



**PARLIAMENT OF THE
REPUBLIC OF FIJI**



2023-2024 ANNUAL REPORT



REFERRAL LETTER

Hon. Sitiveni Rabuka

Prime Minister and Minister for Foreign Affairs, Climate Change, Environment, Civil Service, Information, Public Enterprises and Veteran Affairs

Office of the Prime Minister

P.O. Box 2353

Government Buildings

SUVA

RE: 2023-2024 ANNUAL REPORT

Dear Sir,

I am pleased to present the Annual Report on the operations of the Parliament of Fiji for the period 1 August 2023 to 31 July 2024.

The Report outlines the Secretariat's performance and achievements in delivering services to the Honourable Speaker, Honourable Members of Parliament, and the people of Fiji. These outcomes are aligned with the objectives set out in our **Operational Plan 2023-2024** and our **Strategic Plan 2023-2027**.

This Report has also been prepared in accordance with the **Financial Management Act 2004** and reflects the dedication and professionalism of all Parliament staff.

A handwritten signature in blue ink, appearing to be 'JE', followed by a horizontal dotted line.

Jeanette Emberson (Mrs)
Secretary-General to Parliament

ABOUT THIS REPORT

This Annual Report presents the outcomes of the Secretariat's targeted activities during the 2023-2024 reporting period. These results are measured against the goals outlined in our **Operational Plan 2023-2024** and our **Strategic Plan 2023-2027**.

The report also includes the **financial statements** and the **audit report**, which are available on the Parliament's official website: www.parliament.gov.fj.



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Corporate Statement and Profile

Our Vision

“An innovative and transformative Parliament driven by excellence and the passion to serve all Fijians.”

Our Mission

“To provide excellent professional parliamentary support to Members of Parliament enabling them to fulfill their constitutional mandate of law-making, oversight/scrutiny, and representation.”

Our Purpose, Objectives and Functions

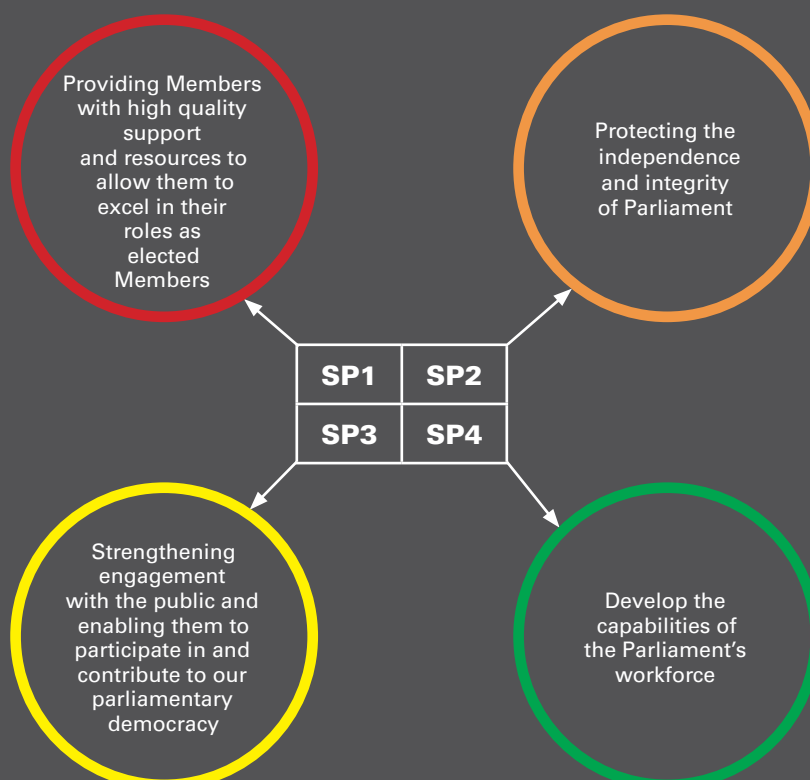
The Parliament of the Republic of Fiji is a unicameral legislature comprising 56 Members during the fourth quarter of this reporting period. The Members are elected by a multi-member open list system of proportional representation. Parliament is mandated with the following functions – law-making; oversight/scrutiny of Government; and representation.

The Parliament Secretariat supports Members to fulfill their roles as elected representatives and enables Fijians to participate effectively in the parliamentary process. In support of this purpose, we deliver apolitical, professional and innovative services to the Parliament and inform and engage with all Fijians. Headed by the Secretary-General, the Parliament Secretariat support the Speaker and the work of the Chambers, the operations of committees, and in the provision of information and community engagement services.

Our Strategic Priorities

The strategic directions for 2023-2027 prioritise four areas and focus the parliamentary functional units on improving their efficiency, resilience and sustainability.

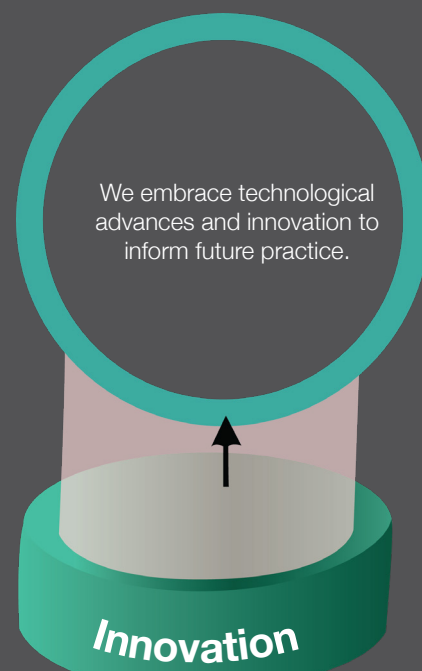
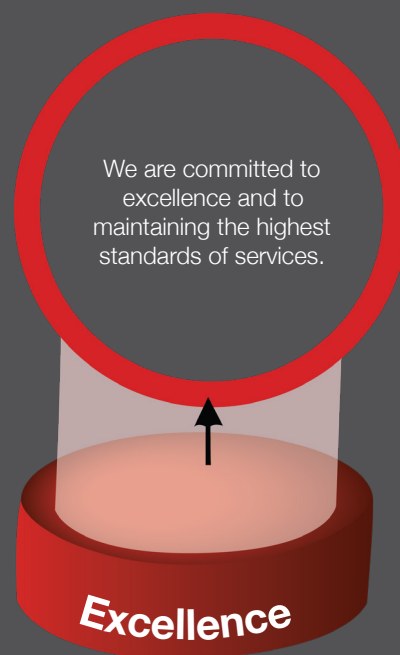
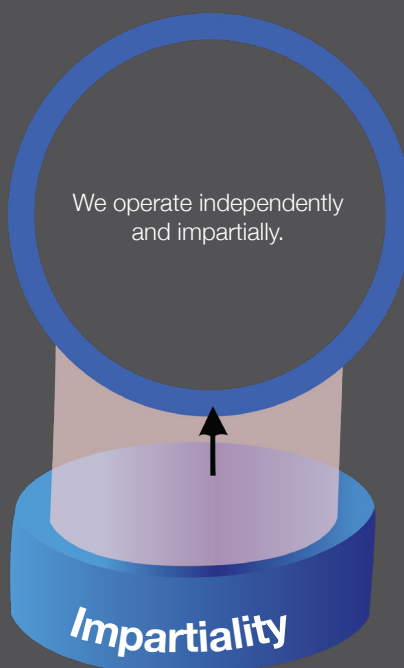
We realise our vision by pursuing our strategic priorities:





Our Values

We further realise our vision by acting in accordance with our values:





FOREWORD BY THE HONOURABLE SPEAKER OF PARLIAMENT



Another year has swiftly passed, marked by the presentation of Parliament's Annual Report for 2023-2024. It has once again been my privilege to serve as Speaker of this esteemed House.

Since re-joining Parliament in late 2022, I have witnessed the institution's unwavering commitment to strengthening parliamentary democracy. This has been achieved through the delivery of high-quality professional services to Members and to the wider community.

The past twelve months have been eventful, and this report provides further details on the many significant developments and highlights of 2023-2024.

Throughout this reporting period, the Fijian Parliament has remained steadfast in prioritising Committee work and civic education. A notable occasion was the celebration of the International Day of Democracy under the 2023 theme *"Empowering the Next Generation."* This theme underscores the vital role of young people in shaping our democratic future. It is essential that we create opportunities for youths to participate meaningfully in decision-making and to contribute to addressing political and socio-economic challenges. Their voices are invaluable in governance.

This commemoration coincided with a parliamentary sitting week that was historic in several respects. For the first time since October 2014, the doors of Parliament were opened to the public and remained open throughout all sittings. It was also a milestone week, marked by a spirit of collaboration and respect for democratic principles, as two matters raised by the Opposition – an urgent oral question and a request for the withdrawal of a Government Bill – were accepted by the Government. This moment reflects the vitality of our parliamentary system and the shared commitment to constructive dialogue.

During this reporting period, the Parliament Secretariat successfully conducted its first induction training for Members of Parliament independently. Providing Members with the knowledge and skills needed to discharge their responsibilities remains essential to the effective functioning of our democracy.

Our Parliament today is more diverse than ever, and the resilience of bipartisanship reminds us that unity, compromise, and collaboration remain essential for the progress of our nation and the well-being of our people.

I wish to acknowledge with gratitude the Governments of Australia, Japan, and New Zealand, for their continued support towards strengthening and enhancing parliamentary democracy in Fiji, through their generous support to the UNDP Fiji Parliament Support Project.

Finally, I extend my deepest appreciation to all my staff – your dedication, enthusiasm, and commitment are central to ensuring that Parliament continues to operate efficiently, serving both its Members and the wider community at large.

Hon. Ratu Naiqama Lalabalavu

Speaker of the Parliament of the Republic of Fiji



STATEMENT BY THE SECRETARY-GENERAL TO PARLIAMENT



I am pleased to present our 2023-2024 Annual Report.

As we enter the third term of Parliament, we reflect on another eventful year; one marked, as in previous years, by both challenges and achievements. Thanks to the dedication and hard work of our staff across all our functional units, we have continued to deliver high-quality services and support to Members of Parliament, our stakeholders, and most importantly, the people of Fiji.

Guided by our 2023-2024 Operational Plan, we have demonstrated over the past 12 months that our commitment to excellence remains our driving force. Listening and responding to feedback from clients, stakeholders, and staff, including recommendations from our internal audits, has been crucial in helping us move forward, improve our services, and enhance Parliament’s facilities.

In this reporting period, Parliament has remained steadfast in its commitment to engaging citizens in legislative processes. Such engagement not only strengthens our democratic foundations but also ensures that Parliament remains connected and responsive to the concerns of the people.

A notable highlight of this reporting period was the convening of the 2nd Women’s Mock Parliament, held after seven years. Over three days, women from all walks of life across Fiji had the opportunity to experience what it is like to serve as Members of Parliament. Initiatives like this encourage more women to step beyond their comfort zones and recognise the vital role they play in our society. I share this reflection not only in my capacity as a public servant, but also as a woman and as a mother to two daughters. It is my hope that through initiatives like these, women and girls will feel encouraged to embrace leadership, step forward with confidence, and recognise the vital role they play in shaping our society and strengthening our democracy.

Further information on the Fijian Parliament’s engagement and contributions towards the achievement of the Sustainable Development Goals (SDGs) during this reporting period is presented in the following section of this Annual Report. The SDGs segment provides a detailed overview of initiatives, actions, and progress made in aligning parliamentary activities with the SDG framework.

In this regard, I join the Honourable Speaker of Parliament in extending my sincere gratitude to the UNDP Fiji Parliament Support Project, along with the Governments of Australia, Japan, and New Zealand, for their continued and generous support of the events and programmes carried out during this reporting period. These partnerships exemplify the spirit of collaboration envisioned under the Sustainable Development Goals, reminding us that progress is best achieved when nations, institutions, and communities work together. By fostering co-operation and shared responsibility, we strengthen our capacity to deliver inclusive development, uphold democratic values, and ensure that Parliament remains responsive to the needs of the people of Fiji.

I also wish to express my sincere appreciation and gratitude to all who have supported us throughout this reporting period – our stakeholders, communities, and families. I am equally grateful to the hardworking and dedicated staff of Parliament, whose unwavering commitment to the call of duty has made our progress possible. This Annual Report provides a snapshot of the wide-ranging work undertaken across the institution over the past 12 months.

Looking ahead, we remain steadfast in our vision and mission, striving to deliver quality services whilst at the same time, continuously seeking opportunities for growth, innovation and improvement.

Jeanette Emberson (Mrs)
Secretary-General to Parliament



SUSTAINABLE DEVELOPMENT GOALS

Parliamentary Engagement and Contributions

The Fijian Parliament reaffirms its strong commitment to advancing the United Nations Sustainable Development Goals (SDGs) through its core constitutional functions of law-making, oversight/scrutiny and representation. Parliament contributes to all 17 SDGs by ensuring that legislation, budgets, and policies promote inclusive, equitable, and sustainable development.

The Fijian Parliament places emphasis on SDG 16 (Peace, Justice and Strong Institutions), recognising Parliament's central role in promoting effective, accountable, and inclusive governance. Parliament also advances SDG 5 (Gender Equality) and SDG 10 (Reduced Inequalities) by fostering inclusive representation and ensuring that the voices of women, persons with disabilities, youth, and vulnerable communities are reflected in national decision-making processes.

For this reporting period, 1 August 2023 to 31 July 2024, the Fijian Parliament undertook several key initiatives that demonstrated its commitment to embedding the SDGs into parliamentary practice and strengthening democratic governance.

1. SDG 5 – Gender Equality

Women's Mock Parliament Programme

In July 2024, the Fijian Parliament successfully revived the Women's Mock Parliament Programme after a seven-year lapse. This three-day programme aimed to empower aspiring female leaders and promote women's participation in democratic processes.

The programme brought together 58 women from across Fiji, providing them with practical exposure to parliamentary procedures, committee work, debates, and key policy discussions. Through interactive sessions and hands-on activities, participants enhanced their confidence, leadership skills, and understanding of governance, addressing the persistent under-representation of women in Parliament.

This initiative directly supports SDG 5 (Gender Equality) and was implemented with support from the UNDP Fiji Parliament Support Project, funded by the Governments of Australia, Japan and New Zealand.

Speaker's Debate: 'Women's Public Leadership – Empowering Women's Participation at All Levels of Decision-Making'

In June 2024, the first Speaker's Debate of the current parliamentary term focused on women's public leadership and empowerment. Opening the debate, the Speaker of Parliament the Hon. Ratu Naiqama Lalabalavu, highlighted the continued under-representation of women in leadership, noting that women currently constituted only 9% of Parliament, well below regional and global averages.

The debate featured perspectives from Government representatives, academia, civil society, and development partners. Discussions addressed systemic barriers to women's political participation, gender-based inequalities, and the need for safe and inclusive spaces for women in leadership. Community-level concerns, including disparities in allowances and the gap between women's educational attainment and leadership representation, were also raised.

The Hon. Speaker emphasised that empowering women is essential for inclusive and sustainable development. This initiative aligns with SDG 5 (Gender Equality) and was supported by the UNDP Fiji Parliament Support Project, with generous funding from the Governments of Australia, Japan, and New Zealand.



2. SDG 10 – Reduced Inequalities

Inclusive Representation and International Engagement

At the 66th Commonwealth Parliamentary Conference in Accra, Ghana, the Fijian Parliament reaffirmed its commitment to inclusivity and equality. Hon. Viam Pillay, Fiji's Commonwealth Parliamentarians with Disabilities (CPwD) Regional Champion, highlighted Parliament's efforts to promote the full participation of persons with disabilities in legislative processes.

Key achievements included Fiji's ratification of the Convention on the Rights of Persons with Disabilities and the enactment of the Rights of Persons with Disabilities Act 2018. Parliament had also implemented accessibility measures such as wheelchair ramps, elevator access, and sign-language interpretation during live televised sittings, supported by the CPA and CPwD.

3. SDG 13 – Climate Action; and SDG 17 – Partnership for the Goals

Fiji's Leadership Within Small Island Developing States

At the 147th Inter-Parliamentary Union Assembly in Luanda, Angola, Fiji strengthened its global leadership role when the Leader of the Opposition the Hon. Inia Seruiratu, was unanimously elected Chairperson of the Small Island Developing States (SIDS) Group on behalf of the Hon. Speaker of Parliament.

This appointment positions Fiji to advocate for the unique challenges faced by SIDS, including climate change, sea-level rise, and biodiversity loss, within international parliamentary forums. Fiji's leadership reflects its commitment to climate advocacy and parliamentary diplomacy, advancing SDG 13 (Climate Action) and SDG 17 (Partnerships for the Goals).

4. SDG 16 – Peace, Justice and Strong Institutions

Regional Pacific Islands Parliamentary Workshop on Cybercrime (May 2024)

In May 2024, the Fijian Parliament co-hosted a two-day Regional Pacific Islands Parliamentary Workshop on Cybercrime, highlighting the growing risks posed by cyber threats to security, public safety, and economic development.

Opening the workshop, the Hon. Speaker emphasised the critical role of parliamentarians in developing cybersecurity legislation, ratifying international treaties, and ensuring good governance in the digital space. Regional experiences were shared, including Kiribati's progress toward ratifying the Budapest Convention and Vanuatu's response to a major cyber-attack in 2022.

'Parliament Bus' Programme

The Parliament Bus Programme, in February 2024, enhanced civic education and public access to Parliament, particularly in rural and remote areas. Beginning in Levuka and later extending to Rakiraki and Tavua, the programme reached 15 schools, engaging students and teachers through presentations, interactive discussions, and displays of parliamentary artifacts.

Supported by the UNDP Fiji Parliament Support Project and funded by the Governments of Australia, Japan and New Zealand, the initiative promotes –

- SDG 16 by strengthening transparency, participation, and trust in democratic institutions;
- SDG 4 (Quality Education) through civic education and lifelong learning; and
- SDG 10 (Reduced Inequalities) by addressing disparities in access to governance and information.



Strengthening Parliamentary Institutions

In November 2023, the Fijian Parliament conducted a comprehensive self-assessment using the Commonwealth Parliamentary Association (CPA) Benchmarks for Democratic Legislatures, which reflect SDG 16 principles. The Fijian Parliament became the 23rd Commonwealth legislature to use the framework to conduct an assessment against the 2018 Benchmarks and the first one to do so in the Pacific. The overall objective of the exercise was for local stakeholders to measure the progress of their legislature in achieving democratic and good governance standards by comparing their practices to the Benchmarks that have been developed and adopted by Commonwealth parliamentarians and by extension the CPA.

The Outcomes Report, published in April 2024, provides targeted recommendations to enhance transparency, accountability, and institutional effectiveness.

Address by the President of India

During her historic address to the Fijian Parliament on 6 August 2024, Her Excellency the President of India, Shreemati Droupadi Murmu reaffirmed shared democratic values and strong bilateral ties. Key themes included democracy, climate action, development co-operation, cultural heritage, and global partnerships.

The address highlighted collaboration in renewable energy, healthcare, education, digital technology, and climate resilience, including co-operation through platforms such as the International Solar Alliance and Coalition for Disaster Resilient Infrastructure. This engagement supports SDG 13 (Climate Action), SDG 16, and SDG 17 (Partnerships for the Goals).

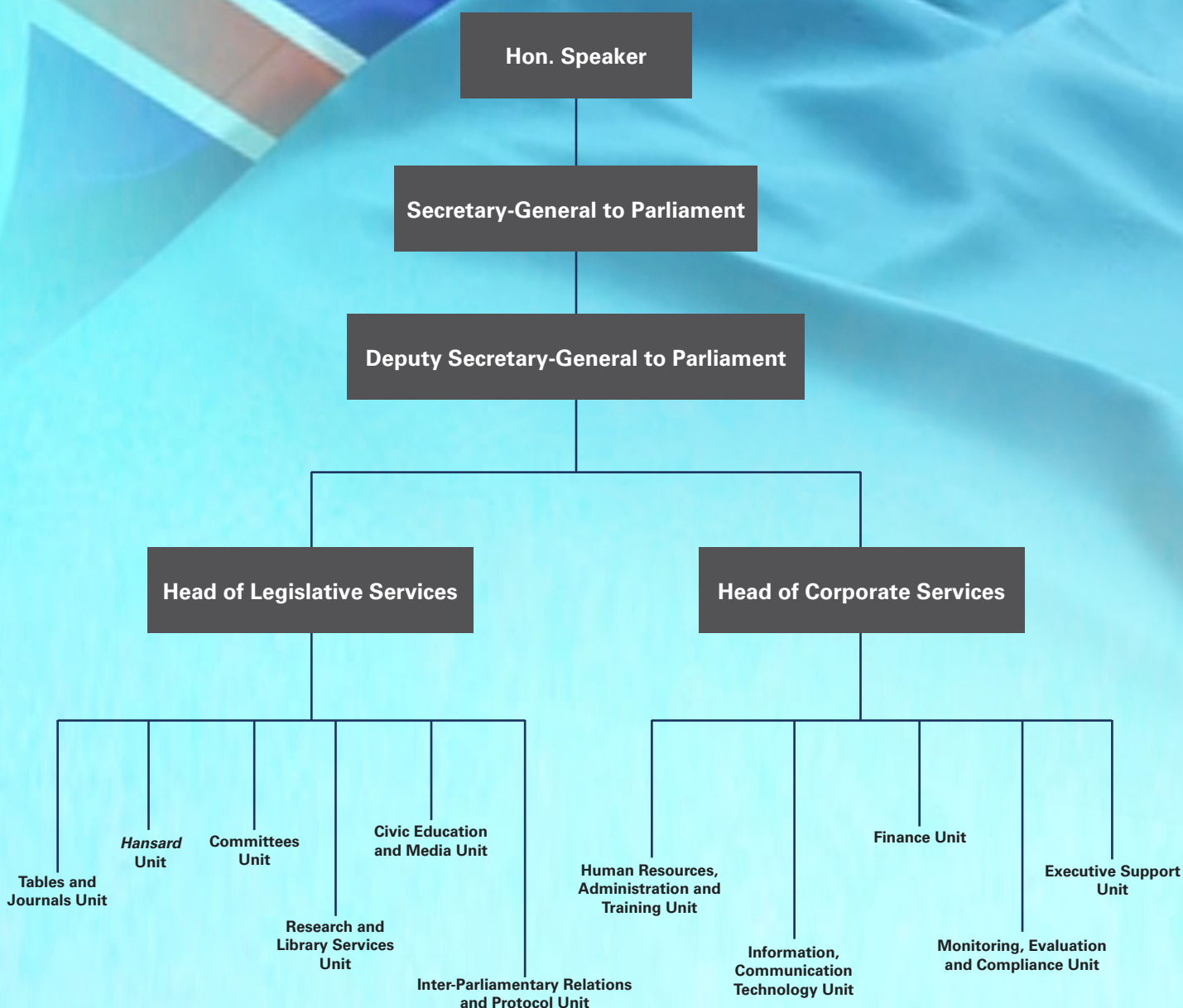
5. Mainstreaming SDGs and Capacity Building

Finally, the Fijian Parliament continued to mainstream SDG oversight across all the Standing Committees. The Standing Committees not only analyse the annual reports of all Government ministries and agencies but also integrate a comprehensive SDG lens into their review process. This involves assessing how ministries and agencies have contributed to achieving national development targets aligned with the Sustainable Development Goals.

Between 1 August 2023 and 31 July 2024, the Parliament of the Republic of Fiji demonstrated strong leadership in advancing the SDGs through inclusive representation, strengthened institutions, climate advocacy, and public engagement. These initiatives reflect Parliament's continued commitment to embedding sustainable development principles into legislative processes and reinforcing its role as a key driver of national and global sustainable development.



ORGANISATION STRUCTURE





Gender Composition

Our analysis of gender composition shows that female employees make up a slightly higher proportion of Parliament staff compared to male employees. Whilst the numerical difference is not significant, the presence of both genders across the organisational hierarchy demonstrates a balanced workforce that contributes to the institution’s overall effectiveness.

However, gender equality is not simply about counting numbers. It is about creating an environment where women and men have equal opportunities to participate, lead, and influence decision-making processes. Gender equality within the Parliament staff establishment contributes to other goals such as reducing poverty (SDG 1), improving health and well-being (SDG 3), ensuring quality education (SDG 4), promoting decent work (SDG 8), and reducing inequalities (SDG 10).

By embedding SDG 5 into the daily functioning of Parliament, the institution demonstrates its commitment not only to balanced representation but also to creating a workplace culture that values equity, fairness, and empowerment. This approach ensures that gender equality is seen as a driver of institutional strength and national development, rather than just a statistical measure.

The gender composition of Parliament staff for this reporting period is as follows –

TOTAL	As at July 2024			
	Male	28 (39%)	Female	43 (61%)



PARLIAMENTARY OPERATIONS

At a glance: Legislative Services Division

The Legislative Services Division plays a central role in supporting the effective functioning of Parliament. It brings together functional units that ensure accuracy, transparency, and accessibility in parliamentary processes whilst strengthening public engagement and international co-operation.

1. **Tables and Journals Unit** – Provides procedural and administrative support during parliamentary sittings, ensuring the smooth flow of business in the House.
2. **Hansard Unit** – Produces the official verbatim record of parliamentary debates, preserving transparency and accountability.
3. **Committees Unit** – Facilitates the work of parliamentary committees by co-ordinating meetings, preparing documentation, and assisting Members in their oversight and legislative responsibilities.
4. **Research and Library Services Unit** – Delivers timely, impartial research and maintains a comprehensive library to equip Members of Parliament with the knowledge needed for informed decision-making.
5. **Civic Education and Media Unit** – Promotes public understanding of parliamentary democracy through outreach, education programmes, and media engagement.
6. **Inter-Parliamentary Relations and Protocol Unit** – Manages diplomatic and protocol matters, fostering collaboration with other legislatures and international organisations.

Together, these units form the Legislative Services Division, ensuring that Parliament operates with integrity, efficiency, and openness whilst connecting Fijians to the democratic process.

1. Tables and Journals Unit

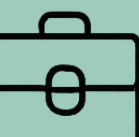
Supporting the work of Members and the House

Overseen by the Head of Legislative Services, the Tables and Journals Unit facilitated the submission and tracking of 192 parliamentary questions (141 Oral Questions and 51 Written Questions). Consultations are held with all caucus offices to ensure that the questions meet the criteria according to the Standing Orders. All questions are assessed and tabled with the Business Committee for approval.

Three Government Guarantees were debated and passed, and these were for the Fiji Development Bank (FDB), Fiji Sugar Corporation Limited and Housing Authority of Fiji.

Also, during the 32 sitting days, the Unit efficiently ensured the timely preparation of 32 Order Papers and 226 scripts prior to the sitting days, and 32 official Minutes of Proceedings following the conclusion of the sittings.

During this reporting period, the Unit also facilitated the publication of eight (8) Gazette Notices. These included notices relating to the Determination of the Parliament of the Republic of Fiji, the Approval of International Treaties, the Amended Standing Orders 2024, and the Report of the Emoluments Committee. The publication of these notices ensured the formal recording and public dissemination of key parliamentary actions, thereby supporting transparency, accountability, and compliance with legislative and procedural requirements.

Highlights 2023-2024 : Tables and Journals Unit			
 32 Sitting days	 141 Oral questions	 51 Written questions	 54 Ministerial Statements
 14 End of Week Statements	 21 Acts	 26 Bills	 8 Gazette notices published
 100% Hansard reports for all sitting days	 108 Annual reports tabled	 33 Committee reports tabled	 42 Committee reports debated in the House
 6 Business Committee meetings	 22 Emoluments Committee meetings	 4 Standing Order Committee meetings	 1 House Committee meeting



Amendments to the Standing Orders

The Standing Orders are the foundational rules governing the conduct of business within a Parliament and its committees. They are essential for maintaining order, ensuring fair debate, and enabling the efficient functioning of the legislative process.

A significant milestone was achieved with the facilitation of amendments to the Standing Orders with the incorporation of additional provisions for Subcommittees. The amendments would significantly enhance the ability of Members of Parliament to perform their work more effectively.

This enhanced investigative capacity would allow MPs to hold the Executive more accountable, identify systemic issues, propose well-informed legislative solutions, and ultimately better represent the interests and concerns of the people, thereby strengthening parliamentary oversight and the democratic process as a whole.

De-registration of FijiFirst Party

The de-registration of the FijiFirst Party presented an unprecedented challenge to Parliament, requiring the transition and accommodation of 26 Opposition Members as Independents. Despite the procedural, administrative, and representational complexities arising from this development, the Office of the Speaker effectively facilitated the continued operation of the Opposition through the recognition of two parliamentary blocs, the protection of Members' rights and privileges, and the review of committee memberships to ensure fair representation, thereby maintaining the orderly conduct of parliamentary business and fostering constructive engagement in the interests of the Fijian people.

New Member

On 28 June 2024, Mr Graham Leung was officially sworn in as the Attorney-General of Fiji. This marked a historic first for the Parliament, as he was not an elected Member of Parliament. His appointment was in accordance with section 96(3) of the Constitution of the Republic of Fiji.

Scrutiny of Bills

During this reporting period, the Unit facilitated the tabling of 26 Bills, ensuring the timely and orderly legislative processes. Out of the 26 Bills, 5 were referred to Committees, 20 passed through Standing Order 51 and one passed through the normal process.

Bills Passed in Parliament — August 2023-July 2024

NO.	ACT NO.	SHORT TITLE	LONG TITLE	HISTORY	COMMENCEMENT DATE
1	20 of 2023	High Court (Amendment)	An Act to amend the High Court Act 1875	- FR – The Bill was moved pursuant to SO51 on <u>11 September 2023</u> - The Bill was moved, debated, voted upon and enacted by the Parliament of the Republic of Fiji on <u>14 September 2023</u>	Comes into force on 19 September 2023 LN 78/2023
2	21 of 2023	Local Government (Amendment)	An Act to amend the Local Government Act 1972		Comes into force on 21 September 2023 LN 81/2023
3	22 of 2023	Drainage (Amendment)	An Act to amend the Drainage Act 1961		Comes into force on a date or dates appointed by the Minister by notice in the Gazette
4	23 of 2023	State Lands (Amendment)	An Act to amend the State Lands Act 1945		Comes into force on 3 October 2023 LN 79/2023
5	24 of 2023	Higher Salaries Commission	An Act to provide for the establishment of the Higher Salaries Commission and related matters		Comes into force on a date or dates appointed by the Minister by notice in the Gazette



NO.	ACT NO.	SHORT TITLE	LONG TITLE	HISTORY	COMMENCEMENT DATE
6	25 of 2023	iTaukei Affairs (Amendment)	An Act to amend the iTaukei Affairs Act 1944	FR – The Bill was moved pursuant to SO51 on <u>21 November 2023</u>	Comes into force on a date or dates appointed by the Minister by notice in the Gazette
7	26 of 2023	Employment Relations (Amendment)	An Act to amend the Employment Relations Act 2007	The Bill was moved, debated, voted upon and enacted by the Parliament of the Republic of Fiji on <u>23 November 2023</u>	Comes into force on a date or dates appointed by the Minister by notice in the Gazette
8	27 of 2023	Mahogany Industry Development (Amendment)	An Act to amend the Mahogany Industry Development Act 2010		Comes into force on a date appointed by the Minister by notice in the Gazette
9	28 of 2023	Local Government (Amendment) (No. 2)	An Act to amend the Local Government Act 1972	- FR – The Bill was moved pursuant to SO51 on <u>21 November 2023</u> - The Bill was moved, debated, voted upon and enacted by the Parliament of the Republic of Fiji on <u>23 November 2023</u>	12 July 2024 – commencement date of the Local Government (Amendment) (No. 2) Act 2023 (LN 35 of 2024)
10	1 of 2024	Corrections Service (Amendment)	An Act to amend the Corrections Service Act 2006	- FR – The Bill was moved pursuant to SO51 on <u>20 May 2024</u> - The Bill was moved, debated, voted upon and enacted by the Parliament of the Republic of Fiji on <u>23 May 2024</u>	3 June 2024 – commencement date of the Corrections Service (Amendment) Act 2024 (LN 23 of 2024)
11	2 of 2024	Meteorological and Hydrological Services	An Act to provide for the Fiji Meteorological and Hydrological Services and the protection of livelihoods and property from meteorological and hydrological disasters and hazards and for related matters	- FR – The Bill was moved pursuant to SO51 on <u>21 May 2024</u> - The Bill was moved, debated, voted upon and enacted by the Parliament of the Republic of Fiji on <u>23 May 2024</u>	7 June 2024 – commencement date of the Meteorological and Hydrological Services Act 2024 (LN 25 of 2024)
12	3 of 2024	2024–2025 Appropriation	An Act to appropriate a sum of three billion, nine hundred fifty five million, eight hundred nineteen thousand, four hundred and seventy nine dollars for the ordinary services of Government for the year ending 31 July 2025	- FR – The Bill was moved under SO84(1) and 99 on <u>28 June 2024</u> - SR – <u>8 July 2024</u> - TR – <u>11 July 2024</u> - The Bill was moved, debated, voted upon and enacted by the Parliament of the Republic of Fiji on <u>11 July 2024</u>	Comes into force on 1 August 2024
13	4 of 2024	Tax Administration (Budget Amendment)	An Act to amend the Tax Administration Act 2009		Comes into force on 1 August 2024
14	5 of 2024	Income Tax (Budget Amendment)	An Act to amend the Income Tax Act 2015	- FR – The Bill was moved pursuant to SO51 on <u>28 June 2024</u> - The Bill was moved, debated, voted upon and enacted by the Parliament of the Republic of Fiji on <u>12 July 2024</u>	Comes into force on 1 August 2024 except section 4 which comes into force on 1 January 2025
15	6 of 2024	Value Added Tax (Budget Amendment)	An Act to amend the Value Added Tax Act 1991		Comes into force on 1 January 2025, except section 2(a) which comes into force on 1 August 2024 and section 2(b) which comes into force on 28 June 2024



NO.	ACT NO.	SHORT TITLE	LONG TITLE	HISTORY	COMMENCEMENT DATE
16	7 of 2024	Customs (Budget Amendment)	An Act to amend the Customs Act 1986	- FR – The Bill was moved pursuant to SO51 on <u>28 June 2024</u> - The Bill was moved, debated, voted upon and enacted by the Parliament of the Republic of Fiji on <u>12 July 2024</u>	Comes into force on 1 August 2024
17	8 of 2024	Customs Tariff (Budget Amendment)	An Act to amend the Customs Tariff Act 1986		Comes into force on 28 June 2024, except section 4(a) which comes into force on 1 August 2024
18	9 of 2024	Excise (Budget Amendment)	An Act to amend the Excise Act 1986		Comes into force on 28 June 2024, except sections 2, 3 and 4 which come into force on 1 August 2024
19	10 of 2024	Airport Departure Tax (Budget Amendment)	An Act to amend the Airport Departure Tax Act 1986	- FR – The Bill was moved pursuant to SO51 on <u>28 June 2024</u> - The Bill was moved, debated, voted upon and enacted by the Parliament of the Republic of Fiji on <u>12 July 2024</u>	Comes into force on 1 August 2024
20	11 of 2024	Fiji National Provident Fund (Budget Amendment)	An Act to amend the Fiji National Provident Fund Act 2011		Comes into force on 1 August 2024 except for sections 3 to 8 and 10 which come into force on 1 January 2025
21	12 of 2024	Tertiary Scholarships and Loans Service (Budget Amendment)	An Act to amend the Tertiary Scholarships and Loans Service Act 2014		Comes into force on 1 August 2024

Committee Reports Tabled in Parliament – August 2023–July 2024

	ANNUAL REPORTS	BILLS	SPECIAL REPORT	SELECT COMMITTEE	TOTAL COMMITTEE REPORTS TABLED
	31	–	1	1	33
TOTAL	31	–	1	1	33

	ANNUAL REPORTS
1	The Chairperson of the Standing Committee on Social Affairs tabled the review report of the Committee on 11 September 2023– “Review of the Ministry of Youth and Sports Annual Report 2019-2020” PP 42 of 2023
2	The Chairperson of the Standing Committee on Social Affairs tabled the review report of the Committee on 11 September 2023– “Review of the Fiji Sports Council 2017-2018 Annual Report” PP 43 of 2023
3	The Chairperson of the Standing Committee on Social Affairs tabled the review report of the Committee on 12 September 2023– “Consolidated Review of Levuka Town Council Annual Reports for the Year 2012 and 2013” PP 44 of 2023
4	The Chairperson of the Standing Committee on Social Affairs tabled the review report of the Committee on 12 September 2023– “Review of Tavua Town Council Annual Report for the Year Ended 2015” PP 45 of 2023
5	The Chairperson of the Standing Committee on Social Affairs tabled the review report of the Committee on 13 September 2023– “Review of Ba Town Council Annual Report for the Year 2019” PP 46 of 2023
6	The Chairperson of the Standing Committee on Foreign Affairs and Defence tabled the review report of the Committee on 14 September 2023– “Consolidated Review Report of the Fiji Police Force 2017-2018 and 2019-2020 Annual Reports” PP 102 of 2023
7	The Chairperson of the Standing Committee on Public Accounts tabled the review report of the Committee on 14 September 2023– “Review of the Performance Audit on the Monitoring of Implementation of the Sugarcane Development and Farmers Assistance Program” PP 103 of 2023
8	The Chairperson of the Standing Committee on Social Affairs tabled the review report of the Committee on 20 November 2023– “Consolidated Review of Levuka Town Council Annual Reports 2014 and 2015” PP 88 of 2023
9	The Chairperson of the Standing Committee on Social Affairs tabled the review report of the Committee on 20 November 2023– “Review of Fiji National Provident Fund Annual Report 2022” PP 134 of 2023
10	The Chairperson of the Standing Committee on Social Affairs tabled the review report of the Committee on 21 November 2023– “Review of the Consolidated Annual Report 2010-2018 of the Media Industry Development Authority of Fiji” PP 132 of 2023



11	The Chairperson of the Standing Committee on Social Affairs tabled the review report of the Committee on 21 November 2023– “Review of the Ministry of Local Government Annual Report 2018-2019”	PP 87 of 2023
12	The Chairperson of the Standing Committee on Foreign Affairs and Defence tabled the review report of the Committee on 21 November 2023– “Review of the Ministry of Defence, National Security and Policing Annual Report 2018-2019”	PP 101 of 2023
13	The Chairperson of the Standing Committee on Social Affairs tabled the review report of the Committee on 22 November 2023– “Review of Public Rental Board 2020 Annual Report 2020”	PP 133 of 2023
14	The Chairperson of the Standing Committee on Social Affairs tabled the review report of the Committee on 22 November 2023– “Review of the National Fire Authority Annual Report for the 7 months period ended 31 July 2016”	PP 131 of 2023
15	The Chairperson of the Standing Committee on Economic Affairs tabled the review report of the Committee on 22 November 2023– “Consolidated Review Report of the Fiji Financial Intelligence Unit 2021-2022 Annual Reports”	PP 147 of 2023
16	The Chairperson of the Standing Committee on Natural Resources tabled the review report of the Committee on 22 November 2023– “Annual Review Report of the Ministry of Agriculture for the Year 2018-2019”	PP 142 of 2023
17	The Chairperson of the Standing Committee on Economic Affairs tabled the review report of the Committee on 23 November 2023– “Review Report of the Energy Fiji Limited 2021 Annual Report”	PP 146 of 2023
18	The Chairperson of the Standing Committee on Economic Affairs tabled the review report of the Committee on 23 November 2023– “Review Report of the Energy Fiji Limited 2022 Annual Report”	PP 151 of 2023
19	The Chairperson of the Standing Committee on Justice, Law and Human Rights tabled the review report of the Committee on 23 November 2023– “Consolidated Review Report of the Fiji Corrections Service Annual Report 2018-2019 and 2019-2020”	PP 150 of 2023
20	The Chairperson of the Standing Committee on Justice, Law and Human Rights tabled the review report of the Committee on 16 April 2024– “Review of the Fiji Independent Commission Against Corruption Annual Report 1 August 2017-31 July 2018”	PP 45 of 2024
21	The Chairperson of the Standing Committee on Public Accounts tabled the review report of the Committee on 16 April 2024– “Report of the Public Accounts Committee on the Audits of Municipal Councils for the year ended 2021-2022”	PP 43 of 2024
22	The Chairperson of the Standing Committee on Social Affairs tabled the review report of the Committee on 17 April 2024– “Consolidated Review Report of the Fiji National Sports Commission Annual Report 2020-2021 and 2021-2022”	PP 44 of 2024
23	The Chairperson of the Standing Committee on Economic Affairs tabled the review report of the Committee on 17 April 2024– “Review Report of the Ministry of Sugar 2016-2017 2017-18 2018-19 2019-20 Annual Reports”	PP 49 of 2024
24	The Chairperson of the Standing Committee on Justice, Law and Human Rights tabled the review report of the Committee on 17 April 2024– “Review of the Parliament of the Republic of Fiji Annual Report 2018-2019”	PP 46 of 2024
25	The Chairperson of the Standing Committee on Natural Resources tabled the review report of the Committee on 22 May 2024– “Consolidated Review Report of the Ministry of Lands and Mineral Resources 2018-2019, 2019-2020 and 2020-2021 Annual Reports”	PP 50 of 2024
26	The Chairperson of the Standing Committee on Economic Affairs tabled the review report of the Committee on 23 May 2024– “Consolidated Review Report of the Sugar Cane Growers Fund 2019 and 2020 Annual Reports”	PP 55 of 2024
27	The Chairperson of the Standing Committee on Economic Affairs tabled the review report of the Committee on 12 July 2024– “Consolidated Review Report of the Sugar Cane Growers Council 2019, 2020 and 2021 Annual Reports”	PP 56 of 2024
28	The Chairperson of the Standing Committee on Economic Affairs tabled the review report of the Committee on 12 July 2024– “Consolidated Review Report of the Fiji Sugar Corporation 2020, 2021, 2022 and 2023 Annual Reports”	PP 76 of 2024
29	The Chairperson of the Standing Committee on Economic Affairs tabled the review report of the Committee on 12 July 2024– “Consolidated Review Report of the Sugar Industry Tribunal 2016, 2017, 2018, 2019 and 2020 Annual Reports”	PP 77 of 2024
30	The Chairperson of the Standing Committee on Economic Affairs tabled the review report of the Committee on 12 July 2024– “Consolidated Review Report of the Sugar Research Institute of Fiji 2016, 2017, 2018, 2019, 2020 and 2021 Annual Report”	PP 78 of 2024
31	The Chairperson of the Standing Committee on Natural Resources tabled the review report of the Committee on 12 July 2024– “Consolidated Review Report of the Ministry of Forestry 2019-2020, 2020-2021 and 2021-2022 Annual Reports”	PP 54 of 2024
SPECIAL COMMITTEE REPORTS		
1	The Hon. Lynda Tabuya tabled the report on the Special Committee on Emoluments on 22 May 2024– “Report on the Review of Salaries, Allowances and Benefits of the Members of Parliament, President and Speaker and Parliamentary Retirement Allowance Act 1989”	PP 145 of 2023
SELECT COMMITTEE REPORTS		
1	The Hon. Filimoni Vosarogo tabled the report on the Standing Orders Committee on 23 May 2024– “Report on the Review of the Standing Orders of the Parliament of the Republic of Fiji - 23 May 2024”	PP 62 of 2024

2. Hansard Unit

It was business as usual for planned Parliament sittings with the continuous production of *Hansard* reports at 100% and 57 committee verbatims.

At the end of 2023, two staff from the Unit had the privilege to be considered part of a training offered by the Parliament of the United Kingdom to *Hansard* reporters within the Commonwealth. Observations and understudy were conducted in both the House of Commons and the House of Lords. This attachment was made possible through the UNDP Fiji Parliament Support Project and it was the first training of its kind.

Highlights 2023-2024 : Hansard Unit	
 100% Delivery of <i>Hansard</i> reports for all sitting days	 57 Verbatim produced

3. Committees Unit

The support for the work of committees is paramount to the effective functioning of the Standing Committees. The Committees serve as engine of detailed scrutiny, allowing for in-depth examination of Bills, annual reports, treaties and petitions and ensuring that these are well-considered, evidence-based, and reflective of diverse perspectives.

During this reporting period, the support to the Members produced 31 Committee Reports, 434 committee meetings conducted (387 face-to-face and 47 hybrid), 55 public consultations and 41 site visitations across Vanua Levu and Viti Levu. The site visitations and the various outreach events/public consultations served as a continued effort to go out to the people to hear their concerns on the ground, assisting in raising awareness on various Bills being discussed and passed in Parliament. It also provided for the opportunity for people to meet with their elected representatives and have one-on-one discussions.

- (a) **Standing Committee on Natural Resources** is mandated to consider matters relating to forestry, agriculture, mining, the environment, fisheries, water resources, and marine services. During this reporting period, the Committee actively carried out its oversight responsibilities through a series of meetings, consultations, and site visits and tabled three (3) Committee Reports in Parliament. To strengthen its understanding of issues affecting communities and stakeholders, the Committee conducted three (3) site visits across the Central, Western, and Northern Divisions in relation to the annual reports of the Ministry of Agriculture and Forestry and the Water Authority of Fiji. These visits provided Members with first-hand insights into the delivery of services and the implementation of programmes at the operational level. The Committee's engagements contributed to informed decision-making and the development of recommendations aimed at enhancing service delivery, accountability, and transparency in the management of public resources.
- (b) **Standing Committee on Public Accounts** is mandated to examine the accounts of the Government of the Republic of Fiji for each financial year, review reports of the Auditor-General, and consider any other matters relating to public expenditure. During this reporting period, the Committee remained active in carrying out its work programme through meetings, deliberations, and stakeholder engagements. In support of Parliament's paperless initiative, the Committee



conducted majority of its work through electronic platforms and digital documentation. The Committee also received and considered oral and written submissions in relation to matters under review and undertook site visits where necessary to support its deliberations. During this reporting period, the Committee completed and tabled two (2) Committee reports on the Performance Audit on the Monitoring of Implementation of the Sugarcane Development and Farmers Assistance Programme and the Audits of Municipal Councils for the financial years ending 2021 and 2022. These reviews enabled the Committee to assess the effectiveness, accountability, and management of public resources and make recommendations for improvement where necessary.

- (c) **Standing Committee on Economic Affairs** is mandated to consider matters relating to economic development, finance, banking, and taxation. During this reporting period, the Committee scrutinised twenty-eight (28) annual reports and subsequently tabled nine (9) committee reports, the majority of which were consolidated reports. The Committee's work contributed to informed parliamentary deliberations and the development of recommendations aimed at strengthening accountability, transparency, and good governance across entities and sectors within its mandate.
- (d) **Standing Committee on Social Affairs** is mandated to consider matters relating to health, education, social services, labour, aviation, culture, and media. During this reporting period, the Committee carried out its work programme through meetings, site visits, and public consultations with relevant stakeholders and subsequently tabled twelve (12) Committee reports, most of which were consolidated reports. The Committee experienced changes in its membership and leadership, including the appointment of a new Chairperson, and successfully integrated new Members into its work programme. The Committee acknowledges the valuable contributions of government ministries, organisations, and other stakeholders whose participation informed its deliberations and supported the development of recommendations aimed at strengthening service delivery, accountability, and transparency.
- (e) **Standing Committee on Foreign Affairs and Defence** is mandated to consider matters relating to Fiji's relations with other countries, development aid, foreign direct investment, oversight of the military and relations with multi-lateral organisations. During this reporting period, the Committee convened fifty-six (56) meetings and conducted site visits in the Central, Western, and Northern Divisions in relation to the annual reports of the Ministry of Defence and National Security and the Fiji Police Force. These engagements provided Members with valuable insights into the operations, programmes, and service delivery of entities within the Committee's mandate. The Committee subsequently tabled two (2) Committee Reports in Parliament and concluded the reporting period with no outstanding reports under its consideration. The Committee's work contributed to informed parliamentary scrutiny and the development of recommendations aimed at promoting accountability, transparency, and effective governance.
- (f) **Standing Committee on Justice, Law and Human Rights** is mandated to consider matters relating to crime, civil rights, courts and their administration, the Constitution, policing and human rights. During this reporting period, the Committee carried out its work programme through the scrutiny of Bills and Annual Reports referred to it by Parliament. A total of five (5) Bills and eight (8) Annual Reports were referred to the Committee for consideration, of which two (2) Annual Reports were subsequently re-assigned to the Standing Committee on Foreign Affairs and Defence. The Committee tabled three (3) Committee Reports in Parliament during this reporting period. The five (5) Bills referred to the Committee remained under consideration at the close of the reporting year. Through its work, the Committee contributed to parliamentary scrutiny of legislative and governance matters within its mandate and the development of recommendations aimed at strengthening accountability, transparency, and the rule of law.



Highlights 2023–2024 : Committees Unit		
 434 Committee meetings	 387 Face-to-face meetings	 47 Hybrid meetings
 55 Public consultations	 41 Site visits facilitated	 31 Committee reports tabled

4. Research and Library Services Unit

The Research and Library Services Unit continued to provide high-quality, independent, and non-partisan research and information services to Members of Parliament, parliamentary committees, and the secretariat. The Unit's primary objective is to ensure that Parliament has access to reliable analysis and information to support its legislative, representative and oversight/scrutiny functions, thereby enabling MPs to carry out their responsibilities effectively and efficiently.

During this reporting period, the Unit produced 63 information briefs, largely in response to increased demands from Standing Committees due to the higher-than-usual number of Bills referred for review.

In addition, 38 annual report summaries were completed, including analytical reviews of institutional reports. Standing Committees requested more in-depth analysis of annual report data, with priorities determined according to their respective timelines.

The Unit also prepared 25 sets of speaking notes and speeches, supporting parliamentary delegations and MPs' participation in inter-parliamentary workshops and conferences. This included contributions to major events such as Inter-Parliamentary Union Assembly and the Commonwealth Parliamentary Conference.

5. Civic Education and Media Unit

The Civic Education and Media Unit is responsible for co-ordinating public awareness, managing media communications and delivering educational outreach to inform and engage citizens on parliamentary work and processes.

During this reporting period, the Unit continued to strengthen public awareness and engagement with Parliament through a range of civic education, outreach and public participation initiatives. A key activity was the Speaker's Debate held under the theme "*Women Leadership: Empowering Women Participation at all Levels of Decision-Making*," which attracted approximately 290 attendees and more than 10,000 online viewers. The event provided a platform for public dialogue on women's leadership and participation in decision-making whilst promoting greater awareness of issues relating to democratic governance and inclusive representation. The Unit also hosted the Women's Mock Parliament from 29 to 31 July 2024, bringing together 58 women from across Fiji to participate in workshops, policy discussions and a mock parliamentary sitting designed to enhance understanding of parliamentary processes, governance and leadership.



The Unit further advanced Parliament’s civic education objectives through the Parliament Bus Programme and Parliament Tours. During this reporting period, the Parliament Bus Programme visited 14 secondary schools and one special school across Ovalau and the Western Division, reaching more than 3,500 students and 250 teachers through the distribution of educational materials and awareness sessions on the role and functions of Parliament. Parliament Tours also remained an important avenue for public engagement, attracting a total of 6,072 visitors despite temporary disruptions caused by Chamber renovation works. This included 69 educational group visits involving schools, civil society organisations and international visitors, as well as 624 public tours. Collectively, these initiatives enhanced public understanding of parliamentary democracy and strengthened Parliament’s outreach to communities throughout Fiji.

Highlights 2023–2024 : Civic Education and Media Unit		
	6,072 Visitors to Parliament	
	Parliament Bus Programme	> 3,500 Students participated
		> 250 Teachers participated
	Women’s Mock Parliament	
	Special Events – 1. Commonwealth Day 2. International Day of Parliamentarism 3. International Day of Democracy	
	1,272.9K Social media reach	



6. Inter-Parliamentary Relations and Protocol Unit

The Inter-Parliamentary Relations and Protocol Unit provides strategic support to the offices of the Speaker and the Secretary-General, by fostering inter-parliamentary relations with development partners and engaging with international parliamentary bodies to which the Fijian Parliament is affiliated.

The Unit's core objective is to strengthen institutional linkages through active participation in regional and international conferences, meetings, workshops, seminars, and assemblies. These engagements are designed to benefit both Members of Parliament and the Secretariat. In addition, the Unit facilitates professional development and capacity-building initiatives for Members, whilst also managing protocol arrangements for official visits and engagements involving distinguished guests and dignitaries with the Honourable Speaker and Members of Parliament.

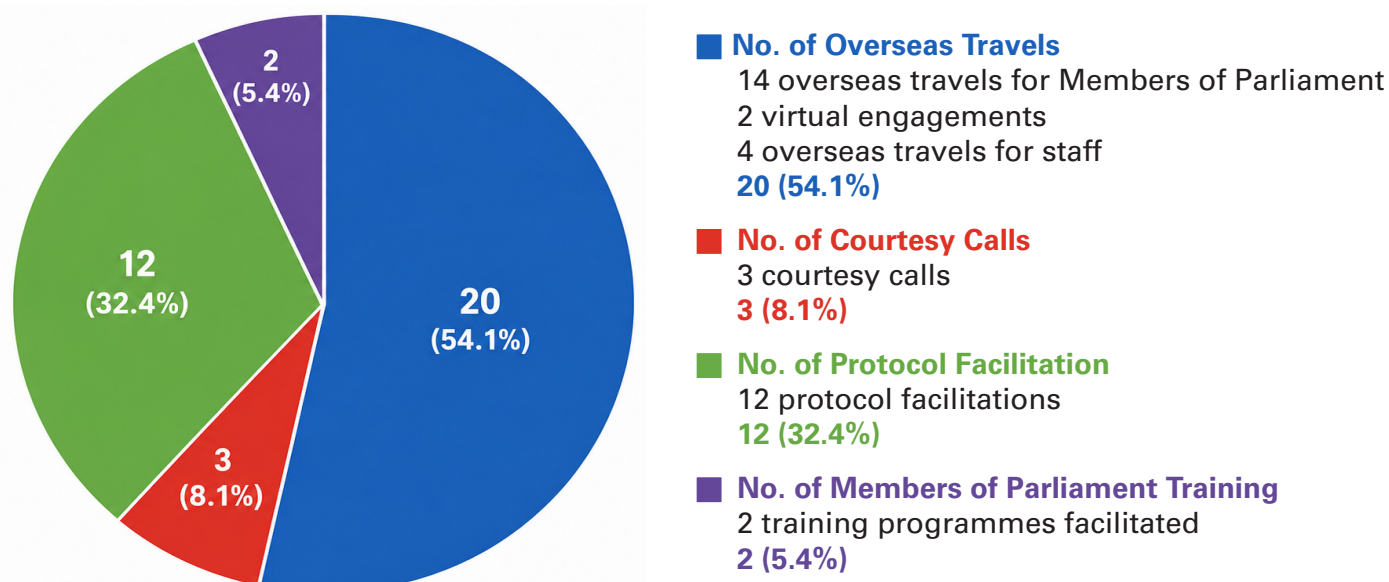
During this reporting period, the Unit delivered a comprehensive programme of activities for the Speaker and Members of Parliament. This included fourteen overseas meetings and engagements, two successfully facilitated virtual meetings, and four overseas travel opportunities for staff. The Unit also co-ordinated three official courtesy calls and twelve protocol facilitation exercises, further strengthening international diplomacy and reinforcing inter-parliamentary relations for the Fijian Parliament.

Professional development remained a priority, with two structured training programmes delivered for Members of Parliament. These initiatives supported the implementation of a planned programme of professional development and inter-parliamentary engagement activities throughout the reporting period.

All activities undertaken by the Unit were aimed at enhancing Members' understanding of their parliamentary roles, legislative processes, and oversight functions. Participation in regional and international engagements broadened Members' exposure to critical policy issues such as climate change, governance, and inclusive development, thereby reinforcing regional collaboration and continuity.

Moreover, specialised leadership programmes, workshops, gender-focused initiatives, and technical co-operation mechanisms enabled continuous knowledge-sharing across parliamentary networks. These efforts strengthened Members' participation in legislative processes whilst fostering collaboration with development partners. The Unit's co-ordinated approach ensured the effective delivery of parliamentary engagements, capacity-building programmes, and protocol services, whilst maintaining alignment with the Parliament's strategic priorities for institutional strengthening and international co-operation.

Highlights of the Unit for this reporting period –





At a glance: Corporate Services Division

The Corporate Services Division enables Parliament to function efficiently and effectively. It integrates critical support services that ensure sound financial management, robust information systems, organisational performance monitoring, and the professional development of staff.

1. **Human Resources, Administration and Training Unit** – Provides comprehensive personnel management, administrative support, and training programmes to strengthen staff capacity and organisational resilience.
2. **Information, Communication Technology Unit** – Manages information and communication technologies, ensuring secure, reliable, and innovative digital solutions that support parliamentary operations.
3. **Finance Unit** – Oversees financial planning, budgeting, and accountability, safeguarding the prudent use of public resources.
4. **Monitoring, Evaluation and Compliance Unit** – Tracks institutional performance, measures impact, and promotes continuous improvement through evidence-based assessments.
5. **Executive Support Unit** – Provides high-level administrative, secretariat and research support to the offices of the Speaker and the Secretary-General.

Together, these units form the Corporate Services Division, delivering the operational excellence and institutional support necessary for Parliament to fulfil its constitutional mandate with integrity, efficiency, and professionalism.



1. Human Resources, Administration and Training Unit

The Human Resources, Administration and Training Unit is responsible for managing workforce-related policies, administration, staff development, recruitment and organisational support services to ensure the effective operation of the Parliamentary Secretariat. The Unit plays a key role in strengthening workforce capability, promoting professional development and supporting organisational performance.

During this reporting period, Parliament’s workforce profile reflected our commitment to gender equity, with women comprising 61% of staff and men 39% workforce demographics also highlighted the need for continued succession planning and workforce renewal, with 64% of employees aged between 30 and 49 years, 30% aged 50 years and above, and only 7% aged between 20 and 29 years.

The Unit co-ordinated 45 structured learning and development programmes through partnerships with the Ministry of Civil Service, development partners and other stakeholders, and this ensured that staff participated in training activities, reflecting Parliament’s continued commitment to building a skilled, capable and professional workforce. The Unit also supported workforce planning and talent management initiatives. Internal recruitment accounted for 66% of all appointments during the reporting period, demonstrating commitment to staff development, career progression and succession planning, whilst 34% of appointments were sourced externally to address specialised organisational requirements. In addition, the Unit managed the resignation process for eight (8) employees and conducted 8 exit interviews to support continuous improvement in employee engagement and retention practices. Despite these achievements, the Unit continued to face challenges relating to staffing gaps and the absence of a comprehensive Human Resource Information System (HRIS). To address these challenges, priority was given to targeted recruitment, succession planning, workforce renewal initiatives and the implementation of an HRIS to improve data management, operational efficiency and human resource service delivery.

Also, during this reporting period, Parliament’s assets management, facilities maintenance and transport functions continued to support the effective operation of the Parliament. Despite limitations on major structural modifications to Government Buildings, key projects were successfully undertaken with the proper consultations with the relevant key stakeholders. Significant support was also provided to the Chambers ICT Upgrade Project through the co-ordination of facility access, removal of internal Chamber fittings and relocation of parliamentary furniture to enable installation works. Through ongoing maintenance, refurbishment and logistical support activities, Parliament’s facilities, assets and transport resources remained safe, functional and capable of supporting the efficient delivery of parliamentary business.

Highlights 2023–2024 : Human Resources, Administration and Training Unit



45

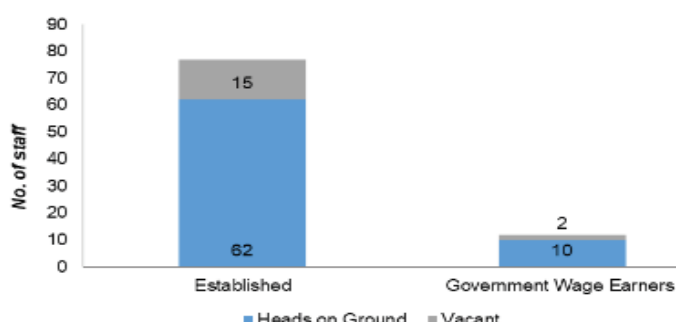
Structured training sessions



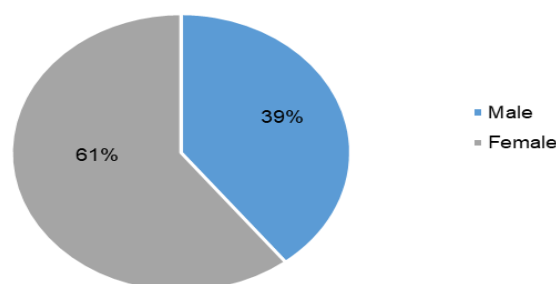
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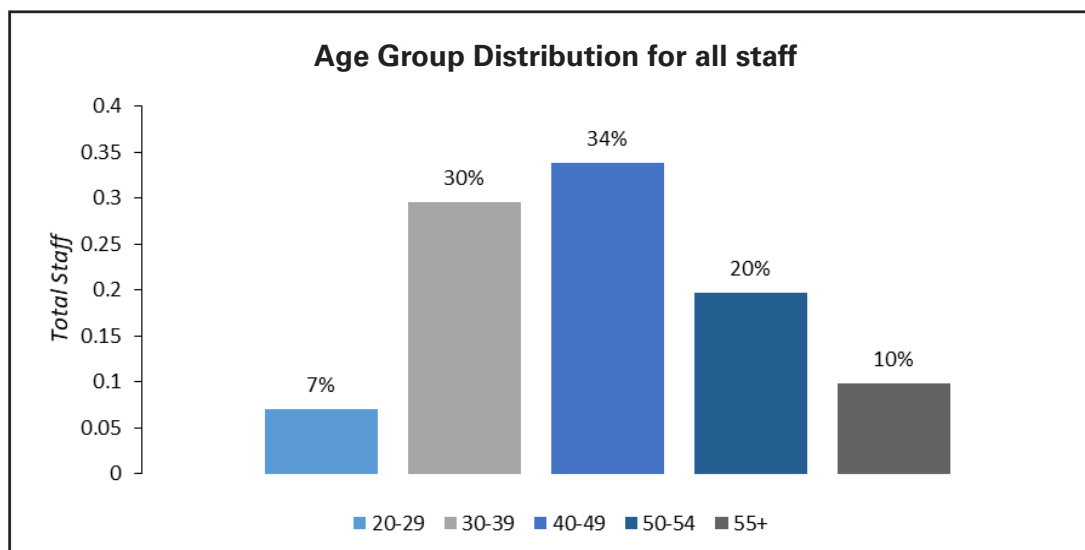
Exit interviews conducted

2023–2024 Staff Establishment



Gender Distribution for all staff





2. Information, Communication Technology Unit

The Information, Communication Technology Unit achieved significant milestones during this reporting period, advancing Parliament’s digital transformation, broadcasting services, infrastructure upgrades, and technical support. The Unit plays a central role in enabling the Parliament of Fiji and its secretariat to operate efficiently through modern technology and reliable support systems.

Major investments included \$2.54 million for the Multi-language Translations and Captioning Project, \$1.66 million for the Chambers Conferencing Systems Upgrade, and over \$300,000 for ICT equipment procurement and upgrades.

The Unit’s work contributed directly to Parliament’s strategic priorities as follows –

- Transparency and accessibility were strengthened through the consistent broadcasting of 31 sitting days and 65 committee sessions, alongside the publication of parliamentary materials;
- Efficiency and modernisation were advanced through the migration to digital platforms such as Microsoft Teams and SharePoint, and infrastructure improvements including the Chambers ICT Upgrade and installation of Uninterruptible Power Supply (UPS) systems;
- Inclusivity was promoted through the Multi-language Translations and Captioning Project, with equipment delivered and tested. Operations were scheduled to commence in September-October 2024; and
- Resilience was enhanced by enabling remote work capabilities for MPs and the secretariat, and by providing ICT support for numerous virtual and hybrid meetings.

Despite these achievements, the Unit faced challenges including aging infrastructure, cybersecurity risks, resource constraints, and project delays. To mitigate these issues, the Unit implemented proactive measures such as phased infrastructure replacement, strengthened cybersecurity protocols, prioritisation of critical projects, and resource re-allocation to ensure continuity of essential services.

3. Finance Unit

The Finance Unit is responsible for delivering efficient, effective, and timely financial services to support the implementation of Parliament’s policies and programmes, in line with the approved budget and established financial regulations.

Key functions of the Unit include the following –

- Ensuring the timely submission of monthly reconciliation compliance reports to the Ministry of Finance.
- Preparing weekly and fortnightly wage and salary reconciliations for submission to the Ministry of Finance.



- Submitting the draft Financial Statement to the Auditor-General within the required timeframe.
- Providing monthly financial performance reports and highlighting significant issues to Management to support informed decision-making.

For the 2023-2024 financial year, Parliament was allocated a budget of \$16,275,940, with actual expenditure amounting to \$15,719,685.

4. Monitoring, Evaluation and Compliance Unit

During this reporting period, the Monitoring, Evaluation and Compliance Unit played a pivotal role in strengthening Parliament's governance and operational efficiency through robust monitoring, evaluation, and compliance mechanisms. Two cornerstone documents were successfully finalised: the Parliament's 2023-2027 Strategic Plan and the Parliament's 2024-2025 Operational Plan. These provide a clear roadmap for aligning daily operations with Parliament's long-term strategic objectives, ensuring efficient use of public resources and measurable outcomes. In addition, the Unit developed a comprehensive risk registry, which is actively monitored to identify and mitigate key organisational risks.

The Unit facilitated four Managers Forums during the year and introduced new internal policies, including the Bereavement of a Staff Policy (May 2024) and a Pay Structure Circular (July 2024). It also oversaw the endorsement of the Strategic Plan and Operational Plan in February 2024 and contributed to the compilation of the Parliament's 2022-2023 Annual Report. These initiatives enhanced transparency, accountability, and informed decision-making, supporting Parliament's modernisation agenda and improved performance.

Despite challenges such as delayed reporting from other units and initial resistance to data collection, the MEC Unit continued to embed best practices in monitoring and evaluation. Mitigation efforts included persistent engagement with staff, targeted capacity-building initiatives, and the introduction of streamlined reporting processes. As a result, staff are increasingly embracing the M&E framework, focusing on measurable results and timely data submission. These efforts have significantly advanced Parliament's strategic priorities and laid a strong foundation for future improvements.

Looking ahead, the Unit aims to prioritise strengthening data quality and timeliness, expanding risk management practices, and enhancing the integration of monitoring and evaluation into decision-making processes. These forward-looking initiatives will further support Parliament's commitment to accountability, transparency, and continuous improvement.

5. Executive Support Unit

The Executive Support Unit played a central role in providing executive support services to the offices of the Speaker and the Secretary-General during this reporting period, delivering high-level administrative, secretariat and research support in alignment with our Operational Plan. In addition to co-ordinating executive engagements and preparing briefing materials, the Unit provided the necessary advisory and co-ordination support on human resource and corporate matters managed at the executive level. These contributed to strengthening institutional capacity, enhancing workforce structure, and supporting the Secretary-General's oversight of an effective and responsive Secretariat.

A significant area of focus for the Unit was also the work undertaken for the strengthening of inter-parliamentary relations and fulfilment of international obligations. The Unit supported the Speaker and Secretariat in co-ordinating participation in major regional and global engagements, including the Pacific Islands Parliamentary Group Conference, the Commonwealth Parliamentary Conference, the Indonesia-Pacific Parliamentary Partnership meeting, and various capacity-building initiatives and study programmes. Through these activities, the Unit enabled knowledge-sharing, strengthened partnerships with development partners, and supported the adoption of international best practices. This was further reinforced through its involvement in initiatives such as the CPA Benchmark assessment and broader collaboration with internal units, contributing to institutional strengthening, improved governance standards and the continued development of a responsive and outward-looking Parliament.



DISCLOSURES AND FINANCIAL COMPLIANCE





PARLIAMENT OF FIJI
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2024



**PARLIAMENT OF FIJI
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2024**

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OFFICE OF THE AUDITOR GENERAL

Promoting Public Sector Accountability and Sustainability through our Audits



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INDEPENDENT AUDITOR'S REPORT

Report on the Audit of the Financial Statements

Parliament of Fiji

Opinion

I have audited the financial statements of Parliament of Fiji which comprise the Statement of Receipts and Expenditure, Appropriation Statement, Statement of Losses for the financial year ended 31 July 2024, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the accompanying financial statements of the Parliament of Fiji are prepared, in all material respects, in accordance with the Financial Management Act 2004 and Finance Instructions 2010.

Basis for Opinion

I have conducted my audit in accordance with International Standards on Auditing (ISA). My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the Parliament of Fiji in accordance with the International Ethics Standards Board for Accountants' *Code of Ethics for Professional Accountants* (IESBA Code) together with the ethical requirements that are relevant to my audit of the financial statements in Fiji and I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Other Information

The Management of the Parliament of Fiji are responsible for the other information. The other information comprises the annual report but does not include the financial statements and the auditor's report thereon. The annual report is expected to be made available to me after the date of this auditor's report.

My opinion on the financial statements does not cover the other information and I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, my responsibility is to read the other information identified above when it becomes available and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

When I read the annual report, if I conclude that there is a material misstatement therein, I am required to communicate the matter to those charged with governance



Responsibilities of the Management and Those Charged with Governance for Financial Statements

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

Those charged with governance are responsible for overseeing the Parliament of Fiji's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

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 or 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 judgment and maintain professional skepticism 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 Parliament of Fiji's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the management of Parliament of Fiji.

I communicate with those charged with governance 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 identify during my audit.

Finau Nagera
AUDITOR-GENERAL



Suva, Fiji
9 July 2025



**PARLIAMENT OF FIJI
MANAGEMENT CERTIFICATE
FOR THE YEAR ENDED 31 JULY 2024**

We certify that these financial statements:

- (a) fairly reflect the financial operations and performance of Parliament of Fiji for the year ended 31 July 2024; and
- (b) have been prepared in accordance with the requirements of the Financial Management Act 2004 and Finance Instructions 2010.


Jeannette Emberson
Secretary-General to Parliament


Jale Ratudoi
Manager Finance

Date: 01/07/2025.



**PARLIAMENT OF FIJI
STATEMENT OF RECEIPTS AND EXPENDITURE
FOR THE YEAR ENDED 31 JULY 2024**

	Notes	2024 (\$)	2023 (\$)
RECEIPTS			
State Revenue – Operating Revenue		6,570	3,417
Agency Revenue – Miscellaneous Revenue		---	3,455
TOTAL REVENUE	3 (a)	6,570	6,872
EXPENDITURE			
Established Staff	3 (b)	3,889,644	3,596,013
Government Wage Earners	3 (c)	235,209	226,299
Travel & Communication	3 (d)	2,431,945	1,262,434
Maintenance & Operations	3 (e)	1,015,497	744,093
Purchase of Goods & Services	3 (f)	534,447	850,796
Operating Grants & Transfers	3 (g)	2,125,831	541,250
Special Expenditure	3 (h)	363,432	443,684
Total Operating Expenditure		10,596,005	7,664,569
Capital Purchase	3 (i)	4,483,207	---
Total Capital Purchase		4,483,207	---
Value Added Tax		640,473	203,847
TOTAL EXPENDITURE		15,719,685	7,868,416



**PARLIAMENT OF FIJI
APPROPRIATION STATEMENT
FOR THE YEAR ENDED 31 JULY 2024**

SEG	Item	Budget Estimate (\$)	Appropriation Changes (\$)	Revised Estimate (\$)	Actual Expenditure (\$)	Carry- Over (\$)	Lapsed Appropriation (\$) Note 4
1	Established Staff	-	-	-	-	-	-
2	Government Wage Earners	-	-	-	-	-	-
3	Travel & Communication	-	-	-	-	-	-
4	Maintenance & Operations	-	-	-	-	-	-
5	Purchase of Goods & Services	-	-	-	-	-	-
6	Operating Grants & Transfers	16,275,940	-	16,275,940	15,719,685	-	556,255
7	Special Expenditure	-	-	-	-	-	-
	Total Operating Expenditure	16,275,940	-	16,275,940	15,719,685	-	556,255
8	Capital Construction	-	-	-	-	-	-
9	Capital Purchase	-	-	-	-	-	-
10	Capital Grants & Transfers	-	-	-	-	-	-
	Total Capital Expenditure	-	-	-	-	-	-
13	Value Added Tax	-	-	-	-	-	-
	TOTAL EXPENDITURE	16,275,940	-	16,275,940	15,719,685	-	556,255



**PARLIAMENT OF FIJI
STATEMENT OF LOSSES
FOR THE YEAR ENDED 31 JULY 2024**

Losses of Money

There was no loss of money recorded for the year ended 31 July 2024.

Losses of Revenue

There was no loss of revenue recorded during the financial year ended 31 July 2024.

Losses of Assets (Other than Money)

There was no reported loss (other than money) recorded for the year ending 31 July 2024. However, following the 2023-2024 Board of Survey, the following were approved by the Permanent Secretary for Finance;

- Sofa Chairs, Wooden Shelves and Wooden arm rest chair valued at \$18,759 were approved to be reused.
- Write – off obsolete and unserviceable items valued at \$132,230.

Category	Amount (S)
Inventory	102,500
Furniture	48,489
TOTAL	150,989



PARLIAMENT OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2024

NOTE 1 REPORTING ENTITY

The primary function of the Parliament is provided for under Section 46(1) of the Fijian Constitution, which states that, “the authority and power to make laws for the State is vested in Parliament”. The Parliament is the voice of the Fijian people, and it is responsible for ensuring representative government, openly debating relevant issues and providing oversight of government activities.

As an Independent Office, the Parliament Office Budget is reflected as a one-line item and this is administered by the Secretary-General as stated in the Finance (Amendment) Instructions 2017. Hence, the disclosure of expenditures according to Standard Expenditure Groups (SEGs) in the Statement of Receipts and Expenditures are done voluntarily by the Office.

NOTE 2 STATEMENT OF ACCOUNTING POLICIES

a) Basis of Accounting

In accordance with Government accounting policies, the financial statements of the Parliament of Fiji are prepared under the 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 Finance 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 expenses are VAT exclusive. The Parliament of Fiji on a monthly basis takes out VAT output on total money received for expenditure from Ministry of Finance. VAT input on the other hand is claimed on payments made to the suppliers and sub-contractors for expenses incurred.

c) Comparative Figures

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

d) Revenue Recognition

Revenue is recognised when the actual cash is received by the Parliament of Fiji.



PARLIAMENT OF FIJI

NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (*Continued...*)

FOR THE YEAR ENDED 31 JULY 2024

NOTE 3 SIGNIFICANT VARIATIONS

- a) Total revenue decreased by \$302 or 4% in 2023/2024 compared to 2022/2023. Salary refunds and late arrivals made up the agency's revenue. Other operating revenue includes commission charges, loan recoveries to lending institutions and insurance companies.

- b) Established Staff expenditure increased by \$293,631 or 8% in 2023/2024 compared to 2022/2023. The following movements were noted in the established staff payroll;

A Member of Parliament resigned from the Cabinet effective June 28, 2024, was removed from the Cabinet on January 22, 2024, and subsequently reinstated to a Minister portfolio on April 25, 2024.

Throughout the financial year, staff members were promoted, acting appointments were made due to vacant positions, study leave, and sick leave. Positions underwent reclassification. Salary adjustments were implemented to address equity and market competitiveness.

- c) Government Wage Earners expenditure increased by \$8,910 or 4% in 2023/2024 compared to 2022/2023. With the realignment of the hourly wage rate of all the GWEs and new appointments were made in 2023/2024 financial year. During the financial year, the Department experienced the loss of a member of staff.

- d) Travel and Communication expenditure increased by \$1,169,511 or 93%, in 2023/2024 compared to 2022/2023. As head of the legislative body, and highest decision-making body in Fiji, the Speaker of the House receives numerous invitations to attend local and overseas conferences and meetings. These compulsory meetings include those organised by the Inter-Parliamentary Union (IPU) and the Commonwealth Parliamentary Association (CPA). In his travels the Hon. Speaker is to be accompanied by at least three to four Members of Parliament, which at times may include Assistant Ministers, the Secretary-General, Manager Protocol and Inter-Parliamentary Relations and Senior Media Officer. All accompanying officials are entitled to top-up facilitation, except for parliament staff.

Also in this allocation is our commitment to the work of the six Standing Committees, who deliver the oversight function of the Fiji Parliament. For this reporting period, there was an expected increase in the number of site visits for all Committees. The sitting schedule and number of site visits, including public consultations are at the discretion of the respective Committee Chairs. A site visit may cover a day and at times, 1 week, and can include coverage of all divisions (Central, Easter, Western, Northern).

- e) Maintenance and Operations expenditure increased by \$271,404, or 36%, in 2023/2024 compared to 2022/2023.

With our aging heritage building, construction of new washroom, ongoing repairs and maintenance work continued, such as water proofing, electrical upgrades, water blasting, servicing and repair of air-conditioning units, and cost sharing of flood light with Ministry of Home Affairs and Immigration. Catering costs also increased during this period due to the late sitting of Parliament and standing committees sitting for extra days.



PARLIAMENT OF FIJI
NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS (*Continued...*)
FOR THE YEAR ENDED 31 JULY 2024

NOTE 3 SIGNIFICANT VARIATIONS (*continued...*)

- f) Purchase of Goods and Services expenditure decreased by \$316,349, or 37%, in 2023/2024 compared to 2022/2023. This was due to the Department ensuring to work within the budget allocated and implemented some of the quality circles initiative to maximise on readily available resources.
- g) The Operating Grants and Transfers expenditure increased by \$1,584,581, or 293%, in 2023/2024 compared to 2022/2023. The Department provided grants to the four political parties and the Parliamentary duties allowances are paid monthly to the 56 Honorable Members.
- h) The Special expenditure decreased by \$80,252, or 18%, in 2023/2024 compared to 2022/2023. This was due to decrease in annual parliamentary subs expenditure.
- i) Capital purchase costs increased by \$4,483,207 or 100% in 2023/2024 compared to 2022/2023. The increase was due to other cost related to the upgrading of the Parliament Chamber, the upgrading of the Chamber involved the procurement of audio and video conferencing system, 10KVA uninterrupted power supply, electrical upgrade, and payment of overtime and meals for labour service.

NOTE 4 REASONS FOR UNUTILISED BUDGET

There was unutilized budget due to the following:

- SEG 1 were from the vacant positions and staff turnover.
- SEG 5: The savings were from the software licensing where the department cleared out licensing of software from the last financial year.
- SEG 7, Savings were from the standing committee sitting allowance allocation, during the prorogation period the standing committee does not have any committee sitting and from the Annual Parliamentary subscription allocation.

NOTE 5 ON-GOING CASE OF FALSIFICATION OF ADDRESS

Members of Parliament accommodation allowance – FICAC case still on going before the court at the end of 2023/2024 financial year.



PARLIAMENT OF THE
REPUBLIC OF FIJI