PUBLIC SERVICE OFFICIAL CIRCULAR

Issued weekly by the Public Service Commission *Issue 46/2025, 28th November 2025*

Sing praise to the LORD, you saints of His, and give thanks at the remembrance of His holy name.
Psalm 30:4

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
Communications & Information Technology	CT002689	**ACEO Policy Planning and Development**	$94,624	4-Dec-2025
"	CT002707	**ACEO Broadcasting Services**	$94,624	11-Dec-2025
Justice & Courts Administration	JC003421	**ACEO District and Therapeutic Courts**	$94,624	11-Dec-2025
Public Service Commission	PS002693	**Assistant Secretary - Public Service, Policy, Performance and Ethics**	$94,624	18-Dec-2025
Samoa Bureau of Statistics	BS001004	**ACEO National ID**	$94,624	11-Dec-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:
Health	MHP25001	**Cervical Cancer Control Co-ordinator** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A17** $67,845	11-Dec-2025	**Siaeauli Siaea** Motootua siaeauli.siaea@health.gov.ws
"	MHP23009	**District Medical Officer - Satupaitea DH** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A19** $83,666	11-Dec-2025	"
"	MHP22012	**Community Nutrition Officer - Saanapu DH** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A10** $27,559	11-Dec-2025	"
Works, Transport & Infrastructure	WIP25005	**Senior Monitoring and Evaluation (Alaoa Project)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A13** $38,397	11-Dec-2025	**Mele Nofoasaefa** TATTE Building, Level 4 mele.nofoasaefa@mwti.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:
Customs & Revenue	RE000320	**Office Cleaner - Customs**	**A4** $10,534	11-Dec-2025	DBS Building, Level 4 hr@revenue.gov.ws **OR** www.revenue.gov.ws
Commerce, Industry & Labour	CL002425	**Principal Labour Inspector - Industrial Relations**	**A16** $55,431	11-Dec-2025	**HR & Admin** Level 4, ACC Building mcilhr@mcil.gov.ws
"	CL002428	**Senior Inspector - Apprenticeship**	**A12** $34,438	11-Dec-2025	"
"	CL000401	**Driver**	**A4** $10,534	11-Dec-2025	"
Education & Culture	EC001207	**Registration Officer**	**A10** $27,559	11-Dec-2025	**Main Office** Malifa Compound hr@mesc.gov.ws
"	EC000022	**Senior Records Officer**	**A5** $12,714	11-Dec-2025	"
"	EC000912	**Tea Lady/Cleaner**	**A4** $10,534	11-Dec-2025	"
Healh	MH001558	**Principal Dental Officer - PC&SDT** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A16** $55,431	11-Dec-2025	**Siaeauli Siaea** Motootua siaeauli.siaea@health.gov.ws
"	MH001564	**Dental Officer - TTM Hospital** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A13** $38,397	11-Dec-2025	"
"	MH001386	**Dental Officer - TTM Hospital** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A13** $38,397	11-Dec-2025	"
"	MH001243	**Health Sector Resourcing Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A10** $27,559	11-Dec-2025	"
"	MH001379	**Domestic Assistant Poutasi - Poutasi DH** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A4** $10,534	11-Dec-2025	"
"	MH001344	**Security - TTM Hospital**	**A4** $10,534	11-Dec-2025	"
"	MH001030	**Strategic Health Planning Officer**	**A10** $27,559	11-Dec-2025	"
"	MH001226	**Senior Sanitation Surveliance Officer**	**A14** $42,358	11-Dec-2025	"
"	MH001938	**Ward Clerk**	**A8** $21,086	11-Dec-2025	"
Public Service Commission	PS003068	**Principal HR Officer - SES**	**A17** **$**67,845	11-Dec-2025	**Main Office** Level 2, Govt Building info@psc.gov.ws
Women, Community & Social Development	WS003912	**Senior IT Officer - (System & Software Support)**	**A15** $47,428	11-Dec-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 **11th December, 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
Education & Culture	EC000042	**Senior Assets Management Officer**	**A12** $34,438	**Karolaine Tali
"	EC000154	**Senior Education Officer - School Staffing**	**A12** $34,438	**Fotuomanaia Ieremia Peni
Foreign Affairs & Trade	FT002139	**Accounts & Administration Officer**	**A10** $27,559	**Margaret Sekuini
Health	MH001454	**Audit Examiner**	**A8** $21,086	**Romate Matele
"	MH001289	**Project Audit Examiner**	**A8** $21,086	**Asia Fareti
Sports & Recreation	SR000014	**Principal ICT Officer**	**A16** $55,431	**Niualega Filipo
Women, Community & Social Development	WS003214	**Payroll Officer**	**A10** $27,559	**Pipiimaleeleele Natia
Works, Transport & Infrastructure	WI003165	**Principal Legal Officer**	**A16** $55,431	**Faauu Kolia

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

CONFIRMED APPOINTMENTS

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
Works, Transport & Infrastructure	WIP21002	**Senior Procurement Officer**	**A13** $38,397	Danielle Sua

Permanent Positions

Under Section 34 of the Public Service Act 2004

Ministry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Appointee
Education & Culture	EC000161	**In-Service Training Officer**	**A7** $17,934	Kurtchester Daniel Ah Sio Sale
Justice & Courts Administration	JC003337	**Principal Information Technology Officer**	**A16** $55,431	Sooletala Fiti
Natural Resources & Environment	NE003591	**Assistant Motor & Metal**	**A4** $10,534	Faatupumealelei Sikovi
"	NE003595	**Mechanic - Mulinuu**	**A4** $10,534	Evagelia Tavita
"	NE003589	**Assistant Mechanic - Mulinuu**	**A4** $10,534	Fili Tanuvasa
"	NE003388	**Assistant Administration - MET**	**A4** $10,534	Saoefa Willam
Public Service Commission	PS003020	**Senior HR Officer - Policy, Performance and Ethics**	**A14** $42,358	Noel Ah Siu

Sports & Recreation	SR000016	**Principal Sports Officer**	**A16** $55,431	Suia Petana
Women, Community & Social Development	WS003263	**Research Officer**	**A10** $27,559	Simorina Potoi
Works, Transport & Infrastructure	WI003003	**Principal Building Inspector**	**A16** $55,431	Tiatia Faitele Fui

B. Public Sector/Other Agencies

VACANCIES

Contract Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Electric Power Corporation	-	**Electrical Engineer - Asset Management** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$72,946	12-Dec-2025	**HR Management** TATTE Building, SOGI matamuf@epc.ws or tinais@epc.ws
"	-	**Social & Land Acquisition Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$72,946	12-Dec-2025	**HR Management** TATTE Building, SOGI matamuf@epc.ws or tinais@epc.ws
Land Transport Authority	-	**Manager Legal**	ACEO Level	1-Dec-2025	**Human Resource email** hr@lta.gov.ws **or** www.lta.gov.ws
"	-	**Manager Procurement & Programming**	ACEO Level	22-Dec-2025	"
"	-	**Manager Quality Assurance**	ACEO Level	22-Dec-2025	"
Public Trust Office	PTO08/23	**Legal Executive** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$83,666- $94,167.42	19-Dec-2025	**Juvalein Lelevaga** PTO Building, Matafele ptrustee@publictrust.ws or juvalein.lelevaga@publictrust.ws
Samoa Airport Authority	-	**Manager - Legal Services**	$94,624	19-Dec-2025	**HR Division Phone** 23201 ext 126 **email** enquiries-hr@saa.ws or **web** www.samoaairports.com
Samoa Ports Authority	-	**Assistant General Manager Domestic Ports**	$94,624	12-Dec-2025	**Main Office** Matautu Tai 64400 or email: tinapenn@spasamoa.ws / taofi@spasamoa.ws
Samoa National Provident Fund	-	**Manager Finance**	$94,624 - $103,377	5-Dec-2025	**Ateca / Gaoafaranifou** Level 1, Main SNPF Building ateca@npf.ws / gaoafaranifou@npf.ws
"	-	**Resort General Manager**	-	6-Dec-2025	**Veronica Kolena/Vanita Fanolua Phone** 7700170 or 7706608 **email** veronica@npf.ws / vanita@npf.ws
"	-	**Director Finance & Accounts**	-	6-Dec-2025	"
"	-	**Director IT & System Administration**	-	6-Dec-2025	"
"	-	**Director People & Culture**	-	6-Dec-2025	"
"	-	**Director Operations & Marketing**	-	6-Dec-2025	"

"	-	**Manager Food & Beverage**	-	6-Dec-2025	"
"	-	**Manager Accounts - Payable**	-	6-Dec-2025	"
"	-	**Manager Accounts - Receivable**	-	6-Dec-2025	"
"	-	**Manager Reservation**	-	6-Dec-2025	"
Samoa Airport Authority	-	**Principal Officer - Terminal Facilities**	$65,651	4-Dec-2025	**HR Division** **Phone** 23201 ext 126 **email** enquiries-hr@saa.ws or **web** www.samoaairports.com
"	-	**Senior Officer - Mechanical Engineer**	$34,438	4-Dec-2025	"
Samoa Water Authority	-	**Engineer - Asset Management**	$73,388 - $90, 472 p.a	3-Dec-2025	**Human Resource Division** 2nd Floor TATTE Building, hr@swa.gov.ws

Permanent Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Central Bank of Samoa (CBS)	-	**Research Officer**	$19,371.00	5-Dec-2025	**HR Department** Ground Floor, CBS Building hr@cbs.gov.ws
Electric Power Corporation	-	**Foreman Electrical (PG)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$38,675.00	5-Dec-2025	**HR Management** TATTE Building, SOGI matamuf@epc.ws or tinais@epc.ws
"	-	**(5) Linesman Trainee** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$11,259.00	5-Dec-2025	"
"	-	**(2) Team Leader Fault Service (Vaitele)**	$25,065	12-Dec-2025	"
"	-	**(6) Tree Clearing Labourer (Vaitele)**	$9,254	12-Dec-2025	"
"	-	**(7) Linesman Trainee (Vaitele)**	$11,259	12-Dec-2025	"
"	-	**Electrical Technician (QA)**	$15,193	12-Dec-2025	"
Office of the Electoral Commission	EV000052	**Principal Electoral Statistician**	$55,431	12-Dec-2025	**Corporate Service Division** OEC Headquarter, Mulinuu csds@oec.gov.ws
Land Transport Authority	-	**Principal Engineering Officer - World Bank**	$46,427.77 - $72,601.93	8-Dec-2025	**Human Resource** **email** hr@lta.gov.ws **or** www.lta.gov.ws
Police, Prisons & Corrections	-	**Constables (New Recruit)**	$18,545	5-Dec-2025	**HRM Section** 22222 ext 1050 or 1054 email: hr@police.gov.ws

National Kidney Foundation of Samoa	-	**(2) Senior Registered Nurses**	-	4-Dec-2025	**Faia Nauer** Moto'otua fnauer@nkfsamoa.org.ws
"	-	**(2) Healthcare Assistants**	-	4-Dec-2025	"
"	-	**(3) Hygienists (Industrial Cleaners**	-	4-Dec-2025	"
"	-	**Ward Clerk**	-	4-Dec-2025	"
Samoa Airport Authority	-	**Senior Officer - Occupational Health & Fitness Coordinator**	$34,438	12-Dec-2025	**HR Division** **Phone** 23201 ext 126 **email** enquiries-hr@saa.ws or **web** www.samoaairports.com
Samoa Qualifications Authority	-	**Quality Assurance Officer**	$28,377.00	8-Dec-2025	**SQA Office** TATTE Blding, Level 2 www@sqa.gov.ws
"	-	**Senior Moderation Officer**	$39,369.00	8-Dec-2025	"
Samoa Shipping Services	-	**Crewing Officer**	$18,032	5-Dec-2025	**SSS Office** Savalalo oauapaau@ssltd.ws **or** telephone 20790 / 20796
"	-	**Administration / Office Assistant**	$12,052	5-Dec-2025	"

C. International/Regional Agencies

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline
Pacific Islands Forum Secretariat	-	**Deputy Director-General - Science and Capability** Base in Suva, Fiji	-	10-Jan-2026
Intrested applicants are encouraged to apply via the malcolmduncan@insgroup.com.au				
"	TT000150	**Health and Climate Change Officer** Base in Suva, Fiji	-	7-Dec-2025
"	TT000149	**Project Imlementation Officer** Base in Suva Fiti	-	7-Dec-2025
Intrested applicants are encouraged to apply via the Pacific Islands Forum website				
Pacific Islands Forum Fisheries Agency (FFA)	-	**Financial Accountant (Vacant)**	-	4-Dec-2025
"	-	**Management Accountant (Occupied but advertised due to 6-Year Rule) -** Readvertised	-	4-Dec-2025
"	-	**Fisheries Development Division Coordinator (Occupied but advertised due to 6-Year Rule)**	-	5-Dec-2025
"	-	**Human Resources Performaance Analyst (Vacant)**	-	6-Dec-2025
Details about the positions and how to apply can be accessed from the following link https://www.ffa.int/jobs/				
Samoa Australia Tautai	-	**PSC Organizational Development Adviser**	-	30-Nov-2025
Please visit recruitment@TautaiPartnership.org				
Samoa Australia Tautua	-	**Civil Society Organisations Monitoring, Evaluation and Learning (CSO MEL)Coordinator** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	-	30-Nov-2025
"	-	**Mornitoring, Evaluation and Learning (MEL) Coordinator** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	-	30-Nov-2025

"	-	**Education Technical Lead**	-	14-Dec-2025
"	-	**Communications and Diplomacy Manager**	-	14-Dec-2025
"	-	**Short-term Adviser - School Governance and Financial Management Trainer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	-	14-Dec-2025
Please visit https://www.tautuapartnership.ws/vacancies for the full Terms of Reference (TOR).				
Pacific Community (SPC)	TT000146	**Statistical Capacity Development Adviser** Based in Suva, Fiji	-	30-Nov-2025
"	CR000517	**Coordinator – Design** Based in Noumea, New Caledoni	-	14-Dec-2025
Applicants must apply online at http://careers.spc.int/				
"	CR000511	**Environmental and Social Safeguards (ESS) and Gender Equity and Social Inclusion (GESI) Officer** Based in Port-Vila, Vanuatu	-	30-Nov-2025
Detailed job description is available at the SPC Careers Portal				
Western and Central Pacific Fisheries Commission	-	**Compliance Manager**	-	17-Dec-2025
Application forms and JD can be retreived via : https://www.wcpfc.int/				
Pacific Australia Skills	-	**Maintenance Coordinator Samoa**	-	8-Dec-2025
"	-	**Country Director Samoa**	-	15-Dec-2025
Further information can also be obtained from the SPREP Website : https://lde.tbe.taleo.net/lde01/ats/careers/v2/searchResults?org=URSAUS&cws=39				
"	-	**Technical Assistant for Samoa Police Training Academy - Quality Management System**	-	15-Dec-2025
Further information can also be obtained from the link here : Position Description				
United Nations Development Programme (UNDP)	-	**National Consultant GEDSI for Samoa CARES project Procurement Process**	-	28-Dec-2025
Procurement Unit UNDP MCO - procurement.ws@undp.org				

D. Training/Scholarship Opportunities

CHINA-SAMOA Bilateral Scholarship Program!

The Public Service Commission (PSC) invites applications from Samoan citizens for Full Scholarship Awards under the China–Samoa Bilateral Scholarship Program for the 2026/2027 Academic Year.

Opportunities are available for both Undergraduate and Postgraduate studies at tertiary institutions in China.

APPLICATION FORMS: · Apply online via: www.campuschina.org

· Obtain the Expression of Interest (EOI) forms and other required documents from the PSC Office or request via email at scholarships@psc.gov.ws

CONTACT INFORMATION: For more information or assistance, please contact the Scholarships Unit at: Public Service Commission (PSC) Level 2, FMFM II Government Building Email: scholarships@psc.gov.ws Tel: 22123 / 22124

DEADLINE FOR SUBMISSION: All completed applications must be submitted to the Human Resource Development Division, Public Service Commission by **Friday, 12th December 2025 at 4:00 p.m**

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

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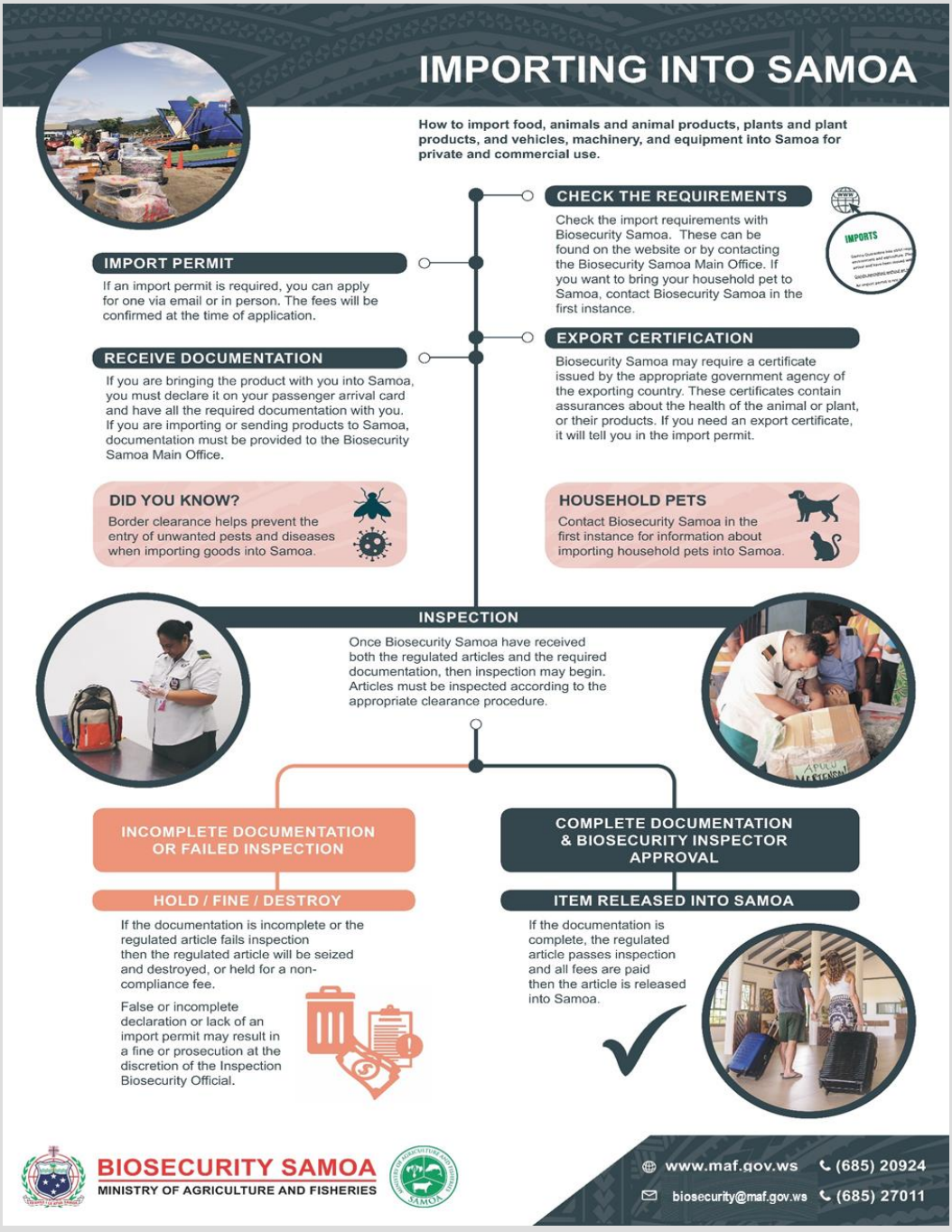
Biosecurity Samoa



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 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.

www.maf.gov.ws (685) 20924
biosecurity@maf.gov.ws (685) 27011

BIOSECURITY SAMOA
MINISTRY OF AGRICULTURE AND FISHERIES