



MINISTRY OF
YOUTH AND SPORTS



Ministry of Youth
and Sports

ANNUAL REPORT 2018 - 2019

Parliamentary Paper No. 20 of 2020

Vision, Mission and Values

Vision

Dynamic Youth, Live Better Through Sports

Mission

Empowering Youth and 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;

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

The Honourable Minister Parveen Kumar,
Minister for Youth and Sports,
Nasoqo House,
3 Gordon Street,
SUVA.

Honourable Minister,

Annual Report 2018 - 2019.

I am pleased to present to you the Annual Report for the period August 2018 to July 2019 for the Ministry of Youth and Sports. This report provides an overview of the Ministry's performance and outlines the Ministry's achievement against its Annual Corporate Plan.

This Annual Report extends the performance of the Ministry following the 2018 General Elections with the inception of new leadership of the Ministry.

The implementation of the activities defined in this report reinforces the refocusing of the Ministry's programmes which will be extensively implemented in the subsequent financial year.

The report also serves to challenge us all in our performance for the coming years.

Yours faithfully,



.....
J. MARITINO NEMANI
Permanent Secretary

Permanent Secretary's Statement

The Financial Year 2018-2019 started off well with the appointment of the new Minister for Youth and Sports after the 2018 General Elections and the subsequent appointment of the Permanent Secretary in December of the same year.

With a new team at the helm of leadership the Ministry continued with its programmes under the Youth Empowerment Programs and simultaneously carried out the implementation of the Civil Service Reforms.

A new pathway was developed to take on board the new Minister's direction for the Ministry and these include the repackaging of empowerment programmes to focus on issues currently faced by our youths.

This also complements the Ministry's focus on "building values that lead to success" through being a "Ministry for all youth" and integrating sport and youth development into the mainstream work of the Ministry. This has also allowed a more inclusive approach with priority being given to youth at risk in line with Government's stated objective of leaving no-one behind. There are areas of improvement including more services being provided in urban areas, to women and persons with disabilities as well as changing from outputs to outcomes and impacts.

The Ministry continued conducting accredited trainings at its five youth training centers. Mobile skills training continued to be rolled out across the four divisions and there was a notable increase in number of youths attending these trainings.

Climate Change was also introduced as part of the training package to youths. A number of staff attended a 'Train the Trainers' workshop on Disaster Risk Reduction and Climate Change Adaptation. With the Fijian Government's committed efforts against climate change, the ministry will now focus on empowering youths on disaster risk management and climate change adaption.

The Duke of Edinburgh International Awards continues to make inroads into the lives of our young people. The financial year recorded an additional ten (10) units that took part in the programme at the bronze level. An additional school for the Eastern Division joined the programme taking the number of schools in the division to two.

The development of sports is ongoing with the Ministry working in close collaboration with the Fiji National Sports Commission in bringing in expert coaches to raise our sporting standards locally and internationally and in reaching out to youth groups for sports programmes and training. The Fijian Government, through the Ministry of Youth and Sports, ensures that we have an all-inclusive approach towards sports development in the country and we are ensuring that, increasingly, all Fijians receive equal access to sports and sporting facilities regardless of gender, background or ability.

Fiji hosted the 2019 World Junior Weightlifting Championship which was held at the National Gymnasium in Suva and this was an immense success. The championship also gives us all opportunities to promote Fiji as an ideal sport tourism destination – a sector that is worth approximately US\$7.68 billion or FJ\$16.9 billion globally.

The same year also saw the commencement of work on the renovation of the old PWD Boxing Gym in Walu Bay which will be handed over to the Fiji Amateur Boxing Association when completed.

Our thanks go to our partners, including foreign embassies and multi-lateral agencies, to our stakeholders in sport and to the non-formal education sector for your ongoing contributions. Appreciation also goes out to our clients in the youth and sports sector for your support.

Our thanks also go to the Honorable Minister and Assistant Minister for their ongoing guidance and commitment to the cause of both youth and sports development as well as for pushing the Ministry to meet our ongoing commitments to the highest standards possible.

Table of Contents

Permanent Secretary's Statement	4
SECTION 1.....	8
ORGANIZATIONAL PROFILE.....	8
1.1 Roles and Responsibilities	8
1.2 Legislations and Policies	8
1.3 Divisional Offices	9
MYS Corporate Structure	10
Divisional Structure.....	11
National Development Plan	12
1.4 Linkages between MYS Outcomes and Government National Development Programme	12
Goal: Policies and Strategies (Youth Development).....	12
Goal: Policies and Strategies (Sports Development)	13
Annual Report 2018-2019.....	14
SECTION 2.....	15
HIGHLIGHTS OF 2018- 2019	15
EMPOWERMENT PROGRAM:.....	15
Duke of Edinburgh's International Award.....	17
SPECIFIC SKILLS TRAINING	19
MOBILE SKILLS TRAINING.....	21
YOUTH AND SPORTS CLUB REGISTRATION.....	23
Youth Grants	24
SPORTS DEVELOPMENT	27
Rural Sports Facilities Development Program.....	27
Process for Prioritizing Facilities that are to be Developed	28
Sporting Fields Developed and Improved.....	28
Donation of Sports Equipment.....	28
Conferences Conducted and Attended	30
Funding of the coaches Forum-March 2019	31
Youth Champion for Change (November 2018-April 2019)	31

National Sports and Recreational Activity Policy Review and National Policy Review	Anti-Doping 33
2 nd Pacific Sports Minister's Meeting in Apia, Samoa.	33
Section 3.....	34
Human Resource Development and Financial Management.....	34
Administration Unit.....	34
Divisional Staff as at 31 July 2019	36
Staff Training	36
Recruitment and Selection Process	37
Registry Management	37
Leave Management	38
Asset Management;	39
Annual Board of Survey.....	39
Office Accommodation	39
Ministry of Youth and Sports Financial Statements For The Year Ended 31 July 2019.....	42
Glossary	54

SECTION 1

ORGANIZATIONAL PROFILE

1.1 Roles and Responsibilities

The Ministry of Youth and Sports' core responsibilities are the establishment of a 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 centers 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 infrastructures nationwide through the provision of grants to the Fiji National Sports Commission and National Sporting Organisations as well as the provision of basic sports equipment and the development of rural playing fields.

1.2 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 and Recreational Policy

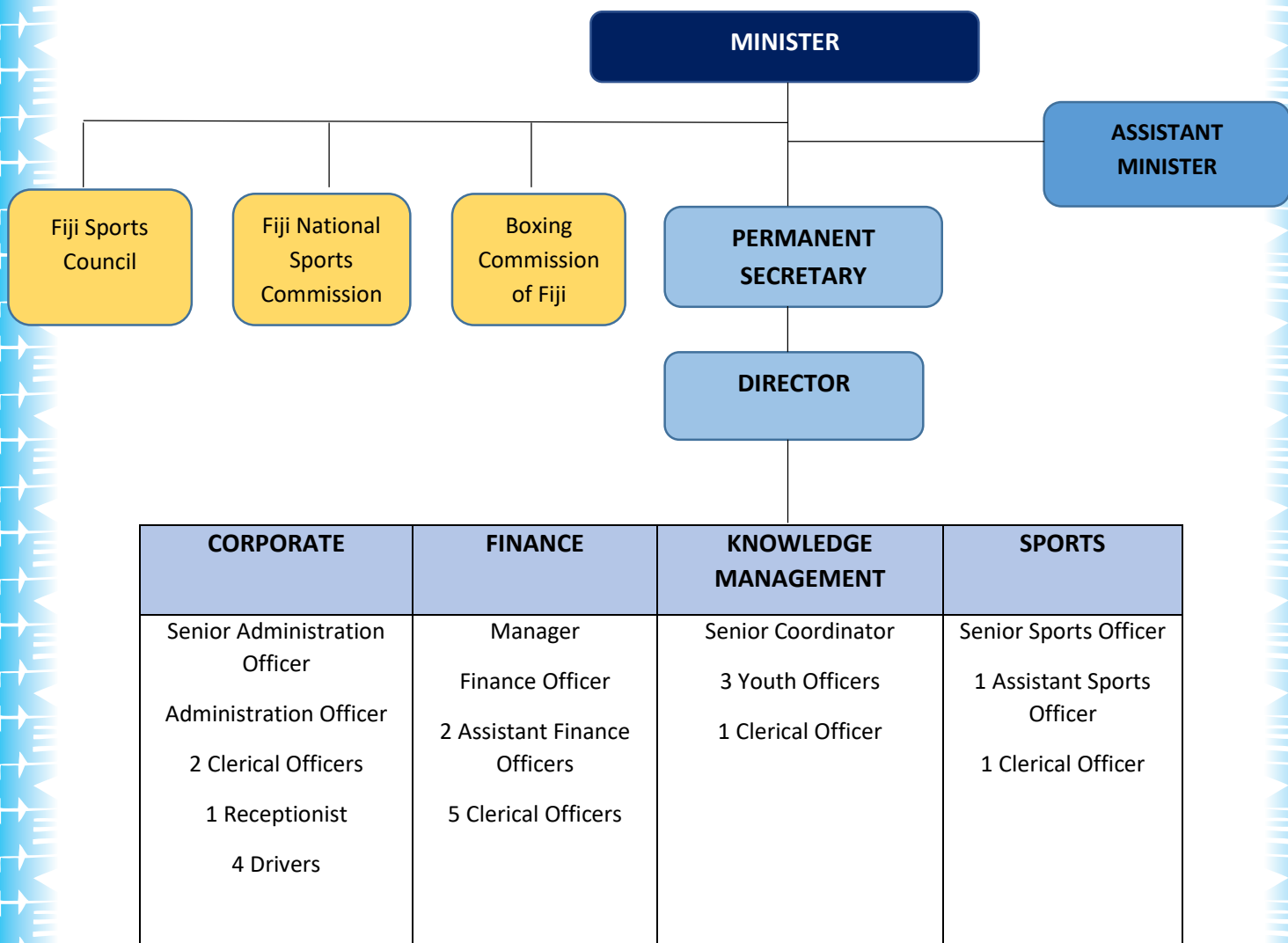
1.3 Divisional Offices

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

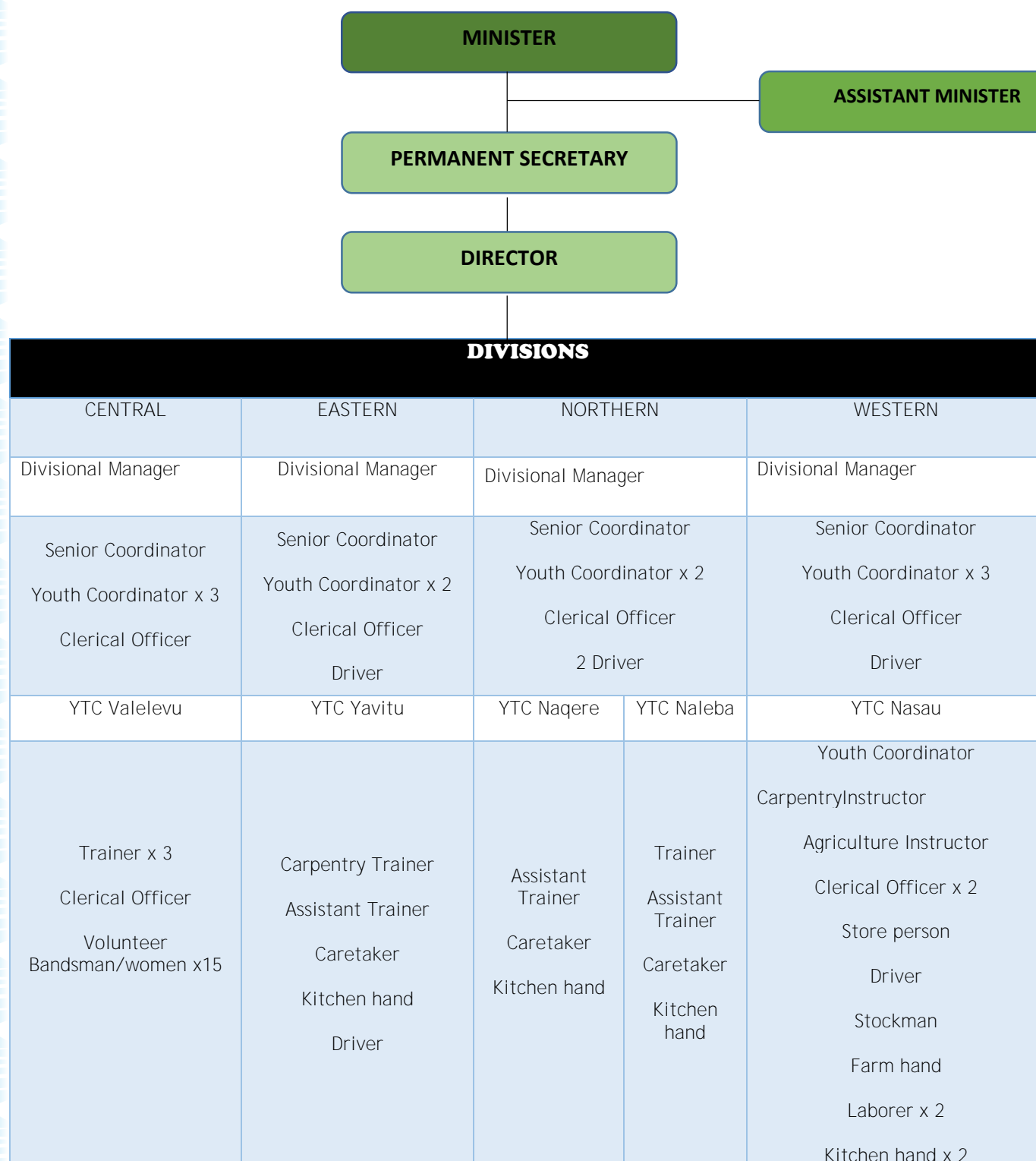
Table 1: Location of MYS Offices

Office	Location
Headquarters <ul style="list-style-type: none"> Office of the Minister of Youth and Sports Office of the Assistant Minister of Youth and Sports Office of the Permanent Secretary Youth and Sports Office of the Director of Youth, Sports and Business Development Knowledge Management Unit Finance Unit Corporate Support Unit 	Ministry of Youth and Sports Nasogo House 3 rd Gordon Street Suva.
<ul style="list-style-type: none"> Northern Division 	Ro Oomate House Hospital Road Labasa
<ul style="list-style-type: none"> Western Division 	Tavaiqia House Tavewa Avenue Lautoka

MYS Corporate Structure



Divisional Structure



National Development Plan

1.4 Linkages between MYS Outcomes and Government National Development Programme

Goal: Policies and Strategies (Youth Development)

Goal: Empowering youth to be critical agents of change and development.	
Policy Objective	Strategies
To develop youth to become productive, participatory, and increase their influence in decision making.	<ul style="list-style-type: none"> • Support the development and empowerment programmes for youth under the Ministry of Youth and other relevant agencies • Promote youth issues and their participation in leadership and decision making processes, at all levels • Initiate collaborative strategies between government and communities to increase the capacity and engagement of Fiji's youth in the community and economy
To promote the education and training of young people to secure decent employment	<ul style="list-style-type: none"> • Support the establishment of small and micro-enterprise projects for youth in rural and urban centers. • Enhance job-skills through better education and strengthening of National Employment Center • Promote technical and vocational and lifelong skills training for the young as mentioned in Chapter 9.1 on Education
To improve young people's personal health, hygiene and healthy lifestyle.	<ul style="list-style-type: none"> • Implement the strategies as in Chapter 9.2 on Health

Goal: Policies and Strategies (Sports Development)

Goal: <i>Building a sporting environment that includes all citizens, develops elite sportspeople and cultivates healthy lifestyles</i>	
Policy Objective	Strategies
Build the enabling environment that develops local athletes into elite athletes	<ul style="list-style-type: none"> • Provision for the hire of international coaches in annual budgetary allocation • Provision of sports grants to National Sporting Organisations (NSO). • Review current development programmes with NSOs and develop an overarching National Sports Talent Identification and Development Programme to strengthen it. • Establishment of the National Academy of Sports
Provide every citizen with the access to proper sporting facilities.	<ul style="list-style-type: none"> • Review Government tax incentives on sports sponsorship for national sporting federations. • Continue with construction of rural sports complex projects • Continue with rural sports ground fields projects • Continue with upgrade of Fiji Sports Council's facilities • Encourage mass participation in the National Sports Day holiday.
Ensure that young children obtain the proper teaching in physical education.	<ul style="list-style-type: none"> • Review physical education curriculum in primary and secondary schools • Implementation of Fiji National Sports Commission sports outreach program. • Encourage tertiary institutions to incorporate sports specific subjects into courses and programmes

Annual Report 2018-2019

The Ministry of Youth and Sports Annual Report for 2018-2019 highlights the implementation of activities and programmes of the 2018 - 2019 Annual Corporate Plan from 1st August 2018 -31st July, 2019.

The report reflects the Ministry's achievements for the Financial Year and covers programmes that were implemented by each divisional offices. These are the programmes put in place to provide opportunities for our youths to be empowered and self-sustainable through the Ministry's Mobile and Specific Skills, empowerment and capacity building training programmes.

These youth and Sports programmes fill a vital gap and addresses the needs of youths who have not made it in the formal education sector.

To complement this the Ministry of Youth and Sports focuses on the facilitation of 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. The Ministry has identified areas where youths are lacking in the social sphere of life and have initiated works to introduce empowerment training modules to address issues facing our young people today. These training modules will be introduced in the next financial year.

SECTION 2

HIGHLIGHTS OF 2018- 2019

EMPOWERMENT PROGRAM:

This program is the lead up program to other youth development programs. It is designed to empower youths that have disengaged from the formal education pathways and will be engaged in other development programs. Youth empowerment is imperative not only for national development but also for personal development of an individual and is pursued by promoting youth rights, youth activism and in community decision making. The need to empower youths for a better tomorrow is connected both, to financial elevation as well as increments in the standard of living.

Given Fiji's young population, the Ministry carries the responsibility of harnessing and channeling the untapped raw potential of Fiji's young people and releasing them into productive areas of society where they can make a difference. This involves providing training to develop both soft and hard skills, encouraging networking, mentoring, providing opportunities to build leadership skills through local level implementation, and promoting entrepreneurship and innovation. By doing so, Government is enabling Fiji's next generation of leaders -an investment in developing the youth of today to improve Fijian communities of the future.

For 2018-2019 the Ministry proposed a target of 42 training courses with 30 participants per training across the Divisions at a budget of \$273,000. The program in its entirety comprises of five sub components.

The Central Division recorded the most number with 1,233 youths empowered through the training programmes on offer making up 51 percent of the total number of youths trained. The Ministry set out a target of empowering 1260 youths in its operational plan for the Financial Year 2018-2019. A total of 2,412 youths were empowered through these programmes.

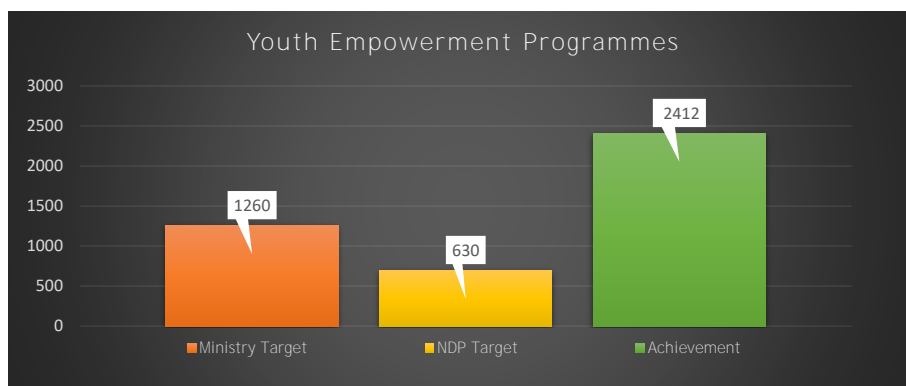


Figure 1: Targets set out by the Ministry and the National Development Plan (NDP) against the Ministry's achievement.

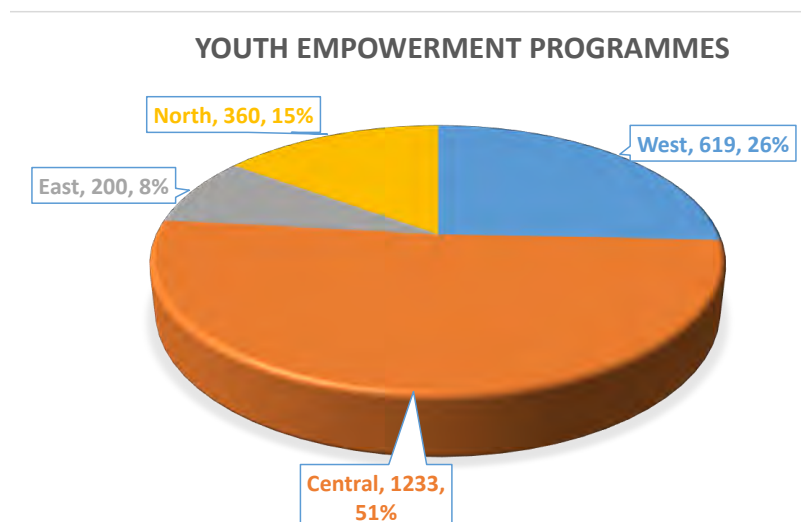


Figure 2: The breakdown of youths trained through empowerment programmes by division.

In this programme a number of trainings are covered and these are listed below:

- **Seeds of Success**
- **Back Yard Gardening/Food Security**
- **Financial Literacy Enhancement**
- **Leadership and Management**
- **Sexual Reproduction Health and Rights**

Duke of Edinburgh's International Award

The Duke of Edinburgh's International Award (DEIA) was introduced in Fiji in the early 1960s at the Derek Institute in Suva, which later became the Fiji Institute of Technology and now is the Fiji National University. The Award programme was previously coordinated by the Ministry of Education, Youth & Sports.

It was founded by His Royal Highness, the Duke of Edinburgh with a German educationalist Kurt Hahn in 1956 based on their concern that young people's development was lacking in certain key areas especially in life skills and character development.

This is an internationally recognized award and is designed to accommodate globally led and organised youth development forums and activities whereby local youths are exposed to cross cultural and foreign youth development initiatives. The Award is available to all 14 - 24 year olds. The Ministry of Youth & Sports since the early 1990s has been the National Award Operator coordinating the program in conjunction with the Ministry of Education through the respective participating Secondary Schools and youth clubs.

In September of 2017, the Ministry was issued a three years Full License to coordinate the Award as the National Award Operator in Fiji. The Duke of Edinburgh's 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 would build their character and change their lives.



The Financial Year 2018-2019 registered an increase in the number of youths who were part of this award. This includes schools selected in all the divisions whose students have shown improvements in their self-discipline. The achievement of the DEIA programme for the Financial Year has been the highest so far with 76 award units recorded as part of the programme compared to the 66 Award Units recorded for the last financial year.

The year also saw the introduction of an online reporting portal that streamlined the reporting process for coordinators in the four divisional officers.

The divisional breakdown of participants that have registered for the programme is illustrated below:

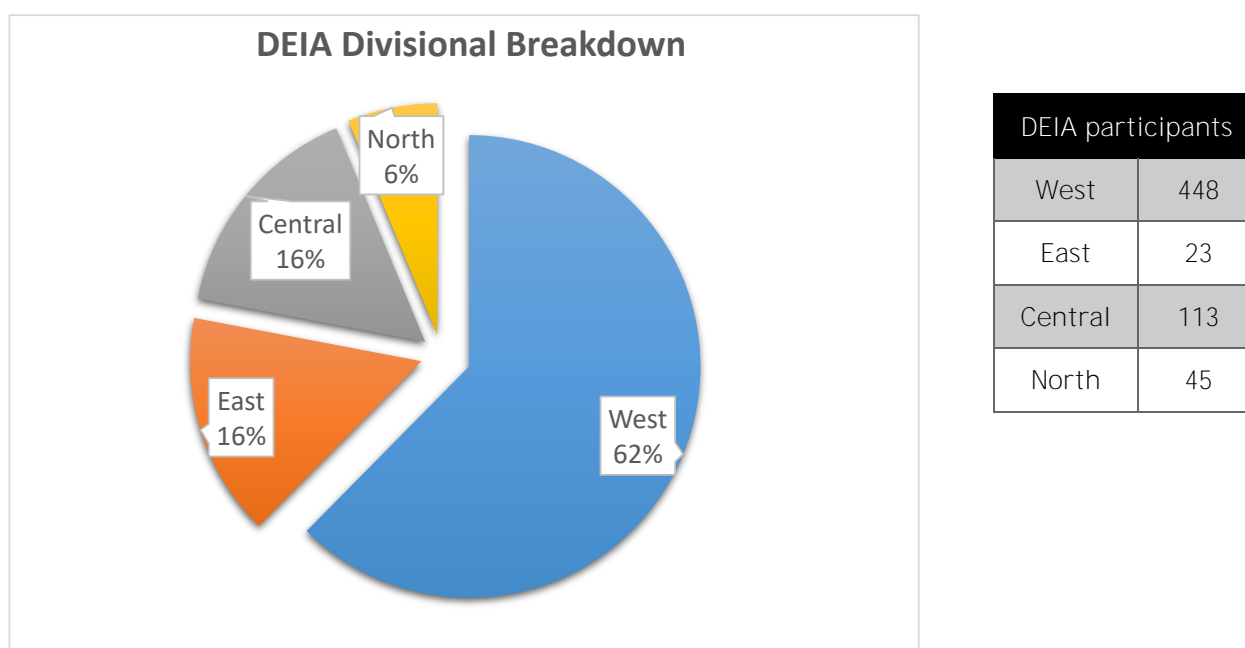


Figure 3: Breakdown of DEIA participation by Divisions

The Western Division recorded the most number of participants with 448. The Eastern Division recorded 23 participants, the Central Division recorded 113 and the Northern Division had 45 participants who are mostly students.

Given that the Ministry targeted 450 new youths for the programme, the overall achievement exceeded the target with a total of 629 youths taking part during the fiscal year. This increase may be attributed to an increase in awareness, promotions and the general interest of youths. The ministry anticipates a further increase in the coming fiscal year.

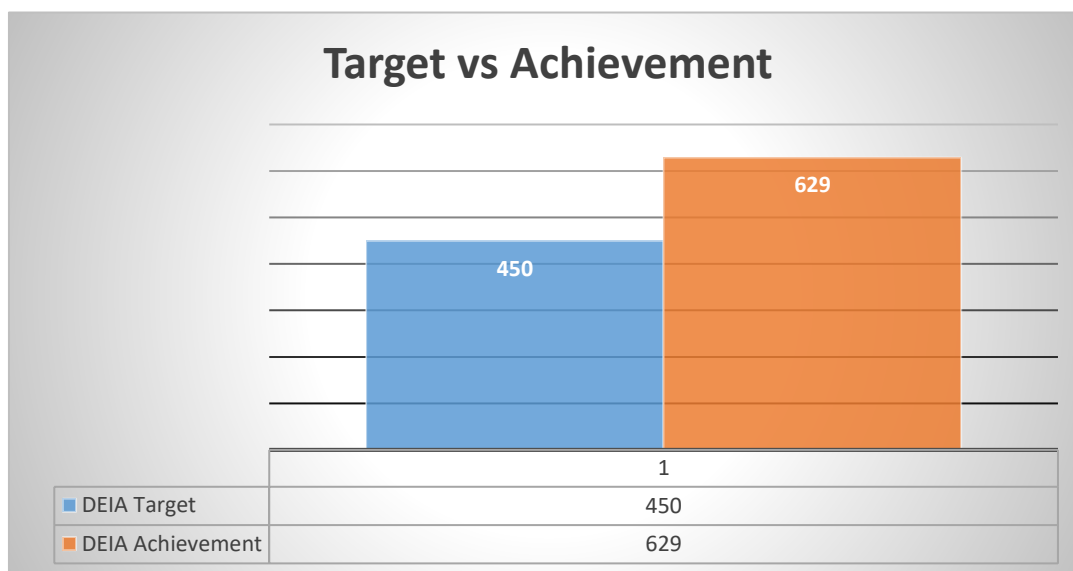


Figure 4: Achievement of DEIA programme against Ministry target.

SPECIFIC SKILLS TRAINING

This concept of youth development offers a wide range of training programmes delivered at the 5 Youth Training Centers of the Ministry.

The annual target to graduate from each training center is outlined below with an annual target of 176 graduates from the 5 Youth Training Centre's. 145 Youths graduated from the 5 Youth Training Centers by the end of 2019 representing an 82.8% achievement.



The shortfall is attributed to the underperformance of the three YTC's, youth disciplinary issues and lack of guidance which recorded less intake from previous years. Naleba in Macuata recorded only 14 intakes for the financial year with Naqere and Yavitu both registering 22 youth intakes. However YTC Nasau recorded 46 intakes and Valelevu 41.

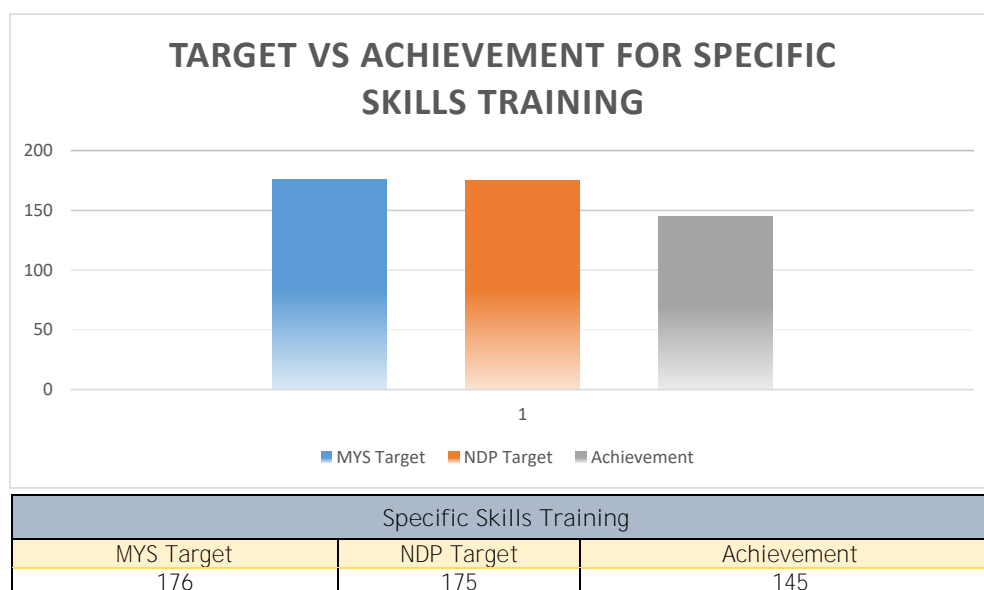


Figure 5: Ministry and NDP target against achievement

The five centers conduct the following trainings at their respective divisions:

1. YTC Valelevu - Musical Training - Certificate 4 in Music and Performance
2. YTC Nasau - Basic Agriculture (Organic Farming), Agriculture Short courses, Class III Carpentry
3. YTC Naleba - Certificate III General Agriculture
4. YTC Naqere - Basic Carpentry and Small Engine Repair
5. YTC Yavitu - Class III Carpentry Tradesmen Course, Joinery Training, Short Courses on Basic Fisheries

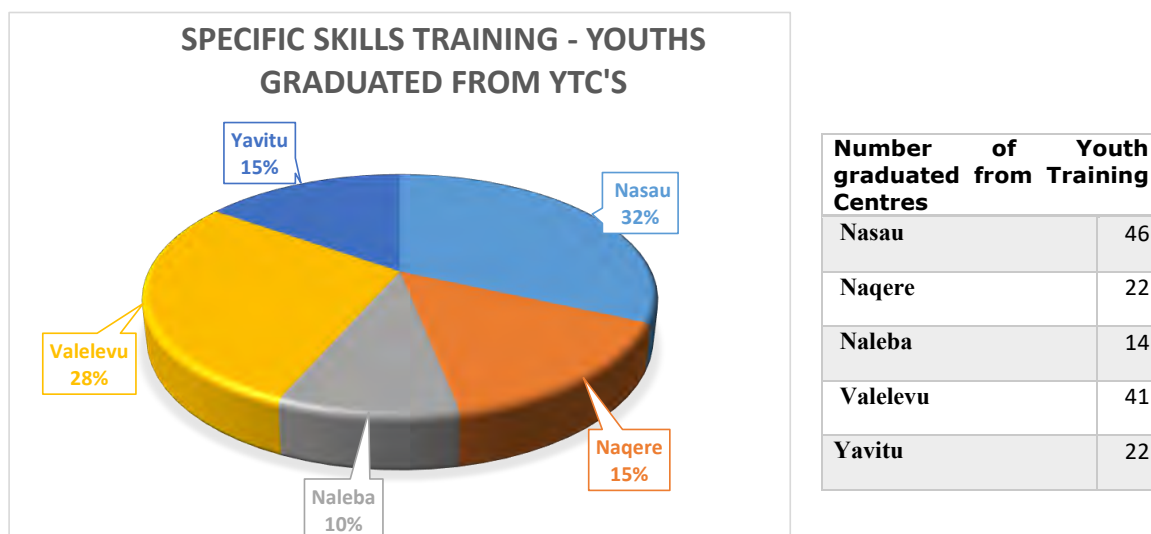


Figure 6: Breakdown of youths graduated from the various training centers.

MOBILE SKILLS TRAINING

Mobile Skills programme is an outreach, capacity and skills building programme that utilises vocational education to teach individual youths to improve their skills building from the talent/knowledge that they already poses.

Trainings under this programme are usually facilitated by a qualified trainer and includes theory and practical sessions that will allow youths to experience a friendly and holistic learning environment.



These are community based training courses targeting various skill sets that offer sustainable livelihood opportunities to youths. Such training are the result of various interactions with communities and the Training Needs Analysis which identifies the interests amongst youth in undertaking basic skills training.

The Ministry targeted 1110 youths for the year's training packages across all divisions with a maximum number of 30 youths per training and 37 training courses. This number was amended at times to accommodate for a larger number of youths from certain communities.

The Ministry achieved a 178.9% consolidated success across all divisions under the programmes that fall under Mobile Skills Training.

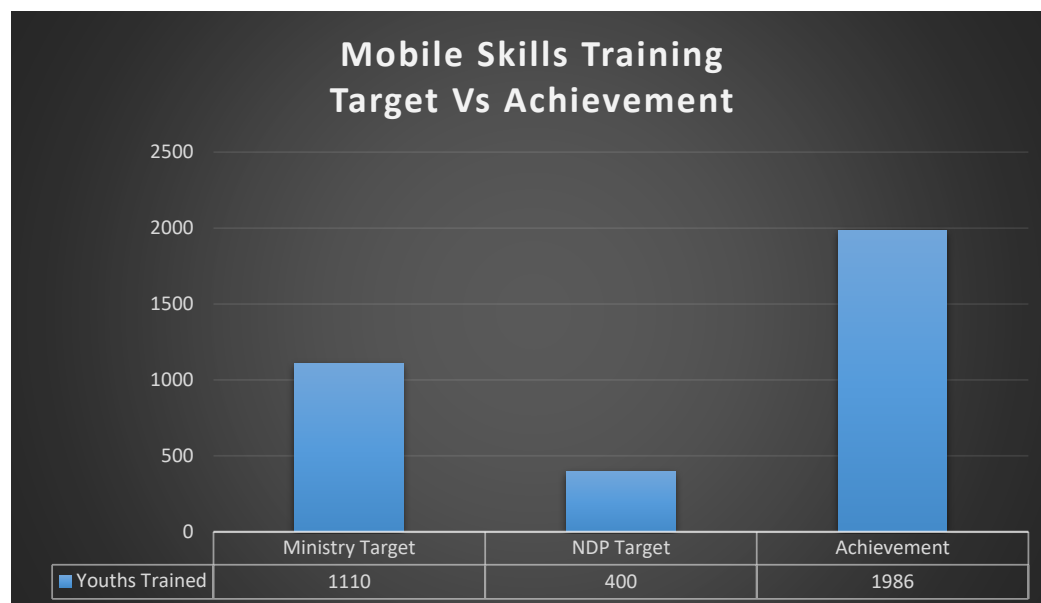


Figure 7: Ministry's target for mobile skills training participation against achievement.

These trainings at the outset focuses on areas that youths can utilise in their respective divisions for income generation and sustainable livelihoods.

- Beauty and Massage Therapy
- Boat Masters & Class 6 License
- Driving Courses
- House Keeping/ Food and Beverages Training
- Hair Dressing/Barber Training

- Screen Printing & Signage
- Small engine repair

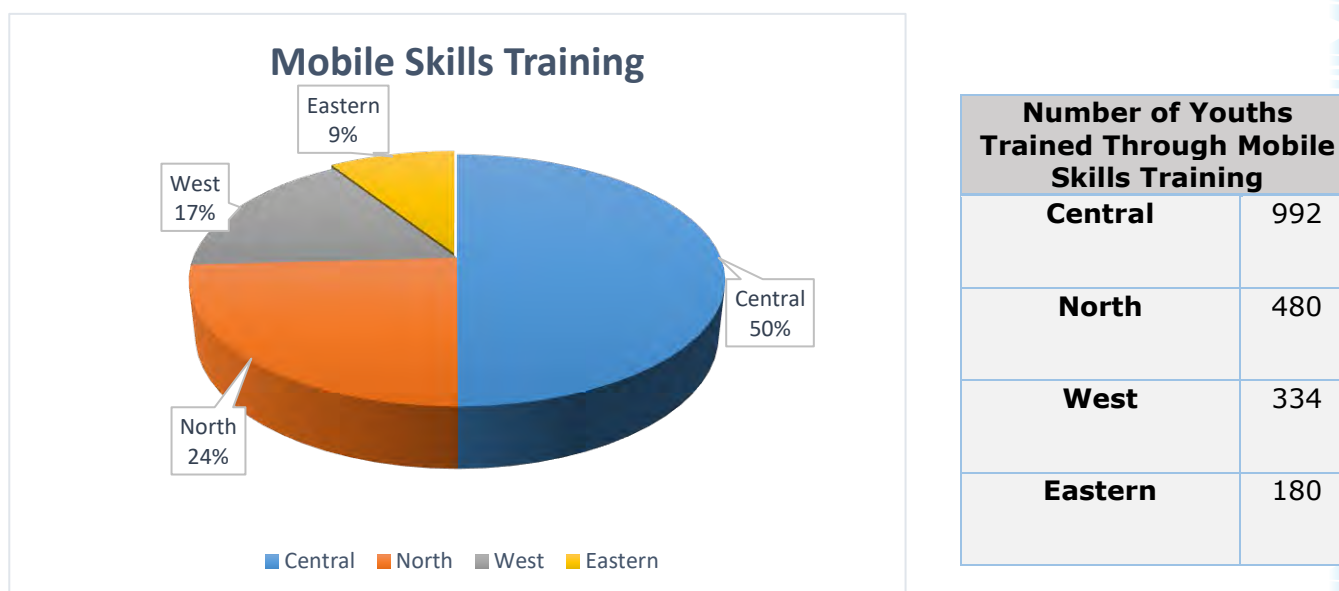


Figure 8: Breakdown of participation in trainings conducted in each division

The Ministry has always performed well in this area and in doing so fulfills one of Governments focus, to provide opportunities for our youths to be empowered and self-sustainable through the Ministry's Mobile and Specific Skills, empowerment and capacity building training programmes.

Such empowerment trainings has provided a second chances to many youths who have moved on to establish small micro enterprises in their communities.

YOUTH AND SPORTS CLUB REGISTRATION

Youth clubs are the means the Ministry utilises to promote collaboration and to reach its audiences. This is complemented by a new effort to re-register all clubs previously registered with the Ministry, including active and inactive clubs.

In doing so the Ministry continues to promote interaction and ensures youths in both urban and rural areas are reached and a stronger relations instilling democratic and inclusive practices are achieved.

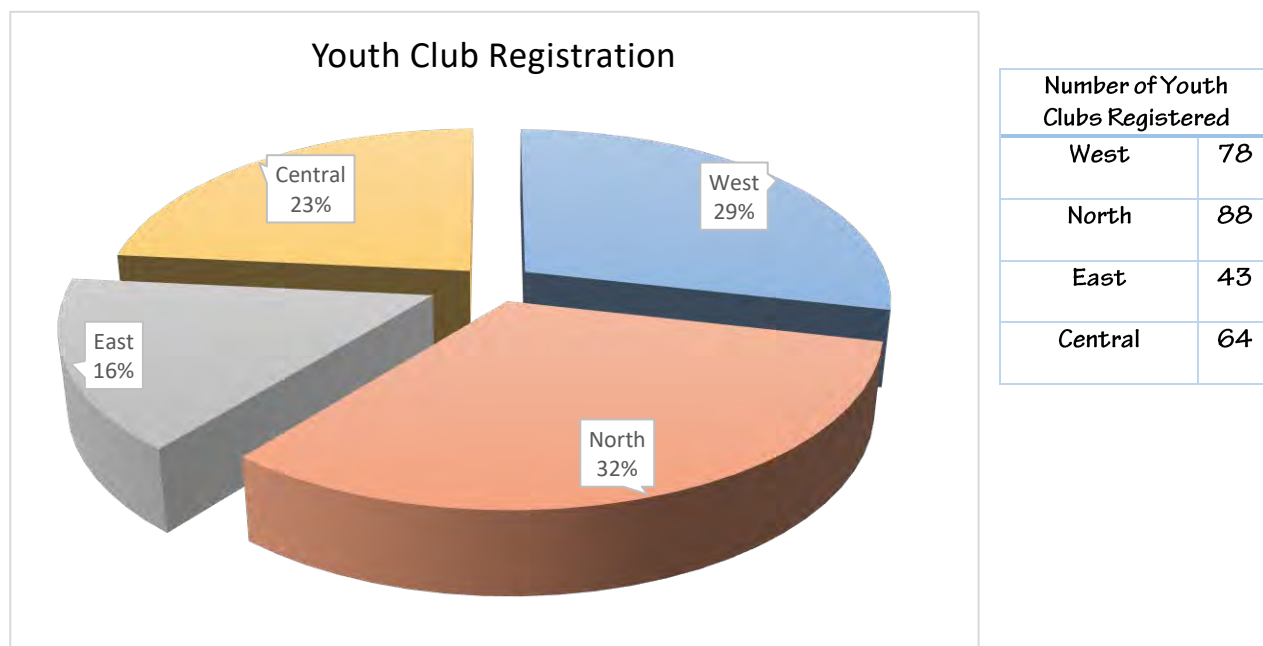


Figure 9: Breakdown of youth club registration per division.

An achievement of 113.7% was attained for the Financial Year registering a total number of 273 clubs registered against a target of 240 as per Ministry target. This is illustrated in the graph below which also shows the achievement against the National Development Plan target.

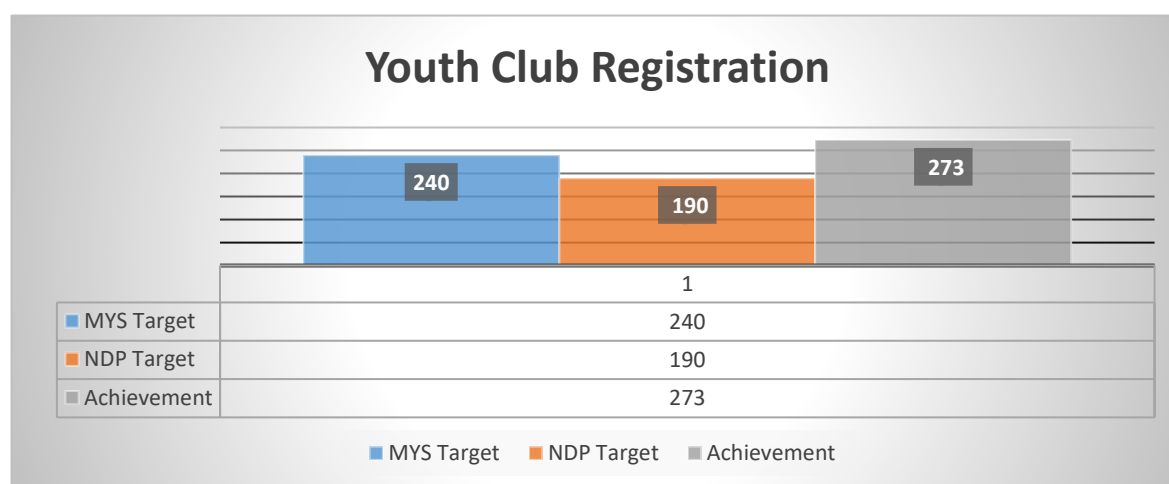


Figure 10: Ministry's target for youth club registrations against achievement.

Youth Grants

In working towards expanding youth development initiatives in Fiji, the Ministry of Youth and Sports advances its key duties of youth empowerment by promoting individual youth, youth clubs, faith based organizations, and non-Governmental organizations to conduct ventures in line with the themes under the National Youth Policy. The Youth and Sports **Grant is open to all youth and sports clubs/groups and focuses on activities and projects** initiated by individual youths; by youth and sports clubs, uniform groups, faith based and non-governmental organisations.

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, Entrepreneurship Development and Livelihood Opportunities
9. Vulnerable Youths

The Youth Grant has 3 core objectives which is to; 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 and elevate and strengthen youth development work in Fiji.

The grant focuses on individual youth led operations and initiatives; youth clubs and non-governmental organizations such as:

- Youth Empowerment Training;
- Youth Leadership Training;
- Youth Camp;
- Sports Recreation Training;
- Youth Workshops, Seminars
- and Income Generating Projects.



During the Financial Year a total of 109 youth and sports groups and individuals were assisted through youth grants across all the four divisions including assistance in Sports through the sports Unit.

Below is the graphical breakdown of the grant assistance.

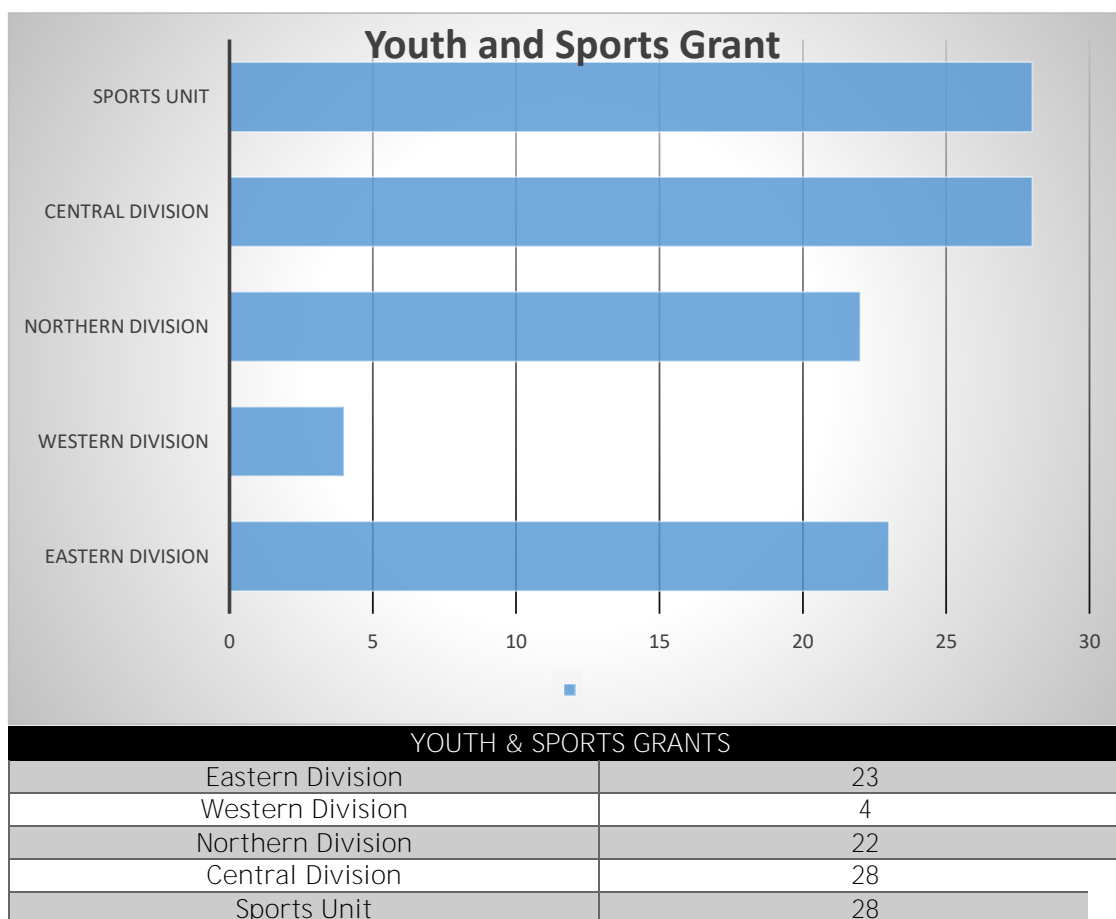


Figure 11: Breakdown of Youth and Sports grants.

SPORTS DEVELOPMENT

Rural Sports Facilities Development Program

The Rural Sports Facilities Development Program is one example of the type of assistance provided by the Ministry of Youth and Sports in ensuring development and promotion of sports at all levels. This involves the provision of proper sports facilities for schools and communities in rural areas and to offer opportunities and encourage more active participation of all citizens in sports, recreational activities and promoting Health and Well Being.

Benefits

- **National Sporting Organizations** are able to facilitate development programmes in rural areas
- **Youths** are able to organize sports competitions in rural areas instead of going to urban centers.
- **Income generated** from the use of the sports facilities assists in community projects.
- **Availability of facilities** in rural areas and the organisation of sports competitions helps to entice unemployed youths in urban centers back to their villages.
- **Early identification** of potential and talent through participation during organized sporting tournaments.
- **Proper Physical Education** and sports classes are able to be taught by teachers with access to proper sports facilities.
- **School children** are taught the basic skills of sports and games with the availability and accessibility of these facilities.

Process for Prioritizing Facilities that are to be Developed

- **Written requests** for facility development is received, vetted and shortlisted.
- **Site visits** by the Sports Officials are then conducted to determine the need to construct sports facilities.
- **Reports and analysis** from the site visits are then compiled and submitted to Permanent Secretary for Youth and Sports for endorsement and confirmation of the number of Rural Sports Facilities Development Program (RFSDP) developed.
- **Once endorsed** then necessary paper work through the budgetary process for capital projects is undertaken.

Sporting Fields Developed and Improved

Fields/centers developed/improved in 2018/2019	Nature of work completed
Vunidawa Primary School	Upgrade of Vunidawa District School Sports ground
Maumi Village Ground	Upgrade the Maumi village sports ground to a standard size
Niusawa Secondary School	Upgrading of the Niusawa Secondary and Primary School Sports grounds to a standard size



Donation of Sports Equipment

The donation of sporting equipment to schools, youth and sporting clubs is a way the Ministry is engaging young people in sports and physical activity and also promoting sports for health and recreation purposes. The provision of these equipment assists in harnessing sports skills of young people at school or in a local club and is also the first step to competition with a pathway to the highest level.

The main objective of this program is to support the promotion of sports and physical activity at all levels of engagement through the provision of safe and standardized sports equipment.

Eligibility and beneficiaries

- Registered Youth Clubs under the Ministry of Youth and Sports
- Registered schools and affiliated Sports Clubs
- In accordance with Standard Operating Procedures.

Criteria for considering applications for assistance

- Written requests are to be witnessed officially i.e. a request signed by the President is to be witnessed by the Vice President, Secretary or Treasurer.
- Requests from Schools should be written on school's letterhead and or stamped with school stamp for verification purpose
- Sporting items to be collected by writer or if there is an appointee, he or she should produce a certified letter from the youth group or school on stamped letterhead with production of valid ID.
- There will be an interval of no less than three years before assistance can be given again to the same school or youth club.
- Officials of the club will NOT claim ownership of the equipment and whatever assistance they obtain for the Club during their term of office will always remain the property of the club.



Assistance

There were a total of 75 youth groups assisted through the sports equipment donation program. Out of this the Central Divisions recorded the most with 33 groups, Western 23, Northern 2 and the Eastern Division 17 groups.

The donations to these groups include basic sporting equipment's to assist them and this includes weights or gym sets. There were also donations to National Sports and Wellness day centers in the four divisions.

i. Basic sporting equipment's included:

- PE cones
- Rugby Balls
- Netball Balls
- Soccer Balls
- Volleyball Nets
- Water Bottles with 1 Rack
- Kicking Tee
- Ball Pump, Whistle
- Badminton Kits



Conferences Conducted and Attended

Pacific Regional Seminar on Keep Crime out of Sports

On April 8th - 10th 2019, the Ministry together with the Council of Europe hosted the 1st Pacific Regional Seminar on Keep Crime out of Sports Competition. This Seminar was attended by Government Representatives from the Oceania Region and also the representatives from the National Sporting Organisations in Fiji and also government Ministerial Representatives in Fiji and relevant stakeholders.

By hosting this Regional Seminar, Fiji has started its work in ratifying the Macolin Convention on the Manipulation of Sports Competition and have also started the discussions with relevant organisations and agencies in establishing the Fiji Integrity Commission. With the establishment of the Fiji Integrity Commission, it will be responsible to look into issues raised by National Sporting Organisation (National Federations) and stakeholders of Sports in Fiji.

Funding of the coaches Forum-March 2019

The Fiji Coaches Forum has been functioning for 2 years now and the Ministry was able to assist in the funding of this important workshop for Fiji Coaches. The purpose of this year's Coaches Forum was to further develop the skills and knowledge of the community coaches and have practical sessions with some national coaches. The Coaches' Forum was facilitated by the Fiji National Sports Commission and was co-funded by the Ministry of Youth and Sports.



Youth Champion for Change (November 2018-April 2019)

In the Pacific, sport is integral to the way of life of communities. The role of sport and physical activity in youth empowerment and addressing social challenges was acknowledged in the SAMOA Pathway as "a vehicle to foster development, social inclusion and peace". Such a promising role played by sports in facilitating dialogue is essential in our increasingly diverse society. Fiji is characterized by the wealth of cultural diversity with the presence of multiple ethnic groups with distinctive cultural, linguistic and religious attributes. At the same time, urbanization is on the rise leading to structural changes in society, which is compounded by the emerging trend of climate change migration due to the region's vulnerability to the impacts of climate change, natural disasters and sea level rise.

Vulnerable group's particularly rural youth and persons with disabilities are often at risk of exclusion from the socio-economic and political life. Other than building fitness and confidence for such groups, sports and physical activity reflects a simple model of social inclusion.

In addressing the challenges of exclusion and promoting peaceful dialogues, sport-based activities at the grass root level present the potential for serving as a platform for the transmission of the message of rights and peace. More importantly, such activities created and led by youths will not only aid in the development of youths but also has the advantage of reaching out to the most vulnerable population at the grass root level.

The project aims to foster a culture of peace and non-violence among young people by building the capacity of youth representatives in promoting social cohesion through sport-based activities in their communities.

In particular, the project aims to:

- Establish a group of youth champions for sport and peace at the community level;
- Build the capacity of youth champions in utilizing sport-based activities at the community level as a platform for dialogue and promoting intercultural competences among young people;
- Provide on-going mentors for youth champions in the design, implementation and monitoring of their community-based activities promoting sports for peace and inclusion.

The project outcome included building the skills of a selected group of young leaders at community level in promoting social cohesion and intercultural dialogue through sports and mobilizing youth volunteerism. Through the capacity building and mentoring exercise, young participants will be able to further explore their capabilities and gain the essential planning skills needed to execute their initiatives. This will also mobilize youth in community building activities and allow them to interact and better know and understand each other through sports. Additionally, this group of youth representatives will be able to collaborate with the Assistant Youth and Sports workers under the auspices of the Ministry of Youth and Sport at the community level to strengthen community building exercises.

There were twenty youths that were present for the 3 days of workshop at the National Youth Training Center in Valelevu November 2018.

National Sports and Recreational Activity Policy Review and National Anti-Doping Policy Review

The Sports Unit was tasked with the National Consultation of the National Sports and Recreational Activity Policy. This series of consultation started in Suva then moved on to Nadi, Lautoka, Savusavu and Labasa. The purpose of these consultation was to gather the views of the sports clubs, youth groups and relevant sports stakeholders at the community level. The summary of these consultations was then added in to the draft policy together with additional comments from the National Sporting Organisations, Council of Europe - pertaining to Sports Integrity and World Anti-Doping Organisation. The final draft of the two policies was tabled to the Solicitor General's Office for final vetting before tabling in Cabinet for endorsement.

2nd Pacific Sports Minister's Meeting in Apia, Samoa.

The Ministry was invited to participate at the 2nd Pacific Sports Ministers Meeting in Samoa and the Ministry was represented by the Permanent Secretary for Youth and Sports, Mr. Maritino Nemani, at this important meeting. This meeting always coincide with the Pacific Games or Mini Games 2 days prior to the opening of the Games at the host countries.

Fiji was the first chair at the 1st Pacific Sports Minister's Meeting which was held in Nadi from the 28th to 30th of March in the lead up to the Commonwealth Sports Minister's meeting in Gold Coast, Australia.

The Permanent Secretary for Youth and Sports presented Fiji's case on the National Sports and Recreational Activity Policy and also the National Anti-Doping Policy. Proposed date for Fiji's implementation of both policies is 2020

Section 3

Human Resource Development and Financial Management

Administration Unit

The Role of Human Resources is to provide administrative support to the office of the Permanent Secretary in a responsive manner. The Administration Unit is responsible for the overall human resource management, staff recruitment, development, performance and observance of regulations of the Ministry. These key human resource activities involve additional activities that cover job evaluation, human resource planning, recruitment and selection, performance appraisal and compensation, benefits, employee relations and effective health and safety programs. This Unit also oversees the registry, transport and the up keeping of Office buildings.

Establishment as at 31 July 2019

Position/Title	Band	App. Est.	Vacant	Filled	Gender	
					M	F
Minister		1		1	1	
Assistant Minister		1		1	1	
Permanent Secretary		1		1	1	
Director	J	1		1	1	

Senior Administration Officer	G	1		1	1	
Coordinator Administration	F	2		2	1	1
Personal Assistant	F	2		2		2
Administrative Assistant	E	1		1		1
Secretary	E	2		2		2
Clerical Officer (Finance)	C	7		7	2	5
Clerical Officer (Admin)	C	10		10	2	8
Senior Coordinator Finance	H	1		1	1	
Coordinator Finance	F	1		1	1	
Assistant Coordinator Finance	E	2		2		2
Manager	H	5	2	3	3	
Senior Coordinator	G	6	1	5	3	2
Coordinator	F	15		15	13	2
Assistant Youth Officer	E	1	1			
Senior Coordinator Sports	G	1		1	1	
Coordinator Sports	F	1	1			
Assistant Coordinator Sports	E	1		1	1	
Store Person	C	1		1	1	

Ministry's Government Wage Earners Establishment as at 31 July 2019

Position/Title	App. Est.	Vacant	Filled	Gender	
				M	F
Driver	10	2	8	8	

Receptionist	1		1		1
Messenger /Cleaner	1		1	1	
Stockman IV	1		1	1	
Store man	1		1	1	

Divisional Staff as at 31 July 2019

Division	Established		GWE	
	M	F	M	F
Administration Unit	2	9	5	1
Finance Unit	3	6		
KMU Unit	2	2		
Sports Section	2	1		
Central Division	8	4	5	1
Eastern Division	6	2	2	
Northern Division	5	5	2	2
Western Division	11	2	4	2

Staff Training

The objectives is to act as a point of reference in relation to all training activity conducted or proposed for delivery to MYS Staff. Also to maintain a MYS staff training plan that reflects outcomes of Training Needs Analysis in collaboration with recommendation of Divisional Managers in line with the Individual Learning and Development Plan.

This is to ensure it matches against the training that is provided by internal partners and external donors and to manage and administer In house and overseas training.

Professional development of the workforce is the responsibility of the organization. Although, the employee is appointed with a certain set of knowledge, skills and abilities, if the roles and responsibilities of the position change, the employer has a “corporate social responsibility” to invest in their 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.

Recruitment and Selection Process

The Open Merit Recruitment Selection Criteria guidelines are followed in order to recruit and select candidates. The following are adhered with the guidelines:

- a. Management of all areas of recruitment
- b. Vacancy Processing
- c. Provide support and training
- d. Appointments and Promotions

New Appointments as at 31 July 2019

Division	Post	Band	Gender	
			M	F
Executive	Director Youth, Sports and Business Development	J	1	

Registry Management

Registry serves as an organization's heart. The Registry of the Ministry also plays a vital role in the storing and securing of daily correspondence and data.

In 2018-2019, the Registry received approximately 1423 inward mails.

The Registry equally plays a significant role in processing leave applications. The leave applications processed are reflected under Leave Management shown below.

Leave Management

Leave Types	Divisions/Units							
	Admin	Finance	KMU	Sports	C	E	W	N
A/L	129	123	74	86	174	111	136	137
SLWSS	35	51	37	22	62	43	53	68
SLWOSS	63	24	20	20	39	28	54	29
B/L	14	6	4	6	10	4	11	9
M/L	-	-	-	-	-	1	1	-
Long Service Leave	1	-	-	-	-	-	-	-
Study Leave	-	-	-	-	-	-	-	-
Sporting Tour Leave	-	-	-	-	-	-	-	-
Overseas Training Tours	-	1	2	-	-	1	2	2
Leave Without Pay	1	-	-	-	2	-	-	-
Overseas Leave	1	2	1	-	-	-	-	1

Time off	29	-	15	10	5	5	15	6
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Secretariat Support Services to Management

The Administration Unit provided Secretariat Support Services to Management meetings held in the year 2018 - 2019.

Asset Management;

Annual Board of Survey

The 2018-2019 Annual Board of Survey was conducted at 12 different Sections, Divisions and Units. Special Board of Surveys were also conducted during the year as and when there was a need.

Each Division and Section maintains its own Inventory records and a Fixed Assets Register to account for the assets of the Ministry.

The Ministry's assets for the Youth Training Centers are managed by respective Divisions.

Office Accommodation

Office accommodation issues regarding leakages and air con units were handled for Nasoqo House and VB Complex with the assistance of the Ministry of Economy - Construction Implementation Unit.

FLEET MANAGEMENT

2018 - 2019 Vehicle Fleet for the Ministry is outlined below.

No.	Vehicle Registration Number	Vehicle Make	Division Section
1	GQ 123	Prado	Assistant Minister

2	GQ 144	Prado	Permanent Secretary
3	GQ 070	Kia Sorento	Admin - Pool
4	GQ 688	Kia Sorento	Admin - Pool
5	GQ 701	Kia Cerato Sedan	Admin - Pool
6	GQ 264	Twin cab (4x2)	Admin - Pool
7	GQ 422	15-seater Minibus	Admin-Pool
8	GR 659	Twin cab (4x4)	Admin - Pool
9	GR 801	Isuzu NPR Steel 3 ton truck	Admin - Pool
10	GR 465	Twin cab (4x4)	VB Complex
11	GQ 585	Kia Sorento	VB Complex
12	GR 575	Twin cab (4x4)	Sigatoka
13	GR 019	15-seater Minibus	Sigatoka
14	GR 806	Isuzu NPR Steel 3 ton truck	Sigatoka
15	GQ 248	Twin Cab (4x4)	Lautoka
16	GR 658	Twin Cab (4x4)	Lautoka
17	GR 523	Twin Cab (4x4)	Labasa
18	GR 576	Twin Cab (4x4)	Labasa

MINISTRY OF YOUTH AND SPORTS
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2019

**MINISTRY OF YOUTH AND SPORTS
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2019**

Table of Contents

INDEPENDENT AUDITOR'S REPORT	3
MANAGEMENT CERTIFICATE.....	5
STATEMENT OF RECEIPTS AND EXPENDITURE	6
APPROPRIATION STATEMENT	7
STATEMENT OF LOSSES	8
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS	9

OFFICE OF THE AUDITOR-GENERAL

Promoting Public Sector Accountability and Sustainability Through Our Audits



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INDEPENDENT AUDITOR'S REPORT

MINISTRY OF YOUTH AND SPORTS

I have audited the financial statements of the Ministry of Youth and Sports, which comprise the Statement of Receipts and Expenditure, Appropriation Statement and Statement of Losses for the year ended 31 July 2019, and the notes to the financial statements including a summary of significant accounting policies.

In my opinion, the accompanying financial statements are prepared, in all material respects, in accordance with the Financial Management Act 2004, Finance Instructions 2010 and Finance (Amendment) Instructions 2016.

Basis for opinion

I have conducted my audit in accordance with International Standards on Auditing (ISA). My responsibilities under those standards are described in the Auditor's Responsibilities paragraph of my report. I am independent of the Ministry in accordance with the ethical requirements that are relevant to my audit of the financial statements in Fiji and I have fulfilled my other responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Management's Responsibility for the Financial Statements

The management of the Ministry is responsible for the preparation of the financial statements in accordance with the Financial Management Act 2004, Finance Instructions 2010 and Finance (Amendment) Instructions 2016, and for such internal control as the management determine is necessary to enable the preparation of the financial statements that are free from material misstatements, whether due to fraud or error.

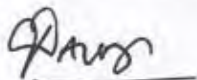
Auditor's Responsibilities

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISA will always detect a material misstatement when it exists. Misstatements can arise from fraud and error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with ISA, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Ministry's internal control.
- Evaluate the appropriateness of accounting policies used and related disclosures made by the Ministry.

I communicate with the Ministry regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identified during my audit.



Ajay Nand
AUDITOR-GENERAL

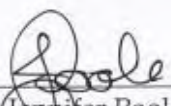


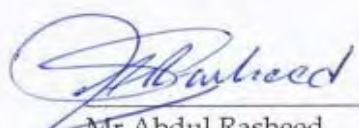
Suva, Fiji
11 August 2020

**MINISTRY OF YOUTH AND SPORTS
MANAGEMENT CERTIFICATE
FOR THE YEAR ENDED 31 JULY 2019**

We certify that these agency financial statements:

- (a) fairly reflect the financial operations and performance of the Ministry of Youth and Sports for the year ended 31 July 2019; and
- (b) have been prepared in accordance with the requirements of the Financial Management Act 2004, Finance Instructions 2010 and Finance (Amendment) Instructions 2016.


Ms. Jennifer Poole
Acting Permanent Secretary


Mr Abdul Rasheed
Manager Finance

Date: 7-8-20

**MINISTRY OF YOUTH AND SPORTS
STATEMENT OF RECEIPTS AND EXPENDITURE
FOR THE YEAR ENDED 31 JULY 2019**

	Notes	31 July 2019 (\$)	31 July 2018 (\$)
REVENUE			
State Revenue			
Commission		2,766	1,850
Recovery Current Year		1,344	200
Total State Revenue		4,110	2,050
Agency Revenue			
Sale from Farm Produce Surplus	3(a)	52,163	48,311
Miscellaneous Revenue	3(b)	33,691	47,812
Total Agency Revenue		85,854	96,123
Total Revenue		89,964	98,173
Expenditure			
Established Staff	3(c)	2,232,456	2,369,297
Government Wage Earners	3(d)	232,855	274,434
Travel and Communications	3(e)	261,968	318,931
Maintenance & Operations	3(f)	384,864	443,942
Purchase of Goods and Services	3(g)	1,070,748	992,628
Operating Grants and Transfers	3(h)	13,092,560	11,426,344
Special Expenditures	3(i)	1,209,568	1,643,941
Total Operating Expenditure		18,485,019	17,469,517
Capital Construction		—	9,174
Capital Purchases	3(j)	41,285	—
Capital Grants and Transfers	3(k)	654,250	2,210,505
Total Capital Expenditure		695,535	2,219,679
Value Added Tax		174,443	196,257
Total Expenditure		19,354,997	19,885,453

**MINISTRY OF YOUTH AND SPORTS
APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 JULY 2019**

SEG	Item	Budget Estimate	Changes (Note 4)	Revised Estimate	Actual Expenditure	Carry -Over	Lapsed Appropriation
		(\$)	(\$)	(\$)	(\$)	(\$)	(\$)
1	Established Staff	2,790,024	(63,704)	2,726,320	2,232,456	---	493,864
2	Government Wage Earner	359,838	---	359,838	232,855	---	126,983
3	Travel and Communications	359,400	1,200	360,600	261,968	---	98,632
4	Maintenance & Operations	445,100	14,700	459,800	384,864	---	74,936
5	Purchase of Goods & Services	1,288,945	31,800	1,320,745	1,070,748	---	249,997
6	Operating Grants & Transfers	13,345,273	---	13,345,273	13,092,560	---	252,713
7	Special Expenditures	1,768,808	(25,283)	1,743,525	1,209,568	---	533,957
	Total operating expenditure	20,357,388	(41,287)	20,316,101	18,485,019	---	1,831,082
8	Capital Construction	---	---	---	---	---	---
9	Capital Purchase	---	41,287	41,287	41,285	---	2
10	Capital Grants & Transfers	3,391,000	---	3,391,000	654,250	---	2,736,750
	Total Capital Expenditure	3,391,000	41,287	3,432,287	695,535	---	2,736,752
13	Value Added Tax	347,500	---	347,500	174,443	---	173,057
	Total expenditure	24,095,888	---	24,095,888	19,354,997	---	4,740,891

**MINISTRY OF YOUTH AND SPORTS
STATEMENT OF LOSSES
FOR THE YEAR ENDED 31 JULY 2019**

Loss of Money

For the financial year ended 31 July 2019, following amounts were recorded as loss of money.

DESCRIPTION OF LOSS	AMOUNT (\$)	REMARKS
Loss incurred due to overpayment of salary- Termination of Officer.	262.00	Write off approved by Permanent Secretary for Youth and Sports (PSYS)
Loss incurred due to overpayment of salary- due to early resignation.	406.00	Write off approved by PSYS
Loss incurred due to non-attendance of nominated participants to the Asia International Model UN Conference 2019.	6,505.00	Write off of loss yet to be approved by the Permanent Secretary for Economy (PS Economy), as per advice from the Office of the Solicitor General.
Total Value of Loss	7,173.00	

Loss of Revenue

For the financial year ended 31 July 2019, there was no loss of revenue recorded.

Written Off/ Loss of Fixed Assets

The following items worth \$21,371 were written off with the approval of the Permanent Secretary for Economy, following the Ministry's Board of Survey conducted for the 2018/2019 financial year:

LOCATION	DESCRIPTION OF ITEM	ASSET VALUE (\$)
Nasau Youth Training Centre	Stores and Equipment	2,603.00
Central Division Office- VB	Stores	341.00
Valelevu Youth Training Centre (National Youth Band)	Stores and Equipment	5,044.00
Sports Section	Stores	172.00
Eastern Division Office- VB	Stores	315.00
KMU- HQ	Stores and Equipment	837.00
Naqere Youth Training Centre	Stores, Equipment and Furniture	3,101.00
Labasa Office	Equipment and Furniture	2,762.00
Naleba Youth Training Centre	Stores, Equipment and Furniture	4,434.00
Yavitu Youth Training Centre (Kadavu)	Stores and Equipment	592.00
Lautoka Office	Stores, Equipment and Furniture	1,170.00
Total Value of items Written Off		21,371.00

**MINISTRY OF YOUTH AND SPORTS
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2019**

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.

The Ministry is responsible for engaging with Fiji's young people to help develop skills that help them reach their full potential and access greater opportunity to better themselves and uplift their communities. The Ministry carries out work to foster and support community networks and run initiatives that help young people build character, learn valuable life lessons and promote entrepreneurship and innovation.

The Ministry also drives sporting development in Fiji to encourage healthy lifestyle choices among the Fijian people and to maintain Fiji's position as the hub of athletic competition in the Pacific. The Ministry's work falls within the framework of a number of existing policies that govern national sports development.

The Ministry's mandate is to provide training for the young people of Fiji aged between 15 and 35 year who are not in employment, education or training.

NOTE 2 STATEMENT OF ACCOUNTING POLICIES

a) Basis of Accounting/ Presentation

In accordance with Government accounting policies, the 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 financial statements are presented in accordance with the Financial Management Act 2004 and the requirements of Section 71(1) of the Financial Instructions 2010. The preparation and presentation of a Statement of Assets and Liabilities is not required under the current Government policies.

b) Accounting for Value Added Tax (VAT)

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

The VAT payment as per the Statement of Receipts and Expenditure related to VAT input claimed on the payments made to the suppliers and sub-contractors for the expenses incurred and VAT payments to Fiji Revenue and Customs Service (FRCS). Actual amount paid to FRCS during the year represent the difference between VAT Output and VAT Input.

MINISTRY OF YOUTH AND SPORTS
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 JULY 2019

c) Comparative Figures

The Ministry changed its reporting period from 1 August to 31 July as per the Ministry of Economy circular number 04/16 due to the change in the whole of government reporting period. This was provided for in the Financial Management (Amendment) Act 2016.

The 2018-2019 financial reporting is for 12 months effective from 1 August 2018 – 31 July 2019.

d) Revenue Recognition

Revenue is recognized when cash is actually received by the Ministry. The major sources of revenue are income from sale of farm produce from Nasau Youth Training Centre, hire fee for National Youth Band, hire of mattresses and tents from Valelevu Youth Training Centre.

NOTE 3 SIGNIFICANT VARIATIONS

- a) The Sale of Farm produce from Nasau increased by \$3,852 or 8% in 2019 compared to revenue collected in 2018 due to increase in revenue collected from sale of pigs and chickens.
- b) Miscellaneous revenue decreased by \$14,121 or 30% in 2019 compared to 2018 due to decrease in the number of band engagements and hire of tents at Valelevu Youth Training Centre.
- c) The Established Staff cost decreased by \$136,841 or 6% in 2019 compared to 2018 due to vacant positions not filled during the financial year.
- d) The Government Wage Earners costs decreased by \$41,579 or 15% in 2019 compared to 2018 due to the transfer of two (2) drivers to Ministry of Education, Heritage, and Arts and Ministry of Employment after 2018 General Election and a vacant cleaner position for sports section.
- e) The Travel, Subsistence and Communications costs decreased by \$56,963 or 18% in 2019 compared to 2018 due to reduction in staff travelling and monitoring at divisional level impacting conduct of timely project and programs. Also, effective cost control on telecommunication through effective use of VT set and improved electronic communications.
- f) The Maintenance and Operations costs decreased by \$59,078 or 13% in 2019 compared to 2018. The decrease was due to effective fleet management and low fuel and maintenance cost for new vehicles leased in 2017. Improved manual filing through Youth and Sports database and effective office management reduced cost of electricity and water charges.
- g) The Purchase of Goods and Services cost increased by \$78,120 or 8% in 2019 compared to 2018 due to the costs involved in getting the youths from the 4 divisions to attend the 3 days National Youth & Sports Conference at USP, conducting meetings with stakeholders in the divisions with regards to the review of the national sports policy, installation of the smart door access at Headquarters and other Divisional Offices, purchase of 16 additional Pig Guilt and 3 Boars to boost production rate for YTC Nasau piggery.

MINISTRY OF YOUTH AND SPORTS
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 JULY 2019

- h) The Operating Grants and Transfers cost increased by \$1,666,216 or 15% in 2019 compared to 2018 due to the increased funding to Fiji National Sports Commission for hosting international tournaments for Fiji's national sporting team participation at the Pacific Games and grant for hosting the 2018 Oceania Rugby Sevens Tournament.
- i) The Special Expenditure costs decreased by \$434,373 or 26% in 2019 compared to 2018 as no fund was budgeted and expenditure incurred for child protection program, adult community education, national sporting organisations, 6th Pacific Sports Ministers' meeting and 2018 commonwealth medal incentives. It was also due to low utilisation rate compared to the budget provisions for specific funds such as National Youth Policy and Youth Grants Policy which were in the review process.
- j) Capital Purchase cost increased by \$41,285 or 100% in 2019 compared to 2018 due to internal virements of funds into SEG 9 for the purchase of 6 laptop computers and multi-function photocopying machines for divisional office and Youth Training Centres.
- k) The Capital Grants and Transfers costs decreased by \$1,556,255 or 70% in 2019 compared to 2018 as no fund was budgeted and expenditure incurred for the Valelevu Youth Training Centre. There was also low utilization on funds allocated for the upgrading of Youth Training Centre's (Naleba, Nasau & Yavitu) upgrading of sports facilities/ grounds and construction of integrated sports fields as per budget provisions.

NOTE 4 DETAILS OF APPROPRIATION CHANGES

The following virements were approved in line with Section 10 of Financial Instructions 2010 by the Ministry of Economy for the 2018-2019 financial year for further expenditures on critical arrears of the Ministry of Youth and Sports.

The Permanent Secretary approved the following virements under delegation from the Minister for Economy.

Virement No.	From	To	Amount (\$)	Approval
DV2501	1	5	24,029	Permanent Secretary for Youth and Sports
DV2502	1	7	4,583	
DV2503	7	7	18,000	
DV2504	7	7	20,000	
DV2505	5	9	12,509	
DV2506	7	9	13,000	
	1	9	10,319	
DV2507	1	5	3,764	
DV2508	1	4	10,050	
	1	7	5,500	
DV2509	1	9	5,459	
DV2510	4	4	1,400	
DV2511	3	3	2,500	
DV2512	4	4	6,000	
	4	5	3,500	

MINISTRY OF YOUTH AND SPORTS
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 JULY 2019

Virement No.	From	To	Amount (\$)	Approval
DV2513	3	3	1,000	Permanent Secretary for Youth and Sports
DV2514	7	5	7,116	
DV2515	5	7	2,200	
DV2516	7	3	1,200	
	7	4	8,150	
	7	5	8,100	Permanent Secretary for Economy
	7	7	15,000	
V25001	1	1	10,050	
V25002	1	1	15,300	

NOTE 5 REASONS FOR SIGNIFICANT SAVINGS

- a) Savings in Established Staff (SEG 1) budget of \$380,411 was due to vacant posts not filled during the financial year.
- b) Savings in Special Expenditures (SEG 7) budget was mainly due to the following:
 - Savings of \$194,450 was recorded in the Youth Workers Pilot Project allocation as the appointment of youth workers was suspended until the endorsement of restructure.
 - Savings of \$148,618 was recorded in the Special Training allocation due to the delay in implementing empowerment training for Gau, Nairai, Batiki and Koro island for the Eastern division. There was limited schedule of franchise ships and only Northern Air provided flight services for the routes.
 - Major savings of \$136,140 was recorded in Volunteer Youth Organisation Training allocation as training requests were withheld due to the delay in endorsement of Youth Grant Policy. This was completed on 10 February 2020.
- c) Savings in Capital Grants & Transfers (SEG 10) budget was mainly due to the following:
 - Major savings of \$1,784,810 was recorded in Construction of Rural Sports Complex allocation due to the delay in the engagement of a lead consultant for the assessment of 10 rural sports field as per the Constructions Implementation Unit requirements. In addition, there were changes in the scope of works from the Ministry of Infrastructure and Transport due to drainage issues.
 - Major savings of \$288,880 was recorded in Youth Training Centre Upgrade due to the delay in obtaining Government Tender Board approval for the Naleba Youth Training Centre project causing Nasau and Naqere projects to be shifted to following financial year.

MINISTRY OF YOUTH AND SPORTS
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED 31 JULY 2019

NOTE 6 OPERATING TRUST FUND ACCOUNT

At balance date, there were funds amounting to \$29,009 that related to monies held for employees' deductions such as FNPf, PAYE, Project Retention balances and VAT on farm revenue withheld in the Ministry's operating trust fund account (SLG 86 Account). These deductions were withheld directly from Payroll and VAT inputs, and will be paid accordingly in the following month.

At balance date, there were funds amounting to \$6,480 in SEG 89, which relate to unestablished payroll deductions from previous financial years. The Ministry had written to the Ministry of Economy on 30 April 2018 for adjustment of these balances.

NOTE 7 MINISTRY'S DRAWINGS ACCOUNT

At balance date, there were no unpresented cheque for the financial year ended 31 July 2019.

Glossary

ACP	-	Annual Corporate Plan
A/L	-	Annual Leave
B/L	-	Bereavement Leave
BOS	-	Board of Survey
CfW	-	Cash for Work
DEIA	-	Duke of Edinburgh's International Awards
FAB	-	Fijian Affairs Board
FASANOC	-	Fiji Association of Sports and National Olympic Committee
FNSC	-	Fiji National Sports Committee
FVF	-	Fiji Volleyball Federation
ICO	-	Implementation Coordination Committee
IEC	-	Information Education Communication
KAB	-	Know About Business
M/L	-	Maternity Leave
MOU	-	Memorandum of Understanding
MYS	-	Ministry of Youth and Sports
NDMO	-	National Disaster Management Office
NYCF	-	National Youth Council of Fiji
NYP	-	National Youth Policy
PCCPP	-	Peoples' Charter for Change, Peace and Progress
RFHA	-	Reproductive and Family Health Association
RDSSD	-	Roadmap for Democracy and Sustainable, Socio - Economic Development
SLWSS	-	Sick Leave with Sick Sheet
SLWOSS	-	Sick Leave Without Sick Sheet
SYOB	-	Start Your Own Business
SYPTD	-	Strengthening Youth Participation in Transition to Democracy

ToT	-	Training of Trainers
TR	-	Temporary Relieving
TWG	-	Technical Working Group
YTC	-	Youth Training Centre

