



MINISTRY OF WORKS, TRANSPORT & INFRASTRUCTURE
ANNUAL REPORT JULY 2008-JUNE 2009





Government of Samoa

OFFICE OF THE MINISTER

MINISTRY OF WORKS, TRANSPORT AND INFRASTRUCTURE

(ELECTRIC POWER CORPORATION, SAMOA WATER AUTHORITY,
SAMOA AIRPORT AUTHORITY, SAMOA PORTS AUTHORITY,
SAMOA SHIPPING CORPORATION, TRANSPORT CONTROL BOARD, HOUSING COMMITTEE)

1st September 2011

**The Honourable Speaker
Parliament**

Pursuant to the requirements of the Ministerial and Departmental Arrangements Act 2003, I submit for presentation to Parliament the Annual Report of the Ministry of Works, Transport & Infrastructure for fiscal year July 2008- June 2009.

With respect

A handwritten signature in blue ink, appearing to read 'Manu'alesagalala Enokati Posala'.

Manu'alesagalala Enokati Posala.

MINISTER OF WORKS, TRANSPORT & INFRASTRUCTURE

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Foreword

It gives me great pleasure to present the Ministry of Works, Transport and Infrastructure's annual report for the fiscal year commenced 01st July 2008 and ended 31st June 2009. The report highlighted activities, and achievements as well as financial indicators and performance measures that were carried out during FY 2008-2009. All details of activities that occurred during the reporting period are summarized below.

- Samoa's Upper airspace Agreement with Airways Corporation of New Zealand was reviewed and resulted in its dividend being increased by 8%.
- The Marine Pollution Prevention Act 2008 was passed by Parliament, this record as another milestone for the Ministry as for the first time in history Samoa has a solid legal basis for protecting our seas and our marine environments from the effects of Marine Pollutions.
- Fagalii airport was fully re-certified in June 2009 to commence aerodrome operations.
- The successful resounding of all Samoan Water by the National Hydrographic Authority of New Zealand with the assistance of the Maritime Division and new nautical charts were produced for i) Matautu Bay; ii) Approaches to Apia; iii) Plans in Apolima Strait/Salelologa; iv) Mulifanua Harbour.
- The Ministry through its Building Division supervised the constructions of the new completed Ministry of Justice and Courts Administration building at Mulinuu.
- The most noteworthy major achievement for the Ministry was the successful implementation of the establishment of the new Land Transport Authority which is responsible for service delivery and operational functions, road user and road asset management.
- The official Website for the Ministry was officially launched in August 2008, having a website for the Ministry is to further promote public information about the Ministry and the Government and to take advantage on the use of technology in the modern age.

I conclude by thanking the Government of Samoa and all our stakeholders whose support is invaluable to our achievements. I also recognized with gratitude, the Ministerial leadership, guidance and support as our work would not have been possible without your support and leadership.

Finally I also like to thank all the staffs including Consultants, Civil Engineers and the Executive Management as this financial year was another successful year to the Ministry because of your support, commitment, dedication and invaluable contribution to the work for which we were called.



Vaaelua Nofu Vaaelua

CHIEF EXECUTIVE OFFICER

ACRONYMS

CARs	-	Civil Aviation Rules & Regulations
CARs Pt	-	Civil Aviation Rule Part
CEO	-	Chief Executive Officer
CSO	-	Company Security Officer
COLREG	-	Collision Regulations
DA	-	Designated Authority
FAA	-	Federal Aviation Administration of the United States
ICAO	-	International Civil Aviation Organization
IMO	-	International Maritime Organisation
ISM	-	International Safety Management
ISPS	-	International Security of Port Facilities and Ships
MALIAT	-	Multilateral Agreement on the Liberalisation of International Air Transport
MOT	-	Ministry of Transport
MWTI	-	Ministry of Works Transport & Infrastructure
MS	-	Marine Surveyor
NML	-	National Maritime Legislation
PIASA	-	Pacific Islands Air Services Agreement
PICASST	-	Pacific Islands Civil Aviation Safety and Security Treaty
PFSA	-	Port Facility Security Assessment
PFSP	-	Port Facility Security Plan
PPS	-	Petroleum Product Supplies
PS	-	Principal Surveyor
PSO	-	Principal Shipping Officer
PFSO	-	Port Facility Security Officer
RSO	-	Recognised Security Organisation
SOLAS	-	Safety of Life at Sea
STCW	-	Standard of Training and Certification for Watch-keepers
SSI	-	Senior Safety Inspector
SO	-	Shipping Officer
SI	-	Safety Inspector
SAR	-	Search and Rescue
SSO	-	Ships Security Officer
SSA	-	Ships Security Assessment
SSP	-	Ships Security Plan
UNCLOS	-	United Nation Convention on Law of the Sea.

CIVIL AVIATION DIVISION

1. Introduction

1.1 The legal mandates on Civil Aviation in Samoa are:

- i) Primary Legislation – Civil Aviation Act 1998.
- ii) Secondary Legislation – Civil Aviation Regulation 2000 and the Civil Aviation Rules

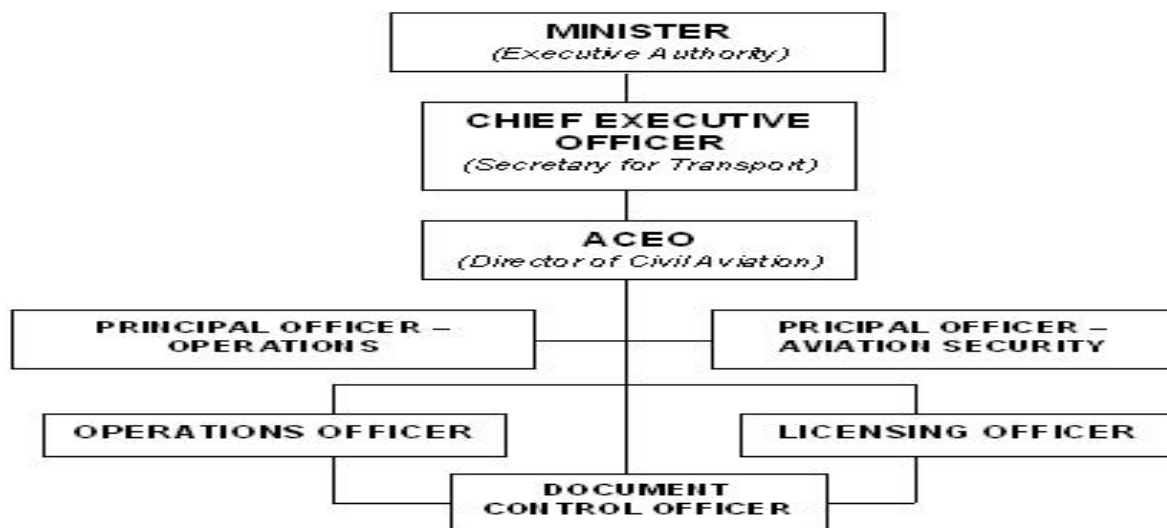
1.2 The Ministry's Civil Aviation Division administers civil aviation legislations and policies to ensure Samoa complies with its obligations under ratified International Conventions, Treaties and Agreements.

1.3 Under its mandates, the Civil Aviation Division has responsibility for the following functions:

- The safety & security regulation, oversight and certification of the following in Samoa;
 - Air Operations, airworthiness and maintenance of aircraft
 - Organisations providing civil aviation services – aircraft maintenance, air traffic services, aerodrome operators, aeronautical telecommunication, aviation security, supplier of fuel and aviation meteorology
 - Licensing of aviation personnel
- Maintain cooperative links with international, regional and national organisations, authorities and agencies on civil aviation matters;
- Assist and provide advice to the CEO/Secretary for Transport in the development and negotiation of air transport policies and Air Services Agreements suitable for Samoa's developmental needs and monitor its obligatory compliance therewith;
- Facilitate/issue and maintain a Register of all air transport & civil aviation documents, licenses, certificates and approvals issued by the Ministry;
- Maintain a Register of aircraft registered in Samoa;
- Manage, assist negotiate/review and monitor the Contracts necessary for Samoa for the provisions of;
 - i. safety & security auditing, assessments, inspections; and
 - ii. upper airspace air traffic services;
- Facilitate/issue approvals for international non-schedule/itinerant flights requesting landing at Samoan airports for technical reasons;
- Facilitate/assist in the conduct of aircraft accident/serious incident investigations occurring in or involving aircraft registered in Samoa

1.4 The technical surveillance, assessment and safety auditing are now divided between the New Zealand Civil Aviation Authority (NZCAA) and the Pacific Aviation Safety Office (PASO). Only Air Traffic Services and Aeronautical Telecommunications remain with NZCAA until the Pacific Island Civil Aviation Safety and Security Treaty (PICASST) is amended, whilst all other technical disciplines are over sighted by PASO.

Fig.1.1 – Organisational Structure for the Civil Aviation Division



2. International Civil Aviation Conventions, Treaties and Agreements

- a) Samoa has signed, acceded to or ratified the following Conventions;
- *1929 Warsaw Convention* for the Unification of certain Rules relating to International Carriage by Air;
 - *1955 Protocol to Amend the Warsaw Convention of 1929, The Hague 1955*;
 - *1944 Chicago Convention* on International Civil Aviation;
 - *1971 Montreal Convention* for the Suppression of Unlawful Acts Against the Safety of Civil Aviation;
 - *1963 Tokyo Convention* on Offences and Certain Other Acts Committed On Board Aircraft;
 - *1980 Protocol to Chicago Convention (Article 83 bis)*;
 - *1984 Protocol to Chicago Convention (Article 3 bis)*;
 - *1988 Montreal Supplementary Protocol* for the Suppression of Unlawful Acts of Violence at Airports Serving International Civil Aviation;
 - *1991 Montreal Convention on Marking of Plastic Explosives for the Purpose of Detection*;
 - *1970 Hague Convention* for the Suppression of Unlawful Seizure of Aircraft;
 - *1990 Protocol to amend ICAO Convention (article 50a)*;
 - *1990 Protocol Relating to an Amendment to the Convention on International Civil Aviation*;
 - *1989 Protocol Relating to an Amendment to Convention on International Civil Aviation (Article 56)*;
- b) Samoa has in place the following Air Services Agreements (ASA);
- *Bilateral ASA with Fiji - Signed: 7 February 1991*
 - *Bilateral ASA with Australia (Open Skies) - Signed: 11 August 2000*
 - *Bilateral ASA with New Zealand (Open Skies) - Signed: 22 November 2000*
 - *Bilateral ASA with Tonga (Open Skies) - Signed: 18 August 2001*
 - *Bilateral ASA with Cook Islands (Open Skies) - Signed: 18 September 2001*
 - *Multilateral Agreement on the Liberalisation of International Air Transport (MALIAT) (NZ, Singapore, US, Brunei, Tonga and Cook Is) Acceded: 04 July 2002; (Bilaterals with these countries have been suspended due to the MALIAT)*
 - *Bilateral ASA with Niue (Open Skies) - Signed: 8 November 2002*
- c) Other Agreements and Treaties that Samoa has ratified are;
- *Pacific Islands Air Services Agreement (PIASA) Signed: 7 August 2004; Ratified: 12 October 2004*
 - *Pacific Islands Civil Aviation Safety and Security Treaty (PICASST) Signed: 7 August 2004; Ratified: 12 October 2004*

3. Notable Events July 2008 – June 2009

- 1st July – 15th July – Office of Transport, Australia, specialist attached to CAD
- 27th August 2008 – Pacific Blue returned SAT \$1.98million to the Government of Samoa as a Return on Investment.
- 23rd October 2008 – Samoa signs its Service Level Agreement with the regional Pacific Aviation Safety Office (PASO) in Vanuatu.
- 19th – 29th January 2009: Office of Transport, Australia, specialist re-attached to CAD.
- 05th June 2009 – Workshop on Aviation Security Regulatory in Samoa funded by NZ Pacific Security Fund.
- 29th June 2009: Fagalii Airport now operated by Polynesian Airlines reopens.

4. Aircraft current on Samoan Aircraft Register July 2008 – June 2009

5W-FAV [1988]
Britten Norman Islander BN2
Polynesian Airlines

5W-FAY [1998]
Twin otter DHC6-300
Polynesian Airlines

5W – FAW [2008]
Twin Otter DHC6-300
Polynesian Airlines

5W – SPX [2008]
Shorts Brother SD-360
South Pacific Express

5. Civil Aviation Budget approved for July 2008 – June 2009

5.1	Personnel	-	242,484
	Operating	-	71,953
	Capital	-	N/A
	Overheads	-	51,172
5.2	Revenue		
	Upper Airspace	-	785,000
	Civil Aviation Receipts	-	10,000

6. Airline Returns July 2008 – June 2009

Airlines issued with an Air Service License to operate to/from Samoa must file monthly statistical returns as a requirement of their Air Service Licenses.

Airline	Pax Arrivals	Pax Departures	Inbound Freight	Outbound Freight
Air New Zealand	53,752	54,000	59,3974kg	27,1003kg
Air Pacific	9,492	6,639	70,716kg	27,930kg
Polynesian Airline	16,948	17,316	41,321kg	84,300kg
Polynesian Blue	55,988	56,502	118,654kg	31,350kg
South Pacific Express	11,236	10,500	27,863kg	6,627kg
Inter Islands Airways	12,870	12,324	65,883kg	18,196kg

7. Personnel Licenses and Ratings July 2008 – June 2009

7.1	Pilot Validations issued	- 16 @ \$120 = \$1,920.00
7.2	Engineer Validations issued	- 5 @ \$120 = \$600.00
7.3	Air Traffic Controllers Validations Issued	- 1 @ \$120 = \$120.00

8. Air Operator Certificates July 2008 – June 2009

8.1	Foreign Air Operator Certificates	
	Certificates issued	- 1 @ \$330.00 = \$330.00
	1) Air Pacific Ltd	- Issued 15 August 08
8.2	Airline Air Operator Certificate	
	Certificates issued	- 1 @ \$330.00 = \$330.00
	1) South Pacific Express	- Issued 12 November 08

9. Certificate of Airworthiness issued July 2008 – June 2009

Certificates issued – 1 @ \$230.00 = \$230.00

1) South Pacific Express 5W SPX – Issued: 31 Jul 08

10. Aerodrome Certification July 2008 – June 2009

10.1 Aerodrome Certificates issued by the Ministry under Civil Aviation Rule Part 139 can be valid up to five (5) years with the following aerodromes with valid Certificates during the period of this report:-

- Faleolo International Airport
- Maota Airport
- Asau Airport

10.2 Fagalii Airport, under the management of Polynesian Airlines Investments, was recently re-certified for operations on the 26 June 09.

Certificates issued - 1 @ \$330.00 = \$330.00

1) Fagalii Airport - Issued: 26 June 2009

11. Aviation Security Organisation Certificate July 2008 – June 2009

11.1 AVSEC Certificates issued by the Ministry under Civil Aviation Rule Part 140 are valid for 5 years. The Airport Authority's certification is still current until 31 May 2011

12. Fuel Supply Organisation Certificate July 2008 – June 2009

12.1 Aircraft Refueling Organisations are certificated under Civil Aviation Rule Part 19 Subpart F. Petroleum Product Supplier (PPS) Limited is the sole aviation fuel supplier in Samoa.

PPS CAR Pt 19F Certification will expire on 31 May 10

13. Aircraft Maintenance Organizations Part 145 Certification July 2008 – June 2009.

13.1 Only two (2) Aircraft Maintenance Organisation (AMO) are granted Certification under Civil Aviation Rule Part 145. Polynesian AMO Certificate expires 06 May 2012 whilst South Pacific Express was issued during the period of this report.

Certificates issued - 1 @ \$230.00 = \$230.00

1. South Pacific Express - Issued 04 Dec 08

1. INTRODUCTION

The Ministry of Works, Transport & Infrastructure's Maritime Division continues to provide its essential regulatory services to ensure safety and security of all maritime transportation, port facilities and related activities. The work of the Maritime Division is carried out in accordance with the following mandates with the execution of maritime actions to be fully complied with these International Maritime Organization (IMO) conventions, protocols, codes, standards and recommended practices.

Mandates: *Shipping Act 1998*
Marine Pollution Prevention Act 2008
Maritime Security Regulation 2004
Shipping Registration Regulation 2001
STCW Regulation 1998
ISM 1998
Small Vessels Regulation 1998

International Conventions, Protocols, Codes:

- | | | |
|-------------------------------|-----------------------------|-----------------------------|
| 1. IMO Convention 1948 | 10. STCW 78/95 | 19. SAR Convention 1979 |
| 2. IMO Amendments 1991 | 11. MARPOL 73/78 Annex I/II | 20. FAL Convention 1999 |
| 3. IMO Amendments 1993 | 12. MARPOL 73/78 Annex III | 21. LLMC Protocol 1966 |
| 4. 4. SOLAS 1974 – ISM – ISPS | 13. MARPOL 73/78 Annex IV | 22. LLMC Convention 1976 |
| 5. SOLAS Protocol 1978 | 14. MARPOL 73/78 Annex V | 23. SUA Convention 1998 |
| 6. SOLAS Protocol 1988 | 15. MARPOL 97 Annex VI | 24. HNS Convention 1999 |
| 7. Load Lines Convention 1966 | 16. CLC Protocol 92 | 25. BUNKERS Convention 2001 |
| 8. Load Lines Protocol 1988 | 17. CLC Protocol 92 | 26. COLREG Convention 1972 |
| 9. Tonnage Convention 1969 | 18. OPRC Convention 1990 | 27. UNCLOS. |

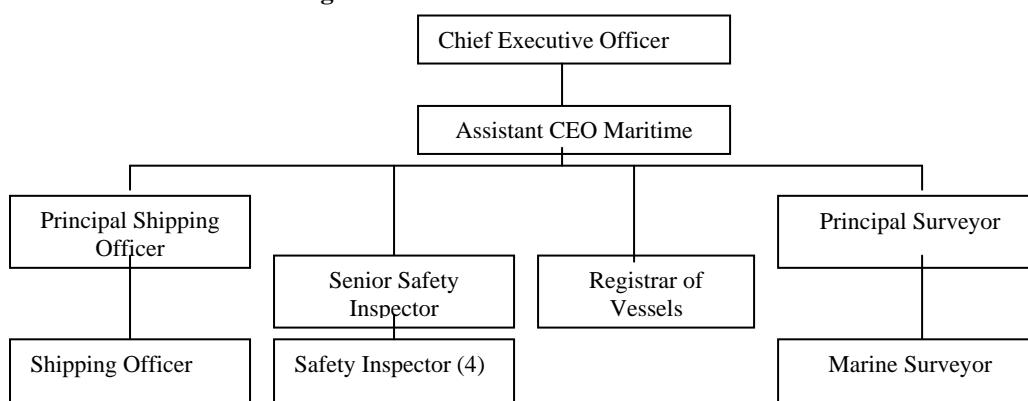
Essential Regulatory Services – the Maritime Division provide these services

- Ship Registration
- Ship Surveying and Inspection
- Shipping Crew Training and Certification
- Ship Safety Clearances
- Seafarers Employment Contracts
- Security Assessment of ISPS Port Facilities and Ships
- ISPS Audit of Ports and Ships
- Approval Training Modules School of Maritime Training.
- STCW Audit Maritime Training Institution
- Flag State, Coastal State and Port State Implementation
- Technical Advice of International Convention and National Maritime Legislation to Shipping Industries, Ports, Training Institute and Seafarers
- Monitor Compliance of International Convention and National Legislation

Sections of the Division

- Ship Registration Section
- Surveying Section
- Shipping Section
- Safety, Navigation & Hydrographic Section

Organizational Structure of the Maritime Division.



2. SHIP REGISTRATION

These are the vessels registered under the Samoa Shipping Act 1998 and Shipping Registration Regulation 2001.

LIENS & MORTGAGES:

Maritime Mortgages:

Name of Vessel	Official Number	Name of Owner	Date of Registration
FV Jessica	0053	Apia Export Fish Packers	14 th Nov 2008

Maritime Liens:

There were no liens registered during the period reported

VESSELS WITH VALID REGISTRATION:

Cargo & Passenger Vessels:

Name of Vessels	Official Number	Name of Owner	Issue Date	Expiry Date
MV Lady Naomi	0037	Samoa Shipping Corporation	19/12/2008	19/12/2009
MV Lady Samoa II	0031	Samoa Shipping Corporation	03/11/2008	03/11/2009
MV Samoa Express	0050	Samoa Shipping Corporation	17/10/2008	19/10/2009
MV Fotu o Samoa II	0063	Samoa Shipping Corporation	07/05/2009	07/05/2010

Cruise Ship:

Name of Vessel	Official Number	Name of Owner	Issue Date	Expiry Date
MV Lady Filifilia	0074	Samoa Shipping Corporation	10/06/2009	10/06/2010

Special Purpose Vessels:

Name of Vessels	Official number	Name of Owner	Issue Date	Expiry Date
Tug Boat Tafola	0032	Samoa Port Authority	30/04/09	30/04/2010
MV Nafanua	0027	Ministry of Police	24/06/09	24/06/2010

Pleasure Craft:

Name of Vessels	Official number	Name of Owner	Issue Date	Expiry Date
Lancer	0072	Aqua Samoa	24/05/09	24/05/2010
Southern Pacific	0070	Aqua Samoa	24/05/09	24/05/2010
Sea Ray	0071	Aqua Samoa	24/05/09	24/05/2010
Shilo II	0067	Samoa Adventure	04/06/09	04/06/2010

Fishing Vessels More Than [>] 15 Meters

Name of Vessel	Owner/Operator	Date of Issued	Expiry Date
Coureur De Bois I	Tautai Fishing Ltd	10 Sept 2008	27 Sept 2009
Lady Yolandie	Tautai Fishing Ltd	02 Oct 2008	02 Oct 2009
Jessica	Apia Export Fish Packers	24 Nov 2008	24 Nov 2009
Tifa I Moana	Tradewinds	27 Nov 2008	27 Nov 2009
FV Jay Kay	Dencor Company Ltd	09 Aug 2008	09 Aug 2009
Yellow Fin I	Roy Lee	18 Sept 2008	18 Sept 2009
Yellow Fin II	Roy Lee	18 Sept 2008	18 Sept 2009
Samoaan Girl	Apia Export Fish Packers	30 June 2009	30 June 2010

3. SHIP SURVEYING AND INSPECTION

This section is responsible for all matters relating to safety survey of vessels of all sizes and types that currently operated in Samoa.

LIST OF VESSELS SURVEYED BY THE SURVEYING SECTION DURING FY 2008/2009

Cargo and Passenger Vessels Operated by Samoa Shipping Corporation Ltd

Qty	Name of Vessel	Date of Survey	Expiry Date
1	MV Samoa Express	17 Oct 2008	19 Oct 2009
2	MV Lady Samoa II	03 Nov 2008	03 Nov 2009
3	MV Lady Naomi	19 Dec 2008	19 Dec 2009
4	MV Fotu o Samoa II	07 May 2009	07 May 2010
5	MV Lady Filifilia	10 June 2009	10 June 2010

Certificates Issued to Cargo and Passenger Vessels

- Certificate of Registry
- Certificate of Survey
- Safe Manning Certificate
- Passenger Ship Safety Certificate
- Cargo Ship Safety Equipment Certificate
- Cargo Ship Safety Construction Certificate
- License for the Carriage of Passengers and Cargo
- International Oil Pollution Prevention Certificate
- International Air Pollution Prevention Certificate
- Bunker Certificate
- Exemption Certificate

Special Purpose Vessels Surveyed From July 2008 to June 2009

Name of Vessel	Date of Survey	Expiry Date	Owner/Operator
Pilot Boat Fuao	09 Feb 2009	09 Feb 2010	Samoa Ports Authority
Tug Boat Tafola	30 April 2009	30 April 2010	Samoa Ports Authority
MV Nafanua	24 June 2009	24 June 2010	Ministry of Police & Prisons

Pleasure Craft Surveyed From July 2008 to June 2009

Name of Vessel	Date of Survey	Expiry Date	Owner/Operator
Lancer	24 May 2009	24 May 2010	Aqua Samoa
Southern Pacific	24 May 2009	24 May 2010	Aqua Samoa
Sea Ray	24 May 2009	24 May 2010	Aqua Samoa
Shilo II	04 June 2009	04 June 2009	Samoa Adventure

Fishing Vessels More Than [$>$] 15 Meters In Length Surveyed From July 08 – June 09

Name of Vessel	Date of Survey	Expiry Date	Owner/Operator
Coureur De Bois I	10 Sept 2008	27 Sept 2009	Tautai Fishing Ltd
Lady Yolandie	02 Oct 2008	02 Oct 2009	Tautai Fishing Ltd
Jessica	24 Nov 2008	24 Nov 2009	Apia Export Fish Packers
Tifa I Moana	27 Nov 2008	27 Nov 2009	Tradewinds
FV Jay Kay	09 Aug 2008	09 Aug 2009	Dencor Company Ltd
Yellow Fin I	18 Sept 2008	18 Sept 2009	Roy Lee
Yellow Fin II	18 Sept 2008	18 Sept 2009	Roy Lee
Samoa Girl	30 June 2009	30 June 2010	Apia Export Fish Packers

Fishing Vessels Less Than [$<$] 15 Meters In Length Surveyed From July 08 – June 09

Name of Vessel	Date of Survey	Expiry Date	Owner/Operator
Sweet Dolly	05 Nov 2008	05 Nov 2009	Raymond Slade
ACA Fishing Boat	3 Sept 2008	3 Sept 2009	Laki Mulipola
Lady Makerita	29 Aug 2008	29 Aug 2009	Smith Siaumau
Lady Sina II	15 Oct 2008	15 Oct 2009	Gaoa Kuresa
Sea Eagle	25 Aug 2008	25 Aug 2009	Mark Huch
Ulimasao	01 Oct 2008	01 Oct 2009	MAF/Fisheries
Lady Delcia	09 Dec 2008	09 Dec 2009	Tautai Koroseta
Lady Lesina	12 Dec 2008	12 Dec 2009	Fiatamalii Semisi
Jonika Explorer	09 Jan 2009	09 Jan 2010	Nofoituaiga L. Viane
Lady Corrina	15 Jan 2009	15 Jan 2010	Orlando Keil
Ialele	16 Jan 2009	16 Jan 2010	Mau'u Kee
Joseph & Shirley	19 Jan 2009	19 Jan 2010	Perkin & Scott Headle
Drunken Master I	27 Jan 2009	27 Jan 2010	Rolando Tavita
Drunken Master II	27 Jan 2009	27 Jan 2010	Rolando Tavita
K.114	28 Jan 2009	28 Oct 2009	Masoe Filisi Kruse
Katherine J	06 Feb 2009	06 Feb 2010	Apia Export Fish Packers
Sea Angel III	15 Feb 2009	15 Feb 2010	Frank Fane Wong

Vessels Dry Dock during This Financial Year

Vessel Name	When	Where
MV Fotu o Samoa II	7 - 11 July 2008	Pago Pago, Am. Samoa
MV Lady Samoa II	21 - 31 August 2008	Pago Pago, Am. Samoa

4. SHIPPING TRAINING CERTIFICATION AND SEAFARERS OVERSEAS EMPLOYMENT CONTRACTS

Certificates issued in compliance with the International Convention on the Standard of Training and Certification of Watchkeepers (STCW 95)

STCW Certificates issued from July 2008 – June 2009

Name of certificates issued	Total
1. Master of Inshore Voyages (Class 5)	12
2. Master Class 4 (Endorsement)	4
3. Master Class 3 (Endorsement)	4
4. Master Class 2 (Endorsement)	5
5. Master Class 1 (Endorsement)	12
1. Engineer Inshore Voyage (Class 5)	11
2. Engineer Class 4 (Endorsement)	5
3. Engineer Class 3 (Endorsement)	2
4. Engineer Class 2 (Endorsement)	3
5. Engineer Class 1 (Endorsement)	3
1. Master/Engineer Class 6 (Fishing Vessels)	13
2. Rating Forming Parts (Navigational watch)	53
3. Rating Forming Parts (Engineering room)	11
4. Safety Certificates	567
5. Master Exemption Certificates	nil
6. Seafarers Contracts (Endorsement)	152

Number Of Seafarers employed on Foreign Vessels

Name of Vessel	Total
MSC MARINA	3
MSC LINZIE	3
MSC MELODY	4
MSC MUSICA	11
MSC AMORNIA	8

MSC MONTEREY	3
MSC ORCHESTRA	6
MSC OPERA	5
MSC MICHELLE	1
MSC LUCY	1
MSC EDNA	2
MSC POESIA	3
MSC LIRICA	2
MSCSINDY	1
MSC SPLENDIDA	2

NUMBER OF SEAFARERS FOR SAMOAN FLAG VESSELS

Name	Total
M.V. Forum Samoa II	22
M.V Lady Naomi	13
M.V Lady Samoa II	13
M.V Samoa Express	10
M.V Lady Filifilia	8
M.V Fotu o Samoa II	8
Patrol Boat Nafanua	11
Tug Boat Tafola	7
Tug Boat Fuao	4
Tug Boat Atafa	7
Tug Boat Tava'e	7
Pilots	6

5.SAFETY, NAVIGATION AND HYDROGRAPHY

Loading and Bunkering of Vessels at Mulifanua Port

Number of Safety Clearance Issued		34 books	1,700
Total Number of Passengers			539323
Number of departure passengers			267,493
Number of arrival passengers			271830
Total Number of Vehicles			97,200
Departure Vehicles			48,688
Arrival Vehicles			48,512
Approval of Dangerous Good Carried	LPG	(9kg) (4.5kg)	1,884 280
	Engine Oil	150 drums	30 tons
	Hydraulic Oil	60 drums	12 tons
Premix Trucks	14 treuks		280 tons
Ship's Bunkers	Fotu Samoa II		240 tons
	Samoa Express		180 tons
PPS Charter (Mulifanua-Salelololga)	Diesel Fuel		2400 tons
	Unleaded Fuel		1200 tons
	Kerosene		55 tons

Loading and Bunkering of Vessels at Salelologa Port

Number of Safety Clearance Issued		41 books	2,050
Total Number of Passengers			539323
Number of departure passengers			267,493
Number of arrival passengers			271,830
Total Number of Vehicles			97,200
Departure Vehicles			48,512
Arrival Vehicles			48,688
Approval of Dangerous Good Carried	LPG	(9kg) (4.5kg)	Empty Empty
	Engine Oil	200	120 empties
	Hydraulic Oil		60 empties

Ship's Bunkers	Lady Samoa II		480 tons
	Fotu Samoa II		35 tons
	Samoa Express		25 tons

International and Domestic Voyages Reports of Apia International Port

Total Number of Passengers	MV Tokelau, MV		2,342
Departure Passengers to Tokelau	Lady Naomi &		1383
Arrival Passengers from Tokelau	Samoa Express		959
Total Number of Passengers	MV Lady Naomi &		10,726
Departure passengers for PagoPago	MV Tokelau		5,499
Arrival passengers from PagoPago			5,227
Total Number of Passengers Domestic	Lady Filifilia and		1557
Dept Passengers	Lady Naomi		726
Arrival Passengers			831
Safety clearance issued Domestic		4books	200
Safety clearance International		12 books	600
Dangerous Goods approval		(LPG 9kg)	1,6 80
		(LPG 4.5kg)	684
Approval of Dangerous Goods for Tokelau		Diesel Fuel	96 tons
		Petrol Fuel	384 tons
		Kerosene	72 tons
Approval for PPS Charters from Apia to Salelologa		Diesel fuel	6,981 tons
		Unleaded fuel	2904 tons
		Kerosene	122 tons
Vessels Bunker	Lady Naomi	Diesel Fuel	360 tons
“ “	Lady Filifilia	Diesel	70tons
“ “	Samoa Express	Diesel	180 tons
“ “	MV Tokelau	Diesel	502tons
Approval Dangerous Goods to land from International Ships	Agent	Dangerous Good	Containers
MV Forum Samoa	Transam/ PFL	Assorted	10
		Butane Gas	3
Captain Tasman	Transam	Butane Gas	5 tanks
MV Tapaga	Transam	Assorted	15
Southern Lilly	Transam	Assorted	25
	Transam	Powergel hazardous	1x 20' 150 cases
New Polynesia	Transam	Assorted	10
MV Matua	Polynesian	Assorted	4
Approval of transit dangerous Goods			
Southern Tiare (Niue)	Transam	Diesel / Petrol	10
Lady Naomi (PagoPago)	Transam	Paint	2 tons
	Transam	Batteries	3.75 tons

ASSET MANAGEMENT ROAD UPOLU

The following is a list of works done in the FY 2008-2009

No	CONTRACTORS	DETAILS
1	Lucky Construction	Elakosi Road (1.22km)
2	Ott Transport	Aleisa West Road (1.1km)
3	Ott Transport	Nofoalii (4.7km)
4	Lucky Construction	Fasitootai (1640m)
5	Ulia Construction	Road Recon, Drainage – A-SE Coast Rd Falealili
6	Ulia Construction	Road Recon, Drainage – B-SE Coast Rd Falealili
7	SWEL	Road Recon, Drainage – C – SE Coast Rd Falealili
8	Lucky Construction	Road Recon, Drainage – D – SE Coast Rd Falealili
9	Ulia Construction	Road Recon & Drainage – Malua Rd
10	King Construction	Road Recon & Drainage – Ryan Rd Tuanaimato
11	Ott Transport	Road Recon & Drainage – Siumu Rd
12	King Construction	Road Recon & Drainage – Taputoa Rd Vaialele
13	T&N Construction	Road Recon & Drainage – Matafaa Rd
14	Ott Transport	Road Recon & Drainage – Moamoa Rd
15	Ott Transport	Road Recon & Drainage – Bank St Vaoala Rd
16	Ott Transport	Road Recon & Drainage – Vailima Rd
17	Alafua Transport	Road Recon & Drainage – Ululoloa Rd
18	Alafua Transport	Road Recon & Drainage – Tanumapua Rd
19	Bluebird Transport	Road Recon & Drainage – Afega Tai Ring Rd
20	Ulia Construction	Road Recon & Drainage – Sapulu, Faleasiu Uta Rd
21	T&N Construction	Road Recon & Drainage – Matautu Lefaga Village Rd
22	SWEL	Road Recon & Drainage – Samatau Rd
23	SWEL	Road Recon & Drainage – Manono Uta Rd
24	SWEL	Road Recon & Drainage – Mulifanua Rd

Work completed but not paid as at 10 June 2009.

Upolu

Number	CONTRACTORS	DETAILS
1	Ott Transport	Additional works at Salani Road
2	Lucky Construction	Road Construction of Salani Bridge
3	Bluebird Construction	Additional works for Reconstruction & Double seal at Vaitele Uta
4	Ulia Construction	10 markings of Crossings & 4 Speed humps
5	King Construction	Clearing of River Mouth and the Widening of the Gasegase River
6	Ott Transport	Road Reconstruction and Drainage Upgrade at Sagamea Road Nofoalii Contract SW-RDU 12/08
7	Samoa Works Engineering Ltd	Additional works for Reconstruction new Driveway at Vaitele
8	Samoa Quarry & Sealing Products	Supply of 4,000 ltrs hot bitumen for Salani Falealili Road
9	Lucky Construction	Additional works for construction of Aufaga Rd under RM
10	Ott Transport	Reconstruction of Road and upgrade drainages at Kelsey Lane Road
11	Blue Bird Construction Co Ltd	Additional works at Falelauniu under RD Maintenance
12	Lucky Construction	Additional Works for Construction of Sea Wall at Malaela under Routine Rds Maintenance
13	King Construction Ltd	Road Construction and Drainage Upgrade Maagiagi Road Contract SW-RDU 09/2008
14	Ott Transport	5% Retention Release for Reconstruction of Vaimauga Vaivase Rd Contract SW-RDU-01b/2008
15	Ott Transport	5% Retention Release for Construction of Pedestrian Line Marking contract Nu.B3.09
16	Silva Transport	50% completion – additional works at Saleapaga Link
17	TN Toleafoa	Road Construction and Drainage Upgrade at Matafaa Lefaga Contract Nu SW RDU 16/2008
18	Ott Transport	Retention-Reconstruction of Aele Road
19	Ulia Construction	Retention- Tanumapua Road Contract SW-RDU 03/08
20	Ott Transport	Retention – Reconstruction of Lauili Road
21	Ott Transport	Retention – Reconstruction of Siumu Road
22	Ott Transport	Retention – Reconstruction of HOS Road Vaitele

23	Silva Transport	Additional works Main Beach Seawall Invoice STC 1038
24	King Construction	Additional Works – Upgrade Maagiagi Drainage
25	TN Toleafoa	Additional works for Matafaa Road
26	TN Toleafoa	Repair work at Salamumu Road for February 09
27	King Construction Ltd	Road Reconstruction and Drainage Upgrade at Taputoa Rd
28	Alafua Transport	Progress Claim for Convent Street Extension
29	King Construction	Road Reconstruction at Taputoa Rd-contract SW-RDU 12/2008.

UPOLU – ROAD ROUTINE MAINTENANCE

Number	CONTRACTORS	DETAILS
1	Ah Liki Construction	RM for December 2008
2	TN Toleafoa	RM for January 2009
3	Lucky Construction Co Ltd	RM for January 2009
4	Ott Transport Co Ltd	RM for January 2009
5	Ah Liki Construction	RM for January 2009
6	Samoa Works and Engineering Ltd	RM for February 2009
7	T&N Toleafoa	RM for February 2009
8	Bluebird Construction	RM for February 2009
9	Ott Transport Co Ltd	RM for February 2009
10	Silva Transport Co Ltd	RM for February 2009
11	Ah Liki Construction	RM for February 2009

UPOLU – MOWING MAINTENANCE

Number	CONTRACTORS	DETAILS
1	TN Toleafoa	RM Mowing for February 2009
2	SWEL	RM Mowing for February 2009
3	TN Toleafoa	RM Mowing for January 2009

ASSET MANAGEMENT ROADS SAVAII

Mandate
Mow Act 2002

INTRODUCTION

This Financial Year is the most challenging in terms of works implemented and the passing of the Land Transport Authority (LTA) Act by Parliament, as well as the passage of the Road Switch Bill.

LTA will be a new Government Authority whereby all Road works will be their responsibility.

Preparation for the Road switch is vital and with the plans at hand, the Savaii Division will work to ensure the transition is safe and smooth for Savaii Island alone.

The ACEO Savaii is a member of the RH Switch Working Committee.

Due to the increasing number of Overseas Donor funded projects especially in Upolu, (donors like World Bank and ADB), the MWTI Chief Executive Officer had rearranged the roles of both ACEOs Upolu and Savaii.

This rearrangement had led to ACEO Upolu to be solely concentrating on attending and oversee all overseas funded projects and supervised half of Upolu Routine Maintenance (RM) Contracts, while the ACEO Savaii be in charged of all Locally funded projects for Upolu and Savaii, as well as supervision of other half of Upolu Routine Maintenance and whole of Savaii RM contracts.

This means, the Assistant CEO Savaii was still involved with the implementation of designated works in Upolu, with regular visits to Savaii to check on the progress of the works.

The new Routine Maintenance contracts were awarded after the Public tender process, in March 2008. This means that the new RM contracts covered part of FY 2007/2008 and continued on to the rest of this FY 2008/2009. Hence because of this transition, RM contracts were expired in end March 2009. The remaining months with regards to RM was treated as "on-call" procedure, whereby contractors were called to fix some worst affected areas and be treated also as emergency status.

The new RM contract for this FY, had had some changes in the scope. Not only the number of zones had increased for both Upolu(to 11 zones) and Savaii (to 10 zones), the mowing of road shoulders was also removed and was tendered separately as new contracts. There were five(5) mowing contracts for Upolu and three(3) for Savaii.

This financial year also saw Savaii having had its first ever set of Traffic lights installed at Salelologa. In addition, a lowering and leveling of one of the hills at rear of the newly built Market at Salelologa Township, was done by the Ministry even though this work was not in the budget. The main reason behind this added and emergency job was ensuring safety for the New Market once it opens to the public.

ACEO Savaii had attended the final stage or stage 3 of the Leadership Course in Canberra in the month of August 2008 for two weeks.

This year also was the appointment of the General Manager of the newly established Land Transport Authority (LTA) and was officially started from 1st December 2008. Hence, although all designated Divisions and staff for the new Authority was supposed to be transferred to the LTA from the existing MWTI, the salaries and wages of these staff were still in MWTI budget, therefore to coincide with the new LTA budget and cessation of 2008/2009 MWTI, the actual confirmed date for the full establishment of LTA was left to the 1st July 2009.

Savaii Division continues on carrying out the Transport Control Board functions for the Island of Savaii.

HIGHLIGHT OF ACHIEVEMENTS

ROUTINE MAINTENANCE

After the Public Tender process, new Routine Maintenance contracts were awarded and started from 1st March 2008 for twelve(12) months.

These are RM contractors for Savaii:-

Zone	Description	Contractor	Cost
RMS 01	Satupaitea - Salelologa	SWEL Savaii	\$132,920.93
RMS 02	Salelologa - Tuasivi	Sakalafai Contractors	\$177,267.61
RMS 03	Tuasivi – Samalaeulu	Lady Miriama Transport	\$187,812.90
RMS 04	Samalaeulu – Faletagaloa	ON & Sons Construction	\$264,842.13
RMS 05	Faletagaloa – Asau	Yuhoi & Sons Construction	\$181,363.97
RMS 06	Asau – Neiafu	Taua'e Contractors	\$116,252.12
RMS 07	Neiafu - Sagone	Tama-o le - Mau	\$224,739.10

RMS 08	Sagone – Gataivai	Apia Lua Ltd	\$117,611.29
RMS 09	Gataivai - Satupaitea	Salafai Construction	\$211,183.76
RMS 10	Unsealed Roads	Apia Lua Ltd	\$173,888.63
		Total:	\$1,787,882.44

Works done under RM contracts include, Cleaning & Clearing of roadside drainages, Repair potholes, Repair Road edges, Clearing of tree branches hanging on road etc...

Most of other small reconstructions and rehabilitations were done under this program as emergency works that arises during heavy rainfall and bad weather situations.

ROAD SHOULDERS MOWING CONTRACTS

Zone	Description	Contractor	Cost
RMMS 01	Satupaitea - Salelologa	Re-Alto Contractors	\$109,010.20
RMMS 02	Salelologa - Tuasivi	Lady Miriama Transport	\$82,940.42
RMMS 03	Tuasivi – Samalaeulu	Ropati Satuala Lawnmowing.	\$108,918.23
		Total:	\$300,968.85

GENERAL MAINTENANCE

There were few works that were done under the **General Maintenance** provision of the budget, in addition to the Routine Maintenance. These were mainly roads that were badly damaged and deteriorated and desperately needing rehabilitation and reconstruction. These works are as follows:-

Zone	Description	Contractor	Cost
RMS 02	Fogapoa Ring Road	Sakalafai Contractors	\$310,615.00
RMS 02	Tapueleele Main Rd	Sakalafai Contractors	\$15,617.00
RMS 03	Luaa Faga Headwall Repair	Lady Miriama Transport	\$39,000.00
RMS 04	Lefagaalii Main Rd	ON & Sons Construction	\$425,560.00
RMS 04	Safa'I Main Rd	ON & Sons Construction	\$334,222.00
RMS 05	Sasina Main Rd	Yuhoi & Sons Construction	\$25,875.00
RMS 05	Utuloa Main Rd	Yuhoi & Sons Construction	\$226,320.00
RMS 07	Fogasavaii Drainage	Tama-o le - Mau	\$47,000.00
RMS 09	Puleia/Sili Main Rd	Salafai Construction	\$348,119.50
RMS 10	Gataivai Gravel Access	Apia Lua Ltd	\$62,000.00
		Total:	\$1,834,328.50

CAPITAL WORKS

1	Salomiga Vaitoomuli Rd	\$ 307,390.00	Sakalafai Contractors Ltd
2	Sataelea Sapapalii Rd	\$ 350,069.70	SWEL Savaii
3	Sale Saipipi Rd	\$ 422,385.50	Apia Lua Ltd
4	Avao Access Rd	\$ 420,398.75	ON&Sons Construction Ltd
5	Faletagaloa Safune Rd	\$ 381,104.00	Sakalafai Contractors Ltd
	Total:	\$ 1,881,347.95	
	New Traffic Lights		
	Salelologa earthworks	\$96,000.00	

MAJOR PROJECTS

There were no World Bank or ADB funded projects for Savaii in this period.

STAFF

Apart from supervision and inspections of the Routine Maintenance program, staff in Savaii was also involved in Vehicle Licensing and issuance of Drivers Licenses and other functions of TCB for Savaii.

There were no other new recruit for Savaii, even though there was vacancies needed to be filled. The number of employees in Savaii Division remained at five (5) during this FY.

TRAINING

ACEO Savaii attended a final stage for two (2) week training in Canberra in August 2008. This PACE program is comprised of three stages, and was jointly funded by AusAid and NZAid through Australia/New Zealand School of Governments or ANZSOG. These stages are:-

Stage 1 – Three weeks of seminars in Canberra Australia, September 2007.

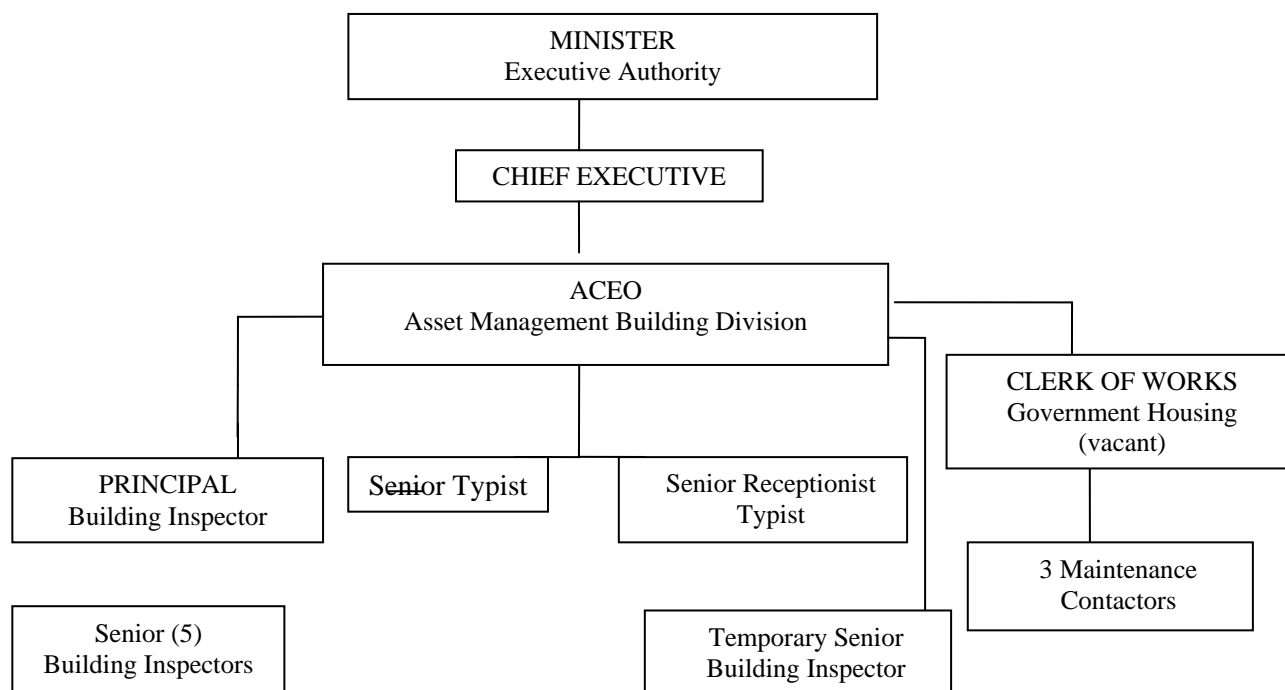
Stage 2 – Project Recognition, Implementation and Reporting in home Country

Stage 3 – Two weeks of training in Canberra Australia in August 2008

ASSET MANAGEMENT BUILDING

1. Introduction:

- 1.1 As mandated in Section Part IV Building Regulations - Ministry of Works (MOW) Act 2002, the Ministry of Works, Transport and Infrastructure continues to regulate, monitor and provide advice to the public, community and stakeholders on building matters.
- 1.2 The Asset Management Buildings Division continues to perform its core functions which are to :
- Regulate, administer, enforce and apply the 1992 National Building Codes for Samoa (NBC) and other regulations; such as the 1992 Home Building Manual and the 1996 Stronger Buildings Guide.
 - Administer and manage the occupation, maintenance and rental collection of all Government Residential Housing properties.
- 1.3 Organisation Structure for the Asset Management Building Division 2008-2009



- 1.4 October 2008 saw the official resignation of the former Assistant Chief Executive Officer of the division at the end of his service contract and after five (5) years of service. Subsequently, a replacement was appointed in accordance with recruitment and selection criteria based on contractual appointment conditions set out by the Public Service Commission.
- In January 2009, the Government Housing Manager (Clerk of Works) also resigned after four (4) years of service. The Assistant Chief Executive Officer of this division continued to manage the Government Residential Housing division with the assistance of Senior Receptionist and a former Senior Inspector who was recruited on a temporary basis.

2. Functions :

In accordance with Part IV Building Regulations of Ministry of Works Act 2002, the Asset Management Buildings Division is responsible for implementing the following duties :

- Regulate and provide advise on execution of all Building Structure Activities in Samoa, including;
- Inspection of all building works;
- Administer and advise on the issuance of building permits;
- Monitor building projects compliance with pre-approved plans;
- Enforcement of all the standards in the National Building Codes and other related Building Regulations;
- Performing technical assessment reports on dilapidated buildings in the urban area and as requested by the public.

Management of Government Residential Housing properties includes;

- Administer and facilitate Government Housing activities;
- Screening applications in accordance with Government Residential Housing guidelines;
- Preparing submissions and reporting to the Government Housing Committee meetings.
- Regulating and monitoring all maintenance works performed by Service Contractors on the Government Housing properties including Carpentry, plumbing & painting , Electrical, Grounds keeping and Security of all Government Housing Compounds.

3. Achievements :

3.1 Building Inspection Section

Continue to monitor the issuance and enforcement of building permits for 3 types of projects; (1) New Construction, (2) Structural Repair Work and (3) Major Demolition Work.

The building permit application form enforced the verification of the Road Reserve by the Roads Asset Management Division of the Ministry of Works, Transport and Infrastructure and Fire Compliance.

During the Financial year 2008-2009, one (1) Senior Inspector position was filled in June, and that brought the count up to 5 Senior Building Inspectors. The extra Building Inspector greatly assisted in the reduction of number of illegal buildings through enforcement of the Building Code and issuance of 'stop-notice' to those building owners who fail to comply with the Building Regulations.

The total number of Staff in the division :

1 ACEO, 1 Principal Building Inspector, 5 Building Inspectors, 1 Clerk of Works (vacant), 1 temporary Senior Building Inspector and 2 Senior Typists.

In addition to the mentioned tasks, this section played the role of project management for various Government Projects such as :

- The new Ministry of Justice and Courts Administration building at Mulinuu estimated to be completed in January 2010. Contract was for design and build by Jian Ting Construction ;
- Alteration to main offices of Land Transport Authority at Vaitele to be completed in September 2009
- Supervision of major renovations to Head of States residence at Tuaeifu which were completed in October 2008. Minor renovations were carried out to Vailele residence in April 2009.
- Construction of new Government Building Complex at Sogi comprising of a six (6) storey building and a convention centre. Contract was for Design and Build by Shanghai Construction Group Ltd.,.

This section is also a regular participant in most Evaluation Panels for Bidding submissions involving building construction projects for the Government of Samoa, such as the following projects :

- National Sanitation Programme for Schools and three (3) District Hospitals chaired by the Ministry of Health;
- Preparatory Committee for the National Independence Celebrations;
- New headquarters for the Ministry of Education, Sports and Culture at Malifa;

Financial Year 2008-2009

BUILDING TYPE	NUMBER OF BUILDINGS	COST OF CONSTRUCTION	REVENUE FROM BUILDING PERMITS
Residential	114	\$8,157,336.00	\$30,254.35
Commercial	48	\$23,678,161.00	\$54,549.90
Industries	12	\$2,520,000.00	\$6,020.80
School Buildings	10	\$30,900.00	\$5,422.61
Churches	6	\$9,765,112.66	\$19,868.07
Hospitals	0	0	0
TOTAL	190	\$71,943,833.98	\$116,115.73

3.2 Government Residential Housing Section

This section administers and manages the Ministry's building assets and the Government Residential Housing properties in accordance with the Government Housing policies.

The Clerk of Works is responsible mostly for all managerial tasks which include screening tenancy applications, maintenance requests from tenants; and monitoring and inspections of all maintenance work, which are implemented by the three (3) maintenance contractors.

The Receptionist that assists with all secretarial duties.

A former Senior Building Inspector was recruited on a temporary basis to assist with the inspection of all maintenance contracts. This Senior Building Inspector was mainly responsible for monitoring maintenance work under the supervision of the Assistant Chief Executive Officer.

Maintenance of all Government Housing was advertised in the newspaper inviting tenders from local contractors. Submissions would comply with Samoa Tenders Board's policies :

- i) Carpentry, Plumbing & Painting ;
- ii) Electrical works ;
- iii) Grounds maintenance

FINANCIAL YEAR	2008-2009
New Tenancy Agreements	38
Extended Tenancy Agreements	13
Government Houses inspected weekly	101
Government Houses underwent major renovations	3
Government Houses underwent minor renovations	52
Government Houses transferred to other Ministries/Organisations	5
Total Number of Government Houses	101
Compounds serviced by day/night securities	5
Total Rentals Collected (Excluding Bond Fees)	

3.2 Other Accomplishments

- A new Senior Inspector was appointed to replace one who is undertaking further studies in Australia.
- In the Financial Year 2007-2008, four (4) Senior Building Inspectors secured fully funded Government scholarships to attend Australia Polytechnic Training Courses (APTC) in Fiji.
The training would effectively take two (2) years to complete. It involved leave of absence from work of not more than two (2) officers at any one time to participate in three (3) Modules taught in Fiji. Each module would take three (3) months.
This year all four (4) Senior Inspectors commenced their Block Courses at separate times.
- The division acquired two (2) computers for the Senior Inspectors' documentation.

4. Challenges

- 4.1 The monitoring of all construction activities in Samoa continues to be one of our biggest challenges. As the number of building works continue to increase so is the number of work without permits. While some of the public are supportive of Government initiatives, some show apathy and refuse to process permit applications for their developments.
- 4.2 The lack of or an inadequate prosecution process of the unauthorized building owners.
- 4.3 Inspection of building works on Manono and Apolima islands cannot be implemented.
- 4.4 The majority of new building works inspected were located near the main roads. Complete coverage of building works in the rural areas due to unavailability of vehicles.
- 4.5 Inspectors are ill-equipped to carry out properly presented reports.
- 4.6 Difficulties to meet all tenant requests for assets (refrigerators and ovens) to all Government houses due to:
 - i) insufficient allocated funds to replace written off assets
 - ii) tenants attitudes and care for appliances vary when such items are not their own and results in either good maintenance of several or quick deterioration of old stock.
- 4.7 Management of schedule of works relating to tenant requests for maintenance work.
The age of most of the housing stock requires extensive maintenance work. However, this is sometimes overlooked by some tenants when making urgent requests for maintenance work (considering the low rental charges of Government Housing compared to private rentals).

4.8 Follow up of long outstanding rental arrears and water bills from previous tenants.

5. Recommendations

In order to meet these challenges, the following recommendations are proposed:

- 5.1 More frequent inspections to monitor and follow up on all compliant and any non-authorised work.
- 5.2 To collaborate with the Attorney General's office in planning an effective prosecution process for non-compliant building owners.
- 5.3 Provision of another vehicle (at present there is only one (1) vehicle) to enable efficient and effective implementation of all divisional duties
- 5.4 To continue awareness programs for the general public, business community and all other stakeholders. The message of building safety and importance of the National Building Code is strengthened in the disaster relief promotional campaign.
- 5.5 To ascertain an effective means of carrying out inspections on Manono and Apolima island.
- 5.6 Building Inspectors to have some knowledge of Computer Aided Drafting skills for special Government work requiring the Ministry's assistance.
- 5.7 Develop an efficient system of registration for all assets in Government Residential Housing.
- 5.8 Response to tenant requests are carried out according to – critical state of urgent request, date the Ministry was informed and new tenancies approved. In all cases, the priority is safety, health and security of all tenants and Government assets.
- 5.9 The rents charged for newly renovated Government Houses should reflect the improvements and current market rental levels throughout Samoa.

CORPORATE SERVICE DIVISION

1.0 INTRODUCTION

The Corporate Service Division (CSD) provides support services to all Divisions in the following areas:

- Financial Accounting and Financial Management
- Human Resource Development and management
- Corporate administrative system and Administration.

Human Resource and Administration Section

The Human Resource and Administration Section is mainly responsible for coordination of the following functions:

- Recruitment and Selection Process
- Staff Training and Development
- Grievance Management Process
- Human Resource Management System
 - Performance Management System
- **Personnel Management**
- Review of Organizational Structure
- Records Management



Corporate Staff- 2008-2009

Finance Section

The Finance Section of the Corporate Services is mainly responsible for coordination of the following functions:

- Compilation of Ministry Budget
- Provide reliable financial reports within a timely manner to assist output managers with their budget control and revenue collection.
- Maintain a proper Debtors Ledger
- Receipting and safeguarding of all monies received by the Ministry
- Payments Processing using Finance One System
- Asset Management

The Corporate Service Division ensures adherence to the Financial Management Act 2001, Treasury Instructions 1977 with amendments, Public Service Act 1977 with amendments and relevant circulars from Ministry of Finance and Public Service Commission also Cabinet Directives.



Farewell to ACEO-CSD
Mr Mulipola Maletino Teofilo
October 2008

2.0 FINANCIAL PERFORMANCE OUTPUT BUDGET REPORT 2008-2009

The financial statements of the Ministry are for the year ended 30 June 2009

The budget figures are those included in the Approved Estimate 2008-2009. In addition, the financial statements also present the updated budget information from the Supplementary Estimates 2008-2009.

2.1 Expenditures

SUMMARY OF BUDGET FOR FINANCIAL YEAR ENDING 30TH JUNE 2009

OUTPUTS

Annual Budget Appropriation FY 2008-2009	\$ 31,467,120
Less: Output Expenditures	<u>\$ 31,238,493</u>
	<u>\$ 228,627</u>

TRANSACTION ON BEHALF OF THE STATE

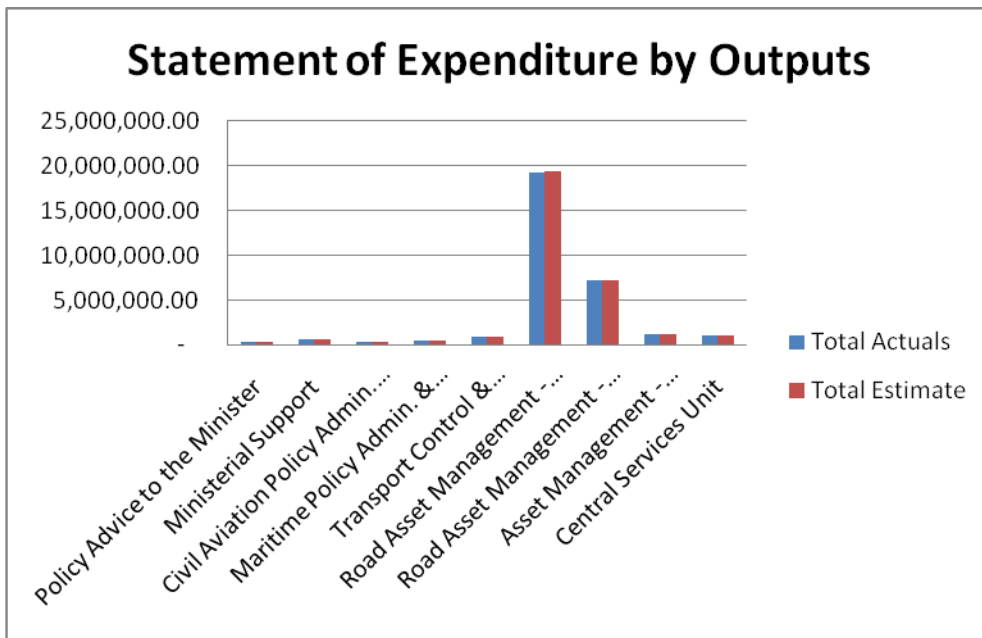
Annual Budget Appropriation FY 2008-2009	\$ 17,723,623
Less: Expenditures	<u>\$ 23,644,694</u>
	<u>\$ (5,921,071)</u>

THIRD PARTY OUTPUTS

Annual Budget Appropriation FY 2008-2009	\$12,408,128
Less: Expenditures:	\$12,408,128
	\$ 0
Total Overall Balance (Over-spent)	\$ 5,692,444

Figure 1.2.1

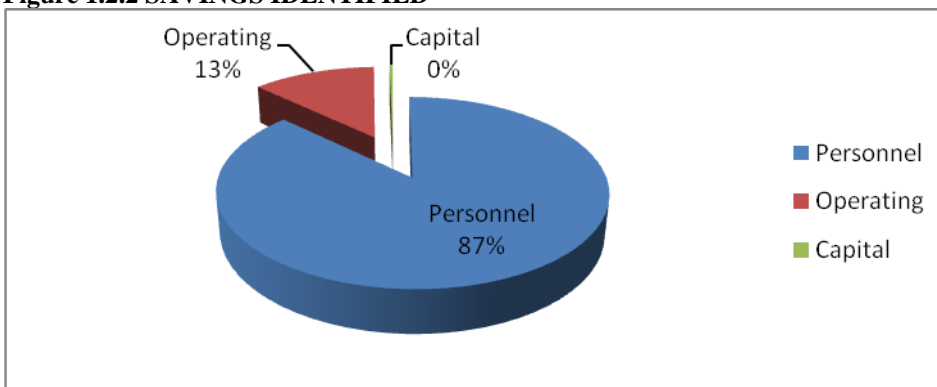
**OUTPUT
ACTUALS SPENDING vs APPROVED ESTIMATE**



The Ministry Annual budget at the Output level was under-spent by \$228,627, 87% of the under utilization amount was identified under Personnel Costs as shows in Figure 1.2.2, this was mainly due to:

- Ministerial Advisory Committee being dissolved in March 09 and re-instated in May 09.
- Staff Turnover and it normally takes two (2) months to recruit a replacement.

Figure 1.2.2 SAVINGS IDENTIFIED



TRANSACTIONS ON BAHALF OF THE STATE

The actual total expenditures under Transactions on Behalf of the State exceeded the budget estimate by \$5,921,071. The over-spent noted was mainly from the VAGST due to numerous emergency additional road works that were been carried out during this financial year. An additional funds of \$3,870,000 (transferred from Land Compensation provision) was approved in the first supplementary to cover the net costs for emergency works mentioned above not including the VAGST.

2.2 Revenue/Cost Recoveries

SUMMARY OF REVENUE COLLECTION FOR FY 2008-2009

COST RECOVERIES BY OUTPUTS

Annual Revenue Projected for Fy 2008-2009	\$ (7,235,532)
Actual Revenue Collected	<u>\$ (7,761,826)</u>
	<u>\$ 526,294</u>

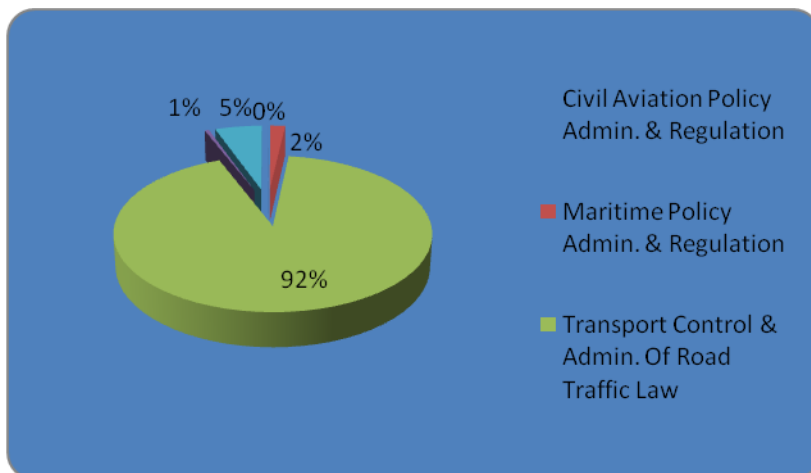
REVENUE ON BEHALF OF THE STATE

Projected Revenue for Upper Airspace	\$ (785,000)
Actual Revenue Received	<u>\$ (680,031)</u>
	<u>\$ (104,169)</u>

Total Revenue Collected Exceeded Target by: \$ 422,125

The grand total of actual revenue and cost recoveries collected by the Ministry for Financial Year 2008/2009 has exceeded the projected revenue by \$ 422,125

Figure 1.2.2 ACTUAL REVENUE COLLECTED FY 08-09



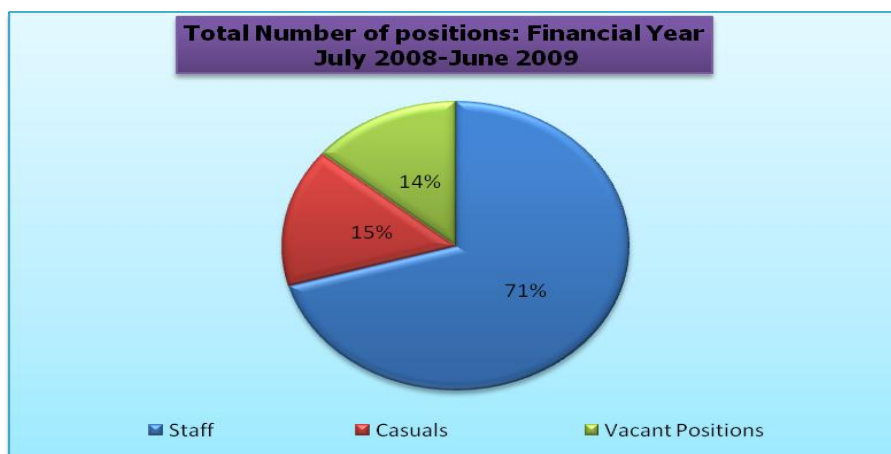
Administration and Human Resource Unit

Core Function for the HR & Administration Section:

- ✓ To provide policy advise on Human Resource Management functions to the Management through ACEO Corporate Services / Human Resource Coordinator
- ✓ Implement an effective networking communication system within the Ministry
- ✓ To facilitate implementation of performance management and capacity building systems
- ✓ Increase level of employee's awareness on revised HR policies & procedures through refresher courses.
- ✓ Implement an effective management system and leadership style.
- ✓ Review core functions of the HR section and establish appropriate structures to support public sector reforms.
- ✓ Review file index to support an effective records management system.
- ✓ To improve accuracy of online posting for payroll system.

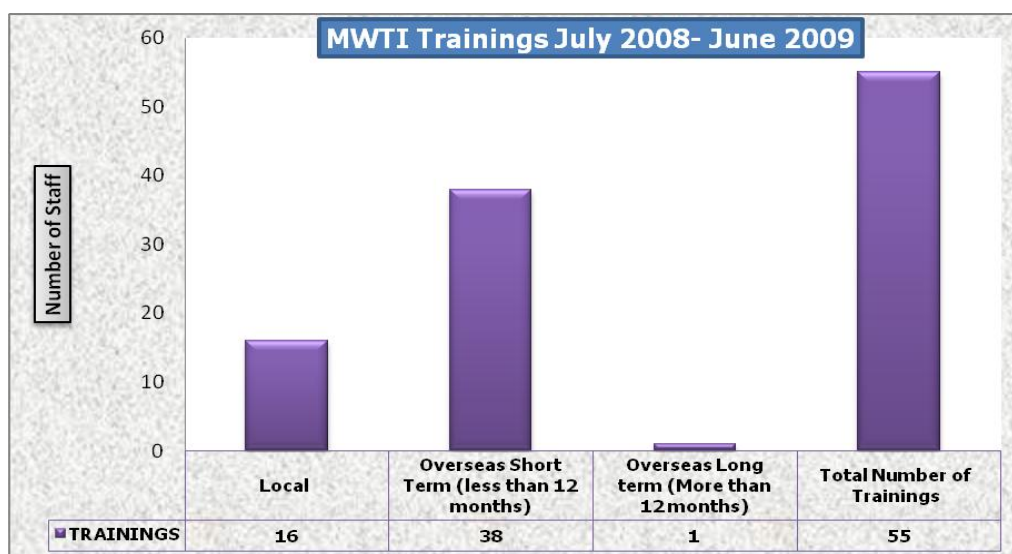
Summary of MWTI Staff for Financial Year July 2008-June 2009

STAFF	CASUALS	VACANT POSITIONS	TOTAL NUMBER OF EMPLOYEES
91	20	18	129



MWTI TRAININGS JULY 2008-JUNE 2009

Local Trainings	Overseas Short Term Trainings (less than 12 months)	Overseas Long term Trainings (More than 12 months)	Total Number of Trainings
16	38	1	55



Preparation Prior Separation of the Land Transport Authority from the MWTI

The Human Resource section has been involved with facilitation and effective implementation of the Human Resource Component Action Plan for the establishment of the Land Transport Authority which became effective July 2009.

1. **Organisational Review:** The PSC has approved the proposed organization structure for the MWTI and the establishment of two new divisions Policy & Planning & Land Transport Division to assist with the new regulatory roles as well as planning and policy formulation roles of the MWTI.
 - a. **Policy and Planning Division:** The new division is proposed to strengthen and provide sector- wide strategic planning, transport economics, policy, research development and informed advice to the Minister, CEO and stakeholders on all issues pertaining to transport and infrastructure development direction. With the reorganization of functions, the Policy and Planning Division will have to ensure an integrated and a comprehensive sector-wide approach is adopted in performing its tasks. It is therefore crucial that the Ministry has a strong team of committed and proactive analysts who will be able to research and articulate transport economics, formulate and propose strategic policies based on international and regional trends and development in this Sector.

- b. **Land Transport Division:** The establishment of this new division is also necessary given the reorganization of the Ministry and its emphasis on policy, planning and regulatory functions. This new Division will be responsible for the policy and investment, and development planning activities. Furthermore, it will closely monitor the LTA to ensure its compliance with statutory obligations and achieves specified performance targets and goals.
- c. **Consultation Process IAMP II Reform Project-** Ongoing consultations had been conducted between MWTI Management team, Employees and Consultants for divisions that will be affected with the restructuring process eg. Asset Management Roads division, Transport Control Board, Corporate Services division.
- d. **Staff Benefits for Transferred Employees from MWTI to LTA** - Relevant benefits had been processed for all transferred employees like Long Service Benefits, untaken annual leave & 30 % untaken sick leave. Total estimated budget for staff benefits = \$205,531.14 had been calculated for payment purposes of 12 permanent employees and 3 contract officers.
- e. **Transfer of Personnel Records** – All personal files & leave cards have been updated and transferred to the Land Transport Authority for all employees transferred for continuation of a proper records management system.
- f. **Recruitment & Selection process** The HR section has been involved with facilitation of initial recruitment process and ensuring compliance with recruitment policies & procedures for Managers of the Land Transport Authority eg. Manager Corporate Services and Finance, Manager Procurement and Programming, Manager Road Use Management, Road Operation, Information Technology (IT) Manager, Manager for Savaii as well as the Executive Assistant for the General Manager.
- g. **Monthly Reporting on Divisional Work Progress** -Progress reports on a monthly basis have been processed to the Management through the Assistant CEO Corporate Services on status of activities undertaken for the recruitment and selection process, training and development as well as general administrative issues.
- h. **Human Resource Refresher Courses:** Ongoing refresher courses have been conducted to improve level of awareness on revised working conditions and the new public service regulation 2008.
- i. **Launching of the MWTI Website** – MWTI website www.mwti.gov.ws. The Cabinet Committee has instructed and approved for all Government Ministry's to develop a website and this will allow local and overseas users to obtain detailed information on a particular Ministry of interest. Web Developer: Mr Werner Kappus, Consultant for the Ministry's website and was launched on 8th September 2008.



MINISTRY OF WORKS, TRANSPORT & INFRASTRUCTURE
STATEMENT OF EXPENDITURE BY OUTPUTS

	Outputs	Total	Total	%	Balance
	Account Codes	Actuals	Estimates		(OVER)/UNDER
1	Policy Advice to the Minister				
	Capital	3,304.35	-	0%	-3,304
	Operating	114,384.61	118,622.00	96%	4,237
	Personnel	165,996.38	173,702.00	96%	7,706
	TOTAL	283,685.34	292,324.00	97%	8,639
2	Ministerial Support				
	Operating	182,601.68	184,144	99%	1,542
	Personnel	487,726.92	504,700	97%	16,973
	TOTAL	670,328.60	688,844	97%	18,515
3	Civil Aviation Policy Admin. & Regulation				-
	Capital	26,520.79	26,522	100%	1
	Operating	63,120.74	66,827	94%	3,706
	Personnel	234,075.58	246,665	95%	12,589
	TOTAL	323,717.11	340,014	95%	16,297
4	Maritime Policy Admin. & Regulation				-
	Capital	4,433.92	4,000	111%	-434
	Operating	55,021.24	61,345	90%	6,324
	Personnel	430,242.56	428,599	100%	-1,644
	TOTAL	489,697.72	493,944	99%	4,246
5	Transport Control & Admin. Of Road Traffic Law				
	Capital	274,499.88	274,500	100%	0
	Operating	256,953.51	257,466	100%	512
	Personnel	474,941.16	539,805	88%	64,864
	TOTAL	1,006,394.55	1,071,771	94%	65,376
6	Road Asset Management - Upolu				-
	Capital	3,002,554.50	3,004,000	100%	1,446
	Operating	12,354,393.21	12,365,911	100%	11,518
	Personnel	624,579.23	662,336	94%	37,757
	TOTAL	15,981,526.94	16,032,247	100%	50,720
7	Road Asset Management - Savaii				-
	Capital	1,473,661.16	1,504,500	98%	30,839
	Operating	5,133,085.90	5,139,071	100%	5,985

	Personnel	183,506.47	227,746	81%	44,240
	TOTAL	6,790,253.53	6,871,317	99%	81,063
8	Asset Management - Building				-
	Capital	298,065.89	298,402	100%	336
	Operating	869,711.28	872,166	100%	2,455
	Personnel	328,107.53	349,392	94%	21,284
	TOTAL	1,495,884.70	1,519,960	98%	24,075
9.1	Central Services Unit				-
	Capital	72,629.45	72,860	100%	231
	Operating	496,136.88	501,723	99%	5,586
	Personnel	476,568.21	509,469	94%	32,901
	TOTAL	1,045,334.54	1,084,052	96%	38,717
					-
	Total Departmental Outputs:	28,086,823.03	28,394,473.00	99%	307,649.97
	THIRD PARTY OUTPUTS				
	Samoa Water Authority	3,999,999.32	4,000,000	100%	1
	Electric Power Corporation	12,965,144.88	12,965,145	100%	0
	EPC-VAGST Subsidy	5,000,000.00	6,000,000	83%	1,000,000
	Total Third Party Outputs:	21,965,144.20	22,965,145.00	96%	1,000,001

	Actuals	Budget	Remaining Balance	<u>Remarks</u>
ICAO	114,261.36	115,000	739	<i>Subscription to ICAO paid</i>
IMO	20,225.06	23,000	2,775	<i>Subscription to IMO paid</i>
PASO	23,303.05	30,200	6,897	<i>Subscription Paso- paid</i>
Rents & Leases	50,560	50,560	0	<i>Rents for Minister's Office at Govt Building- paid</i>
School Access	500,000	500,000	0	<i>Fully utilized for construction of access road</i>
SIAM II	4,236,070	6,000,000	1,763,930	
Land compensation	84,905.49	4,000,000- annual budget) 130,000- (after supplementa ry)	45,084	<i>Majority of Compensation proposed were defer to FY 09/10 due to land dispute issues that need to be settled. - \$3,870,000 transferred to Output 6 (1st Supplementary) under Road Maintenance to cover works completed but not paid due to insufficient funds</i>
LTA	1,359,324.56	3,500,000	-12,115	<i>MOF to reverse the over-spend amount, wrong posting allocation.</i>
RHD	3,492,006.90	3,500,000 (annual budget)	7993	<i>Amount of \$2,205,440 was transferred to the LTA</i>
HOS	994,330.74	1,000,000	5,669	<i>Work for HOS Official residence being completed within this financial year.</i>
Survivor Project	0	300,000	300,000	<i>Not been able to utilize within this financial year, this matter was referred back to Tenders Board and MOF..</i>
VAGST	12,769,697	4,727,653	-8,042,044	

MINISTRY OF WORKS, TRANSPORT & INFRASTRUCTURE
STATEMENT OF EXPENDITURE BY OUTPUTS
FOR THE FINANCIAL YEAR ENDED JUNE 2008

Outputs Account Codes	Total Actuals	BUDGET	%	Balance OVER/(UNDER)
Civil Aviation Policy Admin. & Regulation	-11,530.00	-10,000.00	115%	1,530
Maritime Policy Admin. & Regulation	-142,525.65	-120,000.00	119%	22,526
Transport Control & Admin. Of Road Traffic Law	6,623,933.59	6,000,000.00	110%	623,934
Road Asset Management - Upolu	-59,045.88	-40,000.00	148%	19,046
Asset Management - Building	-430,844.64	-446,640.00	96%	-15,795
TOTAL COST RECOVERIES	7,267,879.76	6,616,640.00	110%	651,240
UPPER AIRSPACE RECEIPTS	-531,375.88	-585,000	91%	-53,624
TOTAL REVENUE	7,799,255.64	-7,201,640	108%	597,616