



Annual Report 2015

Parliamentary Paper No. 44/2016

VISION

DYNAMIC YOUTH, LIVE BETTER THROUGH SPORTS

OUR MISSION

EMPOWERING YOUTH & FOSTERING A CULTURE OF SPORTING EXCELLENCE FOR ALL

VALUES

We in the Ministry of Youth and Sports are committed to delivering our services based on the following seven elements of success that are depicted in the seven stars of our logo;

1. Focus
2. Integrity
3. Ambition
4. Drive
5. Passion
6. Perseverance and
7. Positive Attitude

Ministry of Youth and Sport's Logo and what it represents

Logo elements

 1	 2	 3	 4
DYNAMIC INDIVIDUAL	7 STAR PERFORMANCE	BRIGHT FUTURE	PATRIOTISM & PRIDE
Dynamic Individual represented by the graphic and colour Adeptability and flexibility represented by the graphic Individual is striving and reaching out for the stars	7 Stars represent striving for greater success 7 Stars represents 7 elements of success: Passion, Perseverance, Focus, Integrity, Ambition, Drive & Positive Attitude	The bright light is of the sun which represents a bright future and the power of dreams by optimizing natural talents with the right support from all	Fiji Flag and shell represents the country, thus patriotism and pride, both with youth and sports The Fiji flag also represents support for youth and sports from all

colour concepts

 Red represents action, confidence, vitality and courage	 Black represents endless potential
 Blue represents youth, spirituality, inspiration and sincerity	 Orange/Gold represents wealth, prosperity, wisdom and positivity



dynamic youth, live better through sports

 <p>dynamic youth, live better through sports</p>	<h2>Ministry of Youth and Sports</h2> <p>3 GORDON STREET NASOQO HOUSE PO BOX 2448 GOVERNMENT BUILDINGS SUVA, FIJI</p> 
<p>www.youth.gov.fj Telephone: 3315960 Fax: 3305348</p>	<p>"DYNAMIC YOUTH, LIVE BETTER THROUGH SPORTS"</p>

OFFICE OF THE PERMANENT SECRETARY

18th April 2016

The Honorable Minister Laisenia Tuitubou
Minister for Youth and Sports

Dear Sir,

It is indeed my privilege to present to you and Parliament the Ministry of Youth and Sports' Annual Report for the 2015 financial year.

The document provides a summary of the Ministry's performance and highlights various achievements of the past year ending December 31, 2015. We also report on our progress on commitments made towards the holistic development of Fijian youths.

Youth and sports development remain the Ministry's priorities to provide tangible results that will enhance strategic nation building. The Ministry also in the past year has strengthened its implementation of the Integrated Rural Development Framework [IRDF] to maximise youth development; fully utilising available Government resources through cooperative partnership with other Government agencies and other stakeholders.

We also acknowledge the contribution of our foreign partners and their continuing support specifically UNDP, UNFPA and Peace Corps. We continuously seek ways to strengthen our regional and international relations to exchange ideas and skills in order to harness youth and sports development in Fiji.

It is therefore my pleasure to submit to you the 2015 Annual Report of the Ministry of Youth and Sports.

Yours sincerely



ALISON BURCHELL
Permanent Secretary

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PERMANENT SECRETARY'S STATEMENT



I acknowledge the leadership of the former Permanent Secretary, Mr Josefa Sania for setting a high benchmark and record achievement for the Ministry in 2015. The Ministry hit a 98.6 per cent implementation rate at 4th quarter of 2015; as confirmed by the Implementation and Coordinating Office of the Office of the Prime Minister.

This achievement speaks volumes about the commitment of the Ministry and our staff to fulfil our role as the leading agent for providing targeted youth and sports development programs and activities.

The year's major highlight was the strengthening of our institutions – the five training centres in Kadavu, Vanua Levu and Sigatoka. These youth training centres have received major extensions and renovations to provide a conducive and up-to-date learning environment that meets 21st century standards.

The Ministry remains committed to ensure our youth is provided with the best learning environment that prepares them well for the future. The Ministry fulfilled its multi-skills and empowerment training targets as planned for rural and maritime areas meeting Government's commitment to rural development.

The Ministry, through its sports development program in 2015, handed over several playing fields and supported national teams' participation at most international events – in addition to ongoing rural sports awareness and training by the Fiji National Sports Commission. Again this shows our commitment to the national agenda.

The Ministry continues to establish and strengthen longstanding foreign relations. With several Memoranda of Understanding being pursued; Fijian youth, sportsmen and women will continue to be direct beneficiaries of further international partnerships, assistance and diplomacy.

The 2015 Annual Report attempts comprehensively to provide Government and all our stakeholders an overview of the Ministry's achievement against our annual targets.

The Ministry acknowledges the support provided by donors and all its stakeholders, staff, youth workers and co-ordinators and youth practitioners towards the successful implementation of the 2015 financial year.

The Ministry will continue to strengthen our partnership to ensure effective youth and sports development for all Fijians. We will continue to meet the priorities set by Government to serve the needs of the country.

ALISON BURCHELL
Permanent Secretary

SECTION 1

ORGANIZATIONAL PROFILE

1.0 Roles and Responsibilities

The Ministry of Youth and Sports' core responsibilities are focused at facilitating youth and sports development through the establishment of a conducive policy environment that provides strategic support systems, initiatives for personal development, character building, sports policy implementation and community based youth led programs.

There are two core programmes coordinated and facilitated by the Ministry of Youth and Sports.

Youth Development:

The programme centres on the provision of assistance to youths through advisory, empowerment and capacity building including specific skills training.

Sports Development:

The programme focuses on the development of sports and its infrastructure nationwide through the provision of grants to the Fiji National Sports Commission, National Sporting Organisations and Fiji Sports Council as well as the provision of basic sports equipment and the development of rural playing fields.

1.1 Legislations and Policies

The Ministry of Youth and Sports is guided by the following legislation and policies in its operations;

Primary Legislation:

1. Fiji Sports Council Act 1978,
2. Boxing Commission of Fiji Promulgation No.13 of 2008
3. National Sports Commission Decree 5 of 2013.

Existing Secondary Legislation:

A number of government legislations directly impact and are linked to the Ministry's functions and these are:

1. Constitution of the Republic of Fiji [2013]
2. Social Justice Act- 2001
3. Occupational Health and Safety at Work Act- 1996
4. Public Service Act 1999 and Public Service Regulations
5. National Employment Centre Decree- 2009
6. State Services Decree 2009 of the Republic of the Fiji Islands
7. Fiji Procurement Act 2010
8. Financial Administration Decree 2009
9. Financial Instruction 2005
10. Financial Management Act 2004
11. General Orders 2011
12. Terms and Conditions of Employment of G.W.E 2010

Policies:

There are two main policies that guide the work of the Ministry of Youth and Sports.

1. National Youth Policy
2. National Sports Policy

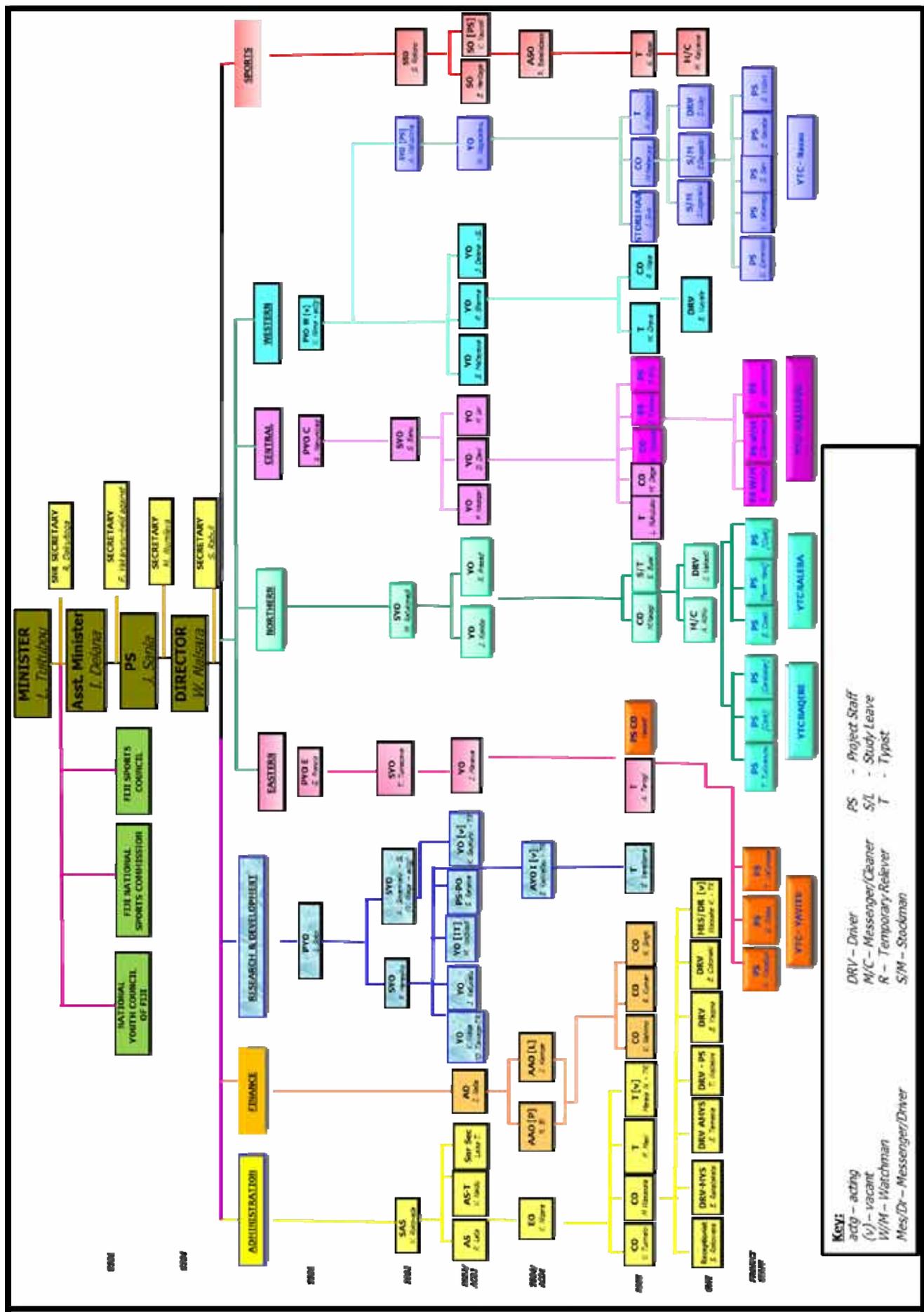
1.2 Divisional Offices

The Ministry of Youth and Sports has 4 divisional offices based in each of the four divisions namely Central, Eastern, Western and Northern.

Office	Location
<ul style="list-style-type: none"> Office of the Honorable Minister of Youth and Sports Office of the Honorable Assistant Minister of Youth and Sports Office of the Permanent Secretary of Youth and Sports Office of the Director of Youth and Sports Research and Development Finance Administration Section 	Ministry of Youth and Sports Nasoqo House 3rd Gordon Street Suva.
<ul style="list-style-type: none"> Central Division Eastern Division Sports 	Level 1 Vishal Bhartiya Complex 6 Waimanu Road
<ul style="list-style-type: none"> Northern Division 	Ro Qomate House Labasa
<ul style="list-style-type: none"> Western Division 	Tavewa Avenue Lautoka



MINISTRY OF YOUTH AND SPORTS ORGANISATIONAL STRUCTURE FOR 2015



1.3 Linkages between MoYS Outcomes and Government Development Frameworks

Table 2: Linking Peoples Charter for Change Peace and Progress with Ministry's Outputs

Key Pillar(s) PCCPP	Targeted Outcomes outlined in the RSSED	Outcome Performance Indicators/ Measures	Ministry's Outputs
4	<p>Outcome 6 Public Sector Reform</p> <p>Outcome 31 Gender Equality and Women In Development</p> <p>Outcome 32 Children and Youth</p>	<ul style="list-style-type: none"> • Cabinet Papers Accepted and Approved by Cabinet • New Policies Approved for Implementation • NYCF Quarterly Activities endorsed by Project Board • Endorsement of NYP Implementation Report • New Youth Research Papers Endorsed for Policy Directions • Skills Identified through Training Need Survey • Endorsement of Monitoring and Evaluation Report • Accurate, up-to-date Accessible MYS Data online 	<p>Output 1: Portfolio Leadership, Policy Advice and Secretariat Support</p>
3,9	<p>Outcome 31 Gender Equality and Women In Development</p>	<ul style="list-style-type: none"> • 60% of Young Women into Self Help Project through MYS Multi Skills Training 	<p>Output 2: Youth Capacity Building and Project Establishment for Improved Livelihood</p>
2,3,5,7,8,9,10	<p>Outcome 32 Children and Youth</p>	<ul style="list-style-type: none"> • Increase in Youth Group Registration • 50% of Young Farmers Established into Commercial Farming • Pool of Successfully Accredited SOS Trainers • Piloting of KAB Training at YTC Valelevu • Youth Project Established through successful completion of Empowerment Training • 40% of Youth Participation in leadership Roles through FAB training • Upgrading MYS Training Centres to Level 2 & 3 Certification in Relevant Key Trade Vocational Courses • Increase in Beneficiaries through Youth Grants • Trainees Acquiring Relevant Trade Skills through Mobile Skills Training • Registration of New DEIAP Participants and 80% Bronze Accreditation Achieved • New DEIAP Operating Authority License Approved and 60% registered for Accreditation 	<p>Output 2: Youth Capacity Building and Project Establishment for Improved Livelihood</p>

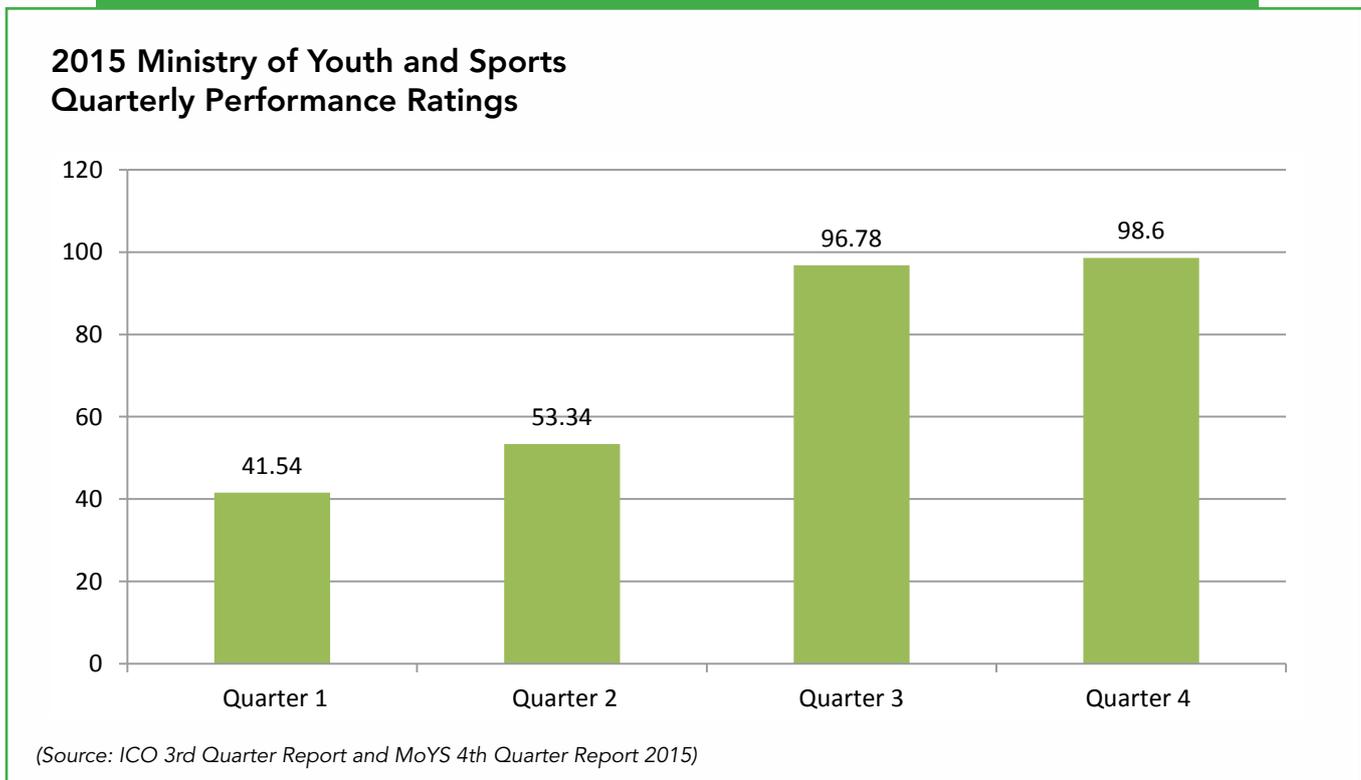
Key Pillar(s) PCCPP	Targeted Outcomes outlined in the RSSED	Outcome Performance Indicators/ Measures	Ministry's Outputs
2,3,5,7,8,9,10	Outcome 32 Children and Youth	<ul style="list-style-type: none"> • Youth and Sports Resolution Developed and Endorsed through the successful completion of the National Youth and Sports Conference • Endorsement of Youth Coordinator's Reports and Release of Quarterly Allowances • Increase in MYS Media Releases • Active Participation in Radio Talkback show and live broadcast • Publication of MYS IEC Materials and Adverts • Timely Publication of E-Newsletters and MYS Quarterly Newsletters • Effective and timely updates posted on MYS Website and Social Media pages • Establishment of fully Functional and Accessible Resource Centre at YTC Nasau • Increased Participation of Youths with Special Needs in MYS Programmes • New MOUs Endorsed and Implemented and TWG Reports Endorsed • Facilitation of MYS Stakeholder Workshops 	Output 3 Youth Advisory, Advocacy and Social Innovation
2,9,10	Outcome 33 Sports Development	<ul style="list-style-type: none"> • Increase number of organisations assisted with Sports Equipment • Development of Standardized Sports Field • Successful Completion of Phase 1 and 2 of Sports Complex Development • Inclusion of Special Needs Athletes in Sports for All and MOU Endorsed and Administered with Key Stakeholders • Administration and Release of Grants to Fiji National Sports Commission • Administration and Release of Grants to Fiji Sports Council • Improved Rankings through the Participation of National Teams in International Sporting Events • Greater Participation of Civil Servants in the Inter-Ministry Sports and Wellness Programmes 	Output 4 Sports Development

1.4 2015 Performance

The Ministry of Youth and Sports Annual Corporate Plan assessment is conducted by the Monitoring and Evaluation Unit of the Implementation and Coordinating Office (ICO) of the Office of The Prime Minister on a quarterly basis.

The graph below illustrates a trend analysis of the Quarterly Performance rating given by ICO with regards to the Ministry of Youth and Sports quarterly performance in 2015.

Graph 1: Ministry of Youth and Sports Quarterly Performance Rating for 2015



The Ministry of Youth and Sports' performance was assessed by ICO over the reporting period on the graphical illustration above. From Quarter 4, 2015 reporting alignment to the national monitoring agency was transferred to the National Strategic Planning Office under the Ministry of Strategic Planning and National Development and the Quarter 4 performance shown above was based on an internal rating building on from the Quarter 3 performance rating given by ICO.

The trend shown above illustrates the improvements achieved on a quarterly basis as the ascending performance rating achieved effectively reflects the proper mobilisation of technical resources, funding and with the appropriate person power level enabling the Ministry of Youth and Sports to achieve an excellent rating of 98.6% in Quarter 4, 2015. The improvement achieved is a progress of performance from below average in Quarter 1, average in Quarter 2 and finally to excellent rating in Quarters 3 and 4 for 2015.

Performance Ratings by Outcome

The table below provides a summary of the Outcome Achievement in 2015 which contributes to the overall rating achievement for the year, rated in Quarter 4, 2015.

Table 3: 2015 Performance Rating by Outcome

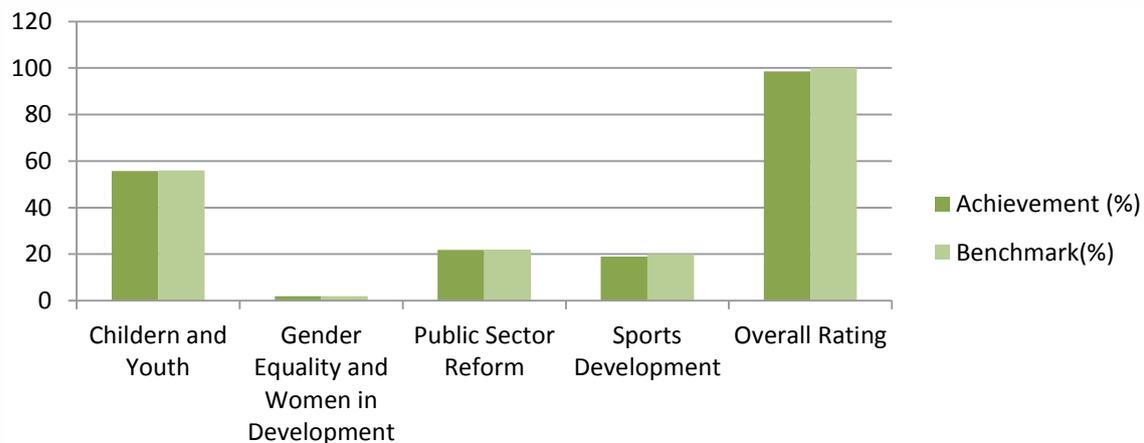
	Achievement (%)	Benchmark (%)
Children and Youth	55.8	56
Gender Equality and Women in Development	2	2
Public Sector Reform	21.8	22
Sports Development	19	20
Overall Rating	98.6	100

(Source: ICO 3rd Quarter Report,2015 and MoYS 4th Quarter Report 2015)

The graph below provides an analysis illustration of the achievement of each Outcome against the Benchmark set by ICO measured in percentage rating.

Graph 2: Ministry of Youth and Sports 2015 Outcome Performance Rating

2015 Comparative Analysis on Outcome Achievement against Benchmark

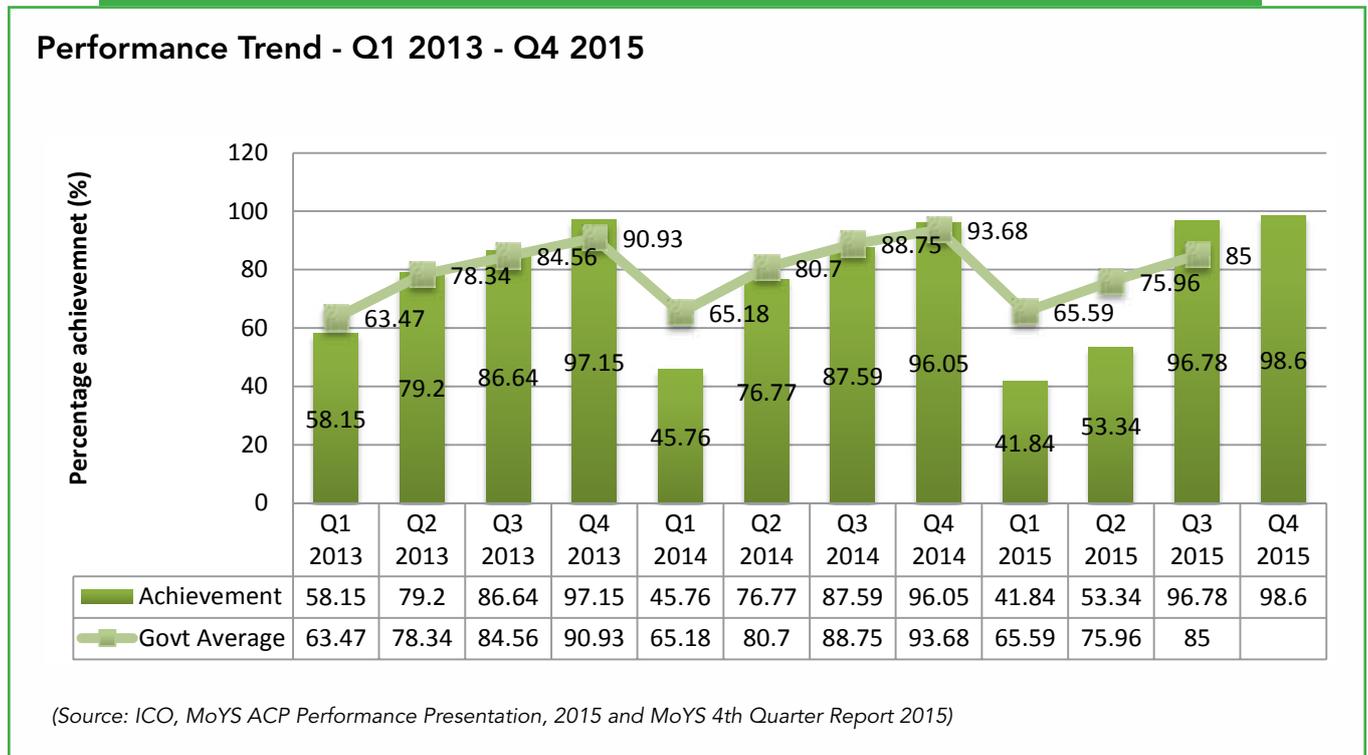


(Source: ICO 3rd Quarter Report,2015 and MoYS 4th Quarter Report 2015)

The trend analysis shown above positively reflects the commitment shown by the operational arms of the Ministry of Youth and Sports to accomplish the targets set for each deliverable under the four outcomes contributing to an excellent overall rating for 2015.

Performance Analysis of the Ministry of Youth and Sports from 2013-2015

Graph 3: Ministry of Youth and Sports Quarterly Performance Rating 2013 -2015



The three year performance trend shown above for the Ministry of Youth Sports provides a comparative analysis on yearly and quarterly performance ratings from 2013 to 2015. The graphs show that the Ministry recorded the highest Quarter 4 performance in 2015, this quarterly performance.

Quarterly performances achieved in 2013 to 2014 show a gradual improvement of ratings through the quarters.

However performances in 2015 showed variations from the beginning. A successful Mid Term Review of the 2015 ACP Performance, synchronization of efforts and strong leadership across all levels of the Ministry were established as an outcome of the Review Forum which resulted in an increase of 43.44% from Quarter2, 2015 to Quarter 3, 2015.

In comparison of quarterly performances, 2013 record the highest Quarter 1, Quarter 2 performances whilst 2015 recorded the highest performance for Quarters 3 and 4 respectively.

SECTION 2

HIGHLIGHTS OF 2015



Picture 1: Fiji Delegation to the IYF 2015 World Cultural Camp that won Gold Award with the prize of US \$3,000 for their performance at the 2015 World Cultural Dance

OUTCOME 6: PUBLIC SECTOR REFORM

Table 4: Achievements for Outcome 6 - Public Sector Reform

Public Sector Reform KEY PERFORMANCE INDICATORS	Target	Achievement	Percentage
Number of Cabinet Papers Approved	6	6	100
Number of New Policies Developed	3	3	100
Number of MYS's ACP Quarterly Reports Submitted	4	3	100
Number of Quarterly Reports Submitted on NYCF	4	3	100
Number of Reports Submitted on Review, Implementation, Monitoring and Evaluation of Policies	4	3	100
Number of Youth Research Papers formulated on MYS Programmes	3	3	100
Number of Monitoring conducted and Quarterly Reports submitted	20	20	100
Number of MYS Programmes Evaluated and reports submitted	12	9	75



Picture 2: Courtesy Call by the Minister of Youth and Sports [Fiji] to the Minister of Youth and Sports [PNG] at the 15th Pacific Games held in Papua New Guinea.

L-R: S.Rokoro (Senior Sports Officer, Fiji), E.Teleni (Fiji High Commissioner to PNG), Hon. P. O'Neill (Prime Minister, PNG), Hon. L. Tuitubou (Minister of Youth and Sports, Fiji), Hon. J. Tkatchenko (Minister of Sports, PNG), A.Pala (Attorney General, PNG), V.Mataitini (First Secretary, Fiji High Commission to PNG)

OUTCOME 31: GENDER EQUALITY AND WOMEN IN DEVELOPMENT

Gender Equality and Women in Development cuts across all government ministries and agencies. The Ministry of Youth and Sports promotes gender equality and the enhancement of the development of young women through organised multi skills training held at selected youth clubs in the four divisions upon the recommendation of the Divisional Youth Officers.

Table 5: Achievement for Sub-Output 3- Life Skills Training and Programme

KEY PERFORMANCE INDICATORS	Annual Target	Achievement	Percentage
Number of young women completed Multi-Skills training programme and reports submitted	220	157	71.36%

The table above shows the achievement on this Outcome across the divisions which culminates in the above score. Details of the above against the Divisional Target is shown on the table below with a percentage achievement rating

Table 6: Quarterly and Divisional Distribution of Multi Skills Training for Young Women in 2015

Division	Quarter	Training	Number of Young Women Attended	Annual Achievement	Annual Target	Percentage
Central	Quarter 2	1. Cooking /Art and Craft – Naimasimasi, Serua	23	79	80	98.7%
		2. Flower Arrangement/ Cooking. Matanimoli Village, Noco, Rewa	24			
		3. Screen Printing/Sewing	6			
	Quarter 3	1. Multi Skills Training - Naganivatu Village, Naitasiri	26			
Northern	Quarter 2	1. Basic Beauty Care –Northern Division Conference Room	20	20	20	100%
Western	Quarter 3	1. Viseisei Young Mothers Tourism Customer Service & Housekeeping	20	20	40	50%
Eastern	Quarter 3	1. Hospitality Training-Namuana Village, Tavuki, Kadavu.	38	38	80	47.5%
2015 National Total for Number of Young Women Attended Multi Skills Training				157	220	71.36%

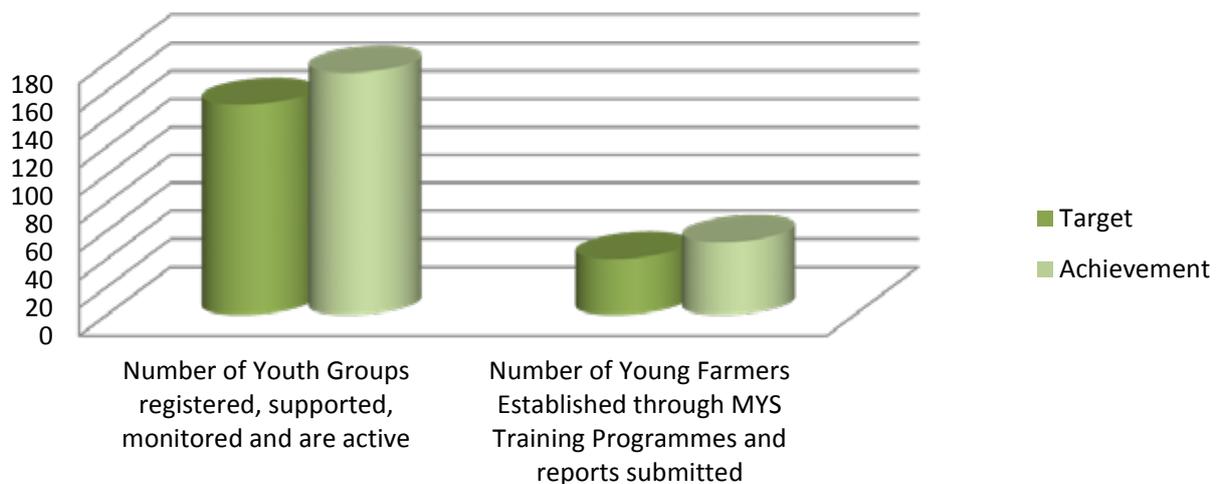
OUTCOME 32: CHILDREN AND YOUTH

Table 7: Achievements for Activity 32.1.1

OUTPUT 32.1 YOUTH CAPACITY BUILDING AND PROJECT ESTABLISHMENT FOR IMPROVED LIVELIHOOD Activity 32.1.1 - Advocate, coordinate and youth in communities and promote youth development initiatives	Target	Achievement
Youth Groups registered, supported, monitored and are active	150	173
Young Farmers Established through MYS Training Programmes and reports submitted	40	52

Graph 4: Comparisons against the Target for Activity 32.1.1

Outcome 32- Children and Youth Activity 32.1.1



Picture 3: Youth Officer Manoa Tupou pointing at ex Trainee Smauela Naqumu's dalo plots during a Monitoring and Evaluation exercise in the province of Ra.

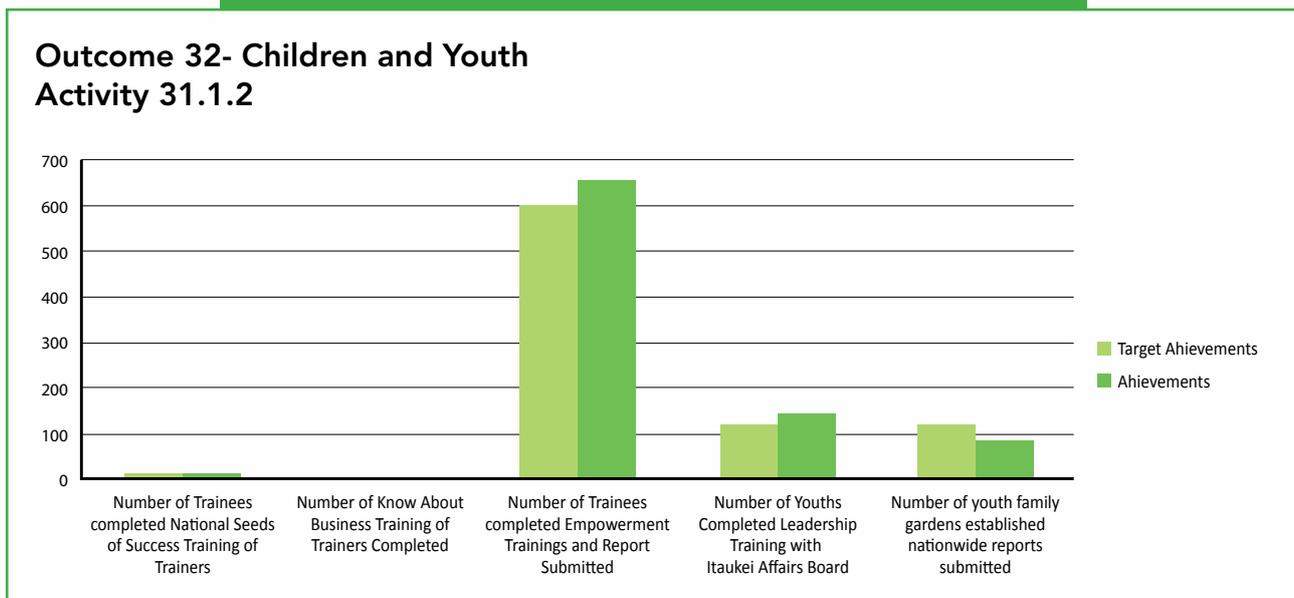


Picture 4: A dalo farm belonging to the Nawairuku village youth club that was inspired by ex-trainee Saimoni Rokomatu

Table 8: Achievement for Activity 32.1.2

UTPUT 32.1 YOUTH CAPACITY BUILDING AND PROJECT ESTABLISHMENT FOR IMPROVED LIVELIHOOD Activity 32.1.2 - Empowerment Training Effectively Implemented	Target	Achievement
Trainees completed National Seeds of Success Training of Trainers	10	10
Know About Business Training of Trainers Completed	1	3
Trainees completing Empowerment Trainings and Report Submitted	600	658
Youths Completed Leadership Training with I Taukei Affairs Board	120	144
Youth family gardens established nationwide and reports submitted	120	80

Graph 5: Comparisons against the Targets for Activity 31.1.2



Picture 6: Assistant Minister of Youth and Sports, Hon Iliesa Delana presenting a certificate to a young man after an Empowerment Training in the Western Division.

Table 9: Achievements for Activity 32.1.3

OUTPUT 32.1 YOUTH CAPACITY BUILDING AND PROJECT ESTABLISHMENT FOR IMPROVED LIVELIHOOD Activity 32.1.3 Improved livelihoods through Specific Skills Training	Target	Achievement
Number of Youth graduated from Youth Training centres and reports submitted	185	193

The Ministry manages 5 Youth Training Centres around Fiji. Established in 1993, most of these Youth Training Centres focus on basic Agriculture and Carpentry training with the provision of non-formal education training to interested youths who are out of the school system.

Objectives of the training centres include the following;

- To provide appropriate vocational training to ensure career development and sustainable self-employment for the youths in Fiji.
- To pursue economically viable enterprises.
- To provide character development training as a vehicle to complement up-skilling programmes and ensure holistic development of youth for improved livelihood.

A cumulative total of 193 youths managed to graduate from the 5 Youth Training Centres by 3rd Quarter of 2015



Picture 7: Ex Trainee Anareta Takoi of Sautabu village in her vegetable farm.



Picture 8: The Hon. Minister presenting sports equipment assistance on behalf of the Ministry to the Principal of Richmond High School.



Picture 9: Ex Carpentry Trainee of YTC Yavitu engaged in construction of the workshop at the centre

Research conducted by the Ministry in 2015 to determine the impact of the training offered at the Youth Training Centre in Yavitu, Kadavu showed that:

- 76% of the ex-trainees of the Small Engine Repair Training that were interviewed reported having used the knowledge they had gained from the training to repair small engines for free.
- 88% of the trainees that did Carpentry Training reported having used the knowledge they had gained from the training to build houses, most of whom have been approached by their fellow villagers to build their houses. Apart from building houses, other activities that these trainees were able to do are house renovations, plumbing, and tiling including repairing broken furniture.

Table 10: Achievement for Activity 32.1.4

OUTPUT 32.1 YOUTH CAPACITY BUILDING AND PROJECT ESTABLISHMENT FOR IMPROVED LIVELIHOOD Activity 32.1.4 - Effective utilization of Youth Grant	Target	Achievement
Number of NGO's, Youth Organisations and Youth benefitting from Youth Grant	60	37

Youth Grant Programme:

The Ministry of Youth and Sports; in working towards extending the efforts of youth development in Fiji, advances its core responsibilities of youth empowerment by supporting individual youth; youth clubs; faith based organisations and non-governmental organisations that undertake work in line with the themes under the National Youth Policy.

The National Youth Policy espouses 9 thematic areas which are listed below:

1. Making Healthy Choices
2. Youth and Environmental Considerations
3. Sports for Development and Inclusiveness
4. Youth and Human Rights
5. Creating Skilled Leaders
6. Making Ethical Decisions
7. Cultural Heritage and Religious Values and Virtues
8. Youth Empowerment and Livelihood Opportunities
9. Vulnerable Youths

Objectives of Youth Grant:

- ➔ Support registered youth clubs, faith based organisations and non-governmental organisations in the areas of youth training, capacity building and youth projects including small micro-enterprises.
- ➔ Strengthen networking and partnerships between civil society organizations and the Ministry of Youth and Sports.
- ➔ Elevate and strengthen youth development work in Fiji.

In 2015, a total of 37 organisations were assisted through the Youth Grant Programme.

The grant focuses on activities and projects initiated by individual youth; youth clubs and non-governmental organisations such as Youth Empowerment Training; Youth Leadership Training; Youth Camp; Sports Recreation Training; Youth Workshops, Seminars and Income Generating projects.



Picture 10: Suva Wheel barrow Boys Association were one of the beneficiaries of Youth Grant for 2015.

Table 9: Achievements for Activity 32.1.3

OUTPUT 32.1 YOUTH CAPACITY BUILDING AND PROJECT ESTABLISHMENT FOR IMPROVED LIVELIHOOD Activity 32.1.5 - Encourage life skills initiatives for young people	Target	Achievement
Trainees benefitting from Mobile Skills Training in relevant trade/ skills and reports	200	353
DEIA Participants registered and reports submitted	600	258
New Operating Authority Licenses approved and reports submitted	60	15

Duke of Edinburgh's International Award

The Duke of Edinburgh International Award (DEIA) is recognized as the world's leading youth achievement award and is a voluntary, non-competitive, enjoyable and balanced program that requires dedication and commitment by participants. The award develops initiative, self-reliance, leadership skills and social responsibility and challenges young people through their participation in a series of activities that builds their character and changes their lives.

The award is open to all young people aged 14 to 24.

Table 10: DEIA Timescales for participating in an Award Level

Section	Bronze	Silver	Gold
Service	3 months	6 months	12 months
Skills	3 months	6 months	12 months
Physical Recreation	3 months	6 months	12 months
Plus...	All participants must do an extra 3 months in either Service, Skills or Physical Recreation	Non Bronze holders must do an extra 6 months in either Service, Skills or Physical Recreation	Non Silver holders must do an extra 6 months in either Service, Skills or Physical Recreation
Adventurous Journey	2 days and 1 night	3 days and 2 nights	4 days and 3 nights
*Plus additional requirement of 5 days and 4 nights for Residential Project [Gold level only]			

Participants are to complete a minimum of one (1) hour for each section per week for the minimum period required for the respective levels.

In Fiji, the Award is currently delivered in registered secondary schools and a total of 258 students registered for the programme in 2015.

Table 11: Achievement for Activity 32.2.1

OUTPUT 32.2 YOUTH ADVISORY, ADVOCACY AND SOCIAL INNOVATION Activity 32.2.1 Strengthen Partnership with communities and Youth Stakeholders	Target	Achievement
Youths attending the National Youth and Sports Conference	600	372

2015 National Youth and Sports Conference

Building on from the experience of the 2014 National Youth and Sports Conference, the Ministry and its Annual Corporate Plan workshop decided that it will organize another National Youth and Sports Conference for the year 2015.

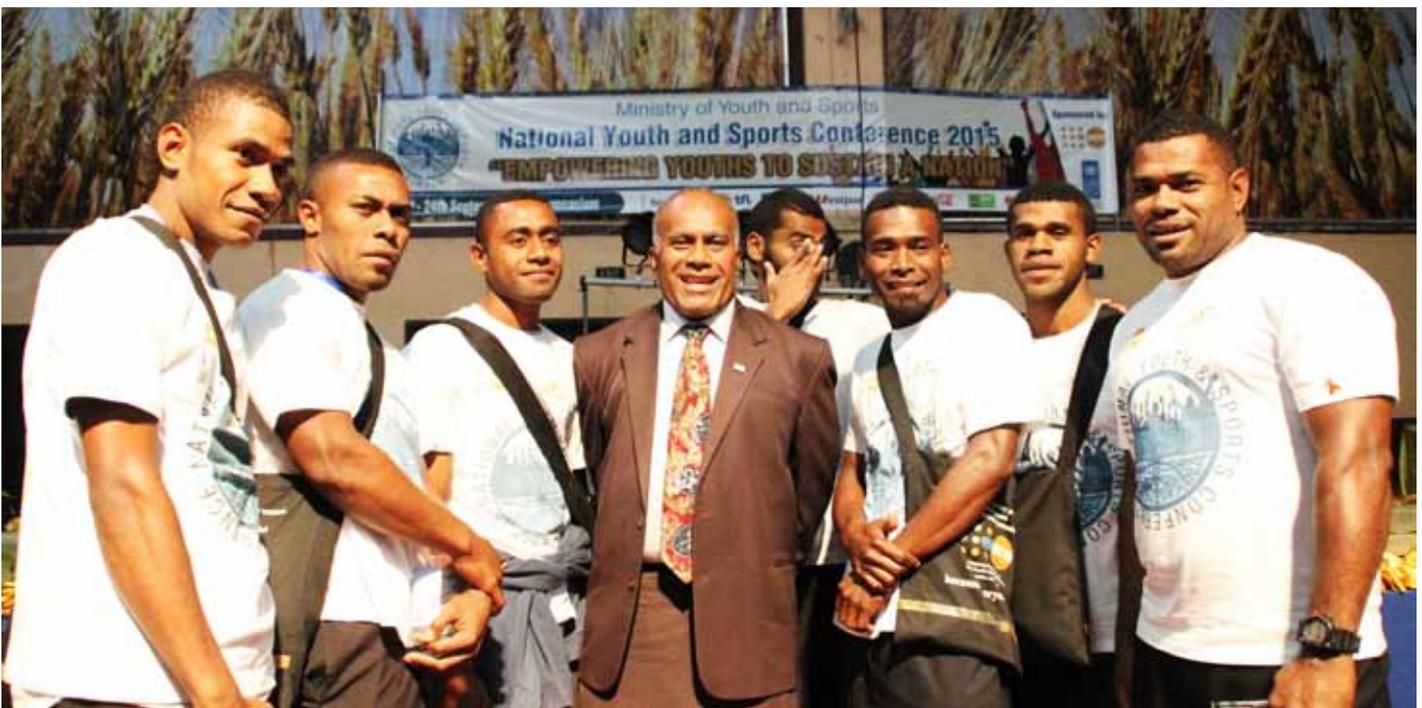
The National Youth and Sports Conference 2015 brought together youth representatives, youth workers, youth coordinators, youth leaders and relevant stakeholders to deliberate on cross cutting issues that affect youth in Fiji. The conference was attended by 372 participants from all over Fiji. Particular focus was on encouraging youths from isolated rural areas and outer islands to attend and participate in the conference that provided the platform for their voices to be heard.

Objectives:

- ➔ To create a forum to discuss and maximise youth participation from divisions to share experience in the thematic areas.
- ➔ To collaborate with both local and overseas facilitators to consolidate divisional resolutions and inform policy formulation.
- ➔ To discuss ways the thematic areas of the conference can be integrated into a community approach in partnership with stakeholders.
- ➔ To establish linkages with respective stakeholders in the exhibition booths that are showcased.
- ➔ To recognize youth for their contribution towards youth and sports development by receiving awards.

Thematic Areas:

1. Quality Education for sustainable youth development
2. Enabling prosperous development through youth entrepreneurship
3. Empowering Youths through Information, Technology and Communication
4. Rights based approach to Sexual Reproductive Health
5. Sports as a Tool for Advocacy
6. Sustaining Culture in the 21st century



Picture 11: The Hon. Minister with participants of the 2015 National Youth and Sports Conference

2015 NATIONAL YOUTH AWARD

Table 12: 2015 National Youth Award Recipients

AWARD CATEGORIES	DIVISIONS			
	CENTRAL	EASTERN	WESTERN	NORTHERN
Best Youth Worker	Kelera Radinakelo	Manoa Wainiqolo V/balavu, Lau	Eparama Laba Cakau	*No nomination received
Best Youth Coordinator	Ro Salesi Logavatu (Rewa)	Sera Tafo'ou-Lomaiviti	Kinivuai Naba	Laisani Sepo
Outstanding Youth /Youth Group (entrepreneurship)	Treasure Laverua	Sawaieke Youth Club, Gau	Saioko Village, Nakorotubu-i-wai, Ra	Kilaka Youth Club, Kubulau, Bua
Outstanding Youth Club with (Best Project)	Nasautoka Youth Club	Dakuitoga Youth Club, Oneata, Lau	Jet Runners Club, Nadi	Nacoqe Youth Club, Sasa, Macuata
Best Youth Club	Nakida Youth Club	Koroilolo Youth Club, Nakasaleka, Kadavu	Pygmies Youth Club, Nadi	Carakoro Youth Club, Dreketi, Macuata



Picture 12: 2015 Young Fijian of the Year, Avinesh Kumar receiving his award from Chief Guest Hon. Fauoa Maani, Minister of Education and Youth, Tuvalu.

OUTCOME 36: SPORTS DEVELOPMENT

Sports have played a meaningful part in Fiji’s nation-building process. Effective sports development has positively contributed towards the strengthening of social cohesion at both community and national level. Sports development and mass participation in sports have also improved the physical well-being and the lifestyle of ordinary Fijians. Economic benefits of sports development have also been felt in the creation of employment opportunities through overseas sports contracts for our elite sportsmen and women. At the international level, the international image of our beloved country has been uplifted through the years based on our national representatives’ outstanding achievements at various international sporting events.

The Ministry of Youth and Sports has the official mandate to facilitate sports development nationwide through coordination with the Fiji National Sports Commission (FNSC) to address effective sports administration with national sporting bodies, construction of rural sports facilities, donations of sports equipment to identified schools, communities and youth groups and upgrade and maintenance of sports facilities in coordination with Fiji Sports Council.

The Sports Unit is the Ministry’s operational arm responsible for Sports Development. In the 2015 ACP there are eight Key Performance Indicators for Sports Development:

Table 13: Achievements for Outcome 36

Key Performance Indicator	Annual Target	Achievement
Number of Organisations assisted with sports equipment.	100	100%
Number of Sports field developed	3	100%
Phase 1 of 2 Sports Complex Development completed.	60% of Phase 1 for both the Complex	60%
Number of reports submitted on promotion of access and equity in sports participation for Special Needs athletes.	2	100%
Timely submission of quarterly report of the Fiji National Sports Commission received.	3	75%
Timely submission of quarterly report of the Fiji Sports Council activities.	2	50%
Number of National Teams participating in the International sporting events, assisted through grants disbursed to FNSC	10	70%
Number of Inter-Ministry sports and wellness programmes conducted and reports submitted	6	100%

INFRASTRUCTURE WORKS AND REFURBISHMENTS AT YOUTH TRAINING CENTERS [CAPITAL PROJECTS 2015]

Upgrading training Centres through refurbishment and infrastructure development is a priority of the Ministry of Youth and Sports. Table 15 outlines the major capital works carried out at the various training Centres in 2015

Table 14: Progress of Youth Training Centres - Capital Project 2015

Youth Training Centres	Progress of Capital Works	Achievement (%)
YTC – Yavitu	<ul style="list-style-type: none"> • Installation of VTSAT. • Wiring of workshop including electrical & plumbing work. • Repair of water dam, pipes & installations of water tanks. • Construction of Engine Room. • Installation of a new generator. • Workshop constructed 	100%
YTC – Nasau	<ul style="list-style-type: none"> • Release of funds for Tractor Garage. • Electrical items and electrical wiring of Poultry slaughter house. 	100%
YTC – Naleba	<ul style="list-style-type: none"> • Timely competition of Drill Square. • Timely competition of 1 x 20 dormitory room 	90%
YTC - Valelevu	<ul style="list-style-type: none"> • Signed MOA with service providers for upgrading work. • Purchase of Musical Instruments. • Purchase of Training Centre Materials. • Installation of Server for the Centre and the Installation of Air Conditioners in all rooms. • Installation of Fire Safety Equipment at the Centre. 	100%



Picture 13: Yavitu Ex Carpentry Trainee engaged in tiling the floor of the workshop at the centre

SECTION 3

HUMAN RESOURCE DEVELOPMENT AND FINANCIAL MANAGEMENT

Human Resource Development – Administration Section

The administrative and financial support services to all units of the Ministry are provided through the Administration and Accounts Units respectively.

The Administration Unit headed by the Senior Administrative Officer [SAS] with seventeen [17] staff. The Unit is responsible for overall human resource management, staff recruitment, development, performance, observing regulations of the Ministry. These key human resource activities involve job analysis, human resource planning, recruitment and selection, performance appraisal and human resource development, compensation, benefits, employee relations and effective health and safety programs. The unit is also responsible for managing logistics, buildings in addition to their core functions.

Table 15: Achievements for Outcome 36

Position/Title	Grade	App. Est.	Vacant	Filled	Gender	
					M	F
Minister		1		1	1	
Assistant Minister		1		1	1	
Permanent Secretary	US 01	1		1	1	
Director	US 03	1		1	1	
Senior Administrative Officer	SS 02	1	1			
Administrative Officer	SS 03	2		2	1	1
Senior Secretary	SS 03	2		2		2
Executive Officer	SS 04	1		1		1
Secretary	SS 04	2	1	1		1
Clerical Officer	SS 05	10		10	2	8
Typist	SS 05	9		9		9
Accounts Officer	AC 03	1		1	1	
Assistant Accounts Officer	AC 04	2		2		2
Principal Youth Officer	SS 01	3		3	2	1
Senior Youth Officer	SS 02	6		6	4	2
Youth Officer	SS 03	15	2	13	9	4
Senior Sports Officer	SS 01	1		1	1	
Sports Officer	SS 03	1		1	1	
Assistant Sports Officer	SS 04	1		1	1	
Store man	SK 05	1		1	1	

Table 16: Ministry's General Wage Earners Establishment as at 31st December 2015

Position/Title	App. Est.	Vacant	Filled	Gender	
				M	F
Driver	6		6	6	
Receptionist	1		1		1
Cleaner/Gardner	1		1	1	
Messenger /Cleaner	1		1		1
Messenger / Driver	3	1	2	2	
Stockman IV	1		1	1	
Storeman	1		1	1	
Cleaner	1		1	1	

Table 17: Divisional Staff as at 31st December 2015

Position/Title	Established		GWE	
	M	F	M	F
Administration Section	1	9	6	1
Finance	1	5		
Research Policy Planning & Information	5	3		
Sports Section	3	1		1
Central Division	2	4		
Eastern Division	3	1		
Northern Division	1	4	2	
Western Division	4	2	1	
Youth Training Centre Nasau	3	1	3	

[NB – Divisional Staff Establishment includes acting and TR appointments also]

Recruitment and Selection Process, Staff Board

The Ministry adheres to the policies put in place by the Public Service Commission on Recruitment and Selection processes.

Vacant positions are advertised and filled through the normal process as and when vacancies arise.

The Ministry's Staff Board comprised of the following officers:

Chairperson	-	Mr. William Naisara, Director of Youth and Sports
Member	-	Mrs Amele Navunicagi, Principal Youth Officer [Central]
Member	-	Mr. George Francis, Principal Youth Officer [YTC Nasau]
Member	-	Mrs Verenaisi Rokovada, Senior Administrative Officer
Member	-	Mr. Iowane Soko, Principal Youth Officer [R & D]
Member	-	Mr. Valami Nima, Principal Youth Officer [Western]

The Staff Board had met 4 times in 2015 and deliberated on six positions which were successfully filled. The Staff Board also deliberated on 2 disciplinary cases.

Table 18: New Appointments as at 31st December 2015

Division	Post	Grade	Gender	
			M	F
R & D	Youth Officer [IT]	SS 03	√	
Sports	Assistant Sports Officer	SS 04	√	
Administration	Clerical Officer [Registry]	SS 05		√
Administration	Diver/Messenger	GWE	√	
Sports	Cleaner/Gardner	GWE		√

Table 19: Promotions as at 31st December 2015

Division	Post	Grade	Gender	
			M	F
Northern Division	Senior Youth Officer	SS 02		√

Strategic Workforce Plan/HRD and Succession Plan Update

The Ministry has put in place the Strategic Workforce Plan, Succession Plan and the Learning and Development Plan. These documents were reviewed in early 2015.

Strategic Workforce planning is a systematic, proactive approach identifying how the Ministry’s people and people-management activities align with and support achievement of the organization’s mission, strategic goals and performance expectations through:

- forecasting mission critical talent needs; and
- developing, implementing and evaluating strategies to close existing gaps.

In short, it is the process to ensure that the Ministry has the right people with the right skills in the right job at the right time.

Succession planning is a process whereby organizations ensure that employees are recruited and/or developed to fill each key role within the organization.

The Ministry had put in place a Succession Planning to ensure that the organization continues to operate effectively when individuals occupying critical positions depart.

The Learning and Development Plan outlines the way forward to develop the current workforce to fill the gaps that are identified through the Strategic Workforce and Succession Plan.

The Ministry had also put in place a short term Staff Training Plan for 2015.

Table 20: Staffing Status

Division	Post	Gender	
		M	F
Volunteers [Local]	<ul style="list-style-type: none"> • Research & Development [2] • Central Division [2] • Eastern Division [1] • Northern Division [2] • Sports Section [2] 	4	5
Volunteers [International]	<ul style="list-style-type: none"> • Research & Development • Western Division • Central Division • Northern Division • YTC Nasau 	1	4
Retirements	<ul style="list-style-type: none"> • Administration • Sports • YTC [Nasau] 	1	1
Suspension	-	-	-
Resignation	<ul style="list-style-type: none"> • Administration • Research & Development 	1	1
Deemed to have Resigned	-		
Terminations	<ul style="list-style-type: none"> • Administration 	1	
Deaths	-		
Postings and Transfers – Inward	-		
Postings and Transfers – Outward	-		

Staff Development

Staff development is the activities and programs that help staff members learn about responsibilities, develop required skills and competencies necessary to accomplish organizational and divisional goals and purposes, and grow personally and professionally to prepare the workforce for advancement in the organization or beyond.

Professional development of the workforce is the responsibility of the organization. Although the employee is normally hired with a certain set of knowledge, skills and abilities, if the roles and responsibilities of the position change, the employer has a responsibility to invest in its human capital. The Ministry understands the true value of professional development, culture, innovation and creativity and also recognizes the value of continuously educating the current workforce.

The staff development records for overseas and local training for 2015 are attached as **Appendix 1**.

Table 21: Leave Management

Leave Types	Divisions/Units								
	Admin	Acc	R & D	Sports	C	E	W	N	YTC [N]
A/L	86	48	71	29	73	66	17	32	45
SLWSS	16	13	9	21	34	7	7	9	22
SLWOSS	16	6	6	6	15	12	3	1	7
B/L	4	7	6	3	12	3	7	1	13
M/L						1			1
Long Service Leave			1		1				
Study Leave		1							
Sporting Tour Leave									
Overseas Training Tours	1		2			1			1
Leave Without Pay	1								
Overseas Leave									
Time off	27	4	1	2	3	1	0	7	1

Note:

A/L – Annual Leave, SLWSS – Sick Leave with Sick Sheet, SLWOSS – Sick Leave without Sick Sheet, B/L – Bereavement Leave, M/L – Maternity Leave

Secretariat Support Services to Management

The Administration Section provided Secretariat Support Services to Management meetings held during the year 2015. The total number of Management meetings conducted during the year was 11 and management decisions were implemented accordingly.

Divisions also had the chance to host quarterly management meetings, whereby management meets to discuss significant issues with Divisional officers.

Asset Management [vehicles/properties]; Board of Survey (BOS)

i) Annual BOS

The 2015 Annual Board of Survey was conducted in the 4th Quarter for 12 different Sections/Divisions/Units. Special Boards of Survey were also conducted during the year when there was a need.

In terms of assets of the Ministry, a Fixed Assets Register is in place to account for the assets. Each Division and Section maintains their own Inventory records.

The Ministry's assets/properties for the Training Centres are managed by the respective Divisions.

ii) Office Space

Office accommodation issues regarding leaks and air con units were handled for Nasoqo House and VB Complex with the assistance of PSC Office Accommodation unit.

iii) Transport Fleet

Table 22: 2015 vehicle fleet for the Ministry is outlined below.

No.	Vehicle Registration Number	Vehicle Make	Division Section
1	GP 612	Trail Blazer	Minister
2	GP 590	Trail Blazer	Assistant Minister
3	GP 617	Trail Blazer	Permanent Secretary
4	GP 093	Prado	Standby for Minister
5	GP 462	Chevrolet car	Admin - Pool
6	GP 404	Twin Cab	Admin – Pool
7	GP 131	Twin Cab	Admin – Pool
8	GP 260	Prado	Admin – Pool
9	GP 675	3 Ton Truck	Admin – Pool (YTC Valelevu)
10	GM 968	Pajero	Youth Training Centre – Nasau, Sigatoka
11	GN 524	Twin Cab	Youth Training Centre – Nasau, Sigatoka
12	GP 717	3 Ton Truck	Youth Training Centre – Nasau, Sigatoka
13	GP 130	Twin Cab	Western Division
14	GN 264	Mini Pajero	Western Division
15	GP 073	Twin Cab	Northern Division
16	GM 914	Twin Cab	Northern Division

Occupational Health and Safety

The OHS allocation for the Ministry of Youth and Sports in 2015 was \$8,000.

The fund was used for the following:

- Health screening consumables (strips and lancets) for whole Ministry
- Safety wear and boots for staff/trainers at Youth Training Centre Nasau, Sigatoka and Yavitu, Kadavu
- Safety shoes, gumboots, heavy duty rain wear suit for all Drivers
- Life jackets for the Suva office
- Fire Extinguishers for the Labasa Office

Service Excellence Award and Quality Assurance

The Service Excellence Awards (SEA) initiatives for the Ministry of Youth and Sports was very high since the Ministry was successful in attaining the Prize Award in 2014.

Opportunities for Improvement identified by SEA Evaluators for 2014 were a way forward for the Ministry's internal awards program for continuous improvement in fostering a culture of change in the workplace.

As such even though the Service Excellence Awards Program was not implemented within the Public Service, the Ministry organized the Awards program internally.

In implementing SEA within the Ministry, staff who were representatives of their various units and divisions were first trained by PSC SEA Secretariat in the Submission Write-ups and Evaluation Exercise involved in the Service Excellence Awards.

A team of Evaluators was formed internally to evaluate the participants of the awards program.

Evaluators were deployed to each division and unit to conduct evaluation after receiving desktop submissions.

The exercise was very challenging and interesting and increased the level of awareness of the significance of the SEA Framework encouraging productivity and excellent customer services.

Three award categories, Commitment, Achievement and Prize, were included as part of the internal SEA program. Seven Sections and Divisions participated in the internal Awards Program of which six were rewarded with Commitment Awards.

Special Awards as below were also given out to reward and recognise employees.

Table 23: 2015 Special Award Recipients

Award Category	Award Category
Leadership - Excellence in Leadership Award	Mr Valami Naloga (Acting PYO, Western)
Quarterly Employee Awards	1st Quarter Employee Award - Mr Nemia Waqabuli (Camp Manager, Yavitu - Kadavu) 2nd Quarter Employee Award - Mr Timoci Tuiwainunu (Northern Division) 3rd Quarter Employee Award - Mr Saimoni Vidovi (YTC, Sigatoka) 4th Quarter Employee Award - Mr Marurua Vodivodi (Research & Development)
Employee of the Year	Mrs Silivia Rokowasa (Administration)
Personality of the Year Award	Mr Alifereti Adriu (Northern Division)
Energy Award (based on monthly electricity bills)	VB Complex (Central, Eastern, Sports & NYC)
Biggest Loser Sports Award	Mr Saimoni Vidovi (YTC, Sigatoka)
Special Category Awards	All the drivers of the Ministry (Central, Western & Northern Divisions) were recognized for their efforts, hard work and commitment.

Quality Assurance

The Quality Control Circle Committee was formed with a representative from each Section and Division of the Ministry with the endorsement of the Permanent Secretary. QCC, being a tool for the SEAF, held quarterly meetings in HQ to discuss progress and how it helped the Ministry to manage service excellence efforts in a holistic way. A draft policy was put in place to guide the committee in different areas like Customer Service, Energy Management, CSR, OHS Awareness and wellness in the Workplace.

Registry Management

Registry serves as the information center of an organization. The Ministry of Youth and Sports Registry also serves a very important role in storing and safe keeping subject files and information that is received on a daily basis.

In 2015, the Registry received approximately 1424 inward mails and processed 452 outward.

The Registry also plays an important role in processing leave applications which are reflected under Leave Management shown above.

Service Charter

Our Customer service charter presents an overview of the Ministry’s vision, mission and our 7 Star values. It clearly states our goals and how they relate to the Ministry’s customers. Our charter also includes information pertaining to customer rights and expectations. It outlines the expected time frame for customers to receive feedback or services and how the Ministry handles complaints and dispute processes if any.

The Customer service charter reassures our customers that the Ministry will deliver services within the specified timeframe and these charters are posted on the Ministry’s website and made available in all our Divisional offices and outlets where our customers physically go to acquire our services.

Financial Management – Finance Section

The Finance Section headed by the Accounts Officer [AO] with five [5] staff oversees and maintains the Ministry’s budgetary allocations for all payment of goods and services. It monitors the Ministry’s spending and ensures it is within the annual approved provision.

The Finance Section also provides advice and discharges responsibilities of the Ministry in accordance with Government financial and procurement regulations. The Section maintains financial records and undertakes reconciliations to reflect correct expenditure.



ANNEX 1

MINISTRY OF YOUTH AND SPORTS

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2015



MINISTRY OF YOUTH AND SPORTS MANAGEMENT CERTIFICATE FOR THE YEAR ENDED 31 DECEMBER 2015

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MINISTRY OF YOUTH AND SPORTS SPECIAL PURPOSE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

INDEPENDENT AUDIT REPORT

Scope

I have audited the special purpose financial statements which have been prepared under the cash basis of accounting and notes thereon of the Ministry of Youth and Sports for the year ended 31 December 2015, as set out in notes 1 to 4. The special purpose financial statements comprise the following:

- (i) Statement of Receipts and Expenditure;
- (ii) Appropriation Statement; and
- (iii) Statement of Losses.

The Ministry of Youth and Sports is responsible for the preparation and presentation of the special purpose financial statements and the information contained therein.

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

My audit was conducted in accordance with the International Standards on Auditing to provide reasonable assurance as to whether the special purpose financial statements are free of material misstatements. My audit procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the special purpose financial statements and evaluation of government accounting policies. These procedures have been undertaken to form an opinion as to whether, in all material respects, the special purpose financial statements are fairly stated and in accordance with government policies in Note 2 and the Financial Management Act 2004, so as to present a view which is consistent with my understanding of the financial performance of the Ministry of Youth and Sports for the year ended 31 December 2015.

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

Audit Opinion

In my opinion:

- (a) the special purpose financial statements present fairly, in accordance with the government accounting policies stated in Note 2, the financial performance of the Ministry of Youth and Sports for the year ended 31 December 2015.
- (b) the special purpose financial statements give the information required by the Financial Management Act 2004 in the manner so required.

Atunaisa Nadakuitavuki
for AUDITOR GENERAL

Suva, Fiji
11 May 2016



MINISTRY OF YOUTH AND SPORTS
MANAGEMENT CERTIFICATE
FOR THE YEAR ENDED 31 DECEMBER 2015

We certify that these special purpose financial statements:

- (a) fairly reflect the financial operations and performance of the Ministry of Youth and Sports and its financial position for the year ended 31 December 2015; and
- (b) have been prepared in accordance with the requirements of the Financial Management Act 2004 and the Finance Instructions 2010.



Ms. Alison Burchell
Permanent Secretary

Date: 3/5/2016



Mr. Iveri Naba
Accountant

Date: 3/5/16

MINISTRY OF YOUTH AND SPORTS
STATEMENT OF RECEIPTS AND EXPENDITURE
FOR THE YEAR ENDED 31 DECEMBER 2015

	Notes	2015 \$	2014 \$
RECEIPTS			
State Revenue			
Commission	3 (ai)	2,076	1,710
Recovery of OPR in Previous Years	(aii)	391	1,097
Total State Revenue		2,467	2,807
Agency Revenue			
Sales of School Farm Produce Surplus	3 (bi)	73,982	56,781
Miscellaneous Revenue	3 (bii)	17,151	16,143
Total Agency Revenue		91,133	72,924
TOTAL RECEIPTS		93,600	75,731
EXPENDITURE			
Operating Expenditure			
Established Staff	3(c)	1,963,108	1,548,190
Government Wage Earners	3 (d)	190,020	200,783
Travel & Communications	3 (e)	293,269	147,413
Maintenance & Operations	3 (f)	195,141	189,007
Purchase of Goods & Services	3 (g)	975,664	827,216
Operating Grants & Transfers	3 (h)	3,795,085	1,960,654
Special Expenditure	3 (i)	2,836,811	2,776,561
Total Operating Expenditure		10,249,098	7,649,824
Capital Expenditure			
Grants & Operations	3(j)	5,180,474	833,584
Total Capital Expenditure		5,180,474	833,584
Value Added Tax	3(k)	627,854	513,283
TOTAL EXPENDITURE		16,057,426	8,996,691

MINISTRY OF YOUTH AND SPORTS

APPROPRIATION STATEMENT

FOR THE YEAR ENDED 31 DECEMBER 2015

SEG	Item	Budget Estimate \$	Appropriation Changes \$	Revised Estimate \$ a	Actual Expenditure \$ b	Carry-Over \$	Lapsed Appropriation \$ (a-b)
1	Established Staff	1,994,562	(35,000)	1,959,562	1,963,108		(3,546)
2	Government Wage Earners	203,003	-	203,003	190,020		12,983
3	Travel & Communication	185,350	117,392	302,742	293,269		9,473
4	Maintenance & Operations	214,550	-	214,550	195,141		19,409
5	Purchase of Goods & Services	1,035,100	(44,000)	991,100	975,664		15,436
6	Operating Grants & Transfers	3,600,000	267,203	3,867,203	3,795,085		72,118
7	Special Expenditure	3,152,950	(166,393)	2,986,557	2,836,811		149,746
	Total Operating Costs	10,385,515	139,202	10,524,717	10,249,098		275,619
	Capital						
8	Construction	---	---	---	---	---	---
9	Purchases	---	---	---	---	---	---
10	Grants & Transfers	5,652,000	(120,000)	5,532,000	5,180,474		351,526
	TOTAL CAPITAL	5,652,000	(120,000)	5,532,000	5,180,474		351,526
13	Value Added Tax	653,231	(19,202)	634,029	627,854		6,175
	TOTAL EXPENDITURE	16,690,746	0	16,690,746	16,057,426		633,320

MINISTRY OF YOUTH AND SPORTS STATEMENT OF LOSSES FOR THE YEAR ENDED 31 DECEMBER 2015

Loss of Money

There was no loss of money recorded for the year ended 31 December 2015.

Loss (other than money)

There was no loss of fixed asset recorded for the year 2015. However, the Ministry is awaiting approval for write-off from Ministry of Finance for items worth \$3,224 after the Board of Survey conducted for the year ending 31 December 2015.

MINISTRY OF YOUTH AND SPORTS

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015

NOTE 1: REPORTING ENTITY

The Ministry of Youth and Sports is responsible for the formulation and implementation of policies and programs aimed at enabling youths to meet challenges of their generation and create a better future through informed choices and the promotion and development of sports and its infrastructure both in the urban and rural areas in recognition of the important role of sports in nation building and to create a vibrant and highly competitive sports industry which will be economically beneficial to Fiji.

NOTE 2: STATEMENT OF GOVERNMENT ACCOUNTING POLICIES

(a) Basis of Accounting/Presentation

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

The special purpose financial statements are presented in accordance with the Financial Management Act 2004 and the requirements of Section 71(1) of the Finance Instructions 2010. The preparation and presentation of a Statement of Assets and Liabilities is not required under the current Government policies, except for that of the Trading and Manufacturing Accounts.

(b) Accounting for Value Added Tax (VAT)

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

The VAT payment as per the statement of receipts and expenditure relates to the VAT input claimed on payments made to the suppliers and sub-contractors for expenses incurred and VAT payments to FRCA. Actual amount paid to FRCA during the year represent the difference between VAT Output and VAT Input.

(c) Comparative Figures

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

(d) Revenue Recognition

Revenue is recognised when actual cash are received by the Ministry.

MINISTRY OF YOUTH AND SPORTS

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015 (cont'd)

NOTE 3: SIGNIFICANT VARIATIONS

- a) (i) The Commission revenue increased by \$366 or 21.4% in 2015 compared to 2014 due to increase in salary deductions for insurance premiums thus increase in commission.
- (ii) The recovery of overpaid salary decreased by \$706 or 64.3% in 2015 compared to 2014 due to reduction in overpayment of salaries.
- b) (i) Sale of School Farm Produce Surplus increased by \$17,201 or 30.3% in 2015 compared to 2014 due to increase in pig and poultry sales.
- (ii) Miscellaneous revenue increased by \$1,008 or 6.2% in 2015 compared to 2014 due to increase in hire of the National Youth Dance and Brass Bands in 2015.
- c) The Established Staff costs increased by \$414,918 or 26.8% in 2015 compared to 2014 due to increase in the additional 3 new posts to the current payroll as follows: 1 Minister, 1 Assistant Minister and 1 Secretary.
- d) The Government Wage Earners costs decreased by \$10,763 or 5.4% in 2015 compared to 2014 due to virement of \$15,000 into the overtime vote to cater for payment drivers arrears of overtime in 4th quarter 2014.
- e) The Travel and Communications costs increased by \$145,856 or 98.9% in 2015 compared to 2014 due to virement of \$117,250 raised to meet the increase in Ministerial activities in 3rd and 4th quarter respectively, overseas travel costs of official attending international youth forums and overseas travels costs of officials attending the Pacific games.
- f) The Maintenance and Operations costs increased by \$6,134 or 3.2% in 2015 compared to 2014 due to increase in fuel consumption and cost of repairs and maintenance to vehicles.
- g) The Purchase of Goods and Services increased by \$148,448 or 18% in 2015 compared to 2014 due to a virement of \$11,900 to meet administrative commitments and increase in budgetary provisions in the following allocation: \$50,000 National Youth Band, \$50,000 Refurbishment of Office, \$30,000 Anti doping Sports Development and \$6,200 National Youth Advisory Board and Food Ration.
- h) The Operating Grants and Transfers increased by \$1,834,431 or 93.6% in 2015 compared to 2014 due to increase in the Overseas Sports Tour allocation to cater for World Cup events in 2015 as follows: World Netball Championship, Commonwealth Youth Games and Pacific Games, Rugby World Cup, Pacific Rugby Cup, Pacific Nations Cup, Junior Rugby World Cup, U17 Fiji Football Men's and Women's team, and U20 Fiji Football FIFA World Cup.

MINISTRY OF YOUTH AND SPORTS
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2015 (cont'd)

NOTE 3: SIGNIFICANT VARIATIONS *Cont'd*

- i) The Special Expenditure costs increased by \$60,250 or 2.2% in 2015 compared to 2014. The increase is insignificant.
- j) The Capital Grants and Transfers increased by \$4,346,890 or 521.5% in 2015 compared to 2014 due to increase in the following allocations: National Youth Band Upgrading \$130,000, NYTC Upgrading \$47,000, Yavitu Training Centre Upgrading \$35,000, Upgrade of Rural Sports Complex (Gau and Vunisea, Kadavu) \$1,600,000. Upgrade & Maintenance of Government owned Sports Facilities \$3,000,000.
- k) The VAT increased by \$114,571 or 22.3% in 2015 compared to 2014 due to the increase in operating expenditure.

NOTE 4: DETAILS OF APPROPRIATION CHANGES

The Ministry of Finance approved the following transfer of funds during the year.

Virement No.	From	To	Amount (\$)
25001/15	SEG 10	SEG 7	104,347.83
		SEG 13	15,652.17

The Permanent Secretary approved the following virements under delegation from the Minister of Finance.

Virement No.	From	To	Amount (\$)
DV2501	SEG 1	SEG 3	20,000
DV2502	SEG 1	SEG 3	15,000
DV2503	SEG 7 SEG 13	SEG 6	200,000
DV2504	SEG 7 SEG 13	SEG 3 SEG 13	15,000 2,250
DV505	SEG 7 SEG 13	SEG 3 SEG 13	17,392 2,609
DV506	SEG 7 SEG 13	SEG 5 SEG 13	6,000 900
DV507	SEG 5	SEG 3	7,000
DV508	SEG 5	SEG 3	43,000
DV509	SEG 7 SEG 13	SEG 6	67,203

Annex 2

Staff Overseas and Local Training - 2015

1st Quarter 2015

Name of Officer	Name of Training/Workshop Attended	Institution
Venina Niumataivalu	JICA Development Program On Small and Medium Enterprise development policies (B)	Japan
Edward S. Heritage	Communication 1 training	CTD
Mateni Mekerusa	Annual Procurement Workshop	MOF
Manjit Lal	SEA Awareness	In house
Kirstie Pangilinan		
Marurua Vodi Vodi		
Mere Degei		
Nazreen Bi		
Peni Baleilabasa		
Josaia Baleinakasi		
Kolino Saukuru		
Devina Devi		
Elenora Vereiloma		
Avila Nabainivalu		
Asenaca Rapai		
Silivia Rokowasa		
Etuate Nawaqaliva		
Viliame Yauvoli		
Pauliasi Nasegai		
Miliana Iga		
Venina Nahimo		
Jone Tupou		
Mateni Mekerusa	SEA Awareness	In house
Apenai Vatucicila		
Saimoni Vidovi		
Ulamila Qaraniqio		
Isikeli Sivo		
Davendra Vijay		
Subir Sen		
Eminoni Naebe		
Setareki logavatu		
Aqela Mataitini		
Manoa Tupou		
Miriama Drava	Sea Awareness	In House
Marisela Adi		
Penione Wale		
Samisoni Mateyawa		
Valami Naloga		
Parishka Sharma		
Elima Vuiyale		

1st Quarter 2015 (cont'd)

Name of Officer	Name of Training/Workshop Attended	Institution
Maova Nalagi	Sea Awareness	In House
Reshmi Prasad		
John Kaloba		
Adriu Alifereti	Sea Awareness	In House
Jale Vakaoti		
Timoci Tuiwainunu		
Etuate D Colati		
Ashley S Raj		
Maova Nalagi	Annual Procurement workshop	CTD
Iowane Soko	Public Service Ethics and Decision Making	CTD

2nd Quarter 2015

Name of Officer	Name of Training/Workshop Attended	Institution
Shalendra Prasad	Colombo Plan Staff College In-Country Workshop- Industry – Academia Collaborations and Partnership	MOE
Manoa Tupou		
Parishka Sharma	Quality Circle and 5s Basic House Keeping Workshop	CTD
Manoa Tupou	Introduction to Disaster Management & Initial Disaster Assessment [IDM & IDA]	Sigatoka
Miriama Wasasala	OHS	Holiday Inn Suva
Iowane Soko	Public Service Ethics and Decision Making Workshop	Suva
Marurua Vodivodi	Business Process Reengineering	Suva
Samisoni Mateyawa	Basic Leadership Training	Lautoka
John Koloba	Introduction to Disaster Management & Initial Disaster Assessment [IDM & IDA]	Labasa
Reshmi Prasad	Project Planning and Implementation	Labasa
Mere Degei	Performance Management [Managing Poor Performance, Result Focus, Team Building and Change Management]	Suva
William Naisara	Guangdong Spring 2015 Program for Civil Servants	China
Nazreen Hussein	Procurement Policies and Guides Awareness Workshop	MOF
Asenaca Rapai		MOF - Labasa
Suliana Buli		
Miriama Drava		
Philip Frank Hereniko	International Youth Forum	Korea
Jese Dau Nuku		
Laise Leba		
Lemeki Qio		
Emalimi Maria		
Sinate Colati		
Alanieta Ratu		
Walter R Minati		
Lusiana Tagicakibau		
Mesake Vuniwai		
Filipe Noa Nabose		

2nd Quarter 2015 (cont'd)

Name of Officer	Name of Training/Workshop Attended	Institution
Eparama Tomasi Bolekinaivalu Nanuqa Apete Gonemaiwasa Nasilivata Donaley David Dobynms Nawaitabu Simione Madanavatu Tikomaisainai Joti Natadra Tabudravu Seruvi Caqusau Mere Moleya Marama Asaeli Yaqona Pirinise Qeranatabua *Saunikaloa Qolivicicia Tadulala Jaoji Levaci Dobui *Neli Dranivatu Kinijoji Naituva Vunisa *Moses Tuiloruma Kurimata Adi Litiana Bolea Valaibulu *Timoci Tagiciverata Tukana *John Sowani William Pepene Tamanikaisawa	International Youth Forum	Korea
Mere Ratukonadi	15th Melaka International Youth Dialogue	Malaysia
Prem Lata	Administrative Management	China

Note: * - represent selected youth representatives

3rd Quarter 2015

Name of Officer	Name of Training/Workshop Attended	Institution
Eremodo Tuni	International Youth Forum	Korea
Yee Harvi Teruakai Li Xuan	2015 training course on athletic ability for table tennis players from developing countries	China
Valami Nima Akuila Sovanivalu	Training Workshop to Develop Skills and Livelihood Training	Nadi
Reshmi Prasad	Public Service Ethics & Decision Making Workshop	
Akuila Sovanivalu	Master's Degree Program on Community Development Leadership	Labasa Korea
Jone Nawaikula Veresa Cegquadrau	Diplomatic Training	CTD
Peni Baleilabasa	IT Training	CTD

3rd Quarter 2015 (cont'd)

Name of Officer	Name of Training/Workshop Attended	Institution
Marurua Vodivodi	Manpower For Construction And Operating E-Government Infrastructure And System	Korea
Niteshni Singh	HSEQ Lubricant and Product Handling	Suva
Viema Niqara		

4th Quarter 2015

Name of Officer	Name of Training/Workshop Attended	Institution
Parishka Sharma	Internal Desktop Writers SEA Workshop	MYS Conference Room
Prem Lata		
Miriama Wasasala		
Nazreen Hussein		
Venina Niumataivalu		
Anna Sorovaki		
Pauliasi Nasegai		
Avila Nabanivalu		
Sitiveni Rokoro		
Asenaca Rapai		
Mere Ratukonadi		
Parishka Sharma	SOS Trainer	MYS Conference Room
Reshmi Prasad		
John Kaloba		
Manoa Tupou		
Pauliasi Nasegai		
Devina Devi		
Manjit Lal		
Samisoni Mateyawa		
Marurua Vodivodi	Business Process Re-engineering	CTD
Miriama Wasasala	SEA Evaluators workshop	MYS Conference room
Miliana Iga		
Nazreen Hussein		
Aqela Mataitini		
Samisoni Mateyawa		
Asenca Rapai		
Viema Niqara		
Kolinio Saukuru		
Mere Ratukonadi		
Sitienali Naikocoa		
Mereia N		
Manjit Lal		
Peni Balilabasa		
Fane Vakaruru		
Prem Lata	Basic Prosecution Skills Workshop	PSDT
Taniela Tuinaceva	Entrepreneurial Management	India
Matai Kamenieli	Young Leaders Training – Tourism	Japan

Contact Us

Office	Location
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