road Transport Wages Council | | |
|------------------------------|---|----------------|
| Designation | Name | Representative |
| Deputy Chair | Mr. Viliame Katia | Independent |
| Member | Mr. Saula Sovanivalu | Independent |
| Member | Mr. Rishi Ram <i>Fiji Taxi Union</i> | Employers' |
| Member | Mr. Arvind Maharaj <i>Tebara Transport Ltd</i> | Employers' |
| Member | Mr. Noel Tofinga <i>FTUC</i> | Workers' |
| Member | Ms. Jotika Sharma <i>FTUC</i> | Workers' |

| Security Services Wages Council | | |
|---------------------------------|---|----------------|
| Designation | Name | Representative |
| Deputy Chair | Mr. Waisele Vakaloloma | Independent |
| Member | Mr. Semiti Qalowasa <i>PCN</i> | Independent |
| Member | Mr. Fenton Barrack <i>Tyco International</i> | Employers' |
| Member | Mr. Peter McGahan <i>Matrix Fiji</i> | Employers' |
| Member | Mr. Damodaran Nair <i>FPSA</i> | Workers' |
| Member | Mr. Noel Tofinga <i>FTUC</i> | Workers' |

| Designation | Name | Representative |
|-------------|---|----------------|
| Member | Mr. Himen Chandra <i>Comfort Home Furnishing</i> | Employers' |
| Member | Ms. Elisabeta Copeland <i>NUFCW</i> | Workers' |
| Member | Mr. John Mudaliar <i>NUFCW</i> | Workers' |

ILO CONVENTIONS RATIFIED BY FIJI

Fiji has ratified a total of 30 ILO Conventions by 31 Dec 2010:

8 Core Conventions – ILO Declaration on Fundamental Principles and Rights at Work 1998

1. C-29 Forced Labour
2. C-87 Freedom of Association
3. C-98 Right to Organize and Collective Bargaining
4. C-100 Equal Remuneration
5. C-105 Abolition of Forced Labour
6. C-111 Discrimination Employment and Occupation
7. C-138 Minimum Age
8. C-182 Worst Forms of Child Labour

4 Priority Conventions – ILO Declaration on Social Justice for Fair Globalization 2008

1. C-81 Labour Inspection Convention
2. C-122 Employment Policy
3. C-129 Labour Inspection (Agriculture)
4. C-144 Tripartite Consultation (International Labour Standards)

Other Conventions

1. C-8 Unemployment Indemnity (Shipwreck)
2. C-11 Right of Association (Agriculture)
3. C-12 Workmen's Compensation (Agriculture)
4. C-19 Equality of Treatment (Accident Compensation)
5. C-26 Minimum Wage – Fixing Machinery
6. C-45 Underground Work (Women)
7. C-50 Recruiting Indigenous Workers
8. C-64 Contracts of Employment (Indigenous Workers)
9. C-65 Penal Sanctions (Indigenous Workers)
10. C-86 Contracts of Employment (Indigenous Workers)
11. C-108 Seafarers Identity Document
12. C-149 Nursing Personnel Convention
13. C-155 Occupational Safety and Health Convention
14. C-159 Vocational Rehabilitation and Employment (Disabled Persons)
15. C-169 Indigenous and Tribal People in Independent Countries
16. C-172 Working Conditions (Hotels and Restaurants) Convention
17. C-178 Labour Inspection (Seafarers) Convention
18. C-184 Safety and Health in Agriculture Convention

ILO COMPLIANCE REPORT

Reports on the Application of Ratified Conventions and Unratified Conventions

The following reports were submitted to ILO on 27th May 2010 as required under Articles 19 and 22 of the Constitution of the International Labour Organization:

| # | Convention | Ratification | Reports Attached | |
|---|---|-------------------------|--|----------|
| 1 | C.155 - Occupational Safety and Health Convention, 1981 | 28/05/2008 | First Report | |
| 2 | C.172 - Working Conditions (Hotels and Restaurants) Convention, 1991 | 28/05/2008 | First Report | |
| 3 | C.184 - Safety and Health in Agriculture Convention, 2001 | 28/05/2008 | First Report | |
| 4 | C.138 - Minimum Age Convention, 1973 | 03/01/2003 | CEAR Report | Response |
| 5 | C.177 - Home Work Convention, 1996 | Unratified Conventions | Updates on Un-ratified Conventions | |
| | C.179 - Recruitment and Placement of Seafarers Convention, 1996 | | | |
| | C.180 - Seafarers' Hours of Work and the Manning of Ships Convention, 1996 | | | |
| | C.181 - Private Employment Agencies Convention, 1997 | | | |
| | C.183 - Maternity Protection Convention, 2000 | | | |
| | C.185 - Seafarers' Identity Documents Convention (Revised), 2003 | | | |
| 6 | C.98 - Right to Organise and Collective Bargaining Convention, 1949 | 19/04/1974 | Report on Observation by ITUC | |
| 7 | C.102 - Social Security (Minimum Standards) Convention, 1952 | Un-ratified Conventions | Questionnaire on un-ratified Conventions | |
| | C.168 - Employment Promotion and Protection against Unemployment Convention, 1988 | | | |
| | R.67 - Income Security Recommendation, 1944 | | | |
| | R.69 - Medical Care Recommendation, 1944 | | | |
| 8 | Report on Case No. 2723 for the Committee on Freedom of Association | | | |

HIGHER EDUCATION INSTITUTION IN 2010

Provisionally Registered Self Accrediting Institutions

1. The University of the South Pacific
2. Fiji National University
3. Training and Productivity Authority of Fiji

Provisionally Registered Institutions

1. Australia Pacific Technical College
2. Centre for Appropriate Technology & Development
3. Community Education Training Centre
4. Corpus Christi Teachers College
5. Datec (Fiji) Limited
6. Dateline Business Colleges
7. Davuilevu Theological College
8. Fiji College of Theology and Evangelism
9. Fiji LDS Church College
10. Fulton College
11. Institute of Technology Australia (Fiji) Ltd.
12. Keshals Business Education Institute
13. Montfort Boys Town
14. Nadi Business College
15. Pacific Flying School
16. Pacific Regional Seminary
17. Pacific Theological College
18. Pacifika Institute of Tourism Studies
19. PassRite Driving Academy Ltd
20. Sangam Institute of Nursing
21. ServicePro Hospitality Education and Training Center
22. South Pacific Academy of Beauty Therapy
23. South Pacific Bible College
24. St Louise Developmental Center
25. University of Fiji
26. University of the Nations
27. Vishaninfotech

Recognised Institutions

The following institutions have been granted recognition by the Fiji Higher Education Commission under the Higher Education Promulgation 2008:

1. Advanced Aviation Training (Fiji) Limited
2. Apostolic College of Theological Studies
3. Australia Pacific Technical College
4. Centre for Appropriate Technology and Development
5. Community Education Training Center
6. Corpus Christi Teachers College
7. Dateline Business College
8. Davuilevu Theological College
9. Fiji College of Theology and Evangelism
10. Fiji National University
11. Fulton College
12. Keshal's Business Education Institute
13. Montfort Boys' Town
14. Pacific Flying School
15. Pacific Regional Seminary
16. Pacific Theological College
17. Pacifika Institute of Tourism Studies
18. Sangam Institute of Technology
19. Service Pro Hospitality Education & Training Center
20. Small Hospitality Training Institute
21. South Pacific Academy of Beauty Therapy
22. South Pacific Bible College
23. St John the Baptist Theological College
24. The Style Gallery (Fiji) Institute of Hairdressing, Health & Beauty Therapy
25. The University of the South Pacific
26. Vishaninfotech
27. Youth with A Mission

Annex 1: Ministry Staff seconded to NEC from 9th August 2010 to 31st December 2010

| # | Officer | Seconded as: |
|----|-------------------------|--------------------------|
| 1 | Abdul Rasheed | Accountant |
| 2 | Ajeshni Devi | Data Operator - HQ |
| 3 | Akuila Tuleca | EO |
| 4 | Alaneta Dranivesi | MES - Central |
| 5 | Anil Karan | Snr Marketing Officer |
| 6 | Farisha Begum | Data Operator - BA |
| 7 | Filimoni Lutunaika | CIO - NEC |
| 8 | Ginette Dravesi | Data Operator - HQ |
| 9 | Ilimotama Vesikula | EO |
| 10 | Jobe Nabalarua | Snr Database / Network |
| 11 | Jone Naqoli | EO |
| 12 | Kattie Jagrup | Data Operator - HQ |
| 13 | Keleni Tikomaisuva | Director Operations |
| 14 | Kelera Jale | Data Operation - Lautoka |
| 15 | Krishant Chand | IT Support - HQ |
| 16 | Lanieta Mataigusu | Mng/ Legal /HR |
| 17 | Louise Shackley | HR Officer |
| 18 | Lusiana Cava | Data Operator - HQ |
| 19 | Maciu Waqa | M/ Finance |
| 20 | Maikali Baleitagaca | Data Operator - Labasa |
| 21 | Mereani Muriwaqa | Data Operator - Sigatoka |
| 22 | Moana Joseph | EO |
| 23 | Munesh Sami | EO |
| 24 | Navneel Shankar | EO |
| 25 | Pretika Maharaj | EO |
| 26 | Ranjeeta Chand | EO |
| 27 | Ropate Tomu | EO |
| 28 | Ruby Anne Marr | M/Audit/Ethics/ISO |
| 29 | Sainimili Mocevakaca | MES - Eastern |
| 30 | Salmendra Kumar | Data Operator - SSV |
| 31 | Sanjana Wati Lal | EO |
| 32 | Setareki Duguvana | EO |
| 33 | Shailendra Nair | MES - Western |
| 34 | Talei Boletawa | Data Operator - HQ |
| 35 | Tomasi Kama | MES - North |
| 36 | Vijenti Kaushal | Data Operator - HQ |
| 37 | Viliame Cagilaba | DES - NEC |
| 38 | Vilimone Baledrokadroka | CEO - NEC |
| 39 | Vishal Kumar | Data Operator - Nadi |
| 40 | Zumer Khan | IT Support - Regional |

| NATIONAL EMPLOYMENT CENTRE INCOME AND EXPENDITURE STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2010 | | |
|---|-------|-------------------|
| INCOME | Notes | 2010 \$ |
| RIE (13/08/10) | 1 | 601,692.76 |
| RIE (11/11/10) | 2 | 198,307.24 |
| Other | 3 | 102,000.00 |
| TOTAL INCOME | | 902,000.00 |
| EXPENDITURE | | |
| Registration | 4 | 4,838.00 |
| Professional Counselling | 5 | 24,460.79 |
| Aptitude Assessment | 6 | 46,951.89 |
| Life Skills Training | 7 | 111,286.65 |
| Employment Skills Training | 8 | 45,121.47 |
| Work Attachment Allowances | 9 | 624.00 |
| Salaries and Wages Top-Up | 10 | 151,027.64 |
| General Expenses | 11 | 412,926.04 |
| TOTAL EXPENDITURE | | 797,236.48 |
| NET SURPLUS FOR THE YEAR | 12 | 104,763.52 |
| <i>The Income and Expenditure Statement is to be read in conjunction with the notes to and forming part of the Income and Expenditure Statement</i> | | |

ACRONYMS

| | |
|----------|--|
| 7S | The Seven 'S' Productivity Tool |
| ACP | Annual Corporate Plan |
| APO | Asian Productivity Organization |
| ATH | Amalgamated Telecom Holdings |
| BOS | Board of Survey |
| BPR | Business Process Reengineering |
| BSC | Balanced Scorecard |
| CAAFI | Civil Aviation Authority of the Fiji Islands |
| CBT | Competency-Based Training |
| CSR | Corporate Social Responsibility |
| DOHS | Director Occupational Health and Safety |
| DSC | Development Sub-Committee |
| DSHQ | Deputy Secretary (Headquarters) |
| DSOHSWC | Deputy Secretary (OHS and Workers Compensation) |
| EDV | Engineering Design Vetting |
| EEO | Equal Employment Opportunity |
| ER | Employment Relations |
| ERAB | Employment Relations Advisory Board |
| ERP | Employment Relations Promulgation 2007 |
| FBEA | Fiji Business Excellence Award |
| FCEF | Fiji Commerce and Employers Federation |
| FBOS | Fiji Bureau of Statistics |
| FICAC | Fiji Independent Commission Against Corruption |
| FMSA | Fiji Maritime Safety Administration |
| FRCA | Fiji Revenue and Customs Authority |
| Fls | Financial Instructions |
| FIT | Fiji Institute of Technology |
| FMA | Financial Management Act |
| FMR | Financial Management Reform |
| FNCDP | Fiji National Council for Disabled Persons |
| FNPF | Fiji National Provident Fund |
| FNU | Fiji National University |
| FTUC | Fiji Trades Union Congress |
| HASAWA | Health and Safety at Work Act 1996 |
| HRD | Human Resources Development |
| IAA | Industrial Associations Act |
| ICT / IT | Information and Communications Technology /Information Technology |
| ILO | International Labour Organization |
| ISO | International Organization for Standardization |
| IWP | Individual Work Plan |
| LC | Labour Compliance |
| LMCCC | Labour-Management Consultation and Cooperation Committees |
| LMIS | Labour Market Information System |
| MBEM | Ministry's Business Excellence Model |
| MLIRE | Ministry for Labour, Industrial Relations and Employment |
| MOA | Memorandum of Agreement |
| MOU | Memorandum of Understanding |
| NCHP | National Centre for Health Promotion |
| NCSMED | National Centre for Small and Micro Enterprise Development |
| NDT | Non-Destructive Testing |
| NEC | National Employment Centre |
| NGOs | Non-Governmental Organisations |
| NICMS | National Industrial Chemicals Management System |
| NOHSAB | National Occupational Health and Safety Advisory Board |
| NTPC | National Training and Productivity Centre |
| PCCPP | Peoples Charter for Change, Peace and Progress |
| PSC | Public Service Commission |
| RDSSSED | Roadmap for Democracy and Sustainable Socio-Economic Development 2009-2014 |
| RFA | Revolving Fund Account |
| RIE | Request to Incur Expenditure |
| SEA | Service Excellence Award |
| SFCCO | Strategic Framework for Change Coordinating Office |
| SMART | Safety Management Assessment and Review Tool |
| SMC | Singapore Mediation Centre |
| SME | Small and Micro Enterprises |
| TMA | Trade Manufacturing Account |
| TNA | Training Needs Analysis |
| TOT | Trainer of Trainers |
| NTPC | National Training and Productivity Centre of Fiji |
| WRO | Wages Regulations Order |

CONTACT INFORMATION

ADDRESSES

| | |
|---------------|--|
| Postal | Ministry of Labour, Industrial Relations and Employment Post Office Box 2216, Government Buildings, Suva, FIJI. |
| Web | www.labour.gov.fj |

OFFICE LOCATIONS AND CONTACTS

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Fax – (679) 3314 198

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Fax – (679) 3304 701

Employment Relations Tribunal

5th Floor Civic House,
Suva.
Tel – (679) 3314 640
Fax – (679) 3317 259

National OHS Service

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Fax – (679) 3315 029

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Ba.
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