PUBLIC SERVICE OFFICIAL CIRCULAR

Issued weekly by the Public Service Commission *Issue 23/2026, 22nd June 2026*

Now thanks be to God who always leads us in triumph in Christ, and through us diffuses the fragrance of His knowledge in every place.
2 Corinthians 2:14

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	AG001654	**ACEO Policy Development, Planning and Communication**	$94,625	3-Jul-2026
Customs	CU000009	**ACEO Information Technology** **(Re-advertisement: Previous Applicants NEED NOT TO re-apply)**	$94,624	3-Jul-2026
Education & Culture	EC001102	**ACEO Performance Development**	$94,624	3-Jul-2026
"	EC001088	**Orchestra Director**	$67,845	3-Jul-2026
Foreign Affairs & Trade	FT002319	**Manager Overseas Missions**	$74,335	3-Jul-2026
Natural Resources & Environment	NE003755	**ACEO Internal Auditor**	$94,624	3-Jul-2026
"	NE002474	**ACEO Waste Management and Pollution Control Division**	$94,624	3-Jul-2026
Public Service Commission	PS002970	**Manager Corporate Services** **(Re-advertisement: Previous Applicants NEED NOT TO re-apply)**	$94,624	10-Jul-2026
Family & Social Affairs	WS004057	**ACEO Sector Coordination & Community Engagement**	$94,624	3-Jul-2026
"	WS000614	**ACEO Women, Men & Gender Development**	$94,624	3-Jul-2026

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:
Natural Resources & Environment	NEP26003	**Masamasa Logging Manager**	$94,624	3-Jul-2026	**Lua Faagu Asi-Tua** TATTE Building, Level 3 lua.tua@mnre.gov.ws or admin@mnre.gov.ws

"	NEP26005	**Masamasa Log Scaler Officer**	**A12** $34,438	3-Jul-2026	"
"	NEP26004	**Masamasa Principal Administration Officer**	**A16** $55,431	3-Jul-2026	"
Works, Transport & Infrastructure	WIP26002	**Senior Financial Management Oficer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A13** $38,397	3-Jul-2026	**Mele Nofoasaefa** TATTE Building, Level 4 mele.nofoasaefa@mwti.gov.ws
"	WIP26004	**Senior Monitoring and Evaluation Oficer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A13** $38,397	3-Jul-2026	"
"	WIP26001	**Senior Procurement Oficer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A13** $38,397	3-Jul-2026	"

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	AG003708	**Field Assistant - East Savaii**	**A4** $10,534	3-Jul-2026	**Henrietta Mano,** TATTE Building, Level 4 henrietta.mano@maf.gov.ws
Commerce, Industry & Labour	CL002506	**Records Supervisor**	**A12** $34,438	3-Jul-2026	**HR & Admin** Level 4, ACC Building mcilhr@mcil.gov.ws
"	CL002469	**Fair Trading Officer**	**A10** $27,559	3-Jul-2026	"
"	CL002487	**Driver - Savaii**	**A5** $12,714	3-Jul-2026	"
Communications & Information Technology	CT002764	**Principal Digital Transformation Officer**	**A17** **$**67,845	3-Jul-2026	**HR** Level 6, TATTE Building hr-info@mcit.gov.ws
"	CT002763	**Senior Digital Transformation Officer**	**A14** $42,358	3-Jul-2026	"
"	CT002640	**Executive Assistant**	**A12** $34,438	3-Jul-2026	"
"	CT002755	**Senior Master Control Operator**	**A12** $34,438	3-Jul-2026	"
Finance	FI003579	**Principal Petroleum Officer**	**A17** **$**67,845	3-Jul-2026	**HR & Admin,** Level 4, CBS Building hr-admin@mof.gov.ws
Education & Culture	EC001029	**Orchestra Musician-Viola**	**A4** $10,534	3-Jul-2026	**Main Office** Malifa Compound hr@mesc.gov.ws
"	EC000226	**School Library Assistant - Aana 2 College** (Re-advertisement)	**A5** $12,714	3-Jul-2026	"
"	EC000434	**School Library Assistant - Leifiifi College** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A5** $12,714	3-Jul-2026	"
"	NE000429	**School Library Assistant - Matautu Lefaga Primary School** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A5** $12,714	3-Jul-2026	"
Foreign Affairs & Trade	FT002172	**Senior Human Resources & Administration Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A12** $34,438	3-Jul-2026	**Sarona Tanielu - Tomane** Level 3, Govt Building sarona.tomane@mfat.gov.ws

"	FT002149	**Senior IT Officer (System Support)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A12** $34,438	3-Jul-2026	"
Justice & Courts Administration	JC003350	**Maintenance Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A8** $21,086	3-Jul-2026	**Raeinah Fania** Mulinuu raeinah.fania@mjca.gov.ws
Natural Resources & Environment	NE003291	**Capacity Building Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A10** $27,559	3-Jul-2026	**Lua Faagu Asi-Tua** TATTE Building, Level 3 lua.tua@mnre.gov.ws or admin@mnre.gov.ws
"	NE003674	**Principal Legal Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A16** $55,431	3-Jul-2026	"
"	NE002492	**Principal Information Technology Officer**	**A16** $55,431	3-Jul-2026	"
"	NE003345	**Policy & Planning Officer**	**A10** $27,559	3-Jul-2026	"
"	NE003383	**Disaster Management Officer**	**A10** $27,559	3-Jul-2026	"
"	NE003699	**Apia Ranger**	**A6** $15,147	3-Jul-2026	"
"	NE003342	**Storeperson - West Savaii**	**A4** $10,534	3-Jul-2026	"
"	NE003328	**Assistant - South Upolu**	**A4** $10,534	3-Jul-2026	"
"	NE003588	**Technician Trainee - Mulinuu**	**A4** $10,534	3-Jul-2026	"
"	NE003761	**Nightwatchman - DMO**	**A4** $10,534	3-Jul-2026	"
Public Service Commission	PS003067	**Senior Promotions & Awareness Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	**A14** $42,358	3-Jul-2026	**Main Office** Level 2, Govt Building www.psc.gov.ws/employment/internal-vacancies/

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 **3rd July, 2026**

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	AG003334	**Fisheries Officer - Advisory**	**A10** $27,559	**Bismarck Patrick Fruean
"	AG003806	**Fisheries Officer (Audits & Inspections)**	**A10** $27,559	**Dillion Levasa
Commerce, Industry & Labour	CL000401	**Driver/Messenger - CSU**	**A5** $12,714	**Hori Malu
Communications & Information Technology	CT002733	**Senior Policy Analyst**	**A13** $38,397	**Elizabeth Salapo
Justice & Courts Administration	JC003285	**Court Registry Officer - Report Writing**	**A8** $21,086	**Hemi Faatonu
"	JC003280	**Court Registry Officer-Youth Court**	**A8** $21,086	**Ikifusi Matamu

Lands & Survey	LS000198	**Principal Officer Savalalo Market**	**A16** $55,431	**Theodora Su'a
Natural Resources & Environment	NE003340	**Forest Assistant (Nursery) - Asau**	**A4** $10,534	**Racheal Siufili
"	NE003464	**Store Person - Asau**	**A4** $10,534	**Lepeti Tauinaola
"	NE003549	**Groundsman - Vailima**	**A4** $10,534	**Ioane Manua
Samoa Bureau of Statistics	BS001090	**Statistical Officer - Survey Operations**	**A8** $21,086	**Fitimaupologa Lance

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

CONFIRMED APPOINTMENTS

Contract Positions

Under Section 31 of the Public Service Act 2004

Ministry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Appointee
Commencement Date: 22nd June 2026				
Natural Resources & Environment	NE003280	**ACEO Water Resources**	$94,624	^^Pauline Taiai Reupena Pogi
Communications & Information Technology	CT002689	**ACEO Policy Development and Planning**	$94,624	^^Gene Kaleuati

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
Natural Resources & Environment	NEP25003	**Data Digitization Officer**	**A10** $28,391	Vivian Palale
"	NEP23001	**Senior Scientific Ozone Enforcement Officer**	**A12** $34,438	Asiasiga Grace Tariu Sinapati

Permanent Positions

Under Section 34 of the Public Service Act 2004

Ministry/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Appointee
Finance	FI003116	**Principal Macroeconomic Officer**	**A17** **$**67,845	Tapafua Salani
Office of the Regulator	RG000026	**Senior Complaints and Investigation Officer**	**A12** $34,438	Patea Lupe Taalo

B. Public Sector/Other Agencies

VACANCIES

Contract Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)		Contact Details:
Accident Compensation Corporation (ACC)	-	**Principal Finance Officer**	$66,868.00	2-Jul-2026	**ACC Office** Level 5, ACC House info@acc.gov.ws

"	-	**Principal Accounts Officer**	$66,868.00	2-Jul-2026	"
"	-	**Principal HR & Administration Officer**	$30,063	2-Jul-2026	"
Electric Power Corporation	-	**Overseer Distribution – Savaii**	$72,946.00	24-Jul-2026	**HR Management** TATTE Building, SOGI matamuf@epc.ws or tinais@epc.ws
Land Transport Authority	-	**Manager Legal** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	ACEO Level	20-Jul-2026	**Human Resource** **email** hr@lta.gov.ws **or** www.lta.gov.ws
Police, Prisons & Corrections	-	**Assistant Commissioner - National Operations**	$94,624	26-Jun-2026	**HRM Section** 22222 ext 1050 or 1054 email: hr@police.gov.ws
Samoa District Development Authority	-	**ACEO Audit Assurance**	$94,624.00	3-Jul-2026	**DDA Office** Apia Main Office mtiotio@mwcsd.gov.ws | lbartley@mwcsd.gov.ws
"	-	**(2) Portfolio Manager - Savaii**	$67,845.00	3-Jul-2026	"
"	-	**(2) Portfolio Manager - Upolu**	$67,845.00	3-Jul-2026	"
Samoa Airport Authority	-	**Senior Eletrical Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$34,438	26-Jun-2026	**HR Division** **Phone** 23201 ext 126 **email** enquiries-hr@saa.ws or **web** www.samoaairports.com
Samoa Tourism Authority	-	**Manager, Sales & Marketing Division**	$94,624.38	24-Jun-2026	**Soara Siamomua** or **Buffy Tupuola Fuatau** STA Main Office soara@samoa.travel or buffy@samoa.travel
Unit Trust of Samoa (UTOS)	-	**Information Technology Manager**	$94,624 - $106,452	25-Jun-2026	**Fiaputa Lino-Toetu** Level 3, DBS Building fiaputa.lino-toetu@utos.ws or telephone 29916 & 26949

Permanent Positions

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline	Contact Details:
Accident Compensation Corporation (ACC)	-	**Senior Claims and Investigation Officer**	$36,520.00	2-Jul-2026	**ACC Office** Level 5, ACC House info@acc.gov.ws
"	-	**Claims and Investigation Officer**	$26,151.00	2-Jul-2026	"
Development Bank of Samoa	"	**Loans Oficers (2)**	$21,307 - $36,870	24-Jun-2026	**Tiperia Talo** Development Bank of Samoa tiperiat@dbsamoa.ws
Electric Power Corporation	-	**Plant Operator Trainee - Taelefaga**	$11,259.00	6-Jul-2026	**HR Management** TATTE Building, SOGI matamuf@epc.ws or tinais@epc.ws
"	-	**Tree Clearing Labourer - Vaitele**	$9,254.00	6-Jul-2026	"
"	-	**Linesman Trainee - Vaitele**	$11,259.00	6-Jul-2026	"
Land Transport Authority	-	**Principal Quality Management System Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$46,427.77 - $72,601.93	6-Jul-2026	**Human Resource** **email** hr@lta.gov.ws **or** www.lta.gov.ws

"	-	**Principal Licensing Officer**	$46,427.77 - $72,601.93	6-Jul-2026	"
"	-	**Principal Engineering Officer - Maintenance & Construction**	$46,427.77 - $72,601.93	6-Jul-2026	"
"	-	**Senior Engeering Officer - Maintenance & Construction (x2)**	$29,555.19 - $44,849.95	6-Jul-2026	"
"	-	**Senior Engeering Officer - Maintenance & Construction** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$29,555.19 - $44,849.95	6-Jul-2026	"
"	-	**Senior Engineering Officer - Road Reserve**	$29,555.19 - $44,849.95	6-Jul-2026	"
"	-	**Senior Laboratory Technician**	$29,555.19 - $44,849.95	6-Jul-2026	"
Gambling Control Authority	-	**Sales Officer (3)**	-	3-Jul-2026	**GCA Office** Apia Main Office info@gca.gov.ws
"	-	**Information Technology Officer**	-	3-Jul-2026	"
National University of Samoa	-	**Project Officer**	$40,288 - $51,023	3-Jul-2026	**Main Office** nus.edu.ws/vacancies/
"	-	**Groundsman**	$10,537 - $14,131	3-Jul-2026	"
"	-	**Cleaner**	$10,537 - $14,131	3-Jul-2026	"
"	-	**Library Assistant (Mountainside)**	$14,601 - $20,38	3-Jul-2026	"
Office of the Electoral Commission	EV000047	**Internal Auditor & Investigation Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$55,431	24-Jun-2026	**Corporate Service Division** OEC Headquarter, Mulinuu csds@oec.gov.ws
"	EV000048	**Senior Electoral Officer** (Re-advertisement: Previous Applicants **NEED TO** re-apply)	$34,438	24-Jun-2026	"
"	EV000012	**Registration Officer**	$21,086.00	3-Jul-2026	"
"	EV000016	**Registration Officer**	$21,086.00	3-Jul-2026	"
"	EV000019	**Registration Officer**	$21,086.00	3-Jul-2026	"
Police, Prisons & Corrections	-	**Payroll Officer**	$23,199	26-Jun-2026	**HRM Section** 22222 ext 1050 or 1054 email: hr@police.gov.ws
"	-	**Finance Clerk**	$18,545	26-Jun-2026	"
"	-	**Electrician (Air Conditioner Technician)** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$30,063	26-Jun-2026	"

"	-	**Constables (New Recruit) - Male Only** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$18,545	26-Jun-2026	"
"	-	**Carpenter - Samoa Police Academy** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$18,545	26-Jun-2026	"
"	-	**Maintenance Officer - Samoa Police Academy** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$18,545	26-Jun-2026	"
Samoa District Development Authority	-	**Executive Assistant Officer**	$47,428.00	3-Jul-2026	**DDA Office** Apia Main Office mtiotio@mwcsd.gov.ws | lbartley@mwcsd.gov.ws
"	-	**Principal Audit Assurance Officer**	$55,432.00	3-Jul-2026	"
"	-	**Principal Internal Auditor**	$55,432.00	3-Jul-2026	"
"	-	**Principal Training & Development Officer**	$55,432.00	3-Jul-2026	"
"	-	**Principal Finance Officer**	$55,432.00	3-Jul-2026	"
"	-	**Principal Media & Communications Officer**	$55,432.00	3-Jul-2026	"
"	-	**Principal Audio-Visual Officer**	$55,432.00	3-Jul-2026	"
"	-	**Principal ICT Officer**	$55,432.00	3-Jul-2026	"
"	-	**Principal Administration Officer**	$55,432.00	3-Jul-2026	"
"	-	**Senior Portfolio Officer**	$38,397.00	3-Jul-2026	"
"	-	**Senior Audit Assurance Officer**	$38,397.00	3-Jul-2026	"
"	-	**DDP Portforlio Officer**	$27,559.00	3-Jul-2026	"
"	-	**Audit Assurance Officer**	$27,559.00	3-Jul-2026	"
Samoa National Provident Fund	-	**Pension Clerks (2)**	$13,414 / $19,930	26-Jun-2026	**Uini / Vetalcy** Level 1, Main SNPF Building uini@npf.ws / vetalcy@npf.ws
"	-	**Internal Audit Officer**	$28,306 / $38,101	26-Jun-2026	"
Samoa Ports Authority	-	**Payroll Officer** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$24,994-$30,725	26-Jun-2026	**Christina Puipuia** SPA Office christina@spasamoa.ws or website www.spasamoa.ws
"	-	**Electrician** (Re-advertisement: Previous Applicants **NEED NOT** re-apply)	$15,292-$18,675	26-Jun-2026	"
"	-	**Internal Audit Officer**	$24,994-$30,725	26-Jun-2026	"

"	-	**Security Officer (2)**	$15,292-$18,675	26-Jun-2026	"
"	-	**Security Cadet**	$12,483-$14,653	26-Jun-2026	"
Samoa Airways	-	**Safety & Quality Assurance Officer**	$18,000 - $35,000	26-Jun-2026	**Human Resources** Fetu-Ao Building amariner@samoaairways.com lvailaau@samoaairways.com phone: 21261
Samoa Export Authority	-	**Nightwatchman/Security – Vaitele Tai (SEA Headquarters)**	$10,534	26-Jun-2026	**Wendy Paulo-Tuitaalili** SEA Office. Vaitele-Tai. Apia w.tuitaalili@samoaexportauthority.gov.ws
"	-	**Nightwatchman/Security – Mulifanua (Commercial Farm)**	$10,534	26-Jun-2026	"
"	-	**2 x Farm Labour (0.5FT) & Nightwatchman/Security (0.5FT)**	$10,534	26-Jun-2026	"
Samoa Shipping Services	-	**Shipping Officer**	$12,082	26-Jun-2026	**SSS Office** Savalalo oauapaau.sssltd.ws
Samoa Tourism Authority	-	**Musician**	$15,172.93	24-Jun-2026	**Soara Siamomua** or **Buffy Tupuola Fuatau** STA Main Office soara@samoa.travel or buffy@samoa.travel

C. International/Regional Agencies

Sector/Office	Vacancy Code	Position Title	Salary Grading (p.a max)	Deadline
Samoa Australia Tautai	-	**Public Enterprise Governance Specialists**	-	7-Jul-2026
Contacts details: recruitment@TautaiPartnership.org				
Secretariat of the Pacific Community (SPC)	-	**Senior Officer - Pacific Way** Suva-based	-	31-May-2026
"	-	**Tok Pasifika Project Advisor** Nomea - based	-	28-Jun-2026
For further information, visit : https://careers.spc.int				
Secretariat of the Pacific Regional Environment Programme (SPREP)	-	**Non-governmental organisation (NGO) to support the implementation of the Building Our Loss and Damage (BOLD) Response Project - Tuvalu**	-	26-Jun-2026
For further information, visit : https://www.sprep.org/tenders				
Secretariat of the Pacific Regional Environment Programme (SPREP)	-	**Finance Officer**	-	19-Jun-2026
"	-	**Senior Finance and Administration Officer- Pacific Ocean Initiative**	-	26-Jun-2026
"	-	**Project Manager - Pacific Ocean Initiative**	-	26-Jun-2026
Find more details on https://jobs.hrmonise.com/				
Pacific Islands Forum Fisheries Agency	-	**Supply Chain Development Officer** **GCF Regional Tuna Project**	-	6-Jul-2026
Details about the positions and how to apply can be accessed from the following link https://www.ffa.int/jobs/gcf-regional-tuna-project-supply-chain-development-scd-manager/				

E. Public Notices

Ministry of Communication & Information Technology

Accident Compensation Corporation

Public Trust Office

Ministry of Health

Ministry of Commerce, Industry & Labour

Ministry of Commerce, Industry and Labour
Matagaluega o Pisinisi, Alamanuia ma Leipa
Please address all correspondence to the Chief Executive Officer
+685 20441 | 20442
info@mcil.gov.ws
www.mcil.gov.ws
P.O Box 862, Level 4 ACC House Apia SAMOA

PUBLIC NOTICE

MANDATORY COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH (OSH) REQUIREMENTS

The Ministry of Commerce, Industry and Labour (MCIL) hereby reminds employers in all workplaces of their legal obligation to provide a safe and healthy working environment for all their employees within the Government Ministries, State Owned Enterprises, Contractors and all business owners in Samoa.

Recent reports of incidents involving health and safety violations in the work places, has prompted the MCIL to issue this notice. You are required to be committed to your responsibilities under the Occupational Safety and Health Act 2002 and OSH Regulations 2017.

1. Employer Obligations

Under the Occupational Safety and Health Act 2002, employers must take all "reasonably practicable" steps to ensure the safety, health, and welfare of their employees. This includes:

- **Providing a Safe Work Environment:** Ensuring buildings, machinery, and systems of work are safe and without risk.
- **Emergency Plan and Procedures:** Having in place an emergency plan which includes assembly points, special assistance information and warning systems.
- **Hazard Identification:** Systematically identifying and assessing risks (physical, chemical, or biological).
- **Training and Supervisions:** Providing adequate training, safety equipment, and supervision to employees.
- **Maintaining Records:** Keeping a register of all accidents, incidents, and near-misses.
- **Not to Charge employees for Safety Gear:** Employers cannot charge employees for safety equipment required by law.

2. Employee Duties

Workers also have a duty of care to:

- Take reasonable care of their own safety and that of others.
- Wear or use protective equipment provided by the employer.
- Report any hazards or dangerous work situations to the employer immediately.

The OSH Unit of the MCIL conducts regular inspections to monitor work place compliance. Failure to comply with these requirements may lead to investigations, legal proceedings, and penalties.

Remember, **"Safety is everyone's responsibility"**

For more information or to report a hazard, please contact our Occupational Safety and Health Unit on telephone numbers 20441/ 20442 or our email info@mcil.gov.ws .

Ma le faaaloalo,

Fepuleai Roger Toleafoa

CHIEF EXECUTIVE OFFICER

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.

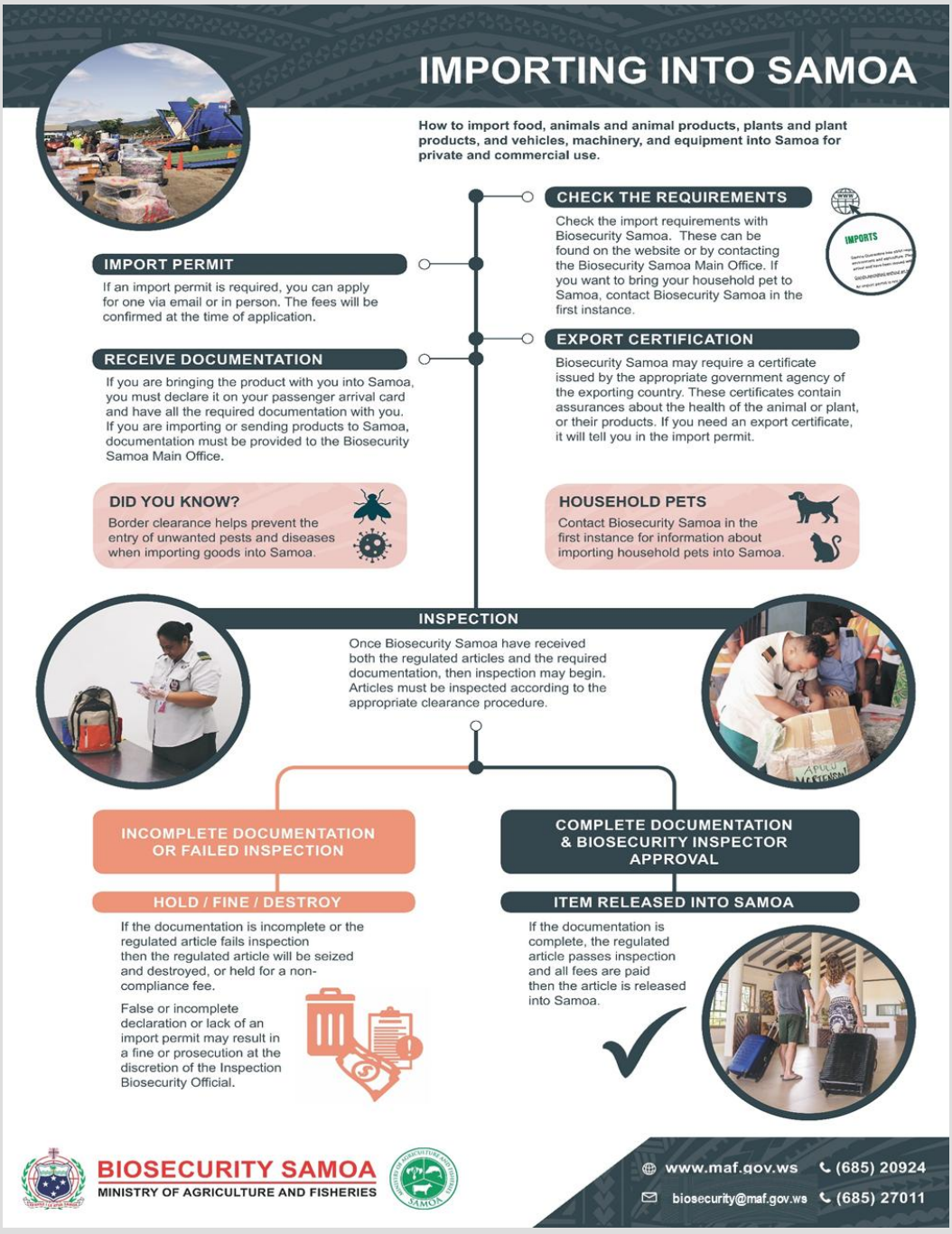
Contact us on telephone line 21611 or visit our website at www.mwti.gov.ws

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.

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

BIOSECURITY SAMOA
MINISTRY OF AGRICULTURE AND FISHERIES