A word from the Sector Coordination Division

The Public Administration Sector is pleased to present the 14th Edition of the Public Administration Sector Newsletter and also the last for this Financial Year 2017/2018.

It will highlight completed, ongoing, and planned activities under the Public Administration Sector Plan 2013/14-2017/18.

The PASP aims to achieve a professional and competent public administration providing quality service delivery to the people of Samoa. It seeks to strengthen the efficiency, effectiveness and transparency of the public administration.

The Division is always delighted to discuss and advise on issues relating to the quality of service delivery, human resource management, planning and development. If you have suggestions on how we can improve the next edition, connect with us!

We look forward to your positive contributions for the remaining half of the year and all the best with the start of the new financial year 2018/2019.

Best,
The Public Administration Sector Coordination Team!
Prime Minister urges CEO to improve their standards of service delivery at CEO Forum

The Office of the Public Service Commission through its Human Resource Development Division hosted its first CEO Forum for Fiscal Year 2018/19, at the Samoa Conference Centre on Tuesday 3rd July 2018. The Commission extended invitations to CEO’s of all Government Ministries and Corporations and a total of 41 CEOs and 32 observers attended and participated.

This annual gathering provides Chief Executive Officers with an opportunity to discuss and deliberate on issues pertinent to the development of the Public Sector. The Forum commenced with welcoming remarks from Commission member Auelua Samuela Enari, followed by the keynote address and official opening of the forum by the Hon. Prime Minister, Tuilaepa Lupesoliai Dr. Sailele Malielegaoi.

The first presentation of the day was delivered by the Assistant Chief Executive Officer of the Senior Executive Services Division, Mr. Jason Hisatake, on the new direction for the Public Service. The second presentation was delivered by the ACEO of the Human Resource Development Division, Mrs. Sarona Esera on the new focus for Human Resource Development.

The Prime Minister stressed the importance of improving service delivery standards to respond to rising needs, challenges and population increase. He also referred to Ministries to be responsible for hiring and terminating of staff while the PSC provides oversight to ensure compliance. This allows PSC to focus more on Human Resource Development and Trainings.

He also underscored the importance of technical competencies and gave the example of when MESC was required to train more Science teachers. He also noted the importance of obtaining more opportunities for scholarships/training to study special competencies courses like engineering needed for Samoa’s development.

In this connection he also encouraged CEOs when representing Samoa at intergovernmental meetings to use these opportunities to also seek assistance for our capacity building needs. He reinforced the importance of conducting Performance Reviews to support the delivery of services to the Public and to enhance skills and capacity development of public servants.
The PM also emphasized to CEOs the importance of delegation and effective follow-up in the management of their respective organizations.

**SCOPING STUDY UNDERWAY ON THE ESTABLISHMENT OF AN INTEGRITY COMMISSION**

A scoping study on the establishment of an Integrity Commission is an activity under Goal 3 of the Public Administration Sector Plan 2013/14 – 2017/18 (PASP 2013-2018). An Integrity Commission was identified as one of the requirements to help strengthen the integrity and culture of the public sector. Unfortunately, due to resource and capacity constraints, it was not possible to initiate the implementation of this activity during the lifespan of the PASP 2013/14 – 2017/18.

However, an opportunity arose with Samoa’s decision to accede the United Nations Convention Against Corruption (UNCAC). As a member state, one of its obligations as stated under Articles 6 and 36 of UNCAC is to ensure the existence of an anti-corruption body or bodies. To support member states with meeting the various requirements of UNCAC, the United Nation Office on Drugs and Crime (UNODC) and the UN Development Programme (UNDP) implemented a joint UN Pacific Regional Anti-Corruption (UNPRAC) initiative, with the main focus on helping Pacific Island Countries strengthen their integrity systems.

The availability of assistance under the UNPRAC project, enabled the recruitment of a consultant to assess Samoa’s existing legislative frameworks and institutions, specifically those that are linked to the monitoring, detecting, investigating, reporting and prosecuting of corruption. The consultant is also expected to consult some agencies under Samoa’s Integrity Organizations Network (SION), which includes the Samoa Audit Office, Central Bank of Samoa, Ministry of Police, Office of the Attorney General, the PSC, and others.

The consultant is expected to provide his findings, analysis and recommendations in a report which will be submitted for Cabinet’s consideration and decision.

**HUMAN RESOURCE COORDINATORS SHARE EXPERIENCES ON WORKING CONDITIONS AND ENTITLEMENTS**

On the 30th of August 2018, the Office of the Public Service Commission held its 1st Human Resource Coordinators (HRC) Forum for the current financial year.

HRCs were given the opportunity to report on the progress of HR functions that have been devolved to Ministries. The forum enabled pro-active interaction, sharing of best practices and solutions between HRCs. The majority of issues addressed during the forum were on Leave management of staff, Salary range and the newly rolled out changes for the Working Conditions and Entitlements Manual 2015. A representative from the Ministry of Finance Mrs. Naama Sinei, together with PSC staff from different divisions were able to assist and respond to requests from HRCs. These forums continue to build good & positive working relationships between HR personnel and is improving human resource management across the Sector.

Representatives from Ministries acknowledged the continuous support from the Office of the Public Service Commission on HR matters/issues when requests are put through for assistance. The next forum is scheduled to take place late November 2018.

**PSC TARGETS STUDENTS WITH INTRODUCTORY INFORMATION PACKAGE (IIP)**

The annual commemoration of the Public Service day in previous years included exhibitions by Government Agencies showcasing their products
and services to students and the general public for their information and awareness. However, it was noted that although these initiatives helped raise the awareness of students and the general public on services provided by Government Agencies, the scope was narrow and limited to only a selected few schools.

In light of this and to ensure a more all-inclusive, nation-wide approach, the Introductory Information Package (IIP) was developed.

Targeting all schools at both Primary and College level, the IIP will provide students with the following information:

1. A general definition of the Public Service;
2. Introduction of the Primary roles of the Public Servants;
3. Benefits of being a Public Servant;
4. The three Arms of Government, specifically the Legislative and Executive Arms of Government; and
5. Contact list of ALL Government Agencies with their websites and telephone numbers for research purposes.

The IIP is also anticipated to serve as a guide to help students decide their academic courses depending on the career path that they wish to pursue.

The IIP will be distributed by the Ministry of Education Sports and Culture to schools nationwide in October 2018. It will also be made available on the Office of the Public Service Commission’s webpage via the following link: https://www.psc.gov.ws/.

FIRST CYCLE REVIEW FOR SAMOA ON ITS COMPLIANCE WITH THE UNITED NATIONS CONVENTION AGAINST CORRUPTION UNDERWAY

Samoa as a state party to the United Nations Convention Against Corruption (UNCAC), is currently undergoing its first cycle review. The review is mandatory for all signatory states to UNCAC and consists of each signatory state being reviewed by two other state parties. The peer review process is divided into two stages;

The first stage of the review requires Samoa to complete a self-assessment checklist identifying Samoa’s level of compliance in relation to chapters 3 (Criminalization and Law Enforcement) & 4 (International Cooperation) of UNCAC. The checklist will form the basis of discussions between Samoa and the other two state parties that have been selected to review Samoa; South Sudan and Oman.

The second stage of the peer review requires Samoa to participate in reviewing Fiji’s compliance in relation to chapters 2 (Preventative measures) and 5 (Asset Recovery) of UNCAC.

The Office of the Public Service Commission as the temporary focal point for the UNCAC is leading the coordination of this activity with assistance from the Office of the Attorney General, Audit Office, Central Bank of Samoa, Office of the Ombudsman, Samoa Umbrella for Non-Government Organizations, Ministry of Police, Institute of
The Public Service Commission (PSC) conducted individual roll out consultations for all 18 Agencies under its jurisdiction on the new amendments to the Working Conditions and Entitlements (WCE) Manual 2015, from the 16 – 31 July 2018. The Commission approved the new amendments to the following 15 determinations outlined in the WCE Manual 2015:

1. Determination 10: Holidays
2. Determination 12: Counting of Service
3. Determination 13A: Annual Leave
4. Determination 13B: Sick Leave
5. Determination 13D: Maternity Leave
6. Determination 13E: Paternity Leave
7. Determination 13F: Bereavement Leave
8. Determination 13H: Special Leave
9. Determination 14B: Cessation of Employment upon Retirement
10. Determination 15D: Higher Duties Allowance
11. Determination 15E: Part Time Allowance
12. Determination 15H: Remote Locality Allowance
14. Determination 15M: Examination Allowance
15. Determination 17: Employment of Night-watchmen

These new amendments which were effective on the 16 July 2018, are a result of discussions and issues raised by Agencies in the ongoing Human Resource Coordinators (HRC) Forums, issues that have been raised and reported by individual Ministries and Offices to the PSC and Cabinet Directives (FKs).

In addition, PSC is consolidating a report on issues and problematic areas that were identified by Ministries and Offices during the individual roll-out consultations. This new initiative will serve as a database for issues pertaining to WCE which will assist towards future policy reviews, development and decision making. This report will be made available for all Ministries and Offices once finalized.
The lifespan of the Public Administration Sector Plan 2013/14 – 2017/18 (PASP) officially ended in July 2018. In light of this, the Public Administration Sector Coordination Division (PASCD) have commenced preparations for the development of its subsequent five-year Plan.

Part of these preparations include an End-of-Plan or Post Implementation Report that highlights the achievements, challenges and lessons learnt for the Public Administration Sector (PAS) in the implementation of its Plan over the last five years. This Report had been developed and endorsed by the PAS Steering Committee and is scheduled to be presented at the upcoming Cabinet Development Committee meeting in October 2018.

Further to the End-of-Plan Report, the PASCD have submitted a proposal to the DFAT funded TA Facility under the Ministry of Finance, for a Consultant to develop its new Plan.

Additionally, another consultant will also be recruited under the USAID Climate Ready project to work closely with the DFAT consultant in developing the Plan, to ensure that Disaster Risk Management and Climate Change issues are properly addressed and streamlined into the new Plan.

The launching of the new five-year PASP is tentatively scheduled for February 2019.

COMMEMORATION OF PUBLIC SERVICE DAY 2018

In line with FK (18)34, Government Agencies commemorated the annual Public Service Day on Friday 28th September 2018.

Deviating from the usual practice of morning parades, exhibitions and handing out of awards to nominated public servants, Cabinet directed government agencies to celebrate its public service day ‘in-house’. Each agency was responsible for developing its own program to commemorate and acknowledge its employees as well as contribute to raising public awareness of its services.

The Office of the Public Service Commission initiated a “Dress as your dream job” theme and conducted a vote to decide the recipient of its ‘employee of the year 2018’ award. The Chairman of the Commission concluded the
program with a speech thanking the PSC employees for their contribution and highlighted the importance of honesty and taking responsibility.

Government Agencies are expected to submit to PSC a report on their individual programs that they implemented to celebrate public service day. This information will assist PSC with planning future Public Service Day celebrations.
Madam President,

Today, we come together as leaders and as representatives of nations united for a common cause, to celebrate and to remember the legacy of Nelson Mandela, a truly selfless leader whose life personified humility and forgiveness underpinned by dedication to service for humanity and the promotion of peace.

Our Summit is timely. It hails for us all a resounding message that peace and harmony remains elusive. The world we live in is a war torn tapestry of conflict ridden countries, climate change battered and natural disaster pockmarked regions, suffering from unshakeable poverty, discrimination and intolerance of diversity.

Our efforts to achieve the 2030 Agenda will be an insurmountable task, even with the best of will and intention if we do not commit ourselves to resolve these conflicts and to create conditions conducive for sustaining peace.

As leaders, our ultimate goal and responsibility is the promotion of a peaceful and prosperous world co-existing without fear of being different or suffering as a consequence of the differences.

These aspirations are enshrined in the Charter of the United Nations, our Organization, whose primary purpose is to maintain international peace and security. These aspirations are woven into our 2030 Agenda. Sustainable Development Goal 16 requires us “to promote peaceful and inclusive societies for sustainable development.” This noble aim was long recognized as reaffirmed in the Purposes and Principles of the Universal Declaration of Human Rights which has reached its 70th Anniversary this year.

Living together in peace is about bridging gender inequality and I highlight the important role of women, youth and children as agents of peace, recognizing their significant contributions to sustainable development and peace. Peace starts at home, and that women must be free
from gender based violence. As wives, mother and sisters, women play an indispensable role in teaching, nurturing and inculcating the values of peace at home.

Peace and development are inseparable and indivisible. I strongly reaffirm that without peace there is no development and without development there is no peace.

Today, we acknowledge the importance of transforming our world by achieving the 2030 Agenda which we designed to create a peaceful and prosperous society. Living together in Peace means a society that works together in constructive partnerships to foster a culture of peace so that our global family can succeed in our collective aspiration towards eradicating poverty so that no one is left behind. We can attain global peace through cooperation, mediation and dialogue. We can begin by pursuing global understanding and respect throughout all generations to come. After all Nelson Mandela steadfastly believes that

“Peace is the greatest weapon for development that any person can have.”

Thank you.
WHAT IS PUBLIC SERVICE?
O A AUAUNAGA A LE MALO?

The Public Service includes the service provided for the public in Samoa. They are provided by Government Agencies to the people of Samoa. O auaunaga a le Malo e aofo ai galuega uma a le Malo. E aofoia atu e Ofisa a le Malo mo tagata uma e Samoa.

PRIMARY ROLES OF PUBLIC SERVANTS:
MATAFAILOI E PATINO I LE ALUAFAIGALUEGA:

1. Provide services to the people and all Members of Society
   E aofoia le auaunaga i tagata uma ma le mamalu fautele.

2. To contribute to the improved quality of life for ALL through efficient and effective service delivery
   ia iai se ao le auaunaga o lo fa’atino i le atina’ena o le SOIFUA MANUA O TAGATA UMA.

THE THREE ARMS OF SAMOA GOVERNMENT
Malosiaga e Tolu i lo’o Fa’aave ai le Malo o Samoa

LEGISLATIVE
FONO AOAO FAI TULAFONO
Make the Laws
Sur mamalau o lo’o talancaina ma pasi’ena Tulafono.

EXECUTIVE
O LE PULEGA
Administer and implement the Laws
Vaega e fa’atagina ma fa’atino Tulafono.

JUDICIAL
VAEGA O FAAMASINO
Interpreting and enforcing the Laws
Vaega e fau’ugaina ma fa’amalosia Tulafono.

BENEFITS OF BEING A PUBLIC SERVANT
FAAMANUIAGA PE A AVEA OE MA TAGATA FAIGALUEGA I GALUEGA A LE MALO

Elau e sao le fa’amavesa e i le atina’ena o le tamanaaga ki le fa’atino nga tapu ma le auaunaga a le Malo.

Opportunity to gain variety of skills and knowledge while developing your career and training in preparation for the important role of public service.

For further information and enquiries, feel free to contact our PSP Division
Ph email: psp@gsc.gov.ws
Want to find out more on the remaining trainings for this Financial Year? Contact the Human Resource Development Division on email: hrd@psc.gov.ws

Get in touch & find out how you can help strengthen the way we serve you!
- Osana Liki: oliki@psc.gov.ws
- Tracy Wong Ling-Warren: twarren@psc.gov.ws
- Jeffrey Faitua: jfaitua@psc.gov.ws
- Public Service Commission
  - T: +685 22123/124/125 ext. 11, 67 or 49
  - F: +685 24215
  - E: psc@psc.gov.ws
  - W: www.psc.gov.ws
  - F/book: Samoa PSC
  - Twitter: @samoapsc