



# **iTaukei Affairs Board**



## **Annual Report 2015 - 2016**



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## 1.0 Letter to the Minister

Mr Ifereimi Vasu  
Hon Minister for iTaukei Affairs  
2nd Floor, North Wing  
GCC Complex  
Nasese

Dear Sir,

I am pleased to present the iTaukei Affairs Board annual report for 2015 and 2016. This is in accordance with the requirements of Section 23 of the iTaukei Affairs (iTaukei Affairs Board) Regulations.

The long time frame has made it possible to consolidate the events of the two years 2015 and 2016 within this report.

The change of Permanent Secretaries of the Ministry over the last ten years coupled with the lack of audit reports has deemed it necessary to provide this interim report. Finalization of the audited accounts will form the final part of the consolidated report once finalized. As such, this report will not have the financials as required under the Act.

We thank you for your support during the period in question, and look forward to your continuous support for consolidating Government's agenda for the iTaukei community.

Yours sincerely



(Pita Tagicakirewa)  
Chief Executive Officer, iTaukei Affairs Board

## 2.0 Foreward

The Board has been continuously challenged over the many years of its existence to deliver its service aligned to universally declared Good Governance principles. Unfortunately, our traditional systems have always been patriarchal in nature, meaning that the majority of the concluding decisions were male - oriented. Moreover, majority of the heads of Clans (Mataqali) and Sub Clans (Tokatoka) were of patrilineal descent depicting the additional top-down approach to decision making in many of our iTaukei communities. The inclination towards a male dominated society has been prevalent in our iTaukei communities and has been touted in stark contrast to the universally agreed Principles of Good Governance

The challenge for the institution is to initiate discussion pertaining to Good Governance, amongst our iTaukei communities, so that the needs and aspirations of the women, young and the vulnerable are mainstreamed into the decision making process rendering a meaningful and inclusive process.

From 2009 the Board, through the iTaukei Trust Fund Board funding and with the collaboration of the Institute of Applied Science at the University of the South Pacific (IAS-USP), undertook capacity building at the 187 Districts (Tikina). The main aim was to initiate awareness on the need for participants to institute Good Governance in their daily relationship with their kinsmen at Tikina Level. This capacity building initiative was contextualized down to Village level commencing in 2015. To date, a large number of communities continue to request repeated visits from our Training Unit at Headquarters.

The results of Action Plans at Tikina and Village level pointed towards the dire need for kinsmen at village level to come to full realisation of the importance of being leaders and the responsibilities that come with it. More significant is the fact that we live in a world that is constantly changing. As such, we need to constantly enhance capacity building within our communities. This is to ensure that leaders are attuned to modern decision making. This will allow them to face the modern challenges that confront us without having to compromise the social fabric and cohesion of our iTaukei communities.

In our observation, trends have emerged illustrating a paradigm shift in the prominence given to the needs and aspirations of women, youths and vulnerable groups in decisions made in the village, Tikina and Provincial forums. It is imperative that the Board through its Provincial Offices, remain vigilant and maintain awareness of the need to practice Good Governance in our iTaukei village communities so that decision making continues to be meaningful and inclusive.

The Board also faced the challenge of ensuring that the decision making within its offices at Provincial level and at Headquarters align to standards of Good Governance. Most notably towards this endeavour, the Senior Management Board had decided to have Accounts records audited dating back to 2006. This is to ensure that our processes are on par with Governments accounting standards and that any discrepancies are dealt with accordingly.

The challenge that besets us is the need to maintain Good Governance principles in our processes and practices in light of the changing times and the challenges that come with it. We are duty bound in this endeavour, and we cannot afford to be lackadaisical in our outlook, as this would invite corruptive practices which would inevitably derail our collaborative efforts and compromise the Institution as a whole.



Ifereimi Vasu

**Minister for iTaukei Affairs, Culture, Heritage and Arts**

### 3.0 Strategic Direction

#### VISION

“Effective and Efficient Participation of the iTaukei in the Nation’s, Peace, Progress and Prosperity “



#### MISSION

To promote the effective and efficient participation of the iTaukei in peace, progress and prosperity of our nation’s progress through:

- Empowering of ‘Vanua’ and iTaukei Affairs Board, Provincial Council, Tikina and Village Council.
- Enhancing the wellbeing of the iTaukei by facilitating the integrated approach with other stakeholders.
- Ensuring the implementation of the Good Governance principles of the iTaukei Institutions, Commercial Entities and the Vanua.



#### VALUES

- Professional Competencies.
  - We will strive at all times to perform our duties in a competent and professional manner.
- Excellent Service.
  - We will at all times strive to maintain a high standard of service.
- Accountability and Integrity.
  - We are accountable to Government for the delivery of Service to the iTaukei community to ensure their good governance and wellbeing.
- Continuous Improvement.
  - We will constantly strive for improvement in the delivery of our service.
- Culture and Heritage.
  - We will uphold our iTaukei cultural heritage and identity.

## 4.0 Introduction

The iTaukei Affairs Board (TAB) is one of the iTaukei institutions administered under the Ministry of iTaukei Affairs. It is a statutory body that administers the 14 Provincial Councils which in turn administers 187 Tikina [s] and 1170 village councils. TAB has its own Board that was promulgated in 1944 with defined tasks in the iTaukei Affairs Act (Cap 120). The Board's role is to look after the good governance and well being of the iTaukei.

The 2015 & 2016 Annual Report, provides the highlights from TAB its services and administration. These have been provided with the guidance of the Constitution of 2013, the Charter for Peace and Progress, 20-year Government of Fiji Development Plan, the Integrated Rural Development Framework (IRD), the Annual Corporate Plan (ACP) and the organization's operational plans (BP).

TAB's ability to deliver to the grassroots communities implements the services of the government agencies. Its 14 Provincial Council offices are well established historically and provide a avenue for Civil Society Organizations (CSO's), Non-Government Organizations (NGO) and Government Agencies to facilitate their development plans.

### 4.1 Roles & Responsibilities

The iTaukei Affairs Board continues to operate under the iTaukei Affairs Act (Cap 120) which include the iTaukei Affairs (iTaukei Affairs Board) Regulation, iTaukei Affairs (Provincial Councils) Regulations and the iTaukei Affairs (Tikina and Village Councils) Regulations.

Under Section 20—(1) of the iTaukei Affairs (iTaukei Affairs Board Regulations) 1996, it shall be the duty of the Board to:

- (a) consider such draft legislation and other matters relating to the rights, interests, health, welfare (social and economic), peace, order and good government of the iTaukei as the Minister may from time to time refer to the Board, and take decisions or make recommendations thereon to the Minister;
- (b) consider resolutions relating to the same matters as are set out in paragraph (a) which members may submit to the Chairperson at least two weeks before the date of the next meeting of the Board, and take decisions or make recommendations thereon to the Minister;
- (c) Monitor all developments carried out in the Provinces and to ensure that such development is in accordance with and reflect the development policies and strategies formulated by the Government.

### 4.2 Legislations

The iTaukei Affairs Board is guided in its daily operations by the following legislations:

- Constitution of the Republic of Fiji 2013;
- iTaukei Affairs Act Cap 120;
- iTaukei Lands Act (Cap 133);
- iTaukei Lands Trust Act (Cap 134);
- iTaukei Development Fund Act (Cap 121);
- iTaukei Trust Fund Act 2004;
- State Lands Act, Cap 132;
- Forest Act, Cap 150;
- Mining Act, Cap 146;
- Environment Management Act 2005;
- Rivers and Streams Act, Cap 136;
- Fiji National Provident Fund Decree 2011
- Fiji Procurement Act 2010
- Financial Administration Decree 2009
- Financial Instructions 2005
- Financial Management Act 2004
- MTA Financial Manual 2014
- Occupational Health and Safety at Work Act 1996



## 5.0 Divisional Responsibilities

### 5.1 Provincial Services Division

The Provincial Services Division (PSD) division is responsible for commencing policy discussion and policy implementation on issues relating to the good governance and wellbeing of the iTaukei. The division actively engages with Government, Non-Government agencies and Civil Society Organization (CSO's) to establish and/or modernize operational framework to facilitate the delivery of development programmes for the iTaukei. The PSD with the assistance of other agencies collects and analyze information on the iTaukei at local, district and Provincial level for the purpose of governance.

### 5.2 Provincial Training Division

Provincial Training (PT) Division is responsible for capacity building and development of officers of the Board and 14 Provincial Councils. The Division provides in-house training inclusive of induction programs for new recruits, Roko Tui, Assistant Roko and Provincial Treasurers workshops, training of Turaga ni Koro, Mata ni Tikina and Provincial Council members. The PT also runs short trainings on specialized topics upon demand. The Division coordinates staff in-service trainings at tertiary institutions and overseas tertiary institutions when it is provided.

In addition, the Division coordinated the Innovation and Best Practice programmes for the iTaukei Affairs Board and the 14 Provincial Councils including Service Excellence, Quality Control Circles and Occupational Health and Safety.

### 5.3 Na Mata

The Na Mata Unit is named after the quarterly journal that started publication after 1874. In 2015 the Na Mata Unit served alongside the Provincial Training Division, whilst it carried out its duties. The Unit is responsible for the publication of "Na Mata", a quarterly official publication as well as the 'Na iLalakai' a Sunday weekly radio broadcast of the iTaukei Affairs Board. The two programs report on development activities of government and for the iTaukei village communities. Articles published by the unit are the Na Mata, Lali, including social media platforms.

### 5.4 Corporate Service Division

The Division is responsible for managing and administering the support services for the iTaukei Affairs Board and the 14 Provincial Councils. The Division is responsible for the prudent management of finance and investments, human resources, to ensure compliance to terms and conditions of service; proper management of assets, records management and information technology support and development.

### 5.5 Research, Monitoring and Evaluation Unit

The Research, Monitoring and Evaluation Unit ensures that the activities of the Board and the Provincial Councils are focused on the attainment of the iTaukei Affairs Board Annual Corporate Plan. The Unit also ensures that the iTaukei Affairs Board (TAB) programs are appropriately managed and directed.

### 5.6 Internal Audit Unit

The Internal Audit (IA) Unit assists the management of the iTaukei Affairs Board and Provincial Councils in the analysis of accounts and provide recommendations for management consideration. The Unit carries out regular audit of Accounts and ensures full compliance with standard audit regulation.

## **6.0 Linkage of the iTaukei Affairs Board's Outputs with Government's Targeted Outcomes**

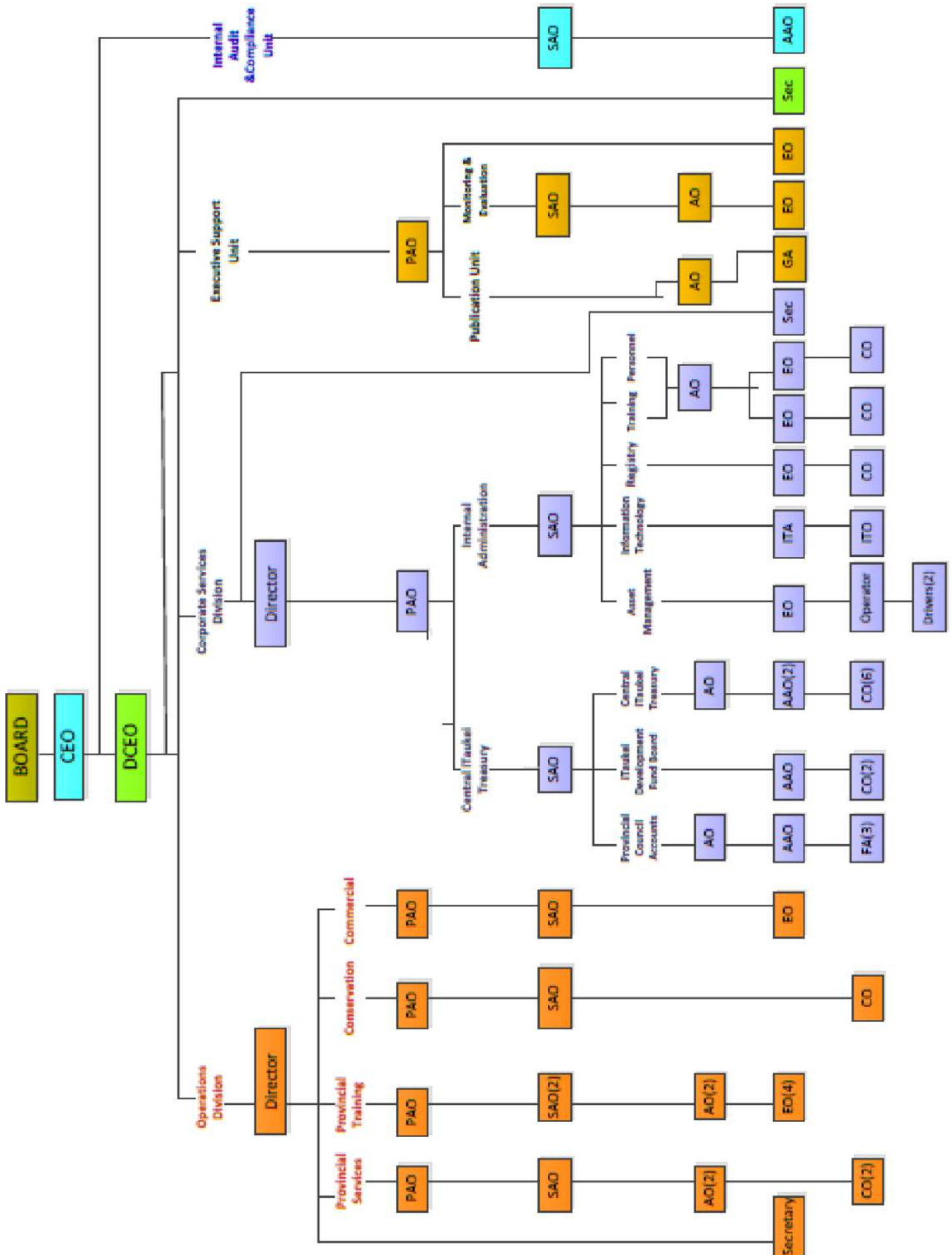
### **6.1 Targeted Outcomes**

Outcome 1: Constitution  
Outcome 4: Law and Justice  
Outcome 7: iTaukei Institutions  
Outcome 8: Leadership  
Outcome 12: Information and Telecommunication  
Outcome 13: Micro, Small and Medium Enterprises  
Outcome 16: Land Resources Development and Management  
Outcome 21: Financial Services  
Outcome 26: Poverty Reduction  
Outcome 29: Educating the Nation for Peace and Prosperity  
Outcome 30: Health  
Outcome 31: Gender Equality and Women in Development  
Outcome 32: Children and Youth  
Outcome 34: Environment Sustainability  
Outcome 35: Culture and Heritage  
Outcome 36: Disaster Risk Reduction and Disaster Management  
Outcome 37: Rural and Outer Island Development

### **6.2 iTaukei Affairs Board's Outputs**

Output 1: Portfolio Leadership, Policy Advice and Secretariat Support  
Output 2: Constitutional and Election Awareness  
Output 3: Accountability and Transparency  
Output 4: Financial Literacy and Income Generation Awareness  
Output 5: Mainstreaming of Gender Mainstreaming  
Output 6: Protection of the Vulnerable in the Community  
Output 7: iTaukei Community Development  
Output 8: Dispute Resolution  
Output 9: iTaukei Cultural Enhancement Program  
Output 10: Preservation of Wildlife, Vegetation and Historical Sites  
Output 11: Management of Natural Resource  
Output 12: Community Awareness on Crime Prevention and Rehabilitation  
Output 13: Greater Accessibility to Information  
Output 14: Youth in Sustainable Development  
Output 15: Public Health Awareness and Wellbeing  
Output 16: Sustainable Education Development and Knowledge Enhancement  
Output 17: Agricultural Development for Sustainable Economic Wellbeing  
Output 18: Awareness on Land Availability for Sustainable Lease Arrangement  
Output 19: Treaties, Conventions and Agreements  
Output 20: Facilitate Rural and Outer Island Development  
Output 21: Better Utilization of Resource  
Output 22: Facilitate Disaster Risk Reduction

### 6.3 2015 and 2016 TAB Organization Structure



## 7.0 Provincial Services Division

### 7.1 National Strategy – UNDP SCEFI

The Provincial Services division in 2015 through the Funding of the United Nations Development Program, Strengthening Citizen Engagement in Fiji Initiative, held its first ever multi-stakeholder consultation on the development of the National Strategy Curriculum for good governance and leadership for local level leaders. The two-day process was facilitated by UNDP SCEFI team and had representatives from Government, Civil Society and various line ministries that assisted and provided advice on the development of the curriculum. Through the initiative TAB was able to secure funding for a field test for seven villages, pilot testing to 24 villages and validation training for 24 villages.

### 7.2 1st & 2nd Joint Forum Meeting TAB & MRMD

#### 7.2.1 Joint Task Force on Implementation of Action Plan

The 1st and 2nd joint forum between the iTaukei Affairs Board (TAB) and the Ministry of Rural and Maritime Development (MRMD) was held at the Nadave Centre for Appropriate Technology and Development in 2015. The meeting aimed to streamline activities under the Integrated Rural Development (IRD) framework as it forms a baseline on social cohesion harness that platform prior to the implementation of a Village Development Plan (VDP).

The Village Profile Exercise is similar to MRMD's Community Capacity Building (CCB) as both processes target the same audience in the proposed Action Plans. The Board noted that the MRMD's CCB process is generally known as the Participatory Project Cycle Management (PPCM) whereas TAB refers to this as the VDP which consists of:

Phase 1 – National Strategy

Phase 2 – Village Profile

Phase 3 – Village Development Plan

The Joint Task Force achieved the following Action Plan:

1. Streamlined and strengthened the roles of Provincial Councils under the IRD framework;
2. Developed collaboration between the Ministry of iTaukei Affairs (MTA) and Ministry of Rural and Maritime Development (MRMD) on the development of the Village Development Plan (VDP) using Community Capacity Building (CCB) and National Strategy as a development tool; and
3. Developed collaboration between MTA, MRMD and Ministry of Foreign Affairs in jointly facilitating Environment Impact Assessments (EIA) on small to medium sized community projects.

### 7.3 Roko Tui Meetings

TAB held three Roko Tui meetings in 2015. TAB has been working to streamline delivery focus for Provincial Councils and TAB with government's initiative on the integrated rural development framework (IRD) and the change aligned to the progressive shift in policy direction.

**Table 1.1 Roko Tui Meeting Dates**

Roko Tui Meeting	Date(s)	Venue
1st Meeting	23rd – 26th March 2015	Dadamu, Ra
2nd Meeting	1st – 3rd July 2015	CATD, Nadave
3rd Meeting	24th – 26th November 2015	Friendly North Inn, Labasa.

### 7.4 Conservation Unit

The Conservation Unit farewelled two of its officers, Mrs. Alisi Rabukawaqa Nacewa and Mrs. Teresia Powell. The unit however was pleased to welcome Mr. Saiasi Buluta as the new coordinator for the Conservation Unit at HQ.

The following were the highlights of the Conservation Unit;

#### **7.4.1 Access Benefit Sharing (ABS) and Free Prior and Informed Consent (FPIC)**

Fiji has been identified by SPREP to be part of the ABS regional project and regional vision. Line Ministries and relevant stakeholder have been identified for areas of collaboration under Fiji's ABS project. Case studies, best practice/techniques, operational guidelines, codes of practice have been consolidated to ensure an effective delivery of the program.

Large-scale infrastructure and extractive industries indicate Free and Prior Informed Consent (FPIC) measures are proposed to help establish safeguards against the negative impacts on iTaukei communities. Conversely, the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) - the indigenous communities have the right to be involved in any decision that affect their lands, resources through processes defined and determined by themselves and the right to give or withhold consent. UNDRIP Article 32(2): "States shall consult and cooperate ...with the Indigenous Peoples concerned ... in order to obtain FPIC prior to approval of any project affecting their land or territories".

##### **Case Studies:**

**1. Bua:** communities gave consent for bauxite mining without realizing that the process included the extraction of soil from their land for offshore processing.

**2. Savusavu:** Interventions were made by TAB after members of a particular Mataqali stopped a hotel developer from proceeding further with the proposed development. There was absence of FPIC as consent was solely from the Mataqali head. FPIC promote making a decision as a community.

**3.** Traditional knowledge have been stolen in the past for commercial use without FPIC. Local compositions pirated and used in international films without the local custodians' knowledge. Books on traditional knowledge written by foreigners who claims royalty for the knowledge that was not originally theirs.

Proper and adequate FPIC will reduce the risk of conflict between the company and the community. The ABS project requires protective measures by MTA for the implementation of the FPIC to ensure the extractive biotechnological industries have an integral information sharing process with all stakeholders.

#### **7.4.2 UNDP SCEFI Workshop on Natural Resource Management and Conflict**

National youth symposium on Natural Resource Management.

The **Youth Symposium on Natural Resource Management** was held on the 22nd and 23rd of May 2015, at the Holiday Inn Suva. The Youth Symposium was organized by the National Youth Council (NYC) of Fiji and was funded by UNDP under their Strengthening Citizen Engagement in Fiji Initiative (SCEFI). The Symposium was a platform to engage iTaukei Affairs Board (TAB), the Ministry of Lands, and department of Mineral Resources, and civil society on youth's participation in management of natural resources. Deputy CEO Mr. Apakuki Kurusiga presented on the roles of the iTaukei in the management of Natural resources.

#### **7.4.3 Natural Resource Management and Conflict Workshop, Nadave**

The TAB conservation officers together with the Senior Assistant Roko Tui's participated in a two-day Natural Resource Management Conflict workshop. The process was facilitated by Janet Murdock a conflict specialist and Giselle Huamani Ober a specialist in the field of Natural Resource Conflicts.

#### **7.4.4 National Climate Change Summit**

The third Fiji National Climate Change Summit was held from 8th to 10th September 2015 in Levuka, Ovalau. This was a great achievement for the Lomaiviti Provincial officer who played a key role in the facilitation and coordination of the event. This was also the first time that a national event of this level was held outside of the central area. The three-day event was attended by

delegates from all sectors and communities across Fiji including; iTaukei resource owners, private sector, civil society, women and youth and distinguished delegates from Tuvalu. The Summit was opened by the Prime Minister of the Republic of Fiji, the Honorable Voreqe Bainimarama.

#### 7.4.5 Launch of the Conservation Handbook

The Conservation Handbook was launched in 2015 in collaboration with the World Wide Fund for Nature (WWF) and the International Union for Conservation of Nature (IUCN). The Board values the opportunity to work with international organization to develop a holistic manual that encompasses the iTaukei's conservation needs.

#### 7.4.6 Extractive Industries

##### Mineral Development Technical Committee [MDTC]

The Ministry of iTaukei and the iTaukei Affairs Board were part of the consultative meetings with the Department of Mineral Resources department on the development of the fair share royalty and the reviewing the Mineral Policy (1997) & Offshore Mineral Policy (2010). The initial meetings were attended by TAB representative Ana Tagivetaua and representatives of the development division with MTA. The iTaukei Institutes which includes MTA, TAB and TLTB were tasked by the committee to work out a submission that was presented to the MDTC.

Some of the key areas identified that needs to be thoroughly discussed are as follows:

- What percentage are we intending to submit as fair share?
- Justification of the proposed percentage.
- Specify effective ways LOUs' could best utilize the benefits.

#### 7.4.7 Review Committee of EIA

The Department of Environment made a presentation on the EIA review process. It was suggested that a technical review committee be set up for the review process as part of the EIA and that it be made up of the members of the existing MDTC members and the TAB conservation officer.

#### 7.4.8 Fair Share Royalty

A critical issue that the iTaukei Institutions will continue to advocate to ensure resource owners are fairly compensated for the use of their natural resources. There are on-going discussions with relevant stakeholders.

### 7.5 Provincial Council Meeting Dates

The following are the Provincial Council meeting dates for the year 2015 and 2016.

Table 1.2 – Provincial Council Meeting Dates

Provincial Council	Meeting Date(s)	
	2015	2016
Ba	02 - 03/09/15	28/07/16
Bua	22/04/15 & 18 - 19/11/15	06-07/10/16
Cakaudrove	10/04/15	01/09/16
Kadavu	22 - 23/09/15	04-05/09/16
Lau	29/09 – 01/10/15	11-13/10/16
Lomaiviti	14 – 16/07/15 & 09/09/15	-
Macuata	09 – 10/04/15	18-19/10/16
Nadroga Navosa	09 – 10/04/15 & 18/12/15	17-18/11/16
Naitasiri	03/06/15	-
Namosi	03/06/15 & 20/11/15	-
Ra	20 – 21/05/15	20-21/09/16
Rewa	10/12/15	23-24/11/16
Serua	09/04/15	-
Tailevu	22 – 23/04/15	26-27/10/16

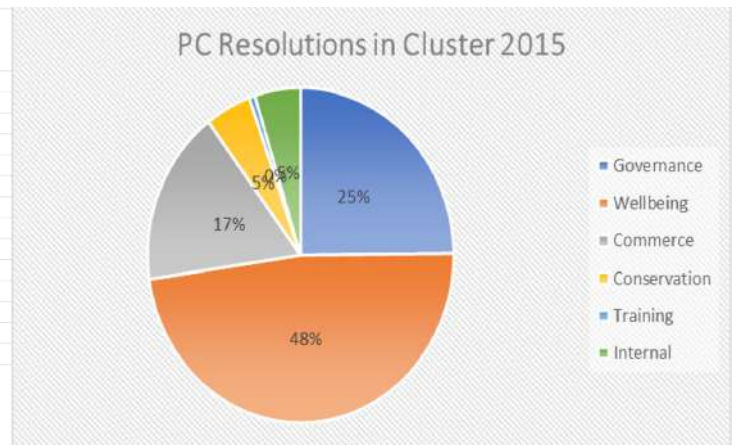
## 7.6 Provincial Council Meeting Resolutions

### 7.6.1 2015 Provincial Council Meeting Resolutions

Most discussions and resolutions were primarily wellbeing issues such as road works, sea walls, health workers' services and investment on education.

Table 1.3 – Provincial Council Resolutions by Platform 2015

	Governance	Wellbeing	Commerce	Conservation	Training	Internal	Total Resolution in Provinces
1 Ba							
2 Bua	5	7	2	0	0	0	14
3 Cakaudro	6	0	0	1	1	0	8
4 Kadavu	6	5	1	0	0	0	12
5 Lau	2	12	9	1	0	2	26
6 Lomaiviti	3	3	2	0	0	0	8
7 Macuata	2	0	1	2	0	0	5
8 Nadroga	1	9	4	2	0	0	16
9 Naitasiri	3	9	4	0	0	0	16
10 Namosi	3	0	3	0	0	0	6
11 Ra							0
12 Rewa	5	18	0	2	0	0	25
13 Serua	5	14	2	0	0	0	21
14 Tailevu	0	2	0	0	0	6	8
<b>Total Resolutions in Platform</b>	<b>41</b>	<b>79</b>	<b>28</b>	<b>8</b>	<b>1</b>	<b>8</b>	



After an analysis of the PC resolutions it was evident that many of the PCs top priorities were to settle accounts, clear debts and the management of the provincial business arms.

Apart from the issues of financial management, discussions of the meetings were focused on socio economic development raised by respective Tikina Council, this focused on village and provincial development plans and the establishments of development committees.

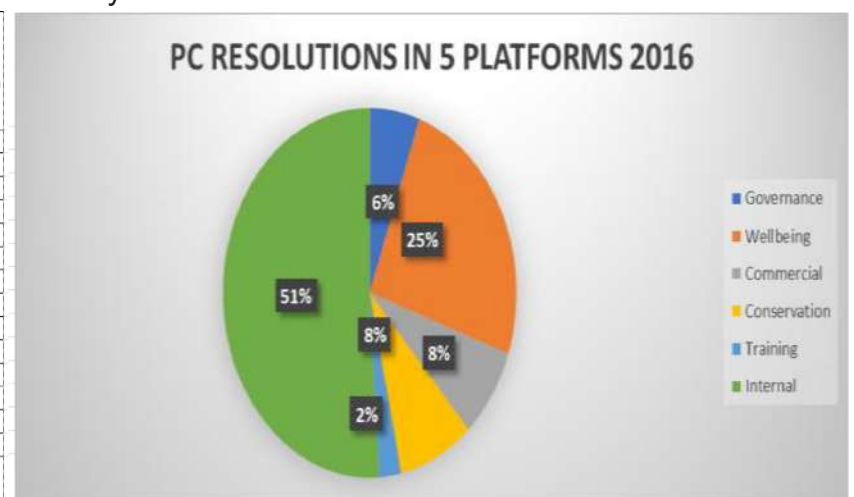
Vanua issues include any issue dealing with the land, the people and the development of traditional and cultural knowledge/leadership role. As seen in almost all provinces there was an issue raised on the vanua, whether it was on land lease, governance and leadership of the people or the installation of leaders to their rightful positions. Most issues by sector focused on infrastructural development (utilities Services and government extension services) which include:

- roads improvements within villages and access roads to village
- rural electrification (mainly solar in rural and maritime zones)
- improvement of rural water system
- improvement of essential services to rural areas (rural policing, health and education)
- The resolution clearly shows the priority needs relating to socio-economic, political and environmental issues confronting the people at the village level

### 7.6.2 2016 Provincial Council Meeting Resolutions

Table 1.4 – Provincial Council Resolutions by Platform 2016

	Governance	Wellbeing	Commercial	Conservation	Training	Internal	Total Resolution
1 BA	1	0	0	0	0	2	3
2 BUA	0	6	3	1		13	23
3 CAKAUDROV	0	7	1	2	0	7	17
4 KADAVU		7	1	1	0	12	21
5 LAU	0	7	1	2	0	6	16
6 LOMAIVITI	1	9	4	0	1	18	33
7 MACUATA	0	4	0	4	1	13	22
8 NADROGA							0
9 NAITASIRI	3	3		0	0	17	23
10 NAMOSI	1	6	2	0	1	13	23
11 RA	3	13	4	7	1	13	41
12 REWA	4	6	4	5	1	16	36
13 SERUA	2	3	1	0	1	14	21
14 TAILEVU	1	1	2	2	1	4	11
<b>TOTAL IN CLUSTERS</b>	<b>16</b>	<b>72</b>	<b>23</b>	<b>24</b>	<b>7</b>	<b>148</b>	



Cyclone Winston struck Fiji in February 2016 with disastrous impact to the Northern and Central-Eastern parts of the country. The provinces of Cakaudrove, Bua, Macuata, Lomaiviti, Tailevu, Ra and Ba were drastically affected by Category 5 winds, storm surges, landslides and floods. This consequently affected

the timing of Provincial Council meeting and implementation of resolutions. During the course of the year the provinces which were greatly impacted undertook survey with stakeholders to determine the scope of relief and rehabilitation.

### 7.7 Customer Service

The cruising permit around Fiji waters is issued by the iTaukei Affairs Board under the provision of the Fiji Customs Act. A total of 718 permits were issued to yachts in 2015 with the largest visitors recorded in the month of June.

Table 1.5 – Number of Cruising Permits Issued in 2015



### 7.8 Banking Support Letters

TAB also provides bank support letters for opening new bank accounts as a verification process on behalf of Provincial Council offices.

### 7.9 Service Excellence Achievements

#### 7.9.1 Quality Control Circle (QCC)

##### i.) Background

The Quality Control Circle (QCC) was introduced to the iTaukei Affairs Board after a 2-day strategic planning workshop facilitated by the then, Training and Productivity Authority of Fiji [TPAF]. It was adopted to help employees in solving work related problems to enhance ownership, productivity and meeting organizational targets.

##### ii.) QCC Program

The QCC convention was held on Friday 27th November 2015 in Labasa and the following winners were selected from the divisions:

- Western Division - Ba Provincial Council
- Northern Division - Macuata Provincial Council
- Central Eastern (II) - Namosi Provincial Council
- TAB – Kawai Circle (Finance Department)



## 8.0 Provincial Training Division

Provincial Training is responsible for capacity building and development of officers of the Board and 14 Provincial Councils, development of training packages for community development and capacity building for implementing programs to improve the wellbeing of the iTaukei and the promotion of community unity and respect for tradition and protocols at community level.

There are three Units in this division.

### a) In-service Training

The Unit is responsible for providing effective in house training and coordinating the in-service training. It also analyzed the training needs requirement for officers who are willing to undertake training with formal award to improve their tertiary qualifications.

### b) Community Development Unit

The Unit focuses on developing, selecting and providing the relevant training programs that will enhance good governance and wellbeing of the iTaukei Community.

### c) Na Mata

The Unit headed by Mr. Niумаia Gucake, is responsible for the publication of “Na Mata”, a quarterly official publication on all matters pertaining to the good governance and wellbeing of the iTaukei community.

In addition, the “Nai Lalakai” a weekly Sunday broadcast, highlights events, functions and iTaukei achievements that could be shared. This includes Government business and development planned for each province.

The following programmes were produced by the Na iLalakai in 2015:

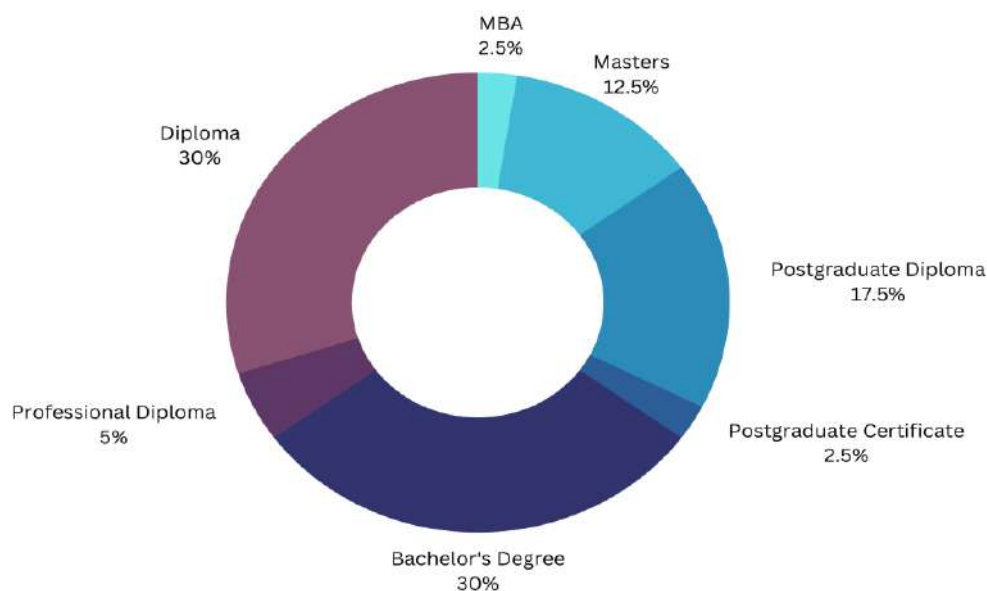
- Changes within the iTaukei Affairs Board.
- The importance of the ‘Vanua’.
- Preservation of traditional handicrafts.
- Climate Change and its effects on traditional fishing practices.
- Outcome of the Leadership and Management workshop.

## 8.1 Staff Development

### 8.1.1 In-service Training

TAB adopted the minimum qualification requirement (MQR) developed by the Public Service Commission (PSC). As a result, recruitment is academic qualifications and those who do not have formal academic qualifications were encouraged to undertake part-time studies at FNU and USP.

Table 1.6 - Part time studies



### 8.1.2 In-House Training

TAB continued to facilitate accredited in-house training and other relevant accredited training during the Roko Tui workshops in 2015. As result of this, TAB was able to receive the maximum 90% grant claimable to the sum of (\$31,239.00 for 2015 and \$31,272.00 in 2016) from the levy paid to FNU. The Grade claimable is under category B.

Table 1.7 – Grant Claimable courses 2015

No:	Course Title	Course Date(s)	Amount
1.	FNU - Training of Trainers – Module 1 Instructional Skills Workshop	2-6/2/2015	\$1,515.00
2.	FNU – Debt Collection Techniques	25/5/2015	\$108.00
3.	TAB – Leadership and Management	28-29/5/2015	\$2,586.00
4.	TAB – Staff Induction Training	11-13/8/2015	\$3,519.00
5.	TAB – Roko Tui & SART Training	24-26/11/2015	\$11,070.00
6.	TAB – Leadership & Management Training	2/7/2015	\$4,425.00
7.	TAB – Leadership & Management Training	29/06-01/7/2015	\$8,016.00
<b>TOTAL GRANT CLAIM 2015</b>			<b>\$31,239.00</b>

Table 1.8 – In-house Training 2015

Program	Venue	Dates	Amount
Registry Procedures, OHS Awareness & Transport Policy	Cakaudrove PC	18/19/7/2016	\$1,554.00
	Bua PC	20-21/7/2016	1,156.00
	Tailevu PC	2-3/8/2016	1,838.00
	Rewa PC	4-5/8/2016	1,588.00
	Serua & Namosi PC	9-10/8/2016	2,096.00
	Lau PC	10-11/8/2016	1,122.00
	Lomaiviti PC	1-2/9/2016	1,080.00
	Ra PC	1-2/9/2016	1,036.00
	Naitasiri PC	6-7/9/2016	1,760.00
	Kadavu PC	12-13/9/2016	1,102.00
	Nadroga/Navosa PC	12-13/9/2016	1,288.00
Staff Induction	New Recruit	10-12/8/2016	5250.00
Strategic Development Plan	Roko Tuis & SART Workshop	12-13/7/2016	10,402.00
<b>TOTAL GRANT CLAIM 2016</b>			<b>\$31,272.00</b>

### 8.1.3 Short Course

#### a) Local

The Public Service Commission (PSC) continued to be the major provider for local courses for TAB and PCs employees.

In 2015 and 2016, a total of 81 officers had benefitted from the training offered by PSC which included:

- i.) Leadership Training
- ii) Customer Service
- iii) Communication
- iv) Research Development, Data Management and Analysis
- v) Project Management
- vi) Introduction to Disaster Management & Initial Disaster Assessment
- vii) Good Governance in Public Sector

viii) Green Productivity Development – Energy Management Systems

**b) Overseas**

In its effort to improve TAB's role and responsibility under the well-being of the iTaukei, officers were nominated and selected to attend short courses overseas.

Listed below are the names of officers that attended overseas training in 2015 and 2016.

Table 1.9 – Officers undertaking Overseas Training 2015 - 2016

No:	Names	Post	Courses	Dates	Country
1.	Sakeasi Tawaketini	Snr. Asst. Roko Nadroga/Navosa	TOT Entrepreneurship & Skill Development	19/01 – 13/03/15	India
2.	Temo Tagilala	Asst. Roko Tailevu	TOT Entrepreneurship & Skill Development	19/01 – 13/03/15	India
3.	Semi Rogoyawa	Manager Provincial Service Division	Emergency Summer Institute Course on Disaster Management	02/03 – 06/03/15	New Zealand
4.	Saiasi Buluta	Conservation Officer, Lomaiviti	Emergency Summer Institute Course on Disaster Management	02/03 – 06/03/15	New Zealand
5.	Filimoni Taka	Snr. Asst. Roko Namosi	Community Capacity and Rural Development – Focusing on One Village One Product Movement	05/01 – 24/01/2016	Japan
6.	Saiasi Buluta	EO, Conservation PSD	Climate Change Downscaler	16 – 18/02/2016	Thailand
7.	Sophy Buinimasi	Conservation Officer, Ba Provincial Council	Transdisciplinary Study of Natural Resource Management under Poverty Conditions Collaborating with Vulnerable Sector	29/02 – 06/03/16	Japan
8.	Makelesi Raciri	Conservation Officer, Macuata Provincial Council	PIC Special Training on Climate Change	23/09 – 13/10/16	Korea
9.	Miriama Qoro	Conservation Officer, Ra Provincial Council	PIC Special Training on Climate Change	23/09 – 13/10/16	Korea
10.	Laiakini Waqanisau	AO Provincial Services	2016 Program for Young Leaders from Pacific Islands Countries	21/05 – 11/06/16	China
11.	Sereana Matakibau	Principal Accountant	Social Management Capacity Building for Female Official from Developing Country	14/06 – 04/07/16	China
12.	Josefa Toganivalu	Principal Assistant Secretary Provincial Services	Sufficiency Economy Philosophy	29/03 – 08/04/16	Thailand
13.	Josefa Toganivalu	Principal Assistant Secretary Provincial Services	Promotion and Development of Public Diplomacy for Developing Country	04/08 – 24/08/16	China

14.	Penijamini Velitokadua	Roko Tui Lomaiviti	Promotion and Development of Public Diplomacy for Developing Country	04/08 – 24/08/16	China
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### 8.1.4 Fulltime Studies

In addition, Mr. Filimoni Taka (Senior Assistant Roko Tui Namosi) was the lone officer granted to undertake a full time study sponsored program in Masters in Disaster Preparedness, Mitigation and Management in Bangkok, Thailand from 4th August 2016 to 31st July 2017.

## 8.2 Community Development

### 8.2.1 Leadership and Management Training

In 2015, TAB completed the delivery of Leadership and Management (L&M) Training program to all the members of the Provincial Councils and Tikina Councils. The Village level L&M Training program has been revised to ensure that it has maximum impact at household level.

The Village L&M Training program covers five thematic areas and these are;

- Management of natural resources
- Good leadership
- Good governance
- Conflict resolution
- Financial literacy
- Representative to the Bose ni Yasana Training

### 8.2.2 Training on the Universal Prevention curriculum for Substance Use (UPC) and Universal Treatment Curriculum for Substance Use Disorders (UTC) for the Republic of Fiji

The two-week training on the Universal Prevention curriculum for Substance Use (UPC) and Universal Treatment Curriculum for Substance Use Disorders (UTC) for the Republic of Fiji, took place on the 2nd of November to the 14th of November 2015. The training was headed by the international Centre for credentialing and educating of addiction professionals (ICCE). The curriculum consisted of a comprehensive curriculum on the prevention and treatment of substance use and substance use disorders. The aim of the training was to inform and build a coalition prevention specialist in Fiji, the first in the pacific region. The workshop was attended by a representative from the iTaukei Affairs Board.

### 8.2.3 Launch of the Forest Warden Training Program in Fiji

The Forest Warden Training Program was officially launched on the 26th of October 2015, Participants present introduced themselves and also shared their expectations on the Forest Warden Training Program. Participants included those from Serua (Vunaniu), Kadavu, Naitasiri, Tailevu (Dawasamu, Sawakasa), Namosi (Nakavu village), Lau (Cicia), Rewa (Beqa Island). The training was an opportunity for participants to utilize the learning materials to assist their respective villages, district and province in addressing deforestation and related conservation issues.



*Fig. 1. Present are the Conservator Forest Fiji, RKT Tailevu, RKT Serua, Department of Forestry, iTaukei Affairs Board (HQ, Tailevu PC, Serua PC), and Nature Fiji Mareqeti Viti NGO.*

## **8.2.4 Mata ni Tikina and Turaga ni Koro Training**

The Mata ni Tikina and Turaga ni Koro training was conducted to clarify the roles of Mata ni Tikina and Turaga ni Koro under the Provincial Council Regulation 1996 and the Tikina and Village Council Regulation 1996 in development. The Mata ni Tikina and Turaga ni Koro continued to maintain a better understanding in observance of traditional protocols with emphasis on good governance and well-being throughout their areas of jurisdiction.

## **8.2.5 Innovation and Best Practice**

### **(i) Service Excellence (SE)**

The implementation of Service Excellence at TAB was part of the Public Service Reform into the iTaukei Institutions. After the SE Capacity Building Training by Public Service Commission in 2012, the TAB SE champion nominated a Service Excellence working committee and after endorsement from Management, conducted an awareness in-house training initially, upon which a SE working committee was formulated to oversee progress of SE at TAB. Seven sub work groups were mobilized to work on the 7 categories in the SE framework.

### **1. Leadership**

Our management uses the provision of the Charter to guide the organization performance and introduces policies that ensure sustainable operations and management of programs.

### **2. Strategic Planning**

The SDP 2013 – 2015 is also aligned to the People’s Charter for Change, Peace and Prosperity and the roles and functions of the iTaukei Affairs Board, the Provincial Councils, Tikina Councils and Village Councils under the iTaukei Affairs Act Cap 120 and its subsidiary legislations. The redirection of TAB to its roles and functions is to harmonise the needs of the community with Government Agencies programs.

### **3. Customer Focus**

The principle sources of listening to our customers are through the established forum, such as the Village, Tikina, Provincial Councils and Subcommittees on issues raised by community representatives as resolutions.

On institutional issues these are raised by stakeholders such as key Government Ministries, Non-Governmental Organization, and Civic Societies seeking closer work collaboration on issues affecting sustainable management of community resources, cultural and traditional. Other forums include conferences and workshops.

### **4. Measurement, Analysis & Knowledge Management**

Data and information for tracking daily operations and the overall organizational performance, including progress relative to strategic objectives and action plans are selected, collected, aligned, and integrated in steps.

Reports are from: Income and Expenditure Statements, Budget, The Audit reports (Internal and External), TNK report, TNA report, APA from Resource personnel, and reports from the Public Accounts Committee (PAC), Provincial Councils Quarterly and Annual Reports, meeting reports, meeting resolutions, SFCCO monthly reports Managers monthly reports and TAB Annual report.

### **5. Workforce Focus**

The restructure is to right size TAB in line with the 2012 Government’s reduced grant. It also addresses the IRD and MIS requirements and enhances our role in the Act.

TAB conducts an annual Training Need Survey to assess and determine the current level of capability and capacity needs including skills and competencies at all levels. These reports are assessed and will give an indication of the current capacity and capability and identify specific areas of capacity building to be undertaken.

## 6. Operational Focus

The concept used for designing systems in TAB is fulfilling;

- the responsibility under the Act;
- expectation of the IRD;
- capacity of staff and rural communities to provide effective and efficient delivery of services;
- maintain an effective support services for the delivery of services.

The enabling policies at TAB for these various units regarding the operation of the Registry, Finance and Transport, Training, Human Resources, Customer Services are made to reflect the operation arm of PC. The work processes are designed to link up with the structure and policies through standing operating procedures and the reporting lines through the chain of command from the Council to TAB. The new MIS installed will computerize all work processes including finances.

## 7. Results

TAB gathers reports to measure results on the effectiveness of service delivery based on:

- the perception of customers;
- the internal measures to improve product quality; and
- the measures to improve service quality.

The feedback from monthly, quarterly and annual reports, proceedings and resolutions from Provincial and Tikina Council meetings, Tikina Council Representatives and Turaga ni Koro reports provide a level of feedback reports from customers on how they view the efficiency and effectiveness of TAB on well-being and good governance programs being delivered.

### 8.3 Occupational Health and Safety

As part of the continuing process of practicing Occupational, Health and Safety in the workplace, Provincial Offices were encouraged to address this in their respective staff meetings and if required, seek the concurrence of their respective Staff and Finance committee for use of Provincial funds to upgrade workplace equipment and process to OHS standards.

The upgrading of workplace and process has been prominent as institutions continue to strengthen their collaboration with stakeholders during field operations. In adhering to OHS practice and processes the institution is on par with standards adhered by other stakeholders thereby enhancing our service delivery to the iTaukei communities.

Some of the recurring issues that need to be addressed urgently are:

- i.) congestion within workplace
- ii.) outdated/obsolete equipment
- iii.) issue of Personal Protection Equipment (PPE)
- iv.) obsolete Provincial Office buildings/structure, including staff residence.
- v.) Ergonomics

## 9.0 Corporate Services Division

The division is responsible for the management of human resources, ensure compliance to terms and conditions of service; proper management of assets including official records and information technology development. It is also responsible for prudent management of funds and compliance to financial acts and regulations. The division also administers trust funds, investments and loan recovery under the Small Business Advisory Unit.

The 5 Units in this Division are:

### 9.1 Personnel Unit

#### 9.1.1 Human Resources

The total number of staff engaged at TAB totaled 247 as of December 2015, of which 57 were based at Head Office while 190 staff were at Provincial Council offices. Below is the breakdown of staff numbers for both Head Office and respective Provincial Councils.

Table 1.10 – Total TAB Staffing Complement 2015

Station	Number of Staff
Ba PC	18
Bua PC	11
Cakaudrove PC	25
Kadavu PC	14
Lau PC	10
Lomaiviti PC	12
Macuata PC	12
Nadroga Navosa PC	18
Naitasiri PC	11
Namosi PC	10
Ra PC	10
Rewa PC	13
Serua PC	12
Tailevu PC	14
Head Office	57
<b>Total</b>	<b>247</b>

The following are the staff appointment made in 2016.

Table 1.11 – Staff Appointment 2016

Name	Appointment	Date
Lui Manuel	PCO Nadroga/Navosa	17/03/2016
Mereula Lauvatu	CO Admin Nadroga/Navosa	30/05/2016
Apenisa Qiolevu	CO Ops Naitasiri	02/04/2016
Sainimere Ravoki	CO Ops Naitasiri	02/04/2016
Paula Delaivuna	Roko Tui Lau	11/07/2016
Mereoni T Rakatia	SART Ba	08/08/2016
Ifereimi Corerega	Roko Tui Naitasiri	11/07/2016
Kitione Raibevu	SART Kadavu	11/07/2016
Valetino Seruitukana	SART Rewa	19/06/2018
Joeli Tawake	SART Serua	01/08/2016
Talei Kocovanua	PCO Tailevu	25/07/2016
Semi Tekivili	PCO Naitasiri	06/07/2016
Kelera Cawai Kuli	PCO Kadavu	18/07/2016
Menani Katarina Rainima	PCO Namosi	14/07/2016
Ulaiasi Halofaki	ART Lau	04/07/2016
Sheetal S Kumar	CO CTT	18/07/2016
Aseri Tuisiga	CO PCA	07/07/2016
Sunjana D Narayan	APT Naitasiri	11/10/2016
Joana Toganivalu	CO PP	08/08/2016
Kelera Nakadi	APT Cakaudrove	08/08/2016
Sera Vodoimuri	CO Ops Namosi	16/11/2016

### 9.1.2 Information Technology

Most of the Provincial Offices have been networked through the Government IT system ensuring a more efficient flow of information from the PC office to Head Office and vice versa. The accounting system continues to adopt the Winbiz system for accounting purposes as from previous years. Our information systems were compromised when it crashed from external virus rendering it obsolete. Coupled with this mishap was the deletion of stored data which could not be retrieved, meaning that most of the valuable data and information which could be utilized over time was lost.

### 9.1.3 Registry

Registry files are in hard copy and have been stored in separate rooms with designated officers assigned to ensure its safekeeping. Plans are in place to have the files digitally stored.

### 9.1.4 Asset Management

Board of Survey are conducted annually to ascertain the physical existence and working conditions of TAB and Provincial Councils assets.

## 9.2 Central iTaukei Treasury

Government issued an instruction for the amendment in its financial year. As such TAB and Provincial Councils made relevant changes and adopted the period from August to July instead of January to December. This was effective from August 2016.

In 2015 annual government grant received amounted to \$5.5m and \$6.5m in 2016 and comprised of TAB & PE staff costs, Namata allocation, Turaga ni Koro and Mata ni Tikina allowances.



## GRANTS

Table 1.12 – Total Grants for TAB and PC

<b>TOTAL STAFF EMOLUMENTS – TAB &amp; PC</b>		
	<b>2015</b>	<b>2016/2017</b> (Refer to 9.2)
TAB	\$3,037,794.00	\$3,974,584.00
PC'S	\$1,000,000.00	\$1,018,520.00
Turaga ni Koro Allowance	\$1,073,000.00	\$1,073,000.00
Mata ni Tikina Allowance	\$428,600.00	\$428,600.00
<b>Na Mata</b>	<b>\$50,000.00</b>	<b>\$50,000.00</b>
<b>TOTAL</b>	<b>\$5,589,394.00</b>	<b>\$6,544,704.00</b>

In 2015, \$4.0m is total PE cost and further increased to \$4.4m in 2016.

Table 1.13 – Total Staff Emoluments for TAB and PC

<b>TOTAL STAFF EMOLUMENTS – TAB &amp; PC</b>		
	<b>2015</b> \$	<b>2016/2017</b> (Refer to 9.2)
Establish Staffs	1,445,975.00	\$1,940,730.00
PC TAB Staff	1,733,478.00	\$1,583,058.00
PC Staff	853,930.00	\$927,418.00
TAB/PC Unestablished Staff	23,782.00	\$31,648.00
<b>TOTAL</b>	<b>\$ 4,057,165.00</b>	<b>\$4,482,854.00</b>

## 10.0 Research, Monitoring and Evaluation Unit (MER)

The unit is responsible for assessing actual change against stated objectives of the TAB divisions and Provincial Councils and providing information for reporting on achievements for TAB to fulfill accountability responsibilities. The unit is also responsible for contributing to strategic management and advice on lessons learnt contributing experience into policy processes.

### 10.1 MER Performance Report

Table 1.14 – 2015 MER Performance Report

2015 Business Plan	KPI	2015 Target	2015 Actual
<b>OUTPUT 1: PORTFOLIO LEADERSHIP, POLICY ADVICE &amp; SECRETARIAT SUPPORT</b>			
<b>Sub-output: Submission of performance reports</b>			
Monthly performance report	TAB monthly report MTA	12	12
Prepare quarterly report	TAB quarterly TAB HQ report	4	4
Preparation of MER Reports	Division's reports	12	12
<b>Sub-Output: 1.2 Policy Advice</b>			
Preparation of Policy Papers	MER Policy	1	-
Review existing policies	Policy review	1	
Review TAB Regulations	TAB regulation evaluated	1	-
<b>Sub-Output : 1.3 Research and Development</b>			
Prepare research papers	Research papers	4	1
<b>Sub-Output: 1.4 Secretariat Support</b>			
MER Unit meetings	meetings	12	12
Submission of meeting and workshop reports	Workshop	5	5
<b>OUTPUT 2: EFFECTIVE AND EFFICIENT ITAUKEI INSTITUTIONS</b>			
<b>Sub-Output: 1.4 Integrated Organization Structure</b>			
Integrating the iTaukei contributions into TAB programs	Customer Relations Framework	1	-
Status of Government interventions	Mapping baseline data	1	-
<b>PSC DELIVERABLES AND INDICATORS</b>			
<b>Platform 1: Human Resources Management and Development</b>			
<b>PSC Deliverable: Effective Human Resource Planning and Development</b>			
Effective contribution to SHRP	TAB Strategic Human Resource Plan	1	1
Effective facilitation of HR policies	Leave plan	1	1
<b>Platform 2: Organizational Management</b>			
<b>PSC Deliverable: Effective Planning and Accountability</b>			
Formulate ACP	2015 ACP	1	1
Monitor ACP implementation through 14 PCs & 5 Business Plans	4 Quarterly Reports	4	4
Prepare Deliverable's Report Prepare Annual Report	2014 Annual Report	1	1
Preparation of Work Plans	Business Plan	1	1
	Staff IWPs	4	4
Review of Positions Descriptions	Review, amend, finalized	5	5

<b>PSC Deliverable: Compliance with National Records Management Policy</b>			
Ensure proper creations, use and disposal of records	Monthly Report for Management Board	12	12
<b>Platform 3: Productivity Management</b>			
<b>PSC Deliverable: Implementation of Service Excellence Framework</b>			
Review and document organizational processes	MER standard Operating procedures	20	5
<b>Output: Promote Innovation and Best Practice in Public Service Delivery</b>			
Management of conducive work environment	OHS concerns addressed	2	1
Continuous improvement of services processors	QCC project	1	1
Develop discussion paper for Management's endorsement	Establish Green Team	1	-

## 11.0 Internal Audit

The Internal Audit Unit carried out the review of TAB's operations including the Provincial Councils in the effective discharge of financial responsibilities by providing analysis of accounts and recommendations for Management's consideration.

Disruption to the normal audit process came about as a result of TC Winston impact on the Provincial Office operations, meaning majority of the PC staff were involved in the relief and rehabilitation operations in devastated areas. The other determining factor was the high staff turnover within the Unit which made a proper audit program for both HQ and PC offices unattainable.

The following normal audits were recorded for 2015 and 2016.

Table 1.15 – Normal Audits conducted for 2015 and 2016

<b>Provincial Office</b>	<b>Audit Dates</b>
Ba	28/11 – 30/11/16
Bua	10/09 – 11/09/15
Kadavu	16/11 – 21/11/15
Lau	07/10 – 08/10/15
Lomaiviti	18/11-21/11/15
Ra	30/11 – 02/12/16
Serua	26/10/15
Tailevu	15/10/15

## 12.0 External Audits

Outlined in Figure 2.0 is the latest update from the Office of the Auditor General on the general status of the audits of TAB and its fourteen (14) Provincial Councils.

Figure 2.0 - OAG Update on TAB and Provincial Councils Audits



File: 1282

6 June 2023

i-Taukei Affairs Board  
87 Queen Elizabeth Drive  
SUVA

Attention: Ms. Sereana Matakibau

Dear Madam

### I-TAUKEI AFFAIRS BOARD AND PROVINCIAL COUNCILS AUDIT UPDATES

With reference to the i-TAB letter dated 05/06/2023 to assist in the finalization of its Annual Reports from 2015 - 2022, I am pleased to provide the following audit updates as requested:

Entities	Draft Financial Statements Received	Audits Completed	Audits In Progress as at 31 May 2023	Audits Yet to Commence as at 31 May 2023	Draft Financial Statements not submitted for audit
<b>STATUTORY ENTITY</b>					
1. I-Taukei Affairs Board	2003 - 2007	2002	2003 - 2007	---	2008 – 2022
<b>PROVINCIAL COUNCILS</b>					
1. Rewa Council	Provincial 2013-2018	2013-2015		2016-2018	2019-2022
2. Tailevu Council	Provincial 2013-2018	2013-2015		2016-2018	2019-2022
3. Namosi Council	Provincial 2013-2018	2013-2015		2016-2018	2019-2022
4. Ba Provincial Council	2013-2018	2013-2015		2016-2018	2019-2022
5. Serua Council	Provincial 2013-2018	2013-2015		2016-2018	2019-2022
6. Naitasiri Council	Provincial 2013-2018	2013-2015		2016-2018	2019-2022
7. Ra Provincial Council	2013-2018	2013-2015		2016-2018	2019-2022
8. Macuata Council	Provincial 2013-2018	2013-2015		2016-2018	2019-2022
9. Cakaudrove Council	Provincial 2013-2018	2013-2015		2016-2018	2019-2022
10. Kadavu Council	Provincial 2013-2018	2013-2015		2016-2018	2019-2022
11. Lomaiviti Council	Provincial 2013-2018	2013-2015		2016-2018	2019-2022
12. Nadroga/Navosa Provincial Council	2013-2018	2013-2015		2016-2018	2019-2022
13. Lau Provincial Council	2013-2018	2013-2015		2016-2018	2019-2022
14. Bua Provincial Council	2013-2018	2013-2015		2016-2018	2019-2022

However, the 2016-2018 draft financial statements of the Provincial Councils will be returned for amendments following the completion of the 2013-2015 audit and to be re-submitted after discussion of changes deliberated during the exit meeting on 09/05/2023 and on 12/05/2023 respectively.

As for the 2003 to 2007 i-TAB financial statements audit, these accounts are in the finalization phase of review where the audit report is targeted for issuance and signing by June end.

For any further clarifications, please do not hesitate to contact Mr. Dineshwar Prasad or the undersigned.

Yours sincerely

Esala Niubalavu  
for **ACTING AUDITOR-GENERAL**

Encl.

iTaukei Affairs Board

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iTaukei Affairs Board annual report 2015 - 2016