PUBLIC SERVICE OFFICIAL CIRCULAR

Issued weekly by the Public Service Commission *Issue 31/2025, 12th August 2025*

Jesus said to him, "If you can believe, all things are possible to him who believes."
Mark 9:23

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
Agriculture & Fisheries	AG000385	**ACEO Legal** **(Re-advertisement: Previous Applicants NEED NOT re-apply)**	$94,624	10-Sept-2025
Communications & Information Technology	CT002759	**ACEO Legal**	$94,624	22-Aug-2025
Education & Culture	EC001141	**School Inspector – Aana 2 District**	$55,431	18-Aug-2025
"	EC001201	**School Inspector – Faasaleleaga 2**	$55,431	18-Aug-2025
Finance	FI003133	**ACEO Internal Audit & Investigations**	$94,624	3-Sept-2025
"	FI003117	**ACEO Accounting and Financial Reporting**	$94,624	3-Sept-2025
Foreign Affairs & Trade	FT001791	**ACEO Trade**	$94,624	18-Aug-2025
"	FT002603	**ACEO International Relations Division**	$94,624	3-Sept-2025
Health	MH001083	**ACEO Legal** **(Re-advertisement: Previous Applicants NEED NOT re-apply)**	$94,624	22-Aug-2025
Justice & Courts Administration	JC003339	**ACEO Information Management and Registry Division**	$94,624	22-Aug-2025
Office of the Regulator	OOTR04	**ACEO Multisector Regulator Services** **(Re-advertisement: Previous Applicants NEED TO re-apply)**	$94,624	22-Aug-2025
Public Enterprises	PE000003	**ACEO Commercial Entitties Monitoring** **(Re-advertisement: Previous Applicants NEED TO re-apply)**	$94,624	25-Sept-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

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	AG001681	**Crops Information Officer / Libarian**	**A8** $21,086	25-Aug-2025	**Henrietta Mano,** TATTE Building, Level 4 henrietta.mano@maf.gov.ws
Education & Culture	EC001213	**Nightwatchman - Main Office** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A4** $10,534	25-Aug-2025	**Matagitausulu L. Kuresa,** Malifa Compound m.kuresa@mesc.gov.ws
Prime Minister & Cabinet	PM003302	**IT Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A10** $27,559	25-Aug-2025	**Main Office** Level 4, Gov't Building hr@mpmc.gov.ws
Women, Community & Social Development	WS003217	**Planning & Reporting Officer**	**A10** $27,559	25-Aug-2025	**Faagotola Iere** Tooa Salamasina Building fiere@mwcsd.gov.ws
Works, Transport & Infrastructure	WI003112	**Principal Engineering Officer**	**A17** $67,845	25-Aug-2025	**Mele Nofoasaefa** TATTE Building, Level 4 mele.nofoasaefa@mwti.gov.ws
"	WI003133	**Strategic Planning Officer**	**A10** $27,559	25-Aug-2025	"
"	WI003137	**Urban Management Officer**	**A10** $27,559	25-Aug-2025	"
"	WI003148	**Street and Location Addressing Officer**	**A10** $27,559	25-Aug-2025	"

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 - **25th August, 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	AG003760	**Principal Advisory and Development Officer**	**A16** $55,431	**Siusiuosalafai Papalii
"	AG003784	**Principal Administration and Finance Office**	**A16** $55,431	**Vaivasa Ulufale Papalii
Commerce, Industry & Labour	CL002455	**Inspector of Incorporated Societies,CU & CT**	**A10** $27,559	**Royal Prince Alfred Tala
Health	MH001268	**Office Assistant / Tea Lady**	**A4** $10,534	**Seleni Junior Mate
Prime Minister & Cabinet	PM003610	**Assistant Immigration Officer**	**A6** $15,147	**Polytechnic Sailau Kuresa Vaigalepa

**** 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
Agriculture & Fisheries	AG003485	**Procurement Officer (Assets)**	**A11** $30,896	Tilomai Sefo
Education & Culture	EC000012	**Senior HR Development Officer**	**A12** $34,438	Lusia Tuimavave Hunt

Finance	FI003277	**Head Cleaner FMFM11**	**A6** $15,147	Kuini Solofa
Foreign Affairs & Trade	FT002070	**Principal Foreign Service Officer - IRD**	**A16** $55,431	Marissa Toomata
Justice & Courts Administration	JC003358	**Administration Officer**	**A8** $21,086	Hani Samaeli
Natural Resources & Environment	NE002528	**Administrator Officer**	**A8** $21,086	Felila Pese Sasita
"	NE003635	**Sector Communication Officer**	**A10** $27,559	Johsua Pulemau Setima
"	NE001036	**Receptionist**	**A4** $10,534	Tespow Pouleta
"	NE003616	**Assistant Maintenance**	**A4** $10,534	Jeremiah Mikaele
"	NE000403	**Driver - Main Office**	**A4** $10,534	Neetia Lauolefiso
"	NE001016	**Watershed - Vailima**	**A4** $10,534	Iakopo Peseta
"	NE003611	**Watershed - Vailima**	**A4** $10,534	Afereti Pritchard
Prime Minister & Cabinet	PM000464	**Communication Officer**	**A5** $12,714	Lopajoyce Fiti
"	PM000683	**Tea Lady - Cabinet**	**A4** $10,534	Faatiuoamoa Kelemete
Women, Community & Social Development	WS003956	**Transport Officer**	**A8** $21,086	Faaolo Fevesiai
Works, Transport & Infrastructure	WI003033	**Licensing Officer**	**A12** $34,438	Taffy Banse

B. Public Sector/Other Agencies

VACANCIES

Special Advertisement

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Samoa Ports Authority	-	**GENERAL MANAGER**	CEO Level	5-Sept-2025	**Faamatapili Kamilo Kelemete** Level 1, NPF Plaza kamilo.kelemete@mpe.gov.ws

Contract Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Development Bank of Samoa	-	**Manager – Legal Division**	$94,624.42	20-Aug-2025	**Henrietta Wulf** Development Bank of Samoa henriettaw@dbsamoa.ws
Electric Power Corporation	-	**Senior Engineer Development**	$87,027	15-Sept-2025	**HR Management** TATTE Building, SOGI matamuf@epc.ws or tinais@epc.ws

Land Transport Authority	-	**Manager Internal Audit**	$94,624	25-Aug-2025	**Human Resource email** hr@lta.gov.ws **or** www.lta.gov.ws
"	-	**Contracts Engineer - World Bank**	$72,447.02 - $94,377.64	1-Sept-2025	"
"	-	**Contract Engineer - PMD** (Re-advertisement)	$72,447.02 - $94,377.64	1-Sept-2025	"
Legislative Assembly	-	**Clerk Assistant for Paliarmentary Committees Office**	$94,624.00	19-Aug-2025	**ISS Division** Maota Tofilau Eti Alesana, Mulinuu iss@palemene.ws
Samoa Fire & Emergency Services Authority	-	**Assistant Commissioner: Fire Safety and Fire Preventions**	$94,624.00	15-Aug-2025	**Petroceilli Lokeni** SFESA Building, petrocelli.lokeni@sfesa.ws
"	-	**Assistant Commissioner: Integrated Health Care Response**	$94,624.00	15-Aug-2025	"
Samoa National Provident Fund	-	**Assistant Manager – Legal Services**	$72,405/$87,912	26-Aug-2025	**Vetalcy / Uini** Level 1, Main SNPF Building vetalcy@npf.ws / uini@npf.ws
"	-	**Assistant Manager Finance – Expenditure**	$72,405/$87,912	26-Aug-2025	"
Samoa Ports Authority	-	**Assistant General Manager Corporate Services**	$94,624	5-Sept-2025	**Unasa Tina Main Office Matautu**, tinapenn@spasamoa.ws / taofi@spasamoa.ws .
Samoa Qualifications Authority	-	**Principal Qualifications Officer** (Re-advertisement: Previous Applicants **NEED NO**T re-apply)	$58,193.00	15-Aug-2025	**SQA Office** TATTE Blding, Level 2 www@sqa.gov.ws
Samoa Shipping Corporation Limited	-	**Principal Technical Maritime Officer**	$55,431 - $64,501	22-Aug-2025	**Corporate Service Division** SSC Building, Matautu-Tai vandahlia@ssc.ws / 685-20935
"	-	**Assistant General Manager - Maritime**	$94,624.24	5-Sept-2025	"

Permanent Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Development Bank of Samoa	DBS_1273	**Loans Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$21,307 - $36,870	18-Aug-2025	**Luuga Pinati** Development Bank of Samoa luugap@dbsamoa.ws
Electric Power Corporation	-	**Admin/Accounts Officer (Savaii)**	$22,195	15-Aug-2025	**HR Management** TATTE Building, SOGI matamuf@epc.ws or tinais@epc.ws
"	-	**Network Engineer - Administrator (ICT)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$52,235	15-Aug-2025	"
"	-	**Database Engineer - Programmer (ICT)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$52,235	15-Aug-2025	"
"	-	**Eletrical Technician**	$15,193	25-Aug-2025	"
"	-	**Groundsman (2)**	$10,019	25-Aug-2025	"
Legislative Assembly	-	**Secretary to the Clerk**	$55,431.00 p.a	19-Aug-2025	**ISS Division** Maota Tofilau Eti Alesana, Mulinuu iss@palemene.ws
Land Transport Authority	-	**GIS/Information Analyst**	$46,427.77 - $56,420.97 p.a	18-Aug-2025	**Human Resource email** hr@lta.gov.ws **or** www.lta.gov.ws
"	-	**Engineering Officer - Assets**	$23,128.73 - $28,545.89	18-Aug-2025	"

"	-	**Junior Safeguards Officer** (Re-advertised Vacancy)	$17,319.26 -$28,545.89	18-Aug-2025	"
"	-	**Senior Engineering Officer - WB** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$29,555.19 -$44,849.95	18-Aug-2025	"
Police, Prisons & Corrections	-	**Senior Finance Officer**	$34,439 - $37,406	25-Aug-2025	**HR Section** 22222 ext 1050 or 1054 email: hr@police.gov.ws website:samoapolice.ws/contact/vacancies/
"	-	**Senior IT Officer - Infrastructure Lead**	$42,358 - $46,158	25-Aug-2025	"
Public Trust Office	-	**IT Officer** (Re-advertisement)	$27,559.00 - $30,063	29-Aug-2025	**Juvalein Lelevaga** PTO Building, Matafele ptrustee@publictrust.ws or elekana.pupi@publictrust.ws

C. International/Regional Agencies

Food & Agriculture Organization Of The United Nations		**Fishery and Aquaculture Officer, P-4, SAP (VA 2501848)**	-	23-Aug-2025
Details about the positions and how to apply can be accessed from the following link: https://jobs.fao.org/careersection				
Food & Agriculture Organization Of The United Nations		**Climate Change Advisor** (Re-advertisement: Previous Applicants **NEED TO** re-apply	-	15-Aug-2025
Details about the positions and how to apply can be accessed from the following link: https://www.ffa.int/jobs/climate-change-advisor-readvertised/				
Secretariat of the Pacific Regional Environment Programme (SPREP)		**Procurement Assistant (PROCA)**	-	15-Aug-2025
"		**Administration and Liaison Support Officer, SPREP Fiji Office (ALSO-SFO)**	-	15-Aug-2025
* Job Descriptions and Application Forms can be downloaded from the SPREP website: https://www.sprep.org/careers				
Pacific Community (SPC)	SS000003	**HR Manager - Remuneration, Systems and Health & Safety**	-	7-Sept-2025
"	CR000471	**Principal Fisheries Scientist (Coastal & Nearshore Fisheries)**	-	7-Sept-2025
"	CR000474	**Data Visualisation and Outreach Advisor (Noumea-based)**	-	14-Sept-2025
Applicants must apply online at http://careers.spc.int/				

D. Training/Scholarship Opportunities

COMMONWEALTH MASTER'S SCHOLARSHIP

The CSC is open for applications between 02 September 2025 and 14 October 2025.

How to apply

● Candidates must apply using the CSC's online application system which can be found on the CSC website. Each scholarship has a 'How to apply' section which will have information and guidance on the application process and the link to the online application system**. The CSC is unable to accept any applications that are not submitted via the online application system or after the closing date listed above.**

CSC Eligibility Criteria for Commonwealth Master's Candidates

To apply for these scholarships, you must:

● Must be a Samoan Citizen (NZ/Samoan dual citizens are eligible)
● Must have resided in Samoa for three (3) consecutive years at the time of application
● Must have at least two (2) years' full-time work experience relevant to preferred qualification
● Previous scholarship holders must have served out all Bond obligations to Government of Samoa at the time of application
● Priority will be given to Human Resource Development (HRD) needs for the development of Samoa
● Be available to start your academic studies in the UK by the start of the UK academic year in September 2026
● By September 2026, hold a first degree of at least upper second class (2:1) honours standard, OR a second-class degree (2:2) and a relevant postgraduate qualification (usually a Master's degree). The CSC would not normally fund a second UK Master's degree. If you are applying for a second UK Master's degree, you will need to provide justification as to why you wish to undertake this study
●Be unable to afford to study in the UK without this scholarship
●Provide full transcripts detailing all your higher education qualifications including to-date transcripts for any qualifications you are currently studying (with certified translations if not in English) – uploaded to the online application system
●Provide references from at least two individuals.
Agency deadlines:
You are required to submit a hard copy of your application form to the Public Service Commission Office for endorsement by **17 October 2025**. Please note that only candidates that have already submitted an application online to CSC can be considered/nominated.

Contact us:
● Visit our website
● Find us on LinkedIn
Please note that all applicants are recruited in line with the CSC's anti-fraud policy and procedure which can be viewed here.
Further general conditions, information and guidelines can be found on the CSC website.

Manaaki New Zealand 2025 Scholarships Samoa Foundation

Reminder for Foundation Students NUS/USP

Eligibility Criteria for New Zealand Scholarship Awards

Attain at least a 75% or above average for English + Best 3 Courses (excluding Samoa) by the end of Semester One (1) to enter into Preliminary Selection.
Must be Samoan citizen but can also be a Dual Samoa—New Zealand citizen to be eligible for a scholarship award.
Conditions apply to students citizenship for a New Zealand funded award.

Note: All Eligible Students must Apply Online using the Link below:
Apply online for a Manaaki New Zealand scholarship | MANAAKI | Education New Zealand
Online Portal is now
Open: Friday 1st August 2025
Close: **1pm Sunday 31st August 2025**

Don't wait until the last day to submit your application.

Selected candidates will begin their studies in 2026.

For more information please contact our office on telephone **22123/22124/22125/26478** or **email** us on scholarships@psc.gov.ws

MANAAKI NEW ZEALAND SCHOLARSHIPS PORTAL ACCESS
for Samoa Foundation Students
Portal Opens Friday 1st August 2025
Portal Closes 1pm Sunday 31st August 2025

You have one month to complete and submit your application.
1. Start by reading the scholarships information on the Apply online for a Manaaki New Zealand scholarship | MANAAKI | Education New Zealand link
2. Check if you are eligible to apply:
Once you've completed your eligibility test, write down the number you're given. From there, follow the instructions of the process – the Portal. Write down your username and password.
4. Start your Application. When you get to the part where you fill in the course(s) you want to do, save your application and exit the portal.

5. Start doing your research on the courses you would like to pursue. You can go on the websites of the following institutions:
University of Auckland
Auckland University of Technology
Unitec
Massey University (Auckland Campus; Palmerston North campus and Wellington Campus)
Wintec
University of Waikato
Victoria University of Wellington
University of Canterbury (NOT for Bachelor of Engineering with Honours)
University of Otago
Lincoln University

6. Continue your Application. Go back to your Application and fill in the details of the University that has the program you are interested in, the name of the program and courses

7. Submit your Application. Go over your Application one last time, make sure that you understand your program and courses. When you are sure with everything, then submit your application.

Things to think about when completing your Application

Your answers need to be your own!
You need to understand and know how important your studies are to you, and how important it is for Samoa.
Does it align with Samoa's Development Goals (SDGs)?
Go to PSC and get a copy of Samoa development priority needs.
If you get your degree and you come back to Samoa, where will you work? How will your work benefit from your studies?
Your answers will be the basis for your interview, should you make it through the next stage of the scholarships process

NOTE:
Don't forget you have two options of studies. You can either look at: the same study programme BUT at different Universities; or two different study programmes but at the same University.

E. Public Notices

Ministry of Communication & Information Technology

Accident Compensation Corporation

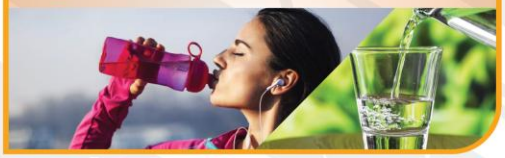
Ministry of Health

Ministry of Health
Matagaluega ole Soifua Maloloina

Taiala
MO LE FUAFUAINA TATAU O TAUMAFA
mo SAMOA

Taumafa ituaiga meaai eseese mai vaega e tolu o meaai, i aiga taitasi.

Inu ia lava vai mama ma saogalemu i aso uma.



Taumafa fualaauaina taumafa mata ma fualaauaina faisua e lima (5) pe sili atu i aso uma.

Toto, fafaga ma faaaoga meaai mai au faatoaga ma lafu manu.

Gaosia pe filifili meaai ma vai inu e laititi ai le masima, suka male gao.

Siaki ma faamaonia faamatalaga tusitusia tau taumafa tatau o loo i luga o oloa.

Faasusu pepe na o le suasusu o tinā, mo le uluai 6 masina, ma faaauau mo le 2 tausaga pe sili atu.

Teu lelei meaai uma e pei o meaai taumafa mata, meaai tuu aisa ma meaai ua vela.

Fafaga pepe ma fanau iti mai le 6 masina i meaai tatau ma talafeagais.

Fufulu lima i vai mama ma le fasi moli poo le vailaau fufulu lima (sanitizer) ae lei saunia ma taumafaina meaai.

Refer to
FOOD & NUTRITION RESOURCE BOOKLET
or ***Scan QR CODE*** for more information.

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 aemaise 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.

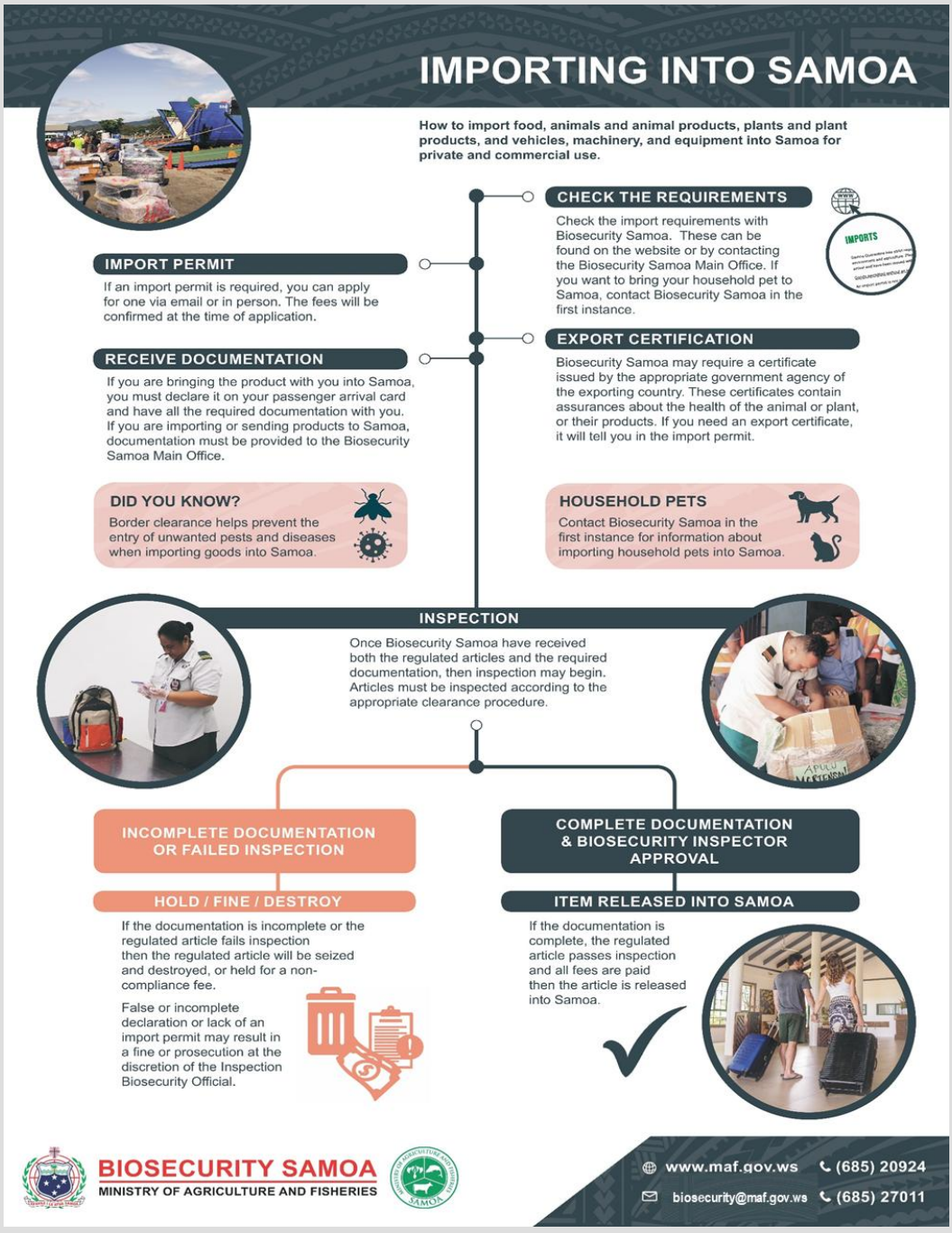
Contact us on telephone line 21611 or visit our website at www.mwti.gov.ws

Ministry of Women, Community & Social Development

Samoa Qualifications Authority

Ministry of Agriculture & Fisheries

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 toga, handicrafts, fresh produce.

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.

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.

EXPORT

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.

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.

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BIOSECURITY SAMOA
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