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The past year, 1999/2000, has been an exceptionally challenging one for the Forum and its Secretariat. That we have achieved so much under difficult circumstances is a testimony to the vision and guidance of the Forum leaders, their willingness to work together for the benefit of the entire region, and to the dedication of the Secretariat staff working to support Leaders’ initiatives.

In addition to the continuing work of the Forum itself, the various Ministerial and officials level meetings that form the core of the Secretariat’s programme, our major focus for 1999/2000 was to be development of the Pacific Area Regional Trade Agreement (PARTA) in a form acceptable to all members, and to progress Ministerial and officials level discussion of economic, political and social issues affecting the region. This approved work programme was implemented successfully despite the disruptions and unplanned new activities.

During the year, the crises in Fiji and the Solomon Islands; arrangements for the accession of the remaining six eligible Forum members to the African Caribbean Pacific (ACP) Group within the new Cotonou Convention; the development of the education programme offered by Taiwan; a new partnership program offered by Japan at PALM 2000; and arrangements for a Trade Office in Beijing, added considerably to the Secretariat’s responsibilities. These are all worthwhile for they represent significant new sources of aid, and trade opportunities for members.

The 1999 Forum proved a great success and was attended by thirteen of the Leaders in person, with three sending senior deputies. Special thanks must be offered the Government and people of Palau for their extraordinary efforts and hospitality.

The Forum made a number of major decisions, endorsing in principle a free trade area, adopted a Vision for the Pacific Information Economy, admitting New Caledonia as an Observer and the Philippines as a Dialogue Partner and progressing a range of common concerns including climate change, transport of nuclear waste and tuna fisheries regulation. The foreshadowed PALM 2000 Leaders’ Summit was successfully held in Miyazaki, Japan on 20-23 April.

Work on PARTA was significantly progressed, with Forum endorsement of the concept and development of alternative structures for detailed consideration by members. The officials have made significant progress on this initiative, both with the text of a free trade agreement and with the question of its application to Australia and New Zealand. It is expected that a draft agreement will be ready next year for the consideration of Ministers and Leaders.

The political crises in Fiji and the Solomon Islands diverted the Secretariat’s attention from its scheduled Work Programme and placed additional demands on staff and the Work Programme. While the Secretariat remained open and functional for the entire period of the Fiji crisis, pressures on staff, especially those with families or living near the Fiji Parliament and the Secretariat, were considerable. Additional effort and costs were incurred in moving scheduled meetings out of Suva, hire of additional security guards, security works and providing alternative power but costs have thankfully been largely offset by deferral of meetings and planned travel. There was also some loss of income as Conference Centre bookings were cancelled and several promising candidates for Secretariat positions were understandably reluctant to continue their applications.

Although some donors have begun to express reluctance to fund projects that may benefit countries with unelected governments, the willingness of our major donors to allow budgetary flexibility to cope with the crises is deeply appreciated.

The crises did have beneficial outcomes in terms of rapidly progressing the work of the Forum Regional Security Committee to the level where Forum Foreign Ministers, meeting for the first time, were later able to agree on a framework for Forum responses to future crises. The Forum Leaders this year are expected to consider a set of Forum principles and procedures to guide their collective response to future crises. I am hopeful that this will both lay a sound foundation for continuing regional efforts to avoid future crises and for a prompt and effective regional response when they occur.

I am pleased to report that the Secretariat’s auditors have provided a clear audit certificate. I believe our new three-year rolling programme, including outputs and outcomes and specifying performance indicators, has proved valuable to donors and members alike. The events of the year have required me to adjust several elements of the Programme and, in particular, to reallocate funds between elements of the Regular Budget and Extra Budget, but such flexibility is essential for proper management in a dynamic environment.

I remain concerned, however, that despite several years of discussions within the Officials Committee, the salaries and conditions of the contract staff of the Secretariat have not been adjusted to proper market rates since they were reduced in 1994, and support staff not adjusted since 1995.

Finally I must express my wholehearted appreciation for the support and assistance I have received from the Chair of the Forum, their Excellencies Mr Leo Fakamala and Mr Kuniwo Nakamura, the Forum leaders and their officials. The close and cooperative relationship that has emerged is clearly in the best interests of the region and its leadership. My thanks must also be extended to the staff of the Secretariat who have responded positively to the demands of progressing an expanding Work Programme, this year under unusually difficult circumstances.

W Noel Levi, CBE • SECRETARY GENERAL
Forum Leaders meet annually to discuss issues of common concern and to agree on a Forum Communiqué outlining the region’s positions on key issues.

(L-R): HE President Imata Kabua, Republic of Marshall Islands; Hon Prime Minister Tikanga Sailele Malielegaoi, Samoa; Hon Prime Minister Donald Kalpokas, Vanuatu; HE President Rene Harris, Nauru; Hon Prime Minister Ionatana Ionatana, Tuvalu; HE President Leo Faltam, Federated States of Micronesia; HE President Tebauru Tia, Kiribati; HE President Komivo Nakaunuu, Palau; Hon Prime Minister Baron Vuna, Tonga; Rt Hon Prime Minister Jenny Shipley, New Zealand; Hon Minister for Trade & Industry Michael Na/i, Papaul New Guinea; Hon Deputy Prime Minister John Anderson, Australia; Hon Deputy Prime Minister Tapenri Baba, Fiji; Hon Prime Minister, Dr Joseph Williams, Cook Islands. Absent from photo: Hon Premier Sani Labotani, Niue. Hon Prime Minister Barbolomeew Ulofafo, Solomon Islands; Secretary General Mr Noel Levi, Forum Secretariat.

### SOUTH PACIFIC FORUM MEETINGS AND VENUES

<table>
<thead>
<tr>
<th>Year</th>
<th>Country</th>
<th>City</th>
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<tbody>
<tr>
<td>1971</td>
<td>New Zealand</td>
<td>Wellington</td>
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<tr>
<td>1972</td>
<td>Australia</td>
<td>Canberra</td>
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<tr>
<td>1973</td>
<td>Western Samoa</td>
<td>Apia (renamed Samoa in 1997)</td>
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<td>1974</td>
<td>Cook Islands</td>
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<td>1975</td>
<td>Tonga</td>
<td>Nuku’alofa</td>
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<tr>
<td>1976</td>
<td>New Zealand</td>
<td>Rotorua (mini-Forum)</td>
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<td>1977</td>
<td>Papua New Guinea</td>
<td>Port Moreton</td>
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<td>1978</td>
<td>Niue</td>
<td>Alofi</td>
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<td>1979</td>
<td>Solomon Islands</td>
<td>Honiara</td>
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<td>1980</td>
<td>Kiribati</td>
<td>Tarawa</td>
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<tr>
<td>1981</td>
<td>India</td>
<td>New Delhi (mini-Forum)</td>
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<td>1982</td>
<td>Vanuatu</td>
<td>Port Vila</td>
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<td>1983</td>
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<td>1984</td>
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<td>1985</td>
<td>Tuvalu</td>
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<td>1987</td>
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<td>2000</td>
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<td>Tarawa</td>
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The South Pacific Forum's new name, the Pacific Islands Forum, takes effect from the 2000 Forum in Tarawa, Kiribati.
The Forum Officials Committee (FOC) is the governing body for the South Pacific Forum Secretariat and comprises senior officials from the 16 member states. The FOC approves the Secretariat's Budget and Work Programme.


EXECUTIVE AND DIRECTORS

The Executive and Directors hold regular Senior Management Meetings on the operations and activities of the Secretariat, with key input from staff. (L-R) Mr Jawed Kumar, Director, Trade & Investment Division; Secretary General Mr Noel Levi, CBE; Mr Stan Vandervyp, Director, Development & Economic Policy Division; Deputy Secretary General Mr Josefa Maiava; Mrs Makurira Boalo, Director, Political & International Affairs Division; Mr Alex Nicholson, Director, Corporate Services Division.

STRUCTURE OF THE FORUM SECRETARIAT

The South Pacific Forum Secretariat, based in Suva, Fiji, is headed by the Secretary General, Mr W Noel Levi, CBE. Mr Levi is assisted by Deputy Secretary General, Mr Josefa Maiava, four Directors and about 80 staff.

The Secretary General is responsible to the Forum Officials Committee (FOC) for the management of the organisation. FOC comprises senior officials from member states.

The Executive provides high level representation at regional and international meetings and provides policy advice to South Pacific Forum Leaders and to Forum Member Governments.
DEVELOPMENT & ECONOMIC POLICY

The Division provides policy advice and technical assistance on economic development and related issues. The Division has three sections: one dealing with economic policy advice and technical assistance, one focused on the coordination of regional policy among regional organisations and member countries, and the third facilitating development cooperation.

Policy Advice and Technical Assistance in Economic Management

The first key strategy of the Division focuses on economic management and this involves serving and advising the annual Forum Economic Ministers Meeting (FEMM), together with capacity building and assistance in economic management through the analysis of trends, policy parameters, reform programmes and strategic planning, training programmes and technical assistance.

The FEMM plays a key role in assessing regional economic developments, including progress on economic reform and sustainable economic development. Meetings of economic ministers evolved from previous meetings of finance ministers, which had focussed on public sector reform. However, it had been realised that this was too narrow a focus to ensure equitable sustainable economic development. Consequently, economic ministers have taken a broader viewpoint, both identifying and dealing with bottlenecks, and promoting policies conducive to growth, such as trade, infrastructure development and human resource development.

At the 2000 FEMM in Alofi, Niue, Ministers noted the need to stay focussed on the Forum Economic Action Plan as a medium term guide to sustainable development and shared their experiences of implementation.

In considering the crises in Fiji and the Solomon Islands, Ministers highlighted the aspects of the Action Plan that dealt with consulting stakeholders, the social impact of economic policy, good governance and the need to address unresolved land issues.

Among other key outcomes, Ministers concluded that:
- economic governance issues should be widened to cover legislature practices;
- the framework for consultation with the private sector should be strengthened;
- consumer protection needs to be dealt with in conjunction with PARTA; and
- better protection of intellectual and indigenous property rights is required.

Capacity-building activities in economic policy and planning have been curtailed over the past twelve months due to staff shortages, though publication of working papers and the Trends and Developments newsletter continued.

<table>
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<tr>
<th>WORKING PAPERS PRODUCED</th>
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<tr>
<td>Options for Achieving Free Trade Among Forum Island Countries</td>
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<tr>
<td>The Rationale and Sequencing of Economic Reform Programmes</td>
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<tr>
<td>Impediments to Investment in Forum Island Countries</td>
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<td>Forum Island Country Power Sector Tariff / Cost Study</td>
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<td>Impact of Structural Adjustment Policies and External Factors on the Tree Crop Sector in FICs</td>
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<td>Economic Impacts of Regional Unrest</td>
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There has been a longstanding role in the work of the World Bank/Commonwealth Secretariat Task Force on Small Island Developing States (SIDS), of which the Secretary General was a member. The Task Force's report is now complete and is a basis for advocacy among development partners. The Secretariat also attended, in September 1999, the UN General Assembly Special Session on SIDS, which considered much of the regional work on sustainable development issues. The Secretariat also contributed to the World Bank's Pacific Regional Economic Review 2000, which focused on maritime resources management, urbanisation and climate change.

Through such activities the concerns of SIDS on their economic and environmental vulnerability, in the context of more open trade regimes and globalisation, are being increasingly acknowledged. The adoption by the UN Economic and Social Committee of an economic vulnerability index among its criteria for classifying LDCs, and consequent decision that neither Samoa nor Vanuatu be graduated to developing country status, is one notable achievement for the region and the countries concerned in this area.

Coordination of Regional Policy for Sustainable Development

The second strategy focuses on the coordination of regional development issues, based on the Regional Strategy process, and involves liaison with regional, international, and multilateral agencies. Policy advice is provided on economic infrastructure, natural resources, social and gender issues.

A focal activity occurs under the umbrella of the Council of Regional Organisations in the Pacific (CROP), which includes working groups dealing with key sectors identified in the Regional Strategy.

CROP had its annual meeting in July 2000, dealing successfully with a wide range of issues. These included reviewing the
impact and lessons learnt from the crises in Fiji and Solomon Islands, development of an environmental vulnerability index, information technology infrastructure, engagement in the UN Commission on Sustainable Development (CSD) series of meetings, and the FAO Asia and Pacific meetings on agriculture and food security.

CROP through its Marine Sector Working Group agreed to support the development of a Pacific Regional Oceans Policy, which would be a notable advance in regional management of marine and maritime resources.

Infrastructure services are a key area where regional cooperation can achieve economies of scale and overcome capacity constraints.

The past twelve months have been largely devoted to follow up on ministerial meetings in prior years. In aviation, there have been meetings at officials level to finalise the regional initiatives on safety regulation and upper airspace management, for consideration by ministers in 2001. Ministers will also consider a draft multilateral air services agreement, which has been prepared through this year.

Similarly, work on a regional approach to telecommunications regulation and on tariff levels has been advanced through the Forum Economic Ministers Meeting, Alofi, Nine

HIGHLIGHTS IN CROP WORKING GROUPS

- Energy (Preparations for CSD9)
- Health & Population (Increased regional coordination among donors and implementing agencies)
- Information Technology (To be revied in recognition of the importance of IT to sustainable development)
- Land-Based Resources (Completion of a review of regional projects and Agriculture Working Paper on its regional strategy; Contributions to CSD8 on Integrated Planning and Management of Resources)
- Marine Sector (Preparation of a review of regional projects; Contribution to the UN Open-Ended and Informal Consultative Process on Oceans; Preparations for developing a Regional Oceans Policy).
development, preparations for a Forum Education Ministers meeting has dominated the social policy work of the Secretariat.

The ministers meeting will focus on basic formal and non-formal education, being the foundation for more advanced education and for later participation in the private sector. Provision of an assessment of social development in the region for the UN World Summit for Social Development, held in July 2000; participation with member representatives at the APEC Women Leaders Meeting in June 2000; and the workshop on Gender and Economic Reform in March 2000, highlighted Secretariat activities in the sphere of social policy.

Facilitation of Development Cooperation

The third key strategy is centered on greater cooperation among Forum members and their development partners, through improving the effectiveness of aid programmes at the regional level, and coordination of development assistance and technical assistance programmes provided through the Secretariat.

Substantial donor-funded resources have been provided to support the EU Pacific Regional Indicative Programme (PRIP) and Canada's ocean development programme known as the Canada-South Pacific Ocean Development Programme (C-SPOD). In addition, this strategy also facilitates the relationships with substantial non-Forum member development partners (such as the People's Republic of China, Japan, Korea, Taiwan/ROC, the United Kingdom, UNDP and the Commonwealth Secretariat) on development cooperation and sustainable development.

The Division manages four small grant schemes to support members' sustainable development efforts through being able to react quickly to urgent needs. The two available to all Forum island members are the Fellowship Scheme (for training purposes) and the Short Term Technical Advisory Service (for short-term consultancies). The remaining two are oriented to the Smaller Island States (SIS), being the SIS Development Fund and the SIS Training Fund. All have proven popular and were depleted rapidly through the year.

The PIC/Partners meeting was held in Niue in August 2000, immediately following the FEMM. This year the meeting had a dual focus on the implementation of FEMM outcomes and on trade issues, with the theme of how Pacific Island countries could be assisted in these matters by development partners. The PIC/Partners has become an annual fora for dialogue between FICs and their development partners on key issues of mutual interest.

A highlight of the year was the conclusion of the post-Lome negotiations and the subsequent signing of a new ACP-EU Partnership Agreement in Cotonou, Republic of Benin, in July 2000. This marked a milestone for the region in that the six Forum island member countries who were ACP observers, became, with the support of existing Forum ACP members, full members of the ACP and signatories to the Agreement.

With this development all 14 Forum island countries are now members of the ACP Group. The six new members are the Cook Islands, Federated States of Micronesia, Niue, Nauru, Palau and the Republic of the Marshall Islands.

The Division also assisted the Smaller Island States in the development of small development projects in some of the key economic sectors. It worked closely with the SIS in the annual Summit for SIS Leaders and Officials where key issues of concern to SIS are appraised, monitored and further progressed through the appropriate processes both at the regional and international levels.

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The Division coordinates the promotion of Forum interests and positions in international fora and provides policy advice and technical assistance to members on international relations, law enforcement cooperation, political, legal and security issues.

Support for the interests of the Forum:

The first strategy of the Division focuses on the advocacy and implementation of Forum decisions and this has been pursued through policy advice and technical assistance to members, country visits and regional meetings. Internationally, this has been pursued through international meetings and the Post Forum Dialogue Mechanism.

In close collaboration with other members of the Council of Regional Organisations (CROP), the Secretariat devoted substantial resources to the region's participation at key international meetings/ negotiations, including the United Nations Special Session on Small Island Developing States (UNSSIDS), the UN Framework Convention on Climate Change (UNFCCC), the Fifth Session of the Conference of Parties (COP5), and the 2000 Review Conference of the Parties to the Treaty on the Non-Proliferation of Nuclear Weapons. This resulted in many Forum concerns and objectives being reflected in international processes and decisions.

With admission of the Philippines as a Post-Forum Dialogue Partner at the Palau Forum, there are now ten Partners to the Forum. The Post-Forum Dialogue between the Forum and its development partners (Canada, People's Republic of China, European Union, France, Japan, Republic of Korea, Malaysia, Philippines, the United Kingdom and the United States of America) remains a key mechanism for promoting regional concerns with extra-regional states and entities. The number of Post Forum Dialogue Partners reflects the recognition that the Forum now has as the preeminent political body in the region.

The Division is also responsible for promoting the views and activities of the South Pacific Forum through print and broadcast media, the Secretariat's website, media briefings, public addresses and a variety of promotional materials. This has contributed to the wider recognition and support of the Forum and its work.

Assist and advise Forum Countries and CROP organisations in international issues:

A key strategy for ensuring appropriate coverage of issues in the international arena is to monitor international developments relevant to Forum concerns and advise members of any implications.
The main areas of the Division's focus during the 1999/2000 period included climate change, with increasing emphasis on adaptation mechanisms and strategies; nuclear issues, with particular attention paid to high level waste and MOX fuel shipments, liability and compensation in relation to those shipments; a regional oceans policy; legal matters, especially the implementation of the legislative priorities of the Honiara Declaration; transnational crimes and legislative responses to such crimes; and the shaping of a regional response to crisis situations in member countries, including mechanisms for preventive diplomacy.

Advice was provided to members on these issues through circulars, meeting papers and briefs, and these have no doubt contributed to the understanding of issues and effectiveness of participation in regional and international policy-making processes.

In the area of regional security, the Division coordinated arrangements for a Forum Foreign Affairs Ministers Meeting (FFAMM) which met in Apia from 10-11 August to discuss and agree on a Forum role vis-à-vis the Fiji and Solomon Islands crises, as well as for future crises in the region. The FFAMM also considered recommendations from a meeting of the Forum Regional Security Committee which met in Pioro Vila from 13-15 July 2000.

Support was provided to a Working Group comprising Suva-based Forum representatives, established by the FFAMM, to propose Forum principles and options for regional action during times of crisis in member countries. The success of this initiative will result in the Forum having a mechanism for responding to political and security crises and should have a positive impact on the maintenance of peace and security in the region.

Another important function is the monitoring of regional issues of concern to its members, including developments in New Caledonia and French Polynesia. The Forum Ministerial Committee made up of Ministers from Fiji, Nauru and Solomon Islands visited New Caledonia in August 1999 and presented its report to the 30th South Pacific Forum Meeting in Koror. The Palau Forum endorsed the report of the Forum Ministerial Committee and agreed on the Committee's continuing role in monitoring developments in the Territory during the implementation process of the Noumea Accord.

New Caledonia was formally admitted as an observer at the 30th South Pacific Forum in Palau. Work on French Polynesia's status in the Forum is progressing.

Contribute to the objectives of the Honiara Declaration on Law Enforcement Cooperation:

The adoption of the Aitutaki Declaration by Leaders at the Rarotonga Forum in 1997 widened the Forum's interest from law enforcement to include broader security concerns such as natural disasters, environmental damage and unlawful challenges to national integrity and independence. Substantial work has been done in the development of regional mechanisms for preventive diplomacy. This is likely to be an area of increased importance in the Secretariat's Work Programme.

The Division continues to focus on national drug policies; enacting appropriate anti-drug legislation; establishing a framework for cooperation and exchange of information, and equipping key operational officers with the skills required to detect, investigate and successfully prosecute cases of cross-border crimes.

Assistance was also provided for law enforcement officials of member countries to attend a number of international meetings and training sessions. Cooperation and coordination among law enforcement agencies continue to be enhanced as the Secretariat works closely with specialist regional agencies. Success in these law enforcement efforts will also enhance peace and security in the region.

Assist with legal and drafting matters and act as depositary for regional agreements:

The Division also assists members to build capacity in legal and drafting matters and provides advice on relevant regional and international legal issues. Legal Drafting assistance has been provided in accordance with the 1998 Forum Regional Security Committee Action Plan. This assists members to implement the commitments they made under the 1992 Honiara Declaration on Law Enforcement Cooperation and meet the commitment made by Leaders to have a regional legislative framework to combat transnational crime in place by 2000.

In fulfilling its mandate in the legal area, the Division works closely with key regional and international organisations such as the Commonwealth Secretariat and the United Nations Office for Drug Control and Crime Prevention (UNODCCP). The Secretariat also acts as depositary for several regional agreements such as the Convention for the Protection of the Natural Resources and Environment of the South Pacific Region and related Protocols, the Waigani Convention, the Rarotonga Treaty and SPARTECA.
The Division provides policy advice and technical assistance on multilateral trade and investment policy, private sector, export promotion and import management. It also oversees the Forum trade offices in Auckland, Sydney and Tokyo.

**Policy Advice, Technical and Financial Assistance in Trade and Investment issues**

The main strategy focuses on investment and multilateral trade issues, including the Free Trade Area, WTO, Trade Related Lome Issues, and trade facilitation measures.

The Division’s work in the Free Trade Area during 2000 has helped ensure advancement of this initiative towards its completion in 2001 when a free trade agreement is expected to be open for signing.

**Work on a Free Trade Area**

During the year, the Division organised:

- A Pre-Negotiation Workshop in March 2000 to discuss measures to provide for the application of the arrangements to Australia and New Zealand in a Pacific Area Regional Trade Agreement (PARTA);
-Technical assistance to FICs on their preparation for PARTA negotiations. A workshop on PARTA and the Compact of Free Association (CFA) was held to prepare the Micronesian Countries for PARTA negotiations.
- An analysis of the Australia and New Zealand Proposed Amendment to the PARTA Text was completed.
- The first round of PARTA negotiations from 28-30 August 2000.

The work to assist members with WTO matters and minimize FICs’ marginalisation under globalization have included the establishment of Forum representation in Geneva, and the development of common positions and provision of backstopping at the Millennium Round negotiations and on intellectual property rights. Assistance was also provided to Samoa and Vanuatu with their WTO accession and to Papua New Guinea with its Trade Policy Review.

With the assistance of SPREP and SPC, the Forum Secretariat is working to develop legal mechanisms to protect traditional knowledge relating to biological diversity and folklore. This will assist FICs prevent or minimize the exploitation of their resources and indigenous knowledge due to the absence, or ineffectiveness, of legal protective mechanisms.
Work is also ongoing to encourage trade and investment facilitation and liberalisation among Forum members through efforts to improve quarantine and simplify and harmonise customs and standards and conformance. Policy advice on investment was complemented by technical assistance (Tuvalu, Republic of Marshall Islands, Samoa and Vanuatu) and training attachments (Tonga and Niue IPA staff to Cook Islands; Kiribati, Tonga and Vanuatu staff to Fiji, and Vanuatu staff to Papua New Guinea).

Work relating to APEC was coordinated by the Division and members were kept informed on issues of regional relevance. Interactions with APEC have benefited FICs in revision of investment guides, which appear on the APEC Homepage; increased FIC awareness of the activities of APEC and a strengthened partnership between APEC and the Forum Secretariat.

Assistance is also provided FIC governments in their dealings with multinational oil companies, focusing on the negotiation of more favorable fuel pricing. FICs benefiting from this include Tonga, Solomon Islands, Kiribati, Fiji, Federated States of Micronesia and Republic of Marshall Islands.

Increasing Knowledge and Skills of Forum Island Governments and the Private Sectors in Product Identification and Export Market Development

This strategy focuses on assistance to the private sector. The main channel of assistance to the private sector was the Marketing Support Fund (MSF). The MSF assisted 22 private sector enterprises and businesses in establishing market opportunities through trade fairs, printing brochures, and promotional visits. Under Niche Market Development, assistance was provided to 93 kava growers in Tonga, Samoa and the Federated States of Micronesia.

EXPO 2000 Hanover: The joint participation of Kiribati, Papua New Guinea, Samoa, Solomon Islands, Tuvalu and Vanuatu at the Hanover EXPO was coordinated by the Division. Participation at EXPO will be evaluated to assess the benefits and impacts.

Information Dissemination

Another key strategy is the dissemination of information on trade and investment opportunities, mainly through:

- Business Costs Survey: providing member countries with a simple means of benchmarking their business cost environment against that of their neighbors.
- FIC Trade and Investment Database: developing a regional database, which includes trade data collected from seven FICs (Cook Islands, Palau, Tonga, Niue, Tuvalu, Kiribati and Vanuatu). Data from seven more countries is expected in 2001. The data is being added progressively to the Secretariat’s web-site.
- Trade Forum Newsletter: a bi-monthly Trade Forum Newsletter with information on trade and investment programmes including from the trade offices in Auckland, Sydney and Tokyo. The SPTC in Sydney publishes a newsletter specifically for circulation in Australia. Quarterly updates on multilateral trade issues are also sent by the Division to FIC members.
- Foreign Investment Climate in Forum Island Countries: providing information on FIC investment regimes. This has been published in APEC’s Investment Guide and is available on the APEC home page. Another update was completed in 2000.
THE HIGHLIGHT OF THE YEAR WAS THE SUCCESSFUL COMPLETION OF THE PASIFIKA AMERICA’S CUP PROJECT.

This aimed to maximise the flow-on benefits to the Pacific Islands from the America’s Cup regatta held in Auckland between October 1999 to March 2000.

The project was assisted by the Brussels based Centre for Development of Industry (CDI); New Zealand Ministry of Foreign Affairs and Trade (MFAT); South Pacific Island Nations Development Association (SPINDA); Pacific Forum Line; and the participating National Tourism Offices (NTOs).

As a result of the project the participating PICs were able to be in contact with approximately 800,000 visitors.

The Commission continues to assist Forum Island Countries (FICs) with private sector exports into New Zealand; facilitates New Zealand Foreign Direct Investment into the FICs; promotes tourism and provides advice on cost effective import procurement and human resource development. New Caledonia and French Polynesia also benefit from SPTC’s programmes of assistance.

The Commission carries out its promotion work through in-country seminars, presentations, cocktail functions, one-on-one visits and meetings, and promotion of assistance available under the Pacific Islands Investment Development Scheme (PIIDS).

THE SPTC WEB-SITE, WHICH BECAME FULLY OPERATIONAL DURING THE YEAR, WAS ALSO A USEFUL MEDIUM FOR DISSEMINATION OF INFORMATION. FIC products and services were also promoted at selected events and fairs, including the Pasifika Fair in Tonga and the Royal Easter and National Hospitality Shows in Auckland. A number of private sector marketing missions and visits were supported to heighten awareness of opportunities and requirements of the New Zealand market to interested companies and industry representatives and officials.

The Commission also assisted several FICs through a CDI funded project in maximising the use and benefits from information technology. Under this project, the investment promotion agencies in Vanuatu and Papua New Guinea were assisted with the design, launch and updating of their websites.

Commission staff undertook consultation visits to seven Pacific Island Countries (PICs) to familiarise themselves with development activities, promoted various programmes of assistance provided by the Commission and identified new areas for collaboration.

Improved packaging and value-added processing are among the marketing skills that the trade offices promote in Forum Island Countries.

THE ANNUAL FINE FOOD FAIR IS A MAJOR EXHIBITION FOR THE PROCESSED FOOD MANUFACTURERS IN AUSTRALIA. IT PROVIDES A GOOD OPPORTUNITY FOR FIC EXPORTERS TO SHOWCASE A WIDE RANGE OF PRODUCTS WITH INNOVATIVE PACKAGING.

Buyers showed strong interest in FIC exhibitors’ high quality processed food, such as palusami, canned tuna, chocolates and cocoa, spices and condiments. The Commission is also working on an Arts and Crafts/Cultural Exhibition-Sydney for Olympics 2000.

Pacific Tourism Exchange 2000 promotes the Pacific Islands as a preferred tourism destination and the SPTC provided financial support to the event held in Sydney, which attracted a broad cross section of tourism wholesalers.

A Project Profiling workshop was conducted in Nadi, Fiji with the aim of promoting awareness among FIC investment officers of the process of identifying, screening and documenting feasible ‘market driven’ projects.

The SPTC assisted incoming FIC exporter missions from Samoa, Papua New Guinea, Fiji, Tonga and the Cook Islands for the promotion of products such as seafood, fresh fruits and vegetables.
coconuts, taro, spices, tea, coffee, cassava, furniture, gift items, clothing and music CDs.

There were also visits arranged by the SPTC to Papua New Guinea (fruits), Cook Islands (Nonu, black pearls) and Samoa (coconut products) for Australian importers. The SPTC kept in regular contact with AQIS and Australian Customs officials to familiarise themselves with opportunities for FICs and advise them of requirements.

Pacific handicrafts - stylised carvings.

Networking visits to Melbourne, Brisbane, Darwin and Newcastle were organised to maintain client contact (importers and investors). Most of the visits are related to food product imports from the FICs, specifically cocoa beans, cardamom, chillies, black peppercorns, vanilla beans, (Fiji, Papua New Guinea and Tonga), tuna jerky (Kiribati), garments (Fiji), canned tuna (Papua New Guinea), taro (Fiji, Papua New Guinea, Vanuatu, Samoa), nonu juice (Samoa, Cook Islands) and kava. Arts and crafts from Papua New Guinea and Tonga have also been researched by FIC businesses looking for market opportunities in Australia.

The redesign of the web-site continued with the first phase completed. The second phase will include a major section containing country profiles including the 2000 edition of the Foreign Investment Climate in Forum Island Countries.

The Commission's Business Pacific Newsletter provides business information on the Pacific Islands and prompts an increasing number of inquiries.

One of the major tasks the SPTC undertook was the development of a Five Year Strategic Plan, in response to the 1998 Review of the SPTCs.

The activities of the Commission from 2001 will come under three components - The Business Export Australia Program (BEAP), The Pacific Investment Program (PIP) and The Public Relations/Information Program (PRIP).

PACIFIC ISLANDS CENTRE (PIC) TOKYO, JAPAN

In Tokyo, the PIC strengthened its efforts to promote exports from FICs to Japan. PIC staff visited Palau, Fiji and Cook Islands collecting FIC products, which were introduced to Japanese importers in regional cities.

During the visits to Palau and Cook Islands, PIC ran a workshop on the Japanese markets with a view to supporting the export efforts of FIC business houses.

PIC participated in the Seventh JETRO Investment Promotion Fair in Osaka to promote investment climates and policies as well as potential projects in FICs and in investment promotion fairs in other major cities, involving the FIC Ambassadors in Tokyo in such promotions to talk about investment opportunities in FICs.

Materials produced to assist FICs to understand the Japanese market included First Steps for Doing Business in Japan, Pacific Island maps, and a revised Pacific Islands Profile. These are distributed widely at fairs and exhibitions.

The operations of the Centre were jointly reviewed by the Forum Secretariat and the Government of Japan in 1999 to assess its operations and to improve effectiveness.

The recommendations were approved and adopted by the PIC Governing Board at its meeting in Suva in March 2000.

The PIC is working towards prioritising recommendations and developing an Action Plan for Implementation. Relocation of the Centre to larger premises is expected to be completed by the end of this year.


Trade office heads (L-R): Mr Hideo Fujita, Director, Pacific Islands, Tokyo; Mrs Aitui Tauvila, Trade Commissioner, South Pacific Trade Commission, Sydney; Mr Parmesh Chand, Trade Commissioner, South Pacific Trade Commission, Auckland and Mr Jandru Kuma, Director, Trade & Investment Division, Forum Secretariat.
CORPORATE SERVICES

The Division provides comprehensive and cost-effective human resources, financial information and other support services to the Forum and its Secretariat, and maintains the Forum buildings, grounds and other assets to the required standards.

Best Practice Standards

1999/2000 continued to prove challenging in a financial sense, particularly in managing the Secretariat’s Regular Budget. This Budget is funded entirely from member subscriptions and covers the core policy, advisory and physical infrastructure elements of the Secretariat and the wages of all permanent support staff. Member reluctance to have contributions keep pace with cost increases, and the declining value of the Fiji dollar over the past few years, puts significant stress on this area.

Pressure on the Regular Budget has been largely met in 1999/2000 by continuing to leave approved support and contract posts vacant, further tightening controls on budgets, and reliance on windfall gains from foreign exchange transactions, disruption of maintenance works and staff renewing contracts when replacements had been budgeted.

The Division’s resources were placed under some additional pressure by the request to assist with EXPO 2000 in Hanover, provide donor liaison with two major donors, and by additional costs as a result of the political crises in Fiji and associated threats to the security of Secretariat staff and assets. The latter has reduced output and required the commissioning of a gate system, additional security guards and investigation of the viability of providing a stand-by power source.

Nonetheless the Division managed several initiatives during the year including provision of handicapped access to the Ryoichi Jinnai Conference Centre, a clear Y2K report, expanded and cheaper arrangements for travel insurance for staff, and installation of a new PABX. Other IT related initiatives included the purchase of two new system servers, enhancement of the Secretariat’s internal and external websites, installation of Raid 5 back-up and purchase of additional web access capacity from our Internet Service provider.

Management Controls

The major management control effort over 1999/2000 was put into developing an outcomes-outputs related Work Programme that pre-specified performance indicators for each project and will report against those indicators in subsequent years. The new Work Programme has been generally well received by donors and members alike. Although the audit of the Secretariat’s accounts by the Auditor General of Fiji was disrupted by the Fiji political crisis, his office has confirmed a clean audit report for 1999.

The new PABX will repay its investment within three years and promises more productive facilities, much closer monitoring of private and other use of telephones and fewer lost calls. The issue of mobile phones to staff in the field or working away from the compound in 1998/1999 has proved expensive but there have been efficiency gains.

A Built Asset Management Plan was introduced in 1998, to:

- set an economic life for built assets,
- determine the minimum maintenance required for that life,
- identify maintenance projects required,
- prioritise projects according to safety, structural integrity and cosmetic criteria,
- undertake refurbishment projects as needed,
- undertake an annual independent review by an architect or building surveyor.

Feedback

The Division stresses the need to maintain communication with all its clients, including both internal and external customers. Internally the Division meets as a group every three months and the Secretariat website at http://www.forumsec.org.fj has significantly improved services available to members and access to information on the Forum by people throughout the world. It is regularly used by members and correspondents to the Forum to make inquiries. One important outcome of encouraging feedback from customers in relation to the Conference Centre has been the provision of handicapped access to that facility.

Commitment

Much of the Division’s work is repetitive and process oriented, particularly in Finance, Maintenance and Personnel areas. It is nonetheless fundamental to the proper operation of the Secretariat. One way of maintaining commitment to accurate, timely work in these areas is through skills development. The Division’s training programme has been maintained in 1999 with 19 staff, primarily support staff, attending 32 courses. Courses were significantly disrupted in 2000 however due to the political crisis.

Experimentation with lighting throughout the buildings, and the use of low loss ballasts in fluorescent lighting, appears to have both improved light levels and reduced electricity consumption. The upper stories of Building 17 and 18 were provided with adjustable ventilation with some improvement in working conditions. Two floors of the Secretariat were also air-conditioned. The cost is expected to be recovered in project charges and from the significantly reduced degree of computer malfunctions experienced in air-conditioned premises.

 Maximising Returns

While the Fiji political crisis caused all Conference Centre bookings to be cancelled, bookings were building up in the early part of the year and house and office rentals remained at 100% occupancy. Additional office space was provided in Building 15 by the installation of insulation and air conditioning in otherwise unusable mezzanine space. While this space is not yet fully utilised it has permitted us to keep the Division affected in one group and to preserve a sitting tenant. Investment and foreign exchange earnings are currently within budget but are expected to decline in 2000.

Revised funding arrangements agreed with the NZ Government have also permitted the exemption of the South Pacific Trade Commission grant from Goods and Services Tax.
EXECUTIVE

W Noel Levi, CBE  
Secretary General  
Papua New Guinea

Josefa Mauava  
Deputy Secretary General  
Samoa

Iona Mitchell  
Secretary to SG  
Fiji

Moira Reher  
Personal Assistant to DSG  
Fiji

DEVELOPMENT & ECONOMIC POLICY DIVISION

C.J. (Stan) Vandervis  
Director  
New Zealand

Gayle Nelson  
Gender Issues Adviser  
Canada

John Low  
Resources Adviser  
Australia

Amelia Kinahoi Stamouma  
Development Cooperation Adviser  
Tonga

Alastair Wilkinson  
Social Policy Adviser  
New Zealand

Emma Ferguson  
Economic Adviser  
Australia

Kenneth Mackay  
Field Program Coordinator  
Canada

Malcolm Ponton  
Senior Technical Assistant (EC)  
Scotland

Robert Guild  
Economic Infrastructure Adviser  
New Zealand

George Beck  
Technical Assistant (EC)  
Solomon Islands

Filimone Waqabaca  
Economic Policy Analyst  
Fiji

Jennifer Robinson  
Media Relations Assistant  
Canada

Margaret Wong  
Divisional Assistant (Secretarial)  
Fiji

Taivei Kwan  
Divisional Assistant (EC)  
Fiji

Alumita Masitahua  
Divisional Assistant (EC)  
Fiji

POLITICAL & INTERNATIONAL AFFAIRS DIVISION

Makurita Baaro  
Director  
Kiribati

Andie Fong Tov  
International Legal Adviser  
New Zealand

Ulafula Avavao  
Medical Adviser  
Samoa

Bernard Bara'ansia  
Political Issues Adviser  
Solomon Islands

Shaun Evans  
Law Enforcement Liaison Officer  
New Zealand

Beth-Ann Petersen  
Divisional Assistant (Secretarial)  
Fiji

Grace Tigarea  
Divisional Assistant (Administration)  
Fiji

TRADE & INVESTMENT DIVISION

Jaindra Kumar  
Director  
Fiji

Romana Gryner  
Multilateral Trade Policy Adviser  
Australia

Michael Mullins  
Small Medium Enterprises Adviser  
Canada

Alastair Wilkinson  
Petroleum Adviser  
Australia

Mere Falemaka  
Trade Policy Adviser  
Fiji

Kenneth Julian  
Trade & Investment Statistician  
New Zealand

Edgar Cooker  
Marketing Officer  
Tonga

Rima Rauvasio  
Trade Development Officer  
Papua New Guinea

Maatia Teuila  
Import Management Officer  
Tuvalu

Henry Sandy  
Investment Policy Officer  
Fiji

Glynis Miller  
Trade Commission Liaison Officer  
Fiji

Veniana Qalo Ratabacaca  
Research Assistant - Trade Policy  
Fiji

Adi Tikomaimaleya  
Divisional Assistant (Secretarial)  
Fiji

Lillian Mitchell  
Divisional Assistant (Administrative)  
Fiji

South Pacific Trade Commission, Sydney, Australia

Aivu Tavava  
Trade Commissioner  
Papua New Guinea

Tracey Taripo  
Office Administrator/Secretary  
Cook Islands

Dilip Mahamby  
Marketing Officer  
Australia

Matthew Lee  
Marketing Officer  
Australia

Michael Hogan  
Marketing Officer  
Australia

South Pacific Trade Commission, Auckland, New Zealand

Parmesh Chand  
Trade Commissioner  
Fiji

Catherine George  
Marketing Officer  
New Zealand

Anne Murphy  
Secretary  
New Zealand

Pacific Islands Centre, Tokyo, Japan

Hideo Fujita  
Director  
Japan

Yasuhiro Tashiro  
Deputy Director  
Japan

Eiko Otsuka  
Secretary  
Japan
CORPORATE SERVICES DIVISION

Alex Nicolson  
Director  
Australia

Rave Tusokoto  
Divisional Assistant (Secretarial)  
Fiji

Albert Blair  
Manager, Finance Services  
Australia

Bodhi Shyam  
Finance Services Officer  
Fiji

May Fong  
Finance Clerk  
Fiji

Sasi Lata Prasad  
Finance Clerk  
Fiji

Sangeera Devi Lal  
Finance Clerk  
Fiji

Filipe Tuisawau  
Manager, Office Services  
Fiji

Luis Tuivaniavou  
Personnel Services Officer  
Fiji

Robert Manoa  
Pay Clerk  
Fiji

Melania Tunidau  
Divisional Assistant (Administration)  
Fiji

Mele Utoikamanu  
Conference & Protocol Officer  
Fiji

Edweena Saturu  
Divisional Assistant/CPA  
Fiji

Manoa Kaiyanuyanu  
Property Services Officer  
Fiji

Davendra Kumar  
Purchasing Services Assistant  
Fiji

Eferemo Elder  
Maintenance Assistant  
Fiji

Luke Rarumanaceva  
Maintenance Assistant  
Fiji

Chin Sami  
Maintenance Assistant  
Fiji

Josef Vulaca  
Maintenance Assistant  
Fiji

Paiato Ratuqalovi  
Driver/Messenger  
Fiji

Jioji Boila  
Driver/Chauffeur  
Fiji

Laisani Tokarua  
Cleaner/Tea Lady  
Fiji

Laisa Lutu  
Cleaner/Tea Lady  
Fiji

Leone Pedro  
Computer Services Officer  
Fiji

Shelesh Madhavan  
Computer Services Assistant  
Fiji

I1ipsaei Kuruvoli  
Library Services Officer  
Fiji

Esther Fisher  
Records Management Assistant  
Fiji

Nayna Kumar  
Receptionist/Office Assistant  
Fiji

STAFF OF THE FORUM SECRETARIAT
### Financial Summary

**1 January 1999 - 31 December 1999**

<table>
<thead>
<tr>
<th>Amounts F$'000</th>
<th>Actual 1999</th>
<th>Approved 2000</th>
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</thead>
<tbody>
<tr>
<td><strong>Regular Budget</strong></td>
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<td></td>
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<tr>
<td><strong>Income</strong></td>
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<tr>
<td>Member Contributions</td>
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<td>3,472</td>
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<tr>
<td>Other Sources</td>
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<td>363</td>
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<tr>
<td><strong>Total Income</strong></td>
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<td><strong>Expenditure</strong></td>
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<tr>
<td>Executive</td>
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<td>Corporate Services</td>
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<td>Development &amp; Economic Policy</td>
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<td>226</td>
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<tr>
<td>Political &amp; International Affairs</td>
<td>402</td>
<td>461</td>
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<tr>
<td>Trade &amp; Investment</td>
<td>283</td>
<td>247</td>
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<tr>
<td><strong>Total Expenditure</strong></td>
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<td>3,835</td>
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<tr>
<td><strong>Extra Budget</strong></td>
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<tr>
<td><strong>Income</strong></td>
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<tr>
<td>Balance brought forward</td>
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<td>Contributions from Australia</td>
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<td>New Zealand</td>
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<td>Japan</td>
<td>792</td>
<td>782</td>
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<td>European Community, France &amp; Portugal</td>
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<tr>
<td>UNDP/ESCAP</td>
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<td>Canada</td>
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<td>Taiwan</td>
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<td>220</td>
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<tr>
<td>Other</td>
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<tr>
<td><strong>Total Income</strong></td>
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<td>7,283</td>
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<td><strong>Expenditure</strong></td>
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<td>Corporate Services</td>
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<td>Trade &amp; Investment</td>
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<td><strong>Total Expenditure</strong></td>
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<td><strong>Trade Commissions</strong></td>
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<td>Income</td>
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<tr>
<td>Expenditure</td>
<td>2,640</td>
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</table>
The South Pacific Forum comprises sixteen independent and self-governing states: Australia, Cook Islands, Federated States of Micronesia, Fiji, Kiribati, Nauru, New Zealand, Niue, Palau, Papua New Guinea, Republic of Marshall Islands, Samoa, Solomon Islands, Tonga, Tuvalu and Vanuatu. The French territory of New Caledonia was admitted in 1999 as an Observer.

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