Forum Secretariat

ANNUAL REPORT 1990-1991
Construction has started on a new building for the Forum Secretariat to ease shortage of office space. Insufficient accommodation within the compound has meant several units having to work from offices in down-town Suva. It has also resulted in a number of staff houses being converted into offices.

Due for completion in early 1992, the office complex will serve as the Forum Secretariat’s main arrival point, with parking, storage and staff amenities. Australia has provided F$1.28 million for the construction of the new two-wing, three-storey office building, which will house some of the larger Divisions of the Secretariat. Minson Ltd has been awarded the contract for the project.

The building represents the first stage of a Master Plan for the development of the Secretariat’s compound. Artist’s impression of the new building by Architects Pacific Ltd.
FOREWORD

It is my honour to introduce the Annual Report of the Forum Secretariat for the period from 1 June 1990 to 31 May 1991.

Following a two-year period of major internal restructuring, the Secretariat concentrated in the past twelve months on the development of its work programme and on improving the effectiveness of its services to member governments.

Among other developments during the year, improved management bases were established in the Civil Aviation, Maritime and Telecommunications Divisions; plans were developed to bring all regional energy sector activities under the management of the Secretariat as directed by the 21st South Pacific Forum; and the first combined meeting of the Committee on Trade and Regional Economic Issues was convened in April, moving the activities of the Economic Development and Trade and Investment Divisions closer together. The Legal and Political Division was occupied at this time with preparations for the next post-Forum Dialogue Partners' meetings and with providing advice and assistance to the region on subjects ranging from chemical weapons destruction at Johnston Atoll to decolonization in New Caledonia.

The year under review also saw the Secretariat organise an increasing number of regional meetings, perhaps the most significant being the Pacific Islands Countries/Donors meeting in Suva in February. This brought together, for the first time, representatives from all Pacific countries with major donors to the region to discuss matters relating to economic development in the region. Other significant meetings — besides our normal schedule — dealt with Regional Security Information Exchange, post-Forum Dialogue arrangements, environmental issues, Smaller Island States, Disaster Preparedness and Co-ordination and the adoption of a successor to the SPEC Agreement under which the Secretariat was originally established.

In my introduction to last year's Report, I predicted that environmental issues — which arrived at the forefront of the Forum's discussions in 1989 — would remain there in the coming years. This certainly proved to be the case at the 21st Forum in Port Vila, Vanuatu in 1990, when issues such as strengthening the South Pacific Regional Environment Programme and chemical weapons (including their destruction at Johnston Atoll which led to a Forum Ministerial visit to Washington DC) featured prominently among the Forum's deliberations. Another decision of political significance was the reconvening of a Ministerial Committee on New Caledonia.

Readers comparing this Report with last year's will note some changes in titles. Those of the two Directors (Services and Programmes) have changed to Deputy Secretaries General, while Heads of Divisions became Directors of those Divisions. Other changes of an administrative nature include the establishment of separate Divisions of Civil Aviation and Maritime (in place of the former Transport Division) and reconstituting the former Management Services Division as the Administration Division. Several new positions were filled for the first time, among them the Librarian (who is currently undertaking a complete review and reorganisation of the Secretariat's library functions and facilities), the Economic Statistician, the Economic
Planner and the Environmental Officer. A new position was filled, by internal re-
arrangement, in part to assume the Performance Audit role envisaged and approved by
the Forum officials Committee in 1988. The Principal Adviser, Operations, also
assumes responsibility for other quality control aspects of the organisation, including
the co-ordination of regional meetings.

A number of other staff changes occurred during the year, including the
appointments of a new Deputy Secretary General (Policy and Services) and new
Directors of Civil Aviation, Energy, Legal and Political, Maritime, and
Telecommunications Divisions. I should like to welcome these and other new staff and
also pay tribute to their predecessors whose good work laid the foundations for the
programmes they are now responsible for implementing. Still on a staffing note, it is
pleasing to report that recruitment, in the main, proceeded satisfactorily during the
year. The period of chronic staff shortages now appears to be behind us. This can be
attributed to the resolving of outstanding personnel and salary issues by the adoption
of the Forum Salaries and Conditions of Service System. Credit is due to the
Secretariat’s staff and to the Forum Officials Committee for achieving this satisfactory
state of affairs.

The cover of this publication reproduces an artist’s impression of a new office block.
Construction will start in mid-1991 and completion early next year will enable all
Divisions of the Secretariat to be accommodated at its Headquarters site and to return
much-needed staff housing, now being used as offices, to its original purpose.
Acknowledgement is made to the Government of Australia for its generous assistance
with this project. A major internal project implemented during the year was the
installation of networked computer and word-processing systems at the Secretariat’s
Headquarters. This was also accomplished with funding assistance from Australia, and
is being progressively extended to all Divisions.

It is appropriate here that I should acknowledge the assistance of countries and
organisations which contribute towards the Secretariat’s activities. Traditional donors
— Australia, New Zealand and the United Nations — have been joined by new partners
in recent times, notably Canada, Japan, the United Kingdom and the United States,
while the European Community delivers a substantial regional programme through
the Secretariat. More recently, France has announced its intention to contribute funds
towards projects in the trade, economic development and energy sectors. I would like to
take this opportunity on behalf of the region to express our gratitude to all donors for
their responsiveness and generosity.

Since my term as Secretary General will expire early next year, I would like to pay
tribute to member governments for assisting and supporting the development of their
Secretariat during the past five years. Bringing the organisation to where it is today
has been a co-operative effort which would not have been achieved without the
invaluable guidance and assistance of leaders, their Governments and officials. It is my
earnest hope that this co-operation will continue so that the Forum Secretariat may
continue to grow in effectiveness and influence for the benefit of the people of the
region.

In conclusion I should like also to pay a sincere tribute to the staff of the Secretariat who contributed so much to its
progress during the year. They are the Secretariat: without their hard work and dedication little would have been
achieved.

Henry F. Naisali
CMG MBE
SECRETARY GENERAL
Improving Maritime Services in the Pacific, Pacific Forum Line's new ship, FORUM PAPUA NEW GUINEA leaves Auckland Harbour on one of its Pacific islands voyages. (PFL Photo)
The South Pacific Forum

Until two decades ago, there was little that people in the Pacific Islands shared in common with the peoples of Australia and New Zealand — their two nearest industrialised neighbours.

Except for their geographical association, they lived worlds apart in terms of ideologies and beliefs. This began to change when younger island leaders saw that the time was right to start on the path to political independence. But the departure of the colonial administering powers meant that something had to be done to avoid a political vacuum in the region.

In 1971 the South Pacific Forum was born from a common desire by leaders to develop a collective response to regional issues.

The Second South Pacific Forum in 1972 decided to establish a regional “Trade Bureau” as a means of consultation on trade and economic matters within the region. The Bureau would also prepare specific proposals in economic areas of special concern to the Pacific Island Countries. In response, the South Pacific Bureau for Economic Co-operation (SPEC) was realised in 1972, with its Headquarters in Suva, Fiji, and a formal agreement establishing SPEC was signed in Apia, Western Samoa the following year by the Governments of Australia, Cook Islands, Fiji, Nauru, New Zealand, Tonga and Western Samoa — the founding members of the Forum.

At the 1988 19th South Pacific Forum in Nuku'alofa, Tonga, a resolution was passed to re-name SPEC. The Forum Secretariat was adopted as the new title. The Secretariat has mandate to tackle the practical problems of development facing its island members, with strong emphasis on trade, shipping and civil aviation, telecommunications, energy and economic issues.

In trade, the Secretariat is mandated to seek opportunities to modify trade patterns and aims at expanding regional trade, including the investigation of ways in which industrial and other development can be rationalised, using the concept of regional enterprise. The Secretariat is also mandated to look at the scope of free trade among Island member countries, to establish advisory services on sources of technical assistance, aid and investment finance and to help co-ordinate action on regional transport.

Today the membership of the Forum has increased to 15 — Australia, Cook Islands, Federated States of Micronesia, Fiji, Kiribati, Marshall Islands, Nauru, New Zealand, Niue, Papua New Guinea, Solomon Islands, Tonga, Tuvalu, Vanuatu and Western Samoa.

This increase in membership means also increased demands on the Secretariat’s services and in 1988 a decision was taken by the Forum to develop a corporate plan, which resulted in a major re-structure of the organisation.

The Secretariat is financed through a Regular Budget to which member governments and other sources make annual contributions. In the 1990/91 financial year this budget was F$2,233,000. It also has an Extra Budget for its regional programmes and activities, with Australia and New Zealand being the major contributors. Assistance is also provided by the Government of Canada and Japan as well as by international aid agencies for the Extra Budget which this year totalled $9,422,000.

The Secretariat’s chief executive is accorded the title of Secretary General and is chosen by Heads of Government for a three-year term. The Secretary General is assisted by two deputies, a Deputy Secretary General (Policy and Services) and Deputy Secretary General (Programmes).

As at April 30, 1991, the Secretariat has a workforce of 71 comprising contract, professional and support staff, drawn from Forum member countries.
In 1981 the Forum directed the Secretariat to establish a programme aimed at channeling financial support and providing technical assistance for the development of regional energy sectors. The programme would also co-ordinate the energy programmes of other organisations in the region with the aim of making efficient use of available resources.

The present functions of the Division comprise the provision of technical assistance and advice, training, information, data collection and analysis, administration of a Small Energy Projects Programme funded by Australia, New Zealand and Japan, the administration and implementation of EC-funded Lomé II and III Regional Energy Programmes, canvassing donor support for the development of regional energy sector programmes and convening the annual Regional Energy Meeting. The Division has a permanent staff of two (Head of Division and an Energy Officer — both of whom were appointed during the year) and a consultant provided by the EC to work on Lomé projects.

**JOINT REGIONAL ENERGY OFFICE**

At the request of the 1988 Regional Energy Meeting, a Joint Evaluation Mission of the United Nations Pacific Energy Development Programme and the Forum Secretariat Energy Activities was carried out in 1989 to “advise on the most appropriate mechanism for providing on-going regional energy sector assistance.” The Mission’s report recommended the immediate co-location of the FSED, the RPU and the UN-funded PEDP so as to “ensure the most effective use of professional and financial resources available and to enable the efficient implementation of the existing joint work programme.”

Co-location was effected physically in December 1989 when the three separate operations began sharing an office in downtown Suva. Since early this year discussions have been under way with UNDP on methods for bringing all regional energy activities under the management of the Secretariat, as directed by the 1991 Forum, following the conclusion of the PEDP’s funding cycle at the end of 1991.

**SMALL ENERGY PROJECTS PROGRAMME**

The Small Energy Projects Programme provides support for both country-executed and regional small energy projects from funds provided by Australia, New Zealand and Japan. The Programme is flexible in its approach to project emphasis and is very responsive. France has indicated that it is also willing to contribute to this programme commencing in its 1991/92 financial year.

**LOMÉ II FOLLOW-UP PROGRAMME**

Consultancy work has commenced on the design of the follow-up programme to utilise remaining Lomé II funds (ECU 2.0 million) to establish in-country expertise to implement and support programmes in the energy sector. It focuses on training/manpower development and will provide technical assistance for the development and enhancement of design skills to implement energy projects in the two main areas of renewable energy technology.
Photovoltaic and biomass have been selected for their potential economic and technical viability within the region and to complement other renewable energy activities. The programme is expected to be under way towards the end of 1991.

LOME REGIONAL ENERGY PROGRAMME

The Lome III pre-programme consultancy has commenced: it is designed to amplify and refine the initial programme. The total programme budget is estimated at ECU 5 million and it is expected that the draft proposal will be completed by mid 1991, with the signing of the financing agreement expected later this year.

This programme is based on three major components:

• Regional Energy Manpower Development and Training to improve the capacity of the nationals to manage more efficiently their energy sectors, improve local skills, develop effective energy plans, assess and implement energy projects, and to provide energy sector technical assistance.

• Regional Power Sector Programme to assist electric power authorities to strengthen overall management, carry out power system planning and tariff reviews, and to improve routine accounting and billing.

• Energy Conservation and Management Programme aims to assess the best method of improving energy efficiency in government buildings, defining areas of highest priority and assessing the training needs in the area of energy conservation.

GERMAN (GTZ) ENERGY ASSISTANCE TO THE REGION

This is the result of a formal proposal to the Germany Embassy in December 1988 for a rural energy project emphasising the development of small hydro technology within the region.

The original project proposal was expanded to provide training in all areas of rural electrification, project planning and development and will accord very closely with both the Lome III programmes and other bilateral rural electrification projects in the region.
The project is expected to cover a period of three years, with the co-ordinator due to arrive next year.

**REGIONAL ENERGY ASSESSMENT 1991**

During February, the World Bank/UNDP Energy Sector Management Assistance Programme (ESMAP), in co-operation with the Joint Regional Energy Office, carried out a Pacific Regional Energy Assessment (PREA). Final reports are expected to be issued towards the end of 1991.

**MAIN MEETINGS IN 1990**

*Pacific Household & Rural Energy Seminar*

In November, 1990, the World Bank, with the Joint Regional Energy Office, held a successful Pacific Household and Rural Energy seminar in Port Vila, Vanuatu. Fifteen Pacific Forum Island Countries, with Palau and the Maldives, attended.

The emphasis of the seminar was on policy, administrative and social factors affecting the development of policy and implementation of energy activities at the household level in urban and rural areas.

*Power Authorities' Chief Executives Meeting/Pacific Regional Power Efficiency Seminar*

This meeting was held in Fiji in September and combined the second Power Authorities' Chief Executives meeting with a training seminar. The meeting was jointly sponsored by the World Bank, ADB and the Joint Regional Energy Office.

**1990 Regional Energy Meeting**

This meeting discussed the outcome of talks at the 21st South Pacific Forum on the future mechanism for providing energy sector assistance within the region.

**Other Activities Planned for 1991/92**

Two major meetings are planned, the 1991 Regional Energy Meeting and a Biomass Training Course.

**1991 Regional Energy Meeting**

The major issue to be discussed at this year's meeting in Western Samoa in September, will be the findings of the 1991 Pacific Regional Energy Assessment and a resulting plan of action that will identify a mechanism for providing future assistance to the energy sectors within the region.

**Biomass Training Seminar**

In association with the EC follow-up programme for biomass, it is proposed to hold a training seminar in Fiji which would cover general energy planning, the preparation of project design, and an overview of the existing biomass technologies, applications, technical requirements and economic/cost evaluations.

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**REGIONAL PETROLEUM UNIT**

The Regional Petroleum Unit, now in its third year of operation, is one third of the Joint Regional Energy Office, the other two arms being the Forum Secretariat Energy Division (FSED) and the United Nations' Pacific Energy Development Programme (PEDP).

The Unit was established by the 1988 Forum to provide specialist advice on petroleum issues to Forum Island Countries and to lessen the need for external consultants.

**WORK PROGRAMME**

*World Oil Situation*

Following the invasion of Kuwait by Iraq on 2 August 1990, the focus of the Unit's activities for the seven months of the crisis was to keep FICs advised of the impact the crisis was having on the price and availability of petroleum products. During the year, 14 briefs were issued on the Middle East oil situation and its impact on the South West Pacific. These briefs which contain commentary on recent events and details of price movements of key petroleum products both in the Pacific region and elsewhere in the world, continue to be issued at approximately monthly intervals.

A seminar was organised at the request of the 1990 Regional Energy Meeting on the World Oil Situation and Emergency Management. The Seminar, held towards the end of October 1990, was attended by represen-
tatives of most FICs and attracted speakers from PEDP, the Australian Department of Primary Industries and Energy, ESCAP (Bangkok) and the international oil industry.

Petroleum Pricing
The RPU has continued working with Forum Island Countries on petroleum pricing issues, in particular with Western Samoa and Tonga.

A workshop on price control and monitoring was held at the Secretariat in early May with strong response from the FICs. Again, most FICs were able to send representatives, while two countries were able to find other sources of funds to send more than one participant. Several other countries sought additional representation but the Regional Petroleum Unit has funds to allow it to sponsor only one representative from each FIC. Nevertheless, given the response to this workshop, consideration is being given to taking it to some of the FICs to allow local officers to benefit.

PACIFIC REGIONAL ENERGY ASSESSMENT (PREA)
The World Bank, in conjunction with PEDP, FSED and the RPU, conducted an energy assessment of FICs at the start of 1991. The Senior Petroleum Officer acted as petroleum adviser to one of the teams examining the energy situation in Polynesia. The PREA report is not available at the time of writing but is planned to have a detailed presentation at the 1991 Regional Energy Meeting, to be held in Western Samoa at the end of September.

TRAINING
As well as the two workshops already referred to, the training programme was continued with attachments from the Cook Islands and the Federated States of Micronesia being successfully completed.

AD HOC ASSISTANCE
The Regional Petroleum Unit has continued to give high priority to ad hoc requests for assistance from Forum Island Countries. During the year under review, countries helped in this way include Fiji, Kiribati, FSM, Cook Islands, Tonga, Western Samoa, Niue, Vanuatu and Tuvalu.

OTHER ITEMS
The world oil situation, the two training seminars/workshops, the PREA and ad hoc requests effectively absorbed the resources of the RPU during the last twelve months. This meant that little progress was achieved in further development of the Data Base, and that other activities such as the environment and product quality had to take a lower priority.

STAFFING
The establishment of the Unit comprises a Manager, two Senior Petroleum Officers (SPOs) and a Secretary. Only one SPO position has been filled so far, since the PEDP made the services of its Petroleum Officer available during the past two years. That officer’s contract expired at the end of 1990, however, and PEDP ceased its involvement in petroleum activities as from that date. A second SPO position in the RPU is now under recruitment. In addition to this establishment, the Unit receives FIC trainees for six-monthly attachments.

The Regional Telecommunications Committee met for the second time last November 6-7 at Pohnpei, Federated States of Micronesia, to review the existing programme and incorporate new projects.

In the period to date, the Division engaged consultants on a short-term basis to provide technical assistance to a number of FICs. Additionally, management in terms of coordination and preparation of tender dossiers continued to be provided for European Community projects funded under the Lomé III Regional Telecommunications Project and UNDP.
This dish antenna in Western Samoa is being replaced by a more modern one, now under tender.

These projects involved the installation of satellite earth stations in Tuvalu, Kiribati and Western Samoa, maritime coast watch stations in Solomon Islands and Tonga, and a three-year Regional Training Project.

The Japanese Government funded the Tuvalu satellite earth-station at a cost of US$714,000. This unique facility, which operates on both solar power and electricity, has been completed and is now operational.

Construction work was expected to begin in June on the Kiribati project on Kiritimati Island. This involves the installation of an Intelsat D1 satellite earth station and a telecommunications building to house the equipment. This project will cost ECU677,000 (about F$1.238 million) and is expected to be ready for commissioning by 1992.

In Western Samoa, final tender dossiers are being drawn for the supply of SES equipment to replace the other existing satellite earth station, which is old and becoming expensive to maintain. The multi-purpose building to house this facility has been completed at a cost of WST1,059,000. The cost of the equipment for the earth station is estimated at ECU2,341,000 (about F$4.284 million).

In Tonga, the building to house a Level Three coast watch station there has been completed and tenders for the equipment will be called shortly.

Similar progress has been made to upgrade the coast watch station in Solomon Islands. Work on the building itself has commenced and is due to be completed in January 1992. Tenders for the equipment are expected to be called shortly.

**MARKETING SUPPORT FUND**

This Scheme was established a year ago and its popularity among potential FIC exporters grew over the period with the following projects receiving assistance:

- Fiji fresh-produce promotion in Foods Pacific Trade Fair, Vancouver, Canada;
- Solomon Islands honey promotion in Nauru;
- Cook Islands apparel promotional visit to Hawaii;
- Tongan squash market research in Japan;
- Kiribati footwear promotional visit to Tuvalu, Nauru and Marshall Islands.

Based on company reports submitted following these and other marketing exercises, it is
apparent that the programme is meeting its objectives in encouraging FIC companies to become more active in promoting exports.

**JAPAN CONTACT PROMOTION PROJECT**
Under this project, a group of FIC exporters were selected to participate in a contact promotion exercise in Japan, using the services of a specialist consultant on the Japanese market. Project activities included assessment of various FIC products and their suitability for the Japanese market, a series of market research activities in Japan and a visit to Japan by the selected FIC companies to carry out business discussions with Japanese importers, distributors and retailers.

**HANDICRAFT MARKET DEVELOPMENT**
Under this programme, the Division was able to put into production a handicraft catalogue for the Federated States of Micronesia and assist the participation of various countries at the Women's Handicraft Exhibition held in conjunction with the South Pacific Conference in Noumea.

**PACIFIC IN THE 90s TRADE DISPLAYS**
The Division sent two representatives to these Displays, held in Melbourne and Sydney in February 1991 to promote investment opportunities in the FICs. Participation was jointly organised by South Pacific Trade Commission (SPTC) in Sydney and International Trade Development Centres (ITDCs) in Melbourne and Sydney.

**TOURISM COUNCIL OF THE SOUTH PACIFIC**
A representative of the Division continued to represent the Secretariat on an observer basis at TCSP Management Board Meetings. The Council during the year made amendments to its Memorandum of Understanding to permit full Government membership of Australia and New Zealand and has requested formal recognition.

**PAPUA NEW GUINEA/SOLOMON ISLANDS/ VANUATU TRADE AGREEMENT**
Following a request by the Melanesian Spearhead Group to the Secretariat to study the possibilities for increased intra-country trade between the three countries, a consultant was contracted to carry out this study. A report on the prospects for a Preferential or Free Trade Agreement was submitted to the Secretariat and the three countries in September 1990, and this was subsequently discussed at official level in February 1991.

**POLICY DEVELOPMENT AND ADMINISTRATION**
South Pacific Regional Trade and Economic Cooperation Agreement (SPARTECA) responsibilities
The Division continues to undertake the administrative and consultative functions required under the SPARTECA Agreement. In particular, consultations on issues such as the SPARTECA Trade Impact Study, Trade in Services Study, TCF Quota Allocations, Requests for Derogation, Rules of Origin queries and Article VIII and IX Assistance were undertaken in this area for the benefit of the FICs.

*International Trade Development Centre's Sydney Director Michael Burgess speaking at the official opening of the Pacific in the 90's Display in Sydney early this year.*
The Secretariat was able to facilitate training for garment workers from Tuvalu and Kiribati with a garment manufacturer in Fiji. Up to two months training was provided for eight employees.

Trade & Investment Policy Workshop

The convening of this workshop at the Secretariat Headquarters from 3-5 October, 1990, was one of the Division’s major activities during the year. The principal objectives of the Workshop were to discuss strategic and policy issues relating to trade and investment in the FICs and to provide an opportunity for senior policymakers to draw upon each other’s experiences and examine more closely those policy mechanisms that could facilitate the growth of trade, investment, industry and associated private sector development in their countries.

This workshop, for which the resource personnel were drawn predominantly from within the South Pacific region, attracted 13 senior officials from Australia, Cook Islands, Federated States of Micronesia, Fiji, Kiribati, Niue, New Zealand, Papua New Guinea, Solomon Islands, Tonga, Vanuatu and Western Samoa.

Import Procurement Seminar

This seminar was convened at the Secretariat Headquarters from 29th October - 1st November 1990, in collaboration with the International Trade Centre UNCTAD/GATT (TTC), Geneva. It attracted eighteen participants from twelve FICs.

Economic Groupings

Aside from the GATT-Uruguay Round, the Division continued to monitor, and where relevant, report on the evolution of multilateral and bilateral economic groupings such as the European Community, the possible United States/Mexico Free Trade Treaty, Malaysia’s proposal for an East Asia Economic Group, and Australia’s initiative on Asia-Pacific Economic Cooperation (APEC). In relation to the latter, the development of activities of one of APEC’s work projects, the Working Group on Trade Promotion, is being closely monitored.

It’s aim was to enable participants to strengthen their professional knowledge and upgrade their technical or operational skills in import management, contributing to the establishment of improved import operations and techniques in FICs in the context of their overall economic development.
SOUTH PACIFIC MARITIME DEVELOPMENT PLAN (SPMDP)

A Regional Maritime Needs Assessment Study carried out in 1988 identified a number of projects for the South Pacific Maritime Development Plan (SPMDP). From the SPMDP, a list of 54 project proposals was formulated and approved by the Regional Shipping Council in November, 1989.

Following this, in order to accelerate implementation, a two-man team was contracted, with funding from the Canadian International Development Agency (CIDA), to review the projects identified in the Plan and to develop detailed submissions on these projects for funding by aid agencies.

This work was completed in 1990 and the Work Programme consisting of 10 major regional projects was circulated to member countries and aid agencies. The International Centre for Ocean Development (ICOD) has approved funding for four projects and the Division will put particular emphasis on drawing the attention of aid donors to fund those remaining.

JAPANESE MARITIME ADVISER

The Pacific Forum Line (PFL) Feeder Service Vessel Project which brought the JICA-funded maritime adviser to the Maritime Division was cancelled in 1990. Consequently, the adviser was re-directed to researching and developing smaller projects for possible funding. The adviser has visited a number of countries and the following project is under consideration by the Japanese Government for funding under its Technical Co-operation Scheme:

- provision of a ship surveyor-instructor for the region

PACIFIC FORUM LINE

In July 1990 the Pacific Forum Line added a new vessel to its fleet, the Forum Papua New Guinea, and the 1991 forecast is for a break-even result. The opening of a new office in Brisbane in October 1990 is expected to be highly profitable and would add significant contributions to profit made by the Agency division. In addition, the stevedoring operation in Western Samoa continues to maintain profitability.

A consultancy contract was awarded to review the present PFL Feeder Service operation and make recommendations regarding the introduction of a purpose-built containerised vessel of a size and design appropriate to the service. The vessel would be funded by EC under the Lomé IV Convention. The draft report was submitted in 1989 and the consultant is now preparing the final report including clarifications and amendments considered necessary in the light of the contents of the draft report.

The report concluded that after introduction of a new vessel, the Feeder Service would still incur losses of up to US$1 million per year. This would imply continuation of the present levels of subsidies by Australia and New Zealand and the PFL at current or slightly higher levels. Australia and New Zealand have agreed to continue subsidising the service for a further three years up to the end of 1993, but have indicated that this funding will not continue after that. Possible modifications to the proposed project are being looked at in an attempt to identify ways and means to increase the viability of the Feeder Service.

MEETINGS

The Fifth Management Group Meeting of the South Pacific Maritime Development Programme and the South Pacific Regional Shipping Council meeting were held at the Forum Secretariat on 20 and 21 May, respectively. The Regional Council meeting of Ministers endorsed a proposal that a joint approach be made to the EC through ACP/EC Ministers to reconsider funding a replacement purpose-built Feeder Service vessel. The last meetings were held in Barotonga, Cook Islands in 1989. There were no meetings in 1990.

CIVIL AVIATION DIVISION

Until the beginning of 1991, civil aviation activities were supervised by the then Head of the Transport Division, whose primary responsibilities lay with a separate Maritime Development Programme and who was assisted on civil aviation matters by a technical officer.

With the commencement of the Civil Aviation Development Programme in 1990, that arrangement proved inadequate and a policy decision was taken by the Secretariat to establish a separate Civil Aviation Division to
ensure that sufficient resources were available to implement the Programme effectively. A new Director, funded by Australia, was recruited and took up full responsibilities for civil aviation matters early in 1991. He was joined by a new Project Officer in March.

GOAL, OBJECTIVES AND FUNCTIONS OF THE NEW DIVISION

The new Division's goal is to achieve self-sustaining economic growth in the civil aviation sector of Forum Island Countries.

In pursuance of this objective, the Division's functions are to assist the civil aviation administrations of FICs to develop internationally-accepted infrastructures for safe and economic aircraft operations through a programme of action covering three broad areas:

- **Providing better and safer airports in Forum Island Countries is one of the goals of the Forum Secretariat's new Civil Aviation Division. Here Air Tungaru planes are seen outside the terminal building at Bon Riki Airport, Tarawa, Kiribati, (TCSP photo).**

**Fellowships and Training**

These are being offered to upgrade management, legal, planning, engineering, technical and operations skills of selected civil aviation personnel.

**Resource Personnel**

Civil Aviation administration will be assisted through a pool of readily available specialists in various civil aviation disciplines who would carry out remedial work on identified problems and who would evaluate, analyse and recommend action.

**Procurement of Operational and Support Equipment**

The specific objective here is to strengthen the capabilities of civil aviation administrations to effect safe and reliable aircraft operations through the provision of essential communications, navigational, fire and rescue, meteorological, security and other support equipment at selected airports, conforming to International Civil Aviation Organisation (ICAO) minimum Standards and Recommended Practices as detailed under the ICAO Air Navigational Plan for the Asia and the Pacific Region.

**CURRENT WORK SITUATION**

**South Pacific Regional Civil Aviation Development Programme (SPRCADP)**

The establishment of the Civil Aviation Division, with technical support from ICAO, and the release of Australian funds in March 1990, has enabled the completion of the following projects in 1990:

- Airport Management training for Aerodrome Superintendent, Niue;
- Development of Airport Masterplan for Henderson International Airport, Solomon Islands;
- Training of two Air Traffic Control cadets from Solomon Islands at Civil Aviation Training Centre, Papua New Guinea;
- Assessment of Non-Directional Beacon requirements at Vanuatu.

Projects that have been committed and are at various stages of implementation in 1991 include:

- Development plan for Aitutaki Airport, Cook Islands;
- Provision of audit/assessment of airport fire services capabilities, training and ongoing training programmes for airport fire service personnel of Tuvalu, Kiribati and Niue;
- Legislative consultancy on Harmonisation of Civil Aviation Legislation;
- Training of two Air Traffic Control cadets from Solomon Islands at the Civil Aviation Training Centre, Papua New Guinea;
- Provision of organisational and management structure advice to form the basis for the establishment of a civil aviation division within the Ministry of Transport of the Federated States of Micronesia;
- Provision of Flight Operations to the Marshall Islands to assist the Airline of the Marshall Islands in its operations.

Further projects will be finalised and implemented following joint consultative visits to FICs by the ICAO Civil Aviation Adviser and the Director of the Division.
The Division also provides assistance to eligible FICs in the preparation and coordination of projects funded under the Lomé Conventions.

Most Lomé II Projects are now being implemented, including developments at Fua'amotu Airport in Tonga, Bauerfield Airport in Vanuatu, Nausori Airport in Fiji and Funafuti Airport in Tuvalu.
The Pacific ACP/EC Unit entered its third year of operations during the year. It was established as a conduit between the European Community and the eight Pacific ACP countries for improving the management and implementation of EC-financed regional programmes in the Pacific under the Lomé Conventions. In this context the Unit assists the Pacific ACP countries to identify, plan, coordinate, implement and monitor regional programmes in a wide variety of areas, including marine resources development, energy, telecommunications, maritime transport, air communications, agriculture, rural development and trade development.

In co-operation with national and regional organisations, the Unit co-ordinates the preparation of project dossiers for new regional programmes, arranges for the submission to the EC of annual work programmes and budgets, identifies the need for consultants, and prepares the necessary contracts for consultancy studies, technical assistance efforts, equipment supply and construction. The Unit also keeps track of the progress of programmes and reports on this to the EC and the Pacific ACP countries.

One major task of the Unit is to organise the annual consultations between the EC and the Pacific ACP countries to evaluate the implementation of the Pacific regional programmes. The consultations take the form of a Ministerial level meeting of the Pacific ACP countries, back-to-back with a Joint Meeting of Pacific Ministers with a high-level delegation from the EC in Brussels. During these meetings, for which the Unit prepares the agenda and the meeting papers, Pacific ACP Ministers and EC officials touch upon a wide variety of matters concerning regional co-operation. This year consultations are scheduled to be held in September/October.

During this year's meetings, the attention of participants will focus primarily on the formulation of a Pacific Regional Indicative Programme to be financed under the newly-signed and about-to-be-ratified, Lomé IV Convention. Under this Convention the EC has made available an amount of ECU 35 million (about $64 million) for regional programmes in the areas of natural resources development, transport and communications. Additional funds may become available for trade and tourism development, depending on viable projects being identified.

The Unit, in close co-operation with the Pacific ACP countries and the regional organisations, has been heavily involved over the past twelve months in identifying suitable projects for inclusion in the regional programme. A large number of potential projects has been identified and Pacific ACP and EC officials will have to prioritize this array of projects and programmes into a Pacific Regional Indicative Programme that meets countries' requirements and the budget allocated by the EC.

The Pacific ACP/EC Unit is always ready to assist Pacific ACP countries and regional organisations in any matter pertaining to the EC regional programmes. Since the Unit's establishment and operations are financed by the EC under the Lomé III regional programme, any request for assistance emanating from countries and organisations, will be acted upon promptly.
ECONOMIC DEVELOPMENT DIVISION

Economic development continues to remain a major focus of Forum Island Countries (FICs). The Economic Development Division, now in its second year of operation, has a comprehensive work programme that can be broadly divided into four key areas:

- Economic Analysis and Development Planning;
- Aid Consultations;
- Projects, Technical Assistance and Fellowships;
- Environment, and Disaster Preparedness.

The work programme is reviewed annually by the Committee on Regional Economic Issues and Trade which last met in April 1991 in Suva, Fiji. As the name suggests, the Committee is also responsible for overseeing the work of the Trade and Investment Division, which underlines the close links that exist between the work programmes of the two Divisions.

ECONOMIC ANALYSIS AND DEVELOPMENT PLANNING

The Division is undertaking a number of comprehensive regional studies as well as responding to a range of ad hoc requests from FICs with two major policies studies to review the impact of remittances and migration and the consideration of policy initiatives for enhancing the subsistence sector in a number of the FICs. Plans are also being made to launch studies into monetary policy and the impact of tax structures on trade and investment in the region.

The number of ad hoc requests continued to grow and in the last twelve months several activities were pursued:

- a training workshop in Solomon Islands on development planning;
- assistance to update the Tuvalu National Accounts statistical publication;
- an economic appraisal of aspects of the Solomon Islands Noro Oil Storage Facility;
- a study of a Fiji-Papua New Guinea Trade Treaty;
- assistance to the Solomon Islands Statistics Office.

A workshop to improve cost-benefit analysis skills was held at the Secretariat in early 1991.

AID CONSULTATIONS

Aid consultations in the region for more effective use of aid took a substantial step forward in the last year with the Secretariat holding a successful meeting of island country and donor representatives.

The meeting generally agreed that macro-economic policy formulation and strategic planning leading to the development of a well-justified investment programme were essential prerequisites to better aid delivery. It also considered that private sector development needed to be promoted, together with a greater rationalization of those activities in which the public sector is operative.

PROJECTS, TECHNICAL ASSISTANCE AND FELLOWSHIPS

A number of special facilities are provided to FICs through the Economic Development Division:
Short Term Advisory Services (STAS)

The principal objective of this facility is to provide, on request from FICs, expert advisory services to meet technical requirements which cannot be dealt with by the available human resources, or through other aid-giving bilateral or multilateral institutions or arrangements.

The Secretariat, as one of the three implementing agencies for the project, receives an annual allocation of approximately F$140,000 from the UNDP through the executing agent ESCAP, and a further F$10,000 from Australia. Under this Project, the Secretariat provides assistance in:

- International trade and industrial development, marketing and investment;
- Transport and communications;
- Tourism;
- Aid co-ordination and planning;
- Energy;
- Handicrafts.

In 1990/91 the Secretariat approved 22 STAS consultancies in ten FICs.

Forum Secretariat Fellowship Scheme

The Secretariat in 1990 continued to receive funding assistance from Australia, the Commonwealth Fund for Technical Co-operation (CFTC) and New Zealand. Funds are used for short-term training attachments for trainees from FICs in any of the Forum member countries. The scheme’s emphasis is on practical rather than academic training and it attempts to address the growing need for skilled personnel in developing island countries.

For 1991 there has been an extension of the scheme to ASEAN countries, with additional funding provided by the Secretariat.

In 1990/91 a total of 48 fellowships were awarded to beneficiaries from ten FICs. Fellowships were awarded for attachments in fields ranging from development banking, port administration, archives management, hairdressing and medical training and hotel and catering.

SIC Shared Financing Facility

The primary objective of this scheme is to provide a shared financing facility for the four Smaller Island Countries of Cook Islands, Kiribati, Tuvalu and Niue, through which donors can assist with their development programmes.

In 1990, Kiribati received F$147,834 for seven projects, Tuvalu received F$75,565 for four projects and Niue received F$185,848 for two programmes made up of a number of smaller projects. Cook Islands received a large allocation in 1989 and did not seek further funding in 1990.

Australia and New Zealand have both made contributions to ensure the scheme continues during 1991.
Environment and Disaster Preparedness

The Secretariat, through the Economic Development Division continued to maintain an overview of policy developments in a wide range of environment issues. With Australian funding, this role will be enhanced during 1991 by the recruitment of a Specialist Environment Officer. Following a decision of the 1989 Forum, the Secretariat supported initiatives which have led to the strengthening of the South Pacific Regional Environment Programme (SPREP).

Efforts continue to be made to strengthen co-operation among the many organisations and agencies active in the disaster management field. The Secretariat, together with the newly-established UNDRO South Pacific Programme Office, hosted a meeting on disaster management in March 1991 to bring about greater communication and cooperation.

RELATIONS WITH DONORS

Japan
The Japanese Government provided the Secretariat with a grant of F$600,000 to finance small-scale industries development.

Commonwealth Secretariat
The CFTC increased its annual contribution in 1991 to F$40,000 for the Secretariat's Fellowship Scheme. It also provided an Information Technologist to oversee the development of the Secretariat's Library.

Economic & Social Commission for Asia and the Pacific (ESCAP)
ESCAP/UNDP continued to provide funding for the Short Term Advisory Services Scheme (STAS), administered by the Secretariat.

A Papua New Guinean wood carver; a Malaita woman of the Solomon Islands makes shell-money. (TCSP photos).

United Kingdom
The United Kingdom is funding a Statistical position in the Secretariat.

Asian Development Bank (ADB)
The Secretariat remains keen to establish a closer working relationship with ADB and to increase its overall level of co-operation.

United States of America
An Economic Planner funded by USAID joined the Secretariat in early 1991. Negotiations are continuing on related technical assistance.

Germany
Germany is providing funding for projects in both the telecommunications and energy programmes.

World Bank
Co-operation between the Secretariat and the World Bank was strengthened during 1990/91. A regional report produced by the Bank was a valuable resource document at the meeting of island countries and donors. Other potential areas of co-operation are being pursued.

United Nations Development Programme (UNDP)
The Secretariat continues to maintain regular contacts with UNDP representatives in Suva. The Pacific Energy Development Programme which is funded by UNDP, shares an office with the Secretariat's Energy Division and the Regional Petroleum Unit.

Canada
The Secretariat has received funds in support of a number of projects in the maritime sector.

France
The Secretariat received two missions from France during the last year and a number of project proposals were favourably considered.
NEW appointments as Director of Division, and as Legal Officer were made during the year under review. Pending the appointments, however, the Division operated for long periods substantially understaffed, which affected at times its capacity to undertake non-essential work. Despite this, the Division was able to take on successfully an expanding role in a number of areas, especially on the political side. It now has a well-defined programme of work in pursuit of the Secretariat's legal and political objectives.

POST-FORUM DIALOGUE
The second Post-Forum Dialogue was very successful, after the 21st South Pacific Forum in Port Vila, Vanuatu in August 1990. For the first time, China attended, as well as the five Dialogue partners, (Canada, France, Japan, the United Kingdom and the United States) represented at the inaugural Dialogue. Organisation of the Dialogue, and follow-up with partners on particular issues raised, has become the major single annual task for the Division. The Division also serviced the Committee on the Post-Forum Dialogue, established at the Forum's request to review the Dialogue process, in particular the criteria for partners. The Committee met twice and will submit a report to the 1991 Forum.

OTHER POLITICAL & SECURITY MATTERS
The Division arranged a visit to Washington by a Forum Ministerial delegation for further discussion of US plans to incinerate chemical weapons on Johnston Atoll. It has continued to monitor Johnston operations, especially safety and environmental aspects, including organising a team of Forum scientists to visit the island for scientific monitoring. The Division has serviced the Forum Ministerial Committee on New Caledonia, particularly in trying to negotiate with France a basis for a visit by the Committee to New Caledonia. It also organised a reconvening, for the first time since 1988, of the Committee on Regional Security Information Exchange, and has followed up the Committee's recommendations with donors to put in place several projects for 1991/92 to assist FICs in areas of law enforcement co-operation. A good deal of time has also been devoted in response to members' expressed interest, to stepping up, monitoring of international developments with implications for the region.

ASSISTANCE TO FICs
Several projects, particularly in the legal area, have been successfully completed. Workshops were run on Law and Economic Development and on National Assessment Skills. A small project providing legal drafting assistance continued and a consultancy to assist in reviewing countries' law enforcement co-operation arrangements was organised.

OTHER LEGAL WORK
There was the usual load of in-house legal assistance to other Divisions, especially in the contract area. The Division also carried out the Secretariat's functions as depositary to several treaties (the main work was on the SPREP Convention in 1990/91), as well as servicing two special meetings of the Forum Officials Committee to look into amendments to the SPBC Agreement.

Increased membership of the Forum also added another dimension to the work of the unit — that of updating and helping in the production of new publications.

The Unit also maintains a steady flow of information to media outlets in Fiji and the region. In April this year, a new Information and Publications officer took up his appointment. Additionally, work is proceeding on a newsletter on a regular basis to enhance efforts already made in promoting the Secretariat's involvement in regional programmes and activities.
Through the Commonwealth Fund for Technical Co-operation (CFTC), the Secretariat has engaged an Information Technologist for a two-year period to upgrade the Secretariat’s Library facilities. Australia has approved funding for the upgrading, including a complete review of the Secretariat’s Registry by a consultant.

The main features of this project will be the creation of data bases to provide prompt and efficient exchange of information.

Following the internal review in late 1990, the Management Services Division was renamed the Administration Division and a new divisional structure took effect from 1 February, 1991.

The main objective of the new Division continues to be to provide the Secretariat with efficient administration support systems. This is carried out by Conference and Travel; Personnel and Secretarial; Purchasing; Registry; Support Services and Property and Maintenance sections.

The Division was responsible for developing, monitoring and implementing various projects during the period under review. They include the implementation of the first stage of the Secretariat Master Plan, a $1.1 million new office building project funded by Australia, and the new Forum Salaries and Conditions of Service System approved by the Forum Officials Committee Budget Session in November, 1990. The Division also had responsibility for an intensive recruitment programme during the 1990/91 period.

All sections of the Division play an important part in providing support to regional meetings held either at Forum Secretariat Headquarters in Suva or in Forum member countries.

SAMUEL OSIFEO

The Forum Secretariat mourns the death of Samuel Osifelo, Director of the Trade and Investment Division. Mr Osifelo of Solomon Islands died on June 13 in Suva after a sudden illness. He is survived by his wife Grace and three children.

After a distinguished career in the Solomons, Mr Osifelo joined the Secretariat as a project officer and later was promoted to head the Trade and Investment Division.

In a brief statement to staff, the Secretary General said that Island countries of the South Pacific region had lost an asset through Mr Osifelo’s death. Mr Osifelo was part of a group of younger Pacific Island nationals being prepared for future leadership. He was a hard worker and “an extremely honest man.”

In an eulogy at the funeral service in Honiara Mr Naisali said: “Sam was one of our most admired officers, universally respected. Words cannot express how deeply we will miss him being amongst us. His name will always be revered at the Secretariat.”
In the period under review the Secretariat's Finance Division continued to provide management and work programmes with finance and accounting services including the following:

- Funds management;
- Preparation of monthly operating statements for all divisions;
- Centralised payments and receipts;
- Banking services;
- Payroll preparation for all divisions;
- Preparation of annual financial statements;
- Co-ordination and preparation of annual budget and work programme.

One additional clerical position was approved at the Budget Session in November 1990. This position was filled in January 1991, bringing the Division to full strength with a total staff of seven, comprising one contract officer and six permanent staff.

**BUDGET**

The Forum Officials Committee, at its Budget Session held at the Secretariat's Headquarters in Suva from 26-28 November 1990, approved regular budget expenditure for 1991 totalling F$2,298,000, an increase of F$198,000, or 9.4% over 1990.

After providing for an expected operating surplus in 1990, it was agreed to increase member-country contributions by 8.9% over the 1990 level.

The approved Extra Budget work programme for 1991 amounts to F$9,422,000, an increase of F$3,929,000, or 71% over actual expenditure for 1990. The Approved Extra Budget represents 80% of the total funding requirements of the Secretariat for 1991, compared with 70% in 1990 and 63% in 1989. In addition, a total of F$2,655,000 is budgeted for Extra Budget consultancy support to the Secretariat, which will not be administered directly through the Secretariat.
### Income

<table>
<thead>
<tr>
<th>Description</th>
<th>ACTUAL 1989</th>
<th>APPROVED 1990</th>
<th>APPROVED 1991</th>
</tr>
</thead>
<tbody>
<tr>
<td>Member gov't contributions</td>
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<td>1,725,000</td>
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<td>375,000</td>
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<td><strong>2,064,000</strong></td>
<td><strong>2,100,000</strong></td>
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### Expenditure

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<tr>
<th>Description</th>
<th>ACTUAL 1989</th>
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<tr>
<td>Directorate</td>
<td>486,000</td>
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<td>Economic Services</td>
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<td>Energy</td>
<td>166,000</td>
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<tr>
<td>Legal &amp; Political</td>
<td>109,000</td>
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<td>Trade &amp; Investment</td>
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<td>Transport</td>
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<td><strong>Total</strong></td>
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### Extra Budget

**Income**

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<td>New Zealand</td>
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<td>Japan</td>
<td>502,000</td>
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<td>European Community</td>
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<td>UNDP/ESCAP</td>
<td>1,015,000</td>
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<td>Canada</td>
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<td>USA</td>
<td>—</td>
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<tr>
<td>Commonwealth Secretariat</td>
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<td>Miscellaneous</td>
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<td><strong>Total</strong></td>
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**Expenditure**

<table>
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<th>Description</th>
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<th>1991</th>
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<td>Directorate</td>
<td>103,000</td>
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<td>Economic Services</td>
<td>133,000</td>
<td>700,000</td>
<td>549,000</td>
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<tr>
<td>Regional Petroleum Unit</td>
<td>176,000</td>
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<td>Legal &amp; Political</td>
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<td>Telecommunications</td>
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<td>770,000</td>
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<td><strong>Total</strong></td>
<td>3,800,000</td>
<td>4,972,000</td>
<td>9,422,000</td>
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</table>
STAFF

FORUM SECRETARIAT STAFF LIST
as at 31 May 1991

Henry Naisali < Secretary General
Bruce Davis < Deputy Secretary General (Policy & Services)
Esekia Warvi < Deputy Secretary General (Programmes)
Iona Whippy Secretary to Secretary General
Lesana Torovugaleti Personal Assistant to DSG(F&S)
Moira Reither Personal Assistant to DSG(P)
Donald Stewart Principal Adviser Operations

ACF/BC UNIT
Marieta Tukuafu Project Officer
Cathy Kelly Stenographer

CIVIL AVIATION DIVISION
George Vea'a Director
Sailana Vaua'waqa Project Officer
Inise Rabu'awaqa Stenographer

ECONOMIC DEVELOPMENT DIVISION
Garry Wiseman Director
Roman Gryenberg Economic Adviser
Tula Leva Leia Economic Planning Officer
Melesesini Lomu Aid Co-ordination & Planning Officer
George Kiriau Aid Co-ordination Officer

ENERGY DIVISION
Paul Fairbairn Head
Nick Wardrop Energy Officer

FINANCE DIVISION
Eric Willsmore Director
Bodh Mati Sham Senior Accountant
Robert Laalabalu Senior Accounts Clerk
Sasi Iota Creditors Clerk
May Fong Ledger Clerk
Shant Singh Creditors Clerk
Sangeta Ial General Accounts Clerk

LEGAL & POLITICAL DIVISION
David Blackstock Director
Makereta Waqavonovono Legal & Political Officer

MARITIME DIVISION
Chris Rupen Director

REGIONAL PETROLEUM UNIT
Mike Lawrence Manager, RPU
June Morgan Senior Petroleum Officer
Rave Tuatoko Stenographer

TELECOMMUNICATIONS DIVISION
John Buxton Director
Yugeshwar Prakash Regional Training Co-ordinator
Niger Fitzsopa Senior Technical Officer
Beth Ann Petersen Stenographer

TRADE & INVESTMENT DIVISION
Dennis Miller Director
Parmesh Chand Project Officer (Marketing)
Gary Adam Project Officer (Trade Policy)
ADMINISTRATION DIVISION

Karen Sorby
Lehun Khan

Information & Publications

Alfred Saseko

Library

Rene

Iliasipec Rabuka

Computer

Peter Metham

Conference & Travel

Mele Utoikamanu

Personnel & Secretarial

Elenea Pickering
Adi Tikomaimaleya
Margaret Wong
Esther Fisher
Lana Evans
Edwena Sautu
Unaiai Velikono
Melania Tunidau
Fiiroe Faniu
Lylian Gardiner

Support Services

Manoa Kalyaniyana
Paiato Ratupilawi
Joji Boila

Purchasing

Gynia Valentine

Registry

Uday Prasad
Gajendra Jit

Maintenance & Security

Filemone Bolotawa
Liaisoli Tokarua
Laisi Lutu
Bai Sebouwale
Luke Rakumainacveva
Eferemo Elder
Chin Sani
Astiruiee Rakansace
Pita Tareguci

Director, Administration
Administration Officer
Information & Publications Officer
Library Assistant
Computer Services (Consultant)
Conference Officer
Personnel Officer
Stenographer
Stenographer
Stenographer
Stenographer
Stenographer
Telex Operator/Clerk Typist
Printer/Machine Operator
Receptionist/Stenographer
Support Services Officer
Driver/Messenger
Temporary Driver
Temporary Purchasing Officer
Registry Clerk
Registry Assistant
Property & Maintenance Officer
Cleaner/Tea Lady
Cleaner/Tea Lady
Night Watchman
Maintenance Asst/Watchman
Head Gardener
Gardener
Gardener
Gardener

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Forum Secretariat Staff (1990-1991)
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<thead>
<tr>
<th>Country</th>
<th>Field of Attachment</th>
<th>Duration</th>
<th>Est. Cost (USD)</th>
<th>Fel. Cost (F)</th>
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<tr>
<td>Cook Is.</td>
<td>Automobile mechanic</td>
<td>2 weeks</td>
<td>5,783</td>
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<td>Fiji</td>
<td>Duck farming</td>
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<td>11,848</td>
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<td>Development Banking</td>
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<td>Port Management</td>
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<td>Fiji</td>
<td>Medical electives</td>
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<td>Hairdressing</td>
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<td>Kiribati</td>
<td>Assistance offered by Forum</td>
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<td>Garment manufacturing</td>
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<td>Quarantine procedures</td>
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<td>Industrial estate management</td>
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<td>Marshall Is.</td>
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<td>Netball coaching</td>
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<td>3,282</td>
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<td>Niue</td>
<td>Museum management</td>
<td>2 weeks</td>
<td>14,060</td>
<td>4,425</td>
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<td>Insurance procedures</td>
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<td>14,060</td>
<td>3,063</td>
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<td>Niue</td>
<td>Assistance offered by Forum</td>
<td>2 weeks</td>
<td>10,288</td>
<td>2,303</td>
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<td>PNG</td>
<td>Plastic bottles manufacturing</td>
<td>2 weeks</td>
<td>10,288</td>
<td>4,916</td>
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<td>Solomon Is.</td>
<td>Development Banking</td>
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<td>4,916</td>
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<td>Tonga</td>
<td>Meal Processing</td>
<td>2 weeks</td>
<td>167,669</td>
<td>7,378</td>
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<tr>
<td>Tonga</td>
<td>Beef Management</td>
<td>2 weeks</td>
<td>167,669</td>
<td>5,851</td>
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<tr>
<td>Tonga</td>
<td>Photography</td>
<td>2 weeks</td>
<td>167,669</td>
<td>1,654</td>
</tr>
<tr>
<td>Tonga</td>
<td>Computer Maintenance</td>
<td>2 weeks</td>
<td>167,669</td>
<td>4,000</td>
</tr>
<tr>
<td>Tuvalu</td>
<td>Industrial investment</td>
<td>2 weeks</td>
<td>167,669</td>
<td>2,494</td>
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<tr>
<td>Vanuatu</td>
<td>Port Management</td>
<td>2 weeks</td>
<td>167,669</td>
<td>7,909</td>
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<tr>
<td>Vanuatu</td>
<td>Industrial investment</td>
<td>2 weeks</td>
<td>167,669</td>
<td>58</td>
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<tr>
<td>Vanuatu</td>
<td>Energy</td>
<td>2 weeks</td>
<td>167,669</td>
<td>1,114</td>
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<tr>
<td>W Samoa</td>
<td>Computer Programming</td>
<td>2 weeks</td>
<td>167,669</td>
<td>3,250</td>
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</table>

**TOTAL**: 167,669
## MEETINGS

**MEETINGS SERVICED BY THE FORUM SECRETARIAT: 1990/91**

<table>
<thead>
<tr>
<th>Year</th>
<th>Month</th>
<th>Date</th>
<th>Description</th>
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<tbody>
<tr>
<td>1990</td>
<td>June</td>
<td>23-25</td>
<td>Nil</td>
</tr>
<tr>
<td></td>
<td>July</td>
<td>31-1 Aug</td>
<td>Pre-Forum Officials Committee Meeting, Port Vila, Vanuatu</td>
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<tr>
<td></td>
<td>August</td>
<td>3-4</td>
<td>21st South Pacific Forum, Port Vila, Vanuatu</td>
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<tr>
<td></td>
<td>September</td>
<td>12-14</td>
<td>2nd Post-Forum Dialogue Meeting, Port Vila, Vanuatu</td>
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<tr>
<td></td>
<td></td>
<td>6-16</td>
<td>Law and Economic Development Workshop, Sigatoka, Fiji</td>
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<td>20-21</td>
<td>Regional Petroleum Unit Advisory &amp; Management Committee Meeting, Nuku'alofa, Tonga</td>
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<td></td>
<td></td>
<td>25-27</td>
<td>Regional Energy Meeting, Nuku'alofa, Tonga</td>
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<td></td>
<td>October</td>
<td>3-5</td>
<td>Trade &amp; Investment Policy Workshop, Forum HQ, Suva</td>
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<td></td>
<td>16-18</td>
<td>Workshop on National Assessment Skills, Forum HQ, Suva</td>
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<tr>
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<td></td>
<td>22-23</td>
<td>Workshop on Middle-East Oil Situation and Crisis Management, Forum Secretariat HQ, Suva</td>
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<tr>
<td></td>
<td>November</td>
<td>29-2 Nov</td>
<td>Import Procurement Seminar, Forum Secretariat HQ, Suva</td>
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<td></td>
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<td>6-7</td>
<td>2nd Regional Telecommunications Committee Meeting, Pohnpei, Federated States of Micronesia</td>
</tr>
<tr>
<td></td>
<td></td>
<td>15-16</td>
<td>Sub-Committee on Post-Forum Dialogue Partners Meeting, Forum Secretariat HQ, Suva</td>
</tr>
<tr>
<td></td>
<td></td>
<td>23</td>
<td>Forum Officials Committee Special Session on SPEC Agreement, Forum Secretariat HQ, Suva</td>
</tr>
<tr>
<td></td>
<td></td>
<td>26-28</td>
<td>Forum Officials Committee 1990 Budget Session, Forum Secretariat HQ, Suva</td>
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<td>1991</td>
<td>January</td>
<td>22</td>
<td>ACP Pacific Group Meeting on Expo '92, Forum HQ, Suva</td>
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<td>28-1 Feb</td>
<td>Workshop on the Use of Cost-Benefit Analysis in Economic Planning, Forum Secretariat HQ, Suva</td>
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<td></td>
<td>February</td>
<td>4-7</td>
<td>Pacific Island Countries Donor Meeting, Forum HQ, Suva</td>
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<tr>
<td></td>
<td></td>
<td>8</td>
<td>Forum Officials Sub-Committee on Post-Forum Dialogue Partners Meeting, Forum Secretariat HQ, Suva</td>
</tr>
<tr>
<td></td>
<td></td>
<td>11</td>
<td>Forum Officials Committee Special Session on SPEC Agreement, Forum Secretariat HQ, Suva</td>
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<tr>
<td></td>
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<td>12-13</td>
<td>Smaller Island States Meeting, Forum Secretariat HQ, Suva</td>
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<td></td>
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<td>27-28</td>
<td>PNG/Solomon Islands/Vanuatu Trade Study Follow-up Meeting, Forum Secretariat HQ, Suva</td>
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<tr>
<td></td>
<td>March</td>
<td>12-15</td>
<td>Co-operation for Harmonious Social Development in the South Pacific Area Seminar, Forum Secretariat HQ, Suva</td>
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<td></td>
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<td>26-28</td>
<td>Regional Seminar on Strengthening Disaster Management in the South Pacific, Forum Secretariat HQ, Suva</td>
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<tr>
<td></td>
<td>April</td>
<td>22-25</td>
<td>Committee on Regional Economic Issues and Trade Meeting, Forum Secretariat HQ, Suva</td>
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<tr>
<td></td>
<td></td>
<td>30-3 May</td>
<td>Workshop on Pricing of Petroleum Products in Forum Island Countries, Forum Secretariat HQ, Suva</td>
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<tr>
<td></td>
<td>May</td>
<td>13-17</td>
<td>UNEP/SPREP/Forum Secretariat Workshop on Bio Diversity Conservation, Forum Secretariat HQ, Suva</td>
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<td>20</td>
<td>Fifth Standing Committee Meeting of Civil Aviation Officials and Fifth Management Group Meeting of South Pacific Maritime Development Programme, Forum HQ, Suva</td>
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<tr>
<td></td>
<td></td>
<td>21</td>
<td>South Pacific Regional Civil Aviation Council 13th Meeting, and 15th South Pacific Regional Shipping Council Meeting, Forum Secretariat HQ, Suva</td>
</tr>
</tbody>
</table>
CONCLUSION

During the past five years, the Forum Secretariat has undergone fundamental reforms. Change touched all facets of its operations, from support services to executive management. No area was unaffected. The result is a fully-staffed, professional organisation functioning on modern management and financial lines.

This transformation did not just happen. It came about through the steadfast commitment of Forum member countries to the concept of regionalism and the dedication and hard work of the Secretariat’s staff.

With organisational issues no longer predominant, efforts are being directed towards raising the standards of the Secretariat’s services and programme. The recent despatching of programming missions to Forum Island Countries is part of this process. The missions are two-way in nature, with member countries being briefed on the entire scope of assistance available and the Secretariat learning about member-country priorities at first hand.

Among the more significant moves by the Forum in the past five years were the establishment of the post-Forum Dialogue Partners meetings and the South Pacific Organisations Co-ordinating Committee, known colloquially as SPOCC. Both are fine examples of regionalism in action. Both point the way into the 1990s. For it is by standing together — in dealing amongst ourselves and with our external partners — that the Forum attains maximum benefits for its members. Its greatest test as the world enters the last decade of the century will be to ensure that the principles of regionalism — which have stood fast over the twenty years of the Forum’s existence — survive the uncertainties of the future.

With the support of its members, the Forum Secretariat will continue to work towards this purpose.