PUBLIC SERVICE OFFICIAL CIRCULAR

Issued weekly by the Public Service Commission *Issue 22/2025, 9th June 2025*

May your faithful love rest on us, Lord, for we put our hope in You.
Psalm 32:22

A. Public Service Ministries/Agencies

VACANCIES

Contract Positions

Under Section 31 of the Public Service Act 2004

Ministry/Office	Vacancy Code	Position Title	Salary Grade	Deadline
Education & Culture	EC000552	**Principal Palauli Sisifo College**	$67,845	4-Jul-2025
Health	MH001663	**Consultant Specialist - Emergency** **(Re-advertisement: previous applicants NEED NOT re-apply)**	$109,646	13-Jun-2025
"	MH119812	**Deputy Director General – Hospital and Clinical Services**	$121,010	4-Jul-2025
"	MH001877	**ACEO Human Resource & Employment Relations**	$94,624	4-Jul-2025

Please uplift Application R&S Form 2 and Position Descriptions from:

Public Service Commission,
Level 2, FMFM II Building
Matagialalua

OR Download from Website: http://www.psc.gov.ws/employment/contract-vacancies/

Chairman
Public Service Commission
Level 2, FMFM II Building
Matagialalua.

Application Forms (R&S Form 2) are to be used by ALL Applicants.
Late Applications after 5pm will not be considered. - Request for reconsideration will NOT Be Accepted
All Incomplete Applications will not be considered for Shortlisting. - Request for reconsideration will NOT Be Accepted

Term Positions

Under Section 41 and 42 of the Public Service Act 2004

MInistry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Communications & Information Technology	CTP25005	**ACEO ICT Sector Coordinator** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**ACEO**	20-Jun-2025	**HR** Level 6, TATTE Building hr-info@mcit.gov.ws
Natural Resources & Environment	NEP13005	**Principal Scientific Officer - Ozone Services**	**A16** $55,431	20-Jun-2025	**Lua Faagu Asi-Tua** TATTE Building, Level 3 lua.tua@mnre.gov.ws or admin@mnre.gov.ws

Permanent Positions

Under Section 34 of the Public Service Act 2004

MInistry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Agriculture & Fisheries	AG003678	**Driver** (Re-advertisement: Previous Applicants **NEED TO** re-apply)	**A3/Step 2** $8,593	20-Jun-2025	**Henrietta Mano,** TATTE Building, Level 4 henrietta.mano@maf.gov.ws
"	AG000719	**Driver** (Re-advertisement: Previous Applicants **NEED TO** re-apply)	**A3/Step 2** $8,593	20-Jun-2025	"
"	AG003452	**Technician (AP)** (Re-advertisement: Previous Applicants **NEED TO** re-apply)	**A6** $15,147	20-Jun-2025	"

"	AG001090	**Store Clerk**	**A3/Step 2** $8,593	20-Jun-2025	"
"	AG003368	**Fisheries Assistant**	**A5** $12,714	20-Jun-2025	"
"	AG003706	**Field Assistant**	**A3/Step 2** $8,593	20-Jun-2025	"
"	AG001671	**Animal Production Advisory Officer**	**A10** $27,559	20-Jun-2025	"
"	AG003342	**Fisheries Assistant - Advisory**	**A5** $12,714	20-Jun-2025	"
Education & Culture	EC000891	**Nightwatchman - Main Office**	**A4** $10,534	20-Jun-2025	**Matagitausulu L. Kuresa,** Malifa Compound m.kuresa@mesc.gov.ws
"	EC000012	**Senior HR Development Officer**	**A12** $34,438	20-Jun-2025	"
Foreign Affairs & Trade	FT002103	**Principal IT Analyst - Policy, Systems & Database**	**A16** $55,431	20-Jun-2025	**Sarona Tanielu - Tomane** Level 3, Govt Building sarona.tomane@mfat.gov.ws
"	FT002076	**Senior Accounts & Administration Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A12** $34,438	20-Jun-2025	"
"	FT002098	**Senior Accounts/Administration Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A12** $34,438	20-Jun-2025	"
Health	MH001331	**Medical Laboratory Technician Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A10** $27,559	20-Jun-2025	**Siaeauli Siaea** Motootua siaeauli.siaea@health.gov.ws
"	MH001499	**Medical Laboratory Technician Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A10** $27,559	20-Jun-2025	"
"	MH001786	**Snack Cook Full Diet** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A4** $10,534	20-Jun-2025	"
"	MH001831	**Paramedic Trainee (Ambulance Driver)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A5** $12,714	20-Jun-2025	"
Natural Resources & Environment	NE003476	**Surveyor - Asau**	**A3/Step 2** $8,593	20-Jun-2025	**Lua Faagu Asi-Tua** TATTE Building, Level 3 lua.tua@mnre.gov.ws or admin@mnre.gov.ws
"	NE000403	**Driver - Main Office**	**A3/Step 2** $8,593	20-Jun-2025	"
"	NE003617	**Assistant Maintenance**	**A3/Step 2** $8,593	20-Jun-2025	"
"	NE001016	**Watershed - Vailima**	**A3/Step 2** $8,593	20-Jun-2025	"
"	NE003611	**Watershed - Vailima**	**A3/Step 2** $8,593	20-Jun-2025	"
"	NE000773	**Weed Eater - Fuluasou**	**A3/Step 2** $8,593	20-Jun-2025	"

"	NE003303	**Terrestrial Biodiversity Conservation Officer**	**A10** $27,559	20-Jun-2025	"
"	NE003635	**Communication Officer**	**A10** $27,559	20-Jun-2025	"
"	NE000419	**Weed Eater - Foreman - Vailima**	**A3/Step 2** $8,593	20-Jun-2025	"
"	NE002528	**Administration Officer**	**A8** $21,086	20-Jun-2025	"
"	NE003452	**Groundsman - Taumeasina** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A3/Step 2** $8,593	20-Jun-2025	"
"	NE003589	**Assistant Mechanic - Mulinuu** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A3/Step 2** $8,593	20-Jun-2025	"
"	NE003591	**Assistant Motor & Metal** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A3/Step 2** $8,593	20-Jun-2025	"
Public Service Commission	PS003043	**HR Policy and Coordination Officer** (Re-advertisement: Previous Applicants **NEED TO** re-apply)	**A10** $27,559	20-Jun-2025	**Main Office** Level 2, Govt Building info@psc.gov.ws
Customs & Revenue	RE002425	**Customs Officer - Border Assurance** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A8** $21,086	20-Jun-2025	DBS Building, Level 4 hr@revenue.gov.ws **OR** www.revenue.gov.ws
"	RE002812	**Customs X-Ray Operator** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A9** $24,610	20-Jun-2025	"
Samoa Law Reform Commission	LC000010	**Senior Legal Analyst** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A14** $42,358	20-Jun-2025	**Fugalaau Siaki** Level 1, Govt Building fugalaau.siaki@samoalawreform.gov.ws
"	LC000021	**Senior Human Resource Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A12** $34,438	20-Jun-2025	"
Women, Community & Social Development	WS000789	**Camera Operator**	**A5** $12,714	20-Jun-2025	**Faagotola Iere** Tooa Salamasina Building fiere@mwcsd.gov.ws

APPOINTMENTS are provisional where promotion is involved for persons appointed unless otherwise indicated. Provisional appointees should not take up appointments until they are confirmed. Confirmation of appointments will be notified in the Public Service Official Circular, if no appeals are received within 14 days of promulgation herein.
NOTICE OF APPEALS including grounds of appeals must be received by the Chairman, Public Service Commission, APIA by - **13th June, 2025**

PROVISIONAL APPOINTMENTS

Permanent Positions

Under Section 34 of the Public Service Act 2004

Ministry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Appointee
Agriculture & Fisheries	AG001652	**Principal Fisheries Officer - Inshore**	**A16** $55,431	**Justin Jeff Aiafi
Customs & Revenue	RE002325	**Assistant IT Officer - Information System & Service Management**	**A6** $15,147	**Taumaia Samau
Education & Culture	EC000175	**Internal Auditor**	**A16** $55,431	**Margaret Taeleipu

"	EC000024	**Records Officer**	**A3/Step 2** $8,593	**Taiaopo Lemana
Finance	FI003200	**Principal Human Resource Development & Training Officer**	**A17** **$**67,845	**Puti Mashari Tuia
"	FI003507	**Principal Sector Planning Officer**	**A17** **$**67,845	**Saufua Revina Tepa Maiava
Justice & Courts Administration	JC003404	**Senior Research, Policy & Evaluation Officer**	**A12** $34,438	**Ella Leitupo
Natural Resources & Environment	NE000429	**Nightwatchman - Tafaigata**	**A4** $10,534	**Maeli Tafeaga
Public Enterprises	PE000026	**Senior PPP Monitoring**	**A12** $34,438	**Telesiainuuese Tunupopo
Women, Community & Social Development	WS002628	**Senior Binder**	**A10** $27,559	**Faavae Pele

**** Subject to Appeal under Section 49 of the Public Service Act 2004**

CONFIRMED APPOINTMENTS

Permanent Positions

Under Section 34 of the Public Service Act 2004

Ministry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Appointee
Communications & Information Technology	CT002731	**Senior Accounts Officer**	**A12** $34,438	Robert Faaaliga
Health	MH001787	**Cook Special Diet**	**A7** $17,934	Tauileete Moli
"	MH001788	**Cook Special Snack**	**A5** $12,714	Faalupega Asiata
Samoa Bureau of Statistics	BS001077	**Accounts and Administration Offcer - CSD**	**A8** $21,086	Laolao Pilitati
Women, Community & Social Development	WS003271	**Senior Prevention & Early Intervention Officer**	**A12** $34,438	Lemau Simanu Fialelei

Term Positions

Under Section 41 and 42 of the Public Service Act 2004

Ministry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Appointee
Communications & Information Technology	CTP25001	**Principal Procurement Officer**	**A16** $55,431	Clara Vaai

B. Public Sector/Other Agencies

VACANCIES

Contract Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:

Land Transport Authority	-	**Manager Project Management**	-	4-Jul-2025	**Human Resource email** hr@lta.gov.ws **or** www.lta.gov.ws
Public Trust Office	-	**Assistant Public Trustee** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$94,624.00	27-Jun-2025	**Elekana Toeaso Pupi** Public Trust Office Building, Matafele elekana.pupi@publictrust.ws
Samoa Export Authority	-	**ACEO - Export Standards, Market Access and Expansion**	$94,624.00	11-Jun-2025	**Pouli Dr Keneti Faulalo** SEA Office. Vaitele-Tai. Apia p.k.faulalo@samoaexportauthority.gov.ws
"	-	**ACEO - Policy, Planning and Operations Division**	$94,624.00	11-Jun-2025	"
Samoa Shipping Corporation Limited	-	**Principal Crewing Officer** (3 year contact)	$55,431 - 64,501	27-Jun-2025	**Vandahlia Chong Wong** SSC Building, Matautu-Tai vandahlia@ssc.ws / 685-20935
Samoa Tourism Authority	-	**Manager - Policy & Sector Coordination**	$94,625.38	16-Jun-2025	**Soara Siamomua** or **Buffy Tupuola Fuatau** STA Main Office soara@samoa.travel or buffy@samoa.travel
Scientific Research Organisation of Samoa	-	**Manager - Corporate Services Division**	$94,624.00	13-Jun-2025	**Frances Viali** Nafanua, Papauta frances.viali@sros.org.ws or website: www.sros.org.ws

Permanent Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Development Bank of Samoa	-	**Security Guard**	$8,320.00/$12,070 p.a	12-Jun-2025	**Tiperia Talo** Development Bank of Samoa tiperiat@dbsamoa.ws
Electric Power Corporation	-	**Leading Hand Groundsman Tanugamanono**	$28,084.00	13-Jun-2025	**HR Management** TATTE Building, SOGI matamuf@epc.ws or tinais@epc.ws
"	-	**(6) Groundsman Tanugamanono**	$10,019.00	13-Jun-2025	"
"	-	**Computer Technician**	$28,084 - $33,627	13-Jun-2025	"
Office of the Electoral Commission	EV000011	**Senior Voter Registration Officer**	$34,438	13-Jun-2025	**Corporate Service Division** OEC Headquarter, Mulinuu csds@oec.gov.ws
Gambling Control Authority	-	**Sales Officer (3)**	-	16-Jun-2025	**GCA Office** Apia Main Office info@gca.gov.ws
Police, Prisons & Corrections	-	**ICT Radio Technician**	$27,559 - $30,063	13-Jun-2025	**HR Section** 22222 ext 1050 or 1054 email: hr@police.gov.ws website:samoapolice.ws/contact/v
Public Trust Office	-	**IT Officer**	$27,559.00 - $30,063.00	20-Jun-2025	**Patisepa Failauga** Level 5, TATTE Building ptrustee@publictrust.ws
Samoa National Provident Fund	-	**Senior Audit Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$38,101 - $54,789	19-Jun-2025	**Unaite / Uini** Level 1, Main SNPF Building unaite@npf.ws / uini@npf.ws
Samoa Ports Authority	-	**Senior Cargo Officer**	$30,725.23 - $37,682.41	13-Jun-2025	**Christina Puipuia** SPA Office christina@spasamoa.ws or website www.spasamoa.ws
"	-	**Finance Officer**	$14,653.49 - $17,844.22	13-Jun-2025	"

"	-	**Port Facility Cleaner**	$9,802.60 - $11,717.42	13-Jun-2025	"
Samoa Post Limited	-	**Project & Marketing Officer**	-	13-Jun-2025	**Human Resource Section** Matafele Phone: 27640 or email faapaia.epa@samoapost.ws

C. International/Regional Agencies

Pacific Islands Forum Secretariat	-	**Communications Officer - Public Affairs**	-	13-Jun-2025
Interested applicants are encouraged to apply through our website: www.forumsec.org				
Pacific Islands Forum Fisheries Agency	-	**Fisheries Economist**	-	20-Jun-2025
	Details about the positions and application process: https://www.ffa.int/jobs/fisheries-economist/			
"	-	**MCS Advisor - Traceability and Ports States Measures**	-	20-Jun-2025
	Details about the positions and application process: https://www.ffa.int/jobs/mcs-advisor-traceability-and-port-states-measures/			
Pacific Community (SPC)	CR000431	**Monitoring, Evaluation and Learning Advisor**		29-Jun-2025
"	KK000085	**Infrastructure Engineer (Hybrid Cloud)** Fiji Based		29-Jun-2025
"	CR000421	**Business Controller**		15-Jun-2025
"	CR000427	**Infrastructure Engineer (Hybrid Cloud)** Noumea Based		15-Jun-2025
Applicants must apply online at http://careers.spc.int/				
Samoa Australia Tautua	-	**PAC Health Coordinator**	-	22-Jun-2025
Contact details: internal@tautuapartnership.org				
Secretariat of the Pacific Regional Environment Programme (SPREP)	-	**Infrastructure and ICT Adviser - Weather Ready Pacific Programme**	-	20-Jun-2025
"	-	**Monitoring, Evaluation and Learning Adviser** (Readvertised)	-	20-Jun-2025
"	-	**Risk Management and Compliance Officer**	-	27-Jun-2025
"	-	**Legal and Governing Bodies Adviser**	-	27-Jun-2025
* Job Descriptions and Application Forms can be downloaded from the SPREP website: https://www.sprep.org/careers				

D. Training/Scholarship Opportunities

MEXT JAPAN SCHOLARSHIP NOW OPEN

The Government of Japan is now inviting interested Samoan nationals to apply for the MEXT Scholarship Programs for the year 2026. Kindly submit all your application documents directly to the Embassy.
Applications guidelines and forms are available in the URL below:
Research Students:
https://www.studyinjapan.go.jp/en/smap-stopj-applications-research.html
Undergraduate Students:
https://www.studyinjapan.go.jp/en/smap-stopj-applications-undergraduate.html
Training College Students:
https://www.studyinjapan.go.jp/en/smap-stopj-applications-specialized.html

Application Deadline: Friday 20th June 2025 (5:00 PM)
*Documents should be submitted to the Office of the Embassy of Japan
Written examination: 4th July 2025
(Undergraduate / Specialized Training) 5th July 2025 (Research)

Any enquiries should be addressed to the Embassy of Japan.
Email : japanese.embassy@ap.mofa.go.jp Phone : +685-21187 Website: https://www.ws.emb-japan.go.jp/itpr_ja/11_000001_00476.html

SCHOLARSHIP IN GEORGIA – 2025!

The Government of Georgia is now inviting interested Samoan nationals to apply for the 2025 Georgia Scholarship Awards.
The scholarship covers either a Bachelor's or Master's program at Ilia State University, Tbilisi State Medical University or International Black Sea University in Tbilisi, Georgia.
Applications guidelines and forms are available in the URL below:
1. Tbilisi State Medical University (TSMU): www.tsmu.edu
- Bachelor Program of Physical Medicine and Rehabilitation

email: iad@tsmu.edu (International Relations Department)

2. Ilia State University: www.iliauni.edu.ge
- Bachelors in Management, Computer Engineering, Civil Engineering, Electrical Engineering, and Computer Science.
- Masters in Business Administration, Science in Applied Genetics, Public Health and Health Policy and Atmospheric and Near Space Science.

email: admissions@iliauni.edu.ge (International Students and Program Marketing Office)

3. International Black Sea University: www.ibsu.edu.ge
- Bachelor Program in Management, Marketing, Finance, Accounting and Audit, Business Administration – Tourism, Economics, Computer Science, Graphic Design, Architecture, American Studies, International Relations, English Philosophy and Psychology.
- Masters in Management, Marketing, Finance, Computer Science, International Relations, US Foreign Affairs and Education Administration.

email: info@ibsu.edu.ge, iro@ibsu.edu.ge (International Relation Officer)

We kindly request that you also submit hard copies of your application documents to PSC Office after completing the online submission. Note that only one candidate will be selected for this opportunity.

Application Deadline: Wednesday 18th June 2025

COMMONWEALTH STARTUP FELLOWSHIP

Applications for the Commonwealth Startup Fellowship are now open! Starting in November 2025, the CSF is a six-month programme designed to fuel high-potential startups from across eligible Commonwealth countries and move them closer to commercial reality. If you're a startup with early-stage traction and want to gain essential skills and build a global network, then apply now!

The Fellowship includes:

- £35,000 Fellows Fund
- Fully funded 2-week intensive bootcamp in Accra, Ghana
- Online workshops and coaching
- Build a global network of fellow entrepreneurs
- Pitch to and meet investors from around the world

The application deadline is **Monday 30th June**. Make your application via the Imperial Enterprise Lab website!

Delivered in partnership with Imperial College London and the Commonwealth Scholarship Commission.

https://www.imperialenterpriselab.com/csf

E. Public Notices

Ministry of Communication & Information Technology

Accident Compensation Corporation

Ministry of Health

Ministry of Commerce, Industry & Labour

Ministry of Commerce, Industry and Labour
Matagaluega o Pisinisi, Alamanuia ma Leipa

PUBLIC NOTICE

The public is hereby advised of key requirements of the Occupational Safety and Health Act 2002, and its Regulation 2017 to all Government Ministries, State Owned Enterprises and Private Sector in Samoa.

As a reminder to all employers and workers, the Ministry would like to re-inforce the following key requirements and components to be met to ensure a safe and healthy working environment;

1. To have in place a policy around safety and health in the workplace including emergency evacuation.
2. Have in place an Accident register and First Aid kits to be provided to respond to accidents and incidents in the workplace.
3. Report and record any accident and incidents related to any workplace and notify the Ministry of Commerce Industry and Labour through the Commissioner or CEO for investigation purposes if required. (OSH Regulation 2017, Part 3 Section 80, 81)
4. Strategically placed and regularly serviced fire extinguisher(s) to respond to emergency situations; (OSH Act 2002 section 24 (m)).
5. Provision of relevant Personal Protective Equipment (PPE) to carry out work safely.
6. Relevant trainings for the job to ensure safety and health is observed and that these trainings are recorded; and
7. To put in place necessary measures to ensure hazards and associated risks are managed especially in high risk and hazardous occupations.

If further details are needed, please do not hesitate to contact our Occupational Safety and Health Unit on telephone numbers 20441/ 20442 OR our Free call direct line 24125.

FA'ASILASILAGA FA'ALAUA'ITELE

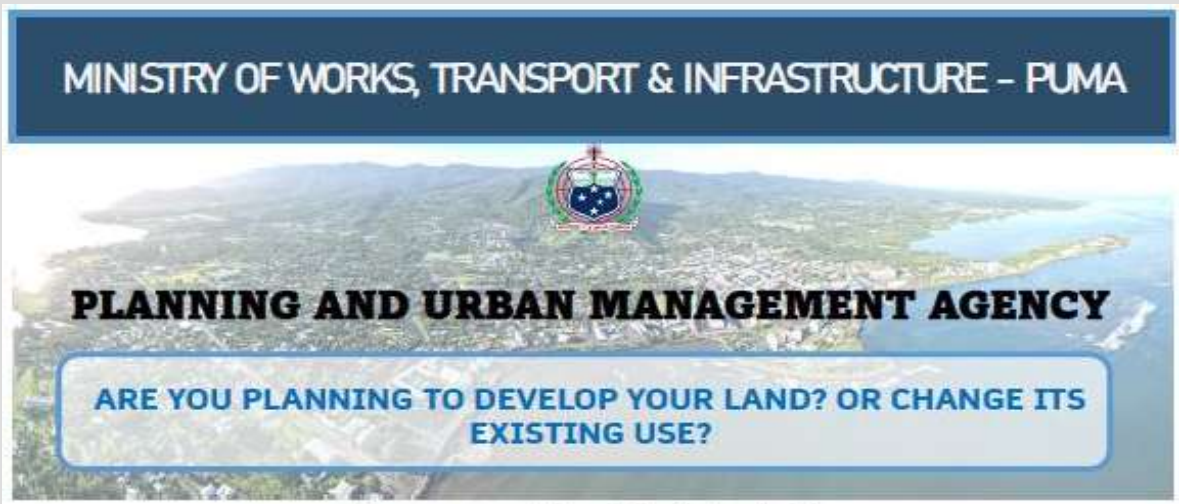
E fa'asilasila atu i le mamalu o le atunuu, tagata e onaina galuega ma tagata faigaluega, ina ia fa'amalosia le saogalemu i totonu o matagaluega a le Malo, o fa'alapotopotoga tūma'oti ma Pisinisi tūma'oti o Samoa, e tusa ma aiaiga ma ta'iala ole tulafono autū tau le Saogalemū ma le Soifua Maloloina 2002 ma le Tulafono Fa'atonutonu 2017.

O nisi nei o vaega tāūa e ao ona utagia mai e pā'aga uma a le tatou Matagaluega o Pisinisi, Ālāmanuia ma Leipa;

1. E tatau ona iai se Ta'iala o le Saogalemu ma le Soifua Maloloina i galuega e aofia ai totonu se fuafuaga e mulimulita'ia i taimi o fa'alavelave fa'afuase'i;
2. E tatau ona iai se 'api resitala ma mea faigaluega o fesoasoani muamua i nofoaga o galuega.
3. Fa'aailoa ma fa'asoa fa'alavelave tutupu e a'afia ai tagata faigaluega i falefaigaluega mo le silafia e le matagaluega mo fa'amaumauga ma iloiloga pe a mo'omia, (Tulafono Fa'atonutonu Saogalemu ma le Soifua Maloloina 2017, Vaega 3, Numera 80 & 81)
4. E tatau ona iai ni fagu tinei-mū ma ua mautinoa lona lelei atoatoa auā le tali atu i fa'alavelave tau mū; (Saogalemu ma le Soifua Maloloina 2002, Numera 24 (m))
5. E tatau ona iai ni meafaigaluega tau puipuiga po'o lavalava faigaluega talafeagai aua le puipuiga 'a'o fa'atino ai galuega;
6. Ia fa'atino ni a'oa'oga talafeagai e feso'ota'i lelei ma galuega o lo'o fa'atino ina ia mautinoa le malupuipuia o lona fa'atinoga; ma
7. E tatau ona faia ni la'asaga talafeagai e pulea ai tulaga lamatia semaise lava galuega mata'utia matuiā e ono lamatia ai le saogalemu ma le soifua maloloina o tagata faigaluega.

Mo nisi fa'amatalaga e moomia, fa'afeso'ota'i mai le Vaega o le Saogalemū ma le Soifua Maloloina i Galuega i le telefoni 20441/ 20442 poo le laina telefoni vili fua 24125.

Ministry of Works, Transport & Infrastructure - PUMA



Have you considered the following?

✓	**Legal Consents and permits** – have you obtained the landowner's consent, Development Consent from PUMA and other necessary permits?
✓	**Environmental Impacts**- will the development have a negative impact on the surrounding environment? E.g., biodiversity, land, water bodies, heritage and cultural sites?
✓	**Your neighbors**- how will it impact your neighbors? E.g., excessive noise and dust, smell fumes surface waters runoff, waste water and sewage.
✓	**Land use compatibility** – are the land use activities compatible with existing land use? E.g., residential and night clubs, factories
✓	**Site geography**- will the development complement the natural topography, soils and local climatic conditions?
✓	**Site layout**- are land use and buildings appropriately oriented, located and set back from boundaries (and each other)?
✓	**Hazard prone areas** – how will the development respond to natural hazards including land slips, erosion and cyclones?
✓	**Climate change**- how will the development respond to the effects of climate change e.g., increased flooding and cyclones?
✓	**Landscaping**- use of native landscaping to minimize hard surfaces and enhance visual amenity.
✓	**Built character** – do the heights and shapes of proposed buildings complement adjacent buildings?
✓	**Traffic, parking and access** – is there sufficient vehicular access and parking spaces provided with no impediments to traffic movement?
✓	**Site utilities**- connectivity to electricity, sewer, water. Telecommunication and drainage systems.
✓	**PUMA planning policies**- does the development comply with relevant plans and policies that regulate development environmental impacts e.g Sustainable management Plan, Policy for the Planning and Development of Buildings, Fencing Guideline, Urban Design Standards, Signage Policy, EIA Regulations, Codes of Environmental Practice, Community Integrated Management Plans, etc.

To ensure your development has considered the factors above and for further advice, please visit the PUMA Office located on the first floor of the Tui Atua Tupua Tamasese Efi (TATTE) building at Sogi.

Contact us on telephone line 21611 or visit our website at www.mwti.gov.ws

Ministry of Women, Community & Social Development

Samoa Qualifications Authority

Ministry of Agriculture & Fisheries

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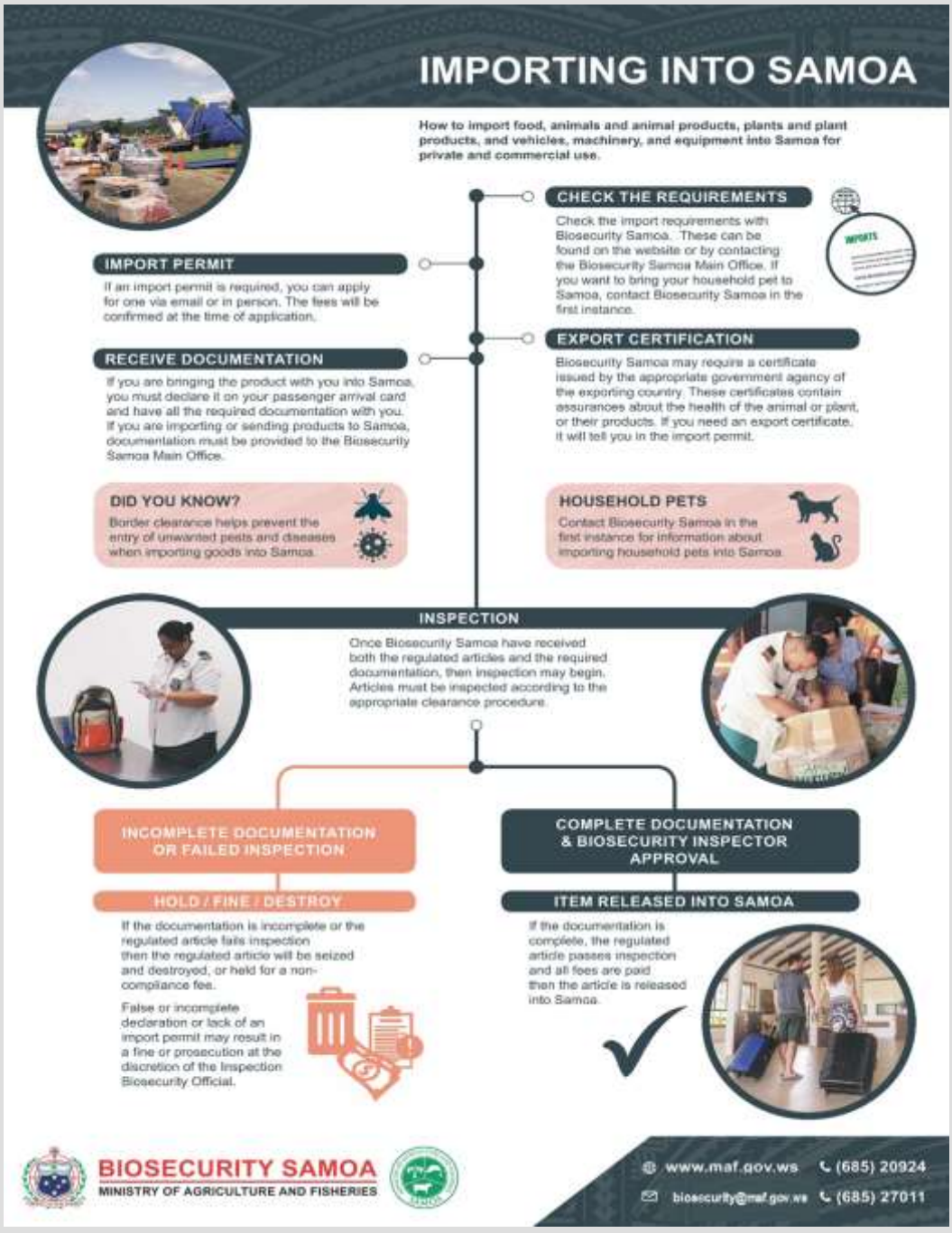
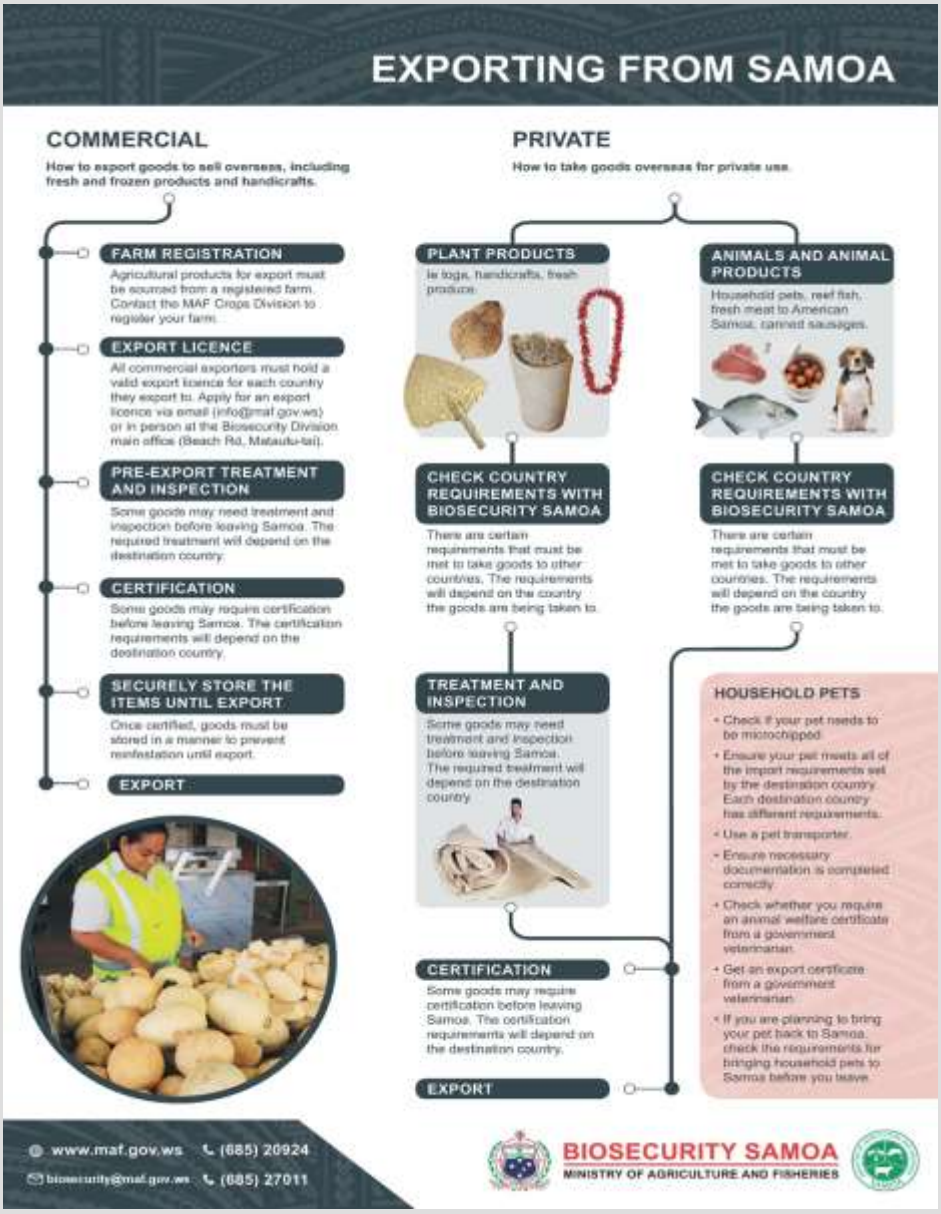
Biosecurity Samoa




EXPORTING FROM SAMOA
COMMERCIAL
How to export goods to sell overseas, including fresh and frozen products and handicrafts.
FARM REGISTRATION
Agricultural products for export must be sourced from a registered farm. Contact the MAF Crops Division to register your farm.
EXPORT LICENCE
All commercial exporters must hold a valid export licence for each country they export to. Apply for an export licence via email (info@maf.gov.ws) or in person at the Biosecurity Division main office (Beach Rd, Matautu-tai).
PRE-EXPORT TREATMENT AND INSPECTION
Some goods may need treatment and inspection before leaving Samoa. The required treatment will depend on the destination country.
CERTIFICATION
Some goods may require certification before leaving Samoa. The certification requirements will depend on the destination country.
SECURELY STORE THE ITEMS UNTIL EXPORT
Once certified, goods must be stored in a manner to prevent reinfestation until export.
EXPORT
PRIVATE
How to take goods overseas for private use.
PLANT PRODUCTS
ie logs, handicrafts, fresh produce.
ANIMALS AND ANIMAL PRODUCTS
Household pets, reef fish, fresh meat to American Samoa, canned sausages.
CHECK COUNTRY REQUIREMENTS WITH BIOSECURITY SAMOA
There are certain requirements that must be met to take goods to other countries. The requirements will depend on the country the goods are being taken to.
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TREATMENT AND INSPECTION
Some goods may need treatment and inspection before leaving Samoa. The required treatment will depend on the destination country.
HOUSEHOLD PETS
• Check if your pet needs to be microchipped.
• Ensure your pet meets all of the import requirements set by the destination country. Each destination country has different requirements.
• Use a pet transporter.
• Ensure necessary documentation is completed correctly.
• Check whether you require an animal welfare certificate from a government veterinarian.
• Get an export certificate from a government veterinarian.
• If you are planning to bring your pet back to Samoa, check the requirements for bringing household pets to Samoa before you leave.
CERTIFICATION
Some goods may require certification before leaving Samoa. The certification requirements will depend on the destination country.
EXPORT
www.maf.gov.ws (685) 20924
biosecurity@maf.gov.ws (685) 27011
BIOSECURITY SAMOA
MINISTRY OF AGRICULTURE AND FISHERIES