

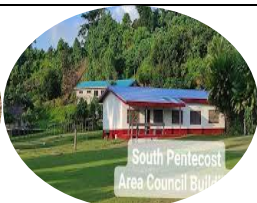


Vanuatu



HALF YEAR REPORT 2024

MINISTRY OF INTERNAL AFFAIRS



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1. DIRECTOR GENERAL STATEMENT

It is my privilege to present to you the Ministry of Internal Affairs' half-year report, highlighting the progress, achievements, and challenges encountered during the first six months of this year. I would like to begin by extending my sincere appreciation to all the dedicated staff, security forces, and partners who have worked tirelessly to maintain peace, security, and efficient service delivery throughout this period.

Achievements

Over the past six months, our Ministry has made significant progress in several key areas. Our efforts have been guided by transparency, efficiency, and accountability principles, which underpin our national development goals. Thus, some of the key highlights of our accomplishments are:

- i) As part of our ongoing efforts to strengthen governance at the local level, 12 area administrators have recently been appointed. In addition, 54 out of 71 area councils have successfully submitted their community profile data which is crucial for identifying needs across communities and decision making.
- ii) In a major step toward decentralization development, 3 proposed regional hubs have been identified for the establishment of mini-townships in key provinces.
- iii) In our pursuit of strengthening democracy and civic participation, the Vanuatu Electoral Office successfully conducted 1 municipal election, 1 bye-election, and 1 referendum in the last six months.
- iv) Deployment of the new civil registration and identity management system which is crucial for enhancing the efficiency and accuracy of civil registration processes and the training of provincial officers to improve the registration rate in preparation for upcoming elections
- v) Employment opportunities have continued to increase especially for rural and under-develop areas, spreading the economic benefits
- vi) As part of our mandate to secure our national borders, we have enhanced border control measures through modern management system (MIDAS) and e-visa more efficient immigration processes.
- vii) Increase number of national security workforce and decentralization of services to area councils through launching of 3 Community Safety Team to ensure safe communities.

Challenges

Despite these successes, we acknowledge that challenges remain, particularly with greater demand for the infrastructure, human and financial resources. Additionally, logistical and operational constraints have, at times, hindered our ability to deliver services at the speed we aspire to. We remain committed to addressing these gaps in the coming months.

Conclusion

In conclusion, I am confident that, with continued collaboration and dedication, we can overcome the challenges ahead and build on the successes of the past six months. The Ministry of Internal Affairs remains committed to its core mission of ensuring the safety, security, and well-being of every citizen.

Yours Sincerely,

Leith Veremaito

Director General

Ministry of Internal Affairs.



2. Half Year in Number's Summary



25 site visits of foreshore development undertaken



3 visibility study of new proposed township



2 Elections & **1** Vote for a referendum were conducted



381 Polling stations have been activated in the last referendum



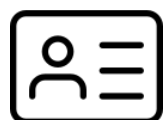
59.28 % of voters support article 17A, while **57.98 %** of voters supported article 17B



64/71 Area council boundaries have been cascaded



54/71 Area Councils have submitted their community profile data information



56,902 National ID cards were issued



2,237 birth registrations were recorded throughout the country



13,131 Number of passports were issued



17 site inspection of work place for safety & hygiene



104/151 Dispute resolutions were settled



936 work permit applications were issued



7,806 Labour mobility travel abroad



2,068 Vehicle permits & **2,049** driver permits issued



1093 cases under investigation and **592** have been charged



80 % of the vacancies under the MOIA have been recruited.



86 % revenue of the annual target has been c



3. Report against Business Plan Objectives

Cabinet

Objectives	Strategies	Risk/Challenges	Progress
1. To manage cabinet services, providing coordination of all departments and statutory portfolios under the Ministry	Provide guidance and directions to Political Advisors and Cabinet support staff	Political Instability. Challenging administration and implementation	Regular briefings to the Minister and the 1 st PA
2. To provide support for the effective administration, budget expenditure support of Cabinet and the Minister's office	Conduct periodic assessment of spending and financial performance to ensure alignment with the budget.	Political Instability. Changes in Cabinet impacting on expenditure management and payment distribution	Regular briefing to Minister and 1 st PA on budget available and prudent management of commitments
3. To progress the implementation of Government policy directives and alignment of the departments activities with the NSDP	Development of policy directions and recommendation of implementation measures.	Shift in government Cabinet and political appointees' impact on policy consistency.	Regularly review and report on the status of policy implementation and alignment to the Minister
4. To contribute to legislation, policy, planning & reporting frameworks so that Internal Affairs of the state are handled in a professional, and consultative manner by all parties;	Review, revise and implement the Ministry's legislation, policy, planning & reporting system	Regular Ministerial changes and outdated legislations	Ongoing development of new legislation and policies and reporting system



5. To establish & expedite complaint mechanism, in which all citizens, visitors and investors' concerns are addressed	Development of policies to address public safety and regular participation of the Minister in the National Security Council	Regular Ministerial changes Limited resources for planning and reporting can affect the quality and timeliness of outputs	Ongoing participation at the National Security Council by Minister and DG in the National Security Committee Track metrics such as the number of complaints received, the time taken to resolve them, and the satisfaction of complainants
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Corporate Services Unit

Objectives	Strategies	Risk/Challenges	Progress
1. Provide leadership direction, administration, coordination, and support services across all portfolios of the Ministry	Regular executive meetings to review progress and address cross-functional issues	Lack of leadership and attendance at MoIA's Executive level	Monthly Management meetings held including regular instructions sent from DG's office
2. Provide support services in planning and reporting as per GOV planning and reporting cycle to promote accountability, transparency & compliance	Facilitate timely submissions of plans & reports in accordance to the GoV Reporting & Planning Cycle.	Delays in reporting submission from departments	Constant reminder to MOIA Executive to provide timely quality report and compilation of reports and submissions to the Corporate Service Unit.



3. Undertake prudent financial planning, infrastructure, and assets management of the Ministry's resources with 100% compliance with the PFEM & CTB Acts	Provide regular financial updates on a quarterly and annual basis.	Delays in infrastructure resources and limited budget	Setting up of internal audit for compliance check to ensure compliance with PFEM & CTB legislation
4. Provide M&E reports to DG on policy & planning implementation	Coordination and of policy and planning implementation	Lack of a robust M&E Framework for monitoring policies, planning and legislations	Ongoing remainders to adhered to the reporting timeframe
5. Undertake NGO coordination for consultative partnerships and initiatives in civil society	Coordination of Non-Government Organization	Resource constraints for NGO partnership	Regular attendance to NGO consultations and review of strategies for improved management of NGOs
6. Liaise with sector stakeholders & development partners on matters to do with affairs of the nation domestically and internationally	Regular consultation with MOIA stakeholders	Allocation of sufficient space and time to meet with partners	Adhoc meetings organised but need to developed a Monthly meeting schedule for DG and stakeholders
7. Undertake Human Resources Management for the Ministry to progress restructures to progress staffing, capacity building for effective and professional service delivery in central and decentralized provincial locations	Coordination of MoIA human resources management	Length and delays in process for recruitment Constraints on financial cash flow has put on-hold recruitment process	80 % of Recruitment is been process Ongoing dialogue with the MoIA agencies on structures and HR issues Regular issuance of instructions from CSU



			and DG's Office to agencies on better management of HR.
8. Enhance the Implementation of the government policy directives and alignment of the department activities with the NSDP.	Government grant for Independence	Delay in submission of report for the Province to Vila for report completion	Report is submitted one month after the event
9. Facilitates the preparation and coordination to support the ministry's media, advocacy, and awareness strategy.	Coordination of payment and other logistic support	Insufficient budget allocation No budget allocation for important priority activities	Prudent management of MOIA budget and regular reminders to agency Heads to management budgets
10. Harmonize the planning, design and resourcing of implementation, monitoring, reporting, and auditing of MOIA projects.	Funds utilisation	Limited funding Lack of capacities to compile reports to meet expectations	Funding Utilisation to the province and Municipalities for celebration

Department of Local Authority

Objectives	Strategies	Risk/Challenges	Progress
1. Develop and support the implementation of the relevant legislative frameworks, policies, and strategies in the area of decentralization	<ul style="list-style-type: none"> Legislative Review and Development Policy formulation and implementation support Review of Provincial Staff regulations and Standing orders 	<ul style="list-style-type: none"> The unavailability of dedicated legal counsel to work with DLA on the drafting of the Bill in regards to the Decentralization Act 	<ul style="list-style-type: none"> Review of Legislation has been done Drafting Instructions drafted and submit to SLO COM paper Drafted and awaits COM decision One Completed, five in progress (Staff Regulation and Standing Order)
2. Improve service delivery through undertaking and	<ul style="list-style-type: none"> Organizational restructuring 	<ul style="list-style-type: none"> Structure needs an overhaul of the government acceptance and 	<ul style="list-style-type: none"> Departmental structure and all the required



implementing restructures.	<ul style="list-style-type: none"> • Clear direction on Departmental work and linkages to the Ministry Corporate plan and NSDP 	willingness to change	documents completed and submitted to PSC for review and comments
3. Undertake capacity building & strengthening of human resources to improve service delivery, especially in the provinces and Area Councils.	<ul style="list-style-type: none"> • Comprehensive training and development programs for DLA staff 	<ul style="list-style-type: none"> • Difficulties in accessing the trainings • Resource constraints 	<ul style="list-style-type: none"> • Training needs analysis form submitted to the office of HRM of MOIA
4. Support disaster planning & response	<ul style="list-style-type: none"> • First Hand Response to support our PGCs and ACs • Each Provinces and Area Councils to cater within their operational budget a certain percentage every year to target the disaster planning & response 	<ul style="list-style-type: none"> • Inadequate financial resources to fully support the first-hand response • DLA Staffs seconded to the NEOCs hence affecting our work deliverables 	<ul style="list-style-type: none"> • All PGCs and Acs activated all Emergency Operation Centers • All Baseline information collected and submitted to NDMO • DLA Staffs seconded to NEOC to assist in the planning/logistics and response
5. Improve service delivery and organizational capacity through timely planning, budget, reporting and the administration of the Department.	Efficient Planning, Budgeting, Reporting and Implementation of the Business Plan	<ul style="list-style-type: none"> • Disaster and other unforeseen circumstances affecting the planning, budgeting, reporting and implementation of the DLA Business Plan 	<ul style="list-style-type: none"> • Implementation of 2024 Business Plan • Review of 2024 Business Plan • Half Yearly Report submitted • Budget Narrative for 2025 completed



Department of Urban Affairs & Planning

Objectives	Strategies	Risk/Challenges	Progress
1. Provide interactive ICT based systems for improved department administration system	<ul style="list-style-type: none"> -Updating e-filing system -Updating DUAP website - DUAP e-planning in progress 	<ul style="list-style-type: none"> • Cyber attacking government system has delayed this task • Creation of Geoserver on VANGOV network 	<ul style="list-style-type: none"> - Integrate e-filing system - Completed Facebook account and project updated - DUAP e-planning in progress
2. Review Municipalities Act CAP 126 and Foreshore Development Act CAP.90 - Review of Building Code	Prepare drafting instructions and COM paper for propose amendments	Awaiting comments and feedback from the office of OAG and A/DG, MOIA	<ul style="list-style-type: none"> - COM Paper for Municipality Amendment endorsed by COM. Drafting instructions completed and submitted to Compliance Manager, CSU, MOIA for legal drafting - Foreshore Regulation order signed by Hon. Minister and Official Gazettal by SLO. Draft drafting instruction completed -COM paper for Review of Building Code endorsed by COM.TA recruited by PRIF
3. Support the municipalities in their annual audits including develop strategies to address weaknesses identified	Facilitate the Three (3) Municipalities Audit reports to the Auditor General's Office	Traveling restrictions due to cancellation of flights from Air Vanuatu has delayed this task	PVCC Audit report for the year.... Has been completed LMC and LTMC also completed
4. Provide technical advice & assistance to the MOIA (CSU)	Facilitate development of department business plan,	Delay from the Municipalities to provide the reports to the department	<ul style="list-style-type: none"> -2024 Business Plan -2023 Annual Report completed



	quarterly reports, budget narrative, staff appraisals, six-monthly and annual reports	on time is a challenge	-2024 Appraisals for section A&B completed -Q1 report completed -2025 Budget Narrative completed -2025 Business draft Business plan
5. Strengthen the department structure and enhance staff's capacity to improve service delivery	Recruit, train and coordinate training and equip personnel in the Department and the three (3) Municipalities in order to enable improvement in service delivery in municipalities	-Established Positions are recruited and formalized -Training has been coordinated and equip personnel	2 new positions have been advertised and in the process for recruitment 2 new positions have been recruited under current structure Contract qualified and experienced consultant (Mr. Mark Vaughan) and completed draft TOR Creation of DUAP e-planning system
6. Regulate urban planning policies, urban strategies and urban designs to improve urban development planning controls within our urban centers & PPAs	Develop new planning policies, regulations and planning control plans	Traveling to Rovo Bay, Epi, Neprainetata, Tanna and Naoneban, Santo delay as planned due to bad weather and flight schedule been fully booked, thus slowing process of this plan activities	- Completed Concept Plan for Nebraintata and Naoneban - Completed draft Zoning and Development Control Plan for Sola PPA to be presented in Council Sitting in August
7. Improve housing and informal settlement issues within the urban	Develop and regulate Policy, legislation, & regulations to ameliorates	Consultant for National Housing Policy been recruited under VARS project	- National Housing Policy COM paper endorsed by COM



centers throughout Vanuatu.	housing and settlement issues		
8. Strengthen Local Authorities to controls developments and improve urban planning practices	Establish new Physical Planning Areas, extend existing declared Physical Planning Areas and develop zoning and development control plans for declared PPAs.	Traveling restriction in Q1 and Q2 disrupt the progress in completing this task	<ul style="list-style-type: none"> - Concept Plan for Nebraintata and Naoneban Development - Control Plan for Port Vila & Rovo Bay - Declaration of Tongoa – Shephard Islands in Shefa Province to be a declared PPA by Shefa Council - SLO gazette intention to declare
9. Administer and enforce Foreshore development Act to effectively control Foreshore Developments	Access Foreshore applications through the Foreshore Advisory Committee, conduct compliance checks on propose Foreshore developments and conduct community consultations	Most of the plan activities were affected by flight cancel by Air Vanuatu	<ul style="list-style-type: none"> - 2 Foreshore Advisory committee meeting in Q1 & Q2 - 42 Site visits in Sanma - 8 compliance checks (sites) - 3 illegal foreshore development site visits in Shefa (legal proceeding in process) - Foreshore Penalty Notice issued to non-compliance - Completed awareness on foreshore development requirements through social media platforms
10. Successfully coordinated all Urban Projects	Progress all approved urban project funded by development partners.	- Flight cancel by Air Vanuatu has caused delay for consultants	<ul style="list-style-type: none"> - currently the department is managing over 5 urban projects



		traveling to Vanuatu	New partnership arrangements are developed in urban areas
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Vanuatu Electoral Office

Objectives	Strategies	Risk/Challenges	Progress
1. To conduct efficient elections with validated Voter Register and improved election procedures;	Organization of Management Meetings	<ul style="list-style-type: none"> Delayed release and insufficient funding for by-elections Inadequate staffing capacity 	Complete
2. To establish efficient, and improved voter registration by utilizing a Biometric Voter Registration - the National ID Card in close collaboration with CRIM;	Provision on time of plans & reports as per GOV Reporting & Planning Cycle.	<ul style="list-style-type: none"> Delay in the development and completion of the voter biometric registration system 	Ongoing
3. To liaise with the Parliament and OAG for advancing legislative reform of the Electoral System;	Provision of Quarterly Financial Reports	<ul style="list-style-type: none"> Quantity of relevant drafting instructions to OAG, standard operation procedures and forms to be drafted within a short period 	Ongoing
4. To increase Civil Engagement through public voter information and awareness;	Coordination of review of legislation	<ul style="list-style-type: none"> Limited domestic travel and inflated costs in production of awareness materials 	Ongoing
5. To improve service delivery and		<ul style="list-style-type: none"> Inadequate staffing capacity 	



organizational compliance through an inclusive policy, legislative, planning, budget, Procedures Manuals, restructure implementation, decentralization, ICT, revenue generation & reporting framework		<ul style="list-style-type: none"> • PSC instruction to cease recruitment and restructure • Budget ceilings • Limited domestic mobility 	Ongoing
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Department of Labour

Objectives	Strategies	Progress	Risk/Challenges
Improve service delivery framework and organizational compliance through an inclusive policy, legislation, planning, reporting, budget, assets management, ICT system, restructuring, decentralization of services, capacity building awareness, dispute & conciliation mechanism revenue generation	Ensure planning activities, quarterly reporting, budget management and organizational restructuring effectively implement	2024 Business plan finalize submit. Officers aligned activities into the SECTION A performance appraisal to be assess midyear and end of year.	Most of the planned activities are continuation of what been partly implemented in 2023 with few amendments added to reflect in 2024 of what to be implement.
		Units report submitted however contents less cover the activities of the BP	Units report should submit according to the report template requested of the report easier when compilation.
		Operational budget constraint within monthly warrant release enable hold up in services payable. Transfer of payroll savings through virement continue to supplement available monthly warrant release.	Continue to have payroll savings transfer to supplement operational budget purchase of goods and services. Continuous virement of payroll savings not a good practice.



		PSC approval of newly recruited officers slowly coming in	Officer allocated with office equipment and furniture few officers still yet to purchase computer, desk and chairs to ship to Tanna and Loganville Santo however office space still a concern
	Service delivery framework and organizational compliance promotes workers' rights.	New structure in process after all vacant positions are filled in the 2019 structure. Need to increase budget for operations for effective service delivery with staffing.	Current structure of 2019 does not meet the demand of delivery service of our Unit because we are short staffed. Budget for operations is less or not sufficient to support service delivery.
Promote fair employment opportunities in the domestic & international employment markets	Coordinate and facilitate fair understanding employment opportunities and disadvantage of engagement internationally	Facilitate all labour mobility workers to Australia and New Zealand by providing pre-departure briefing on all aspect of life while working in a foreign country where they have is totally different working environment	Workers then to follow their own understanding ignoring what they have learn from the pre-department briefing on what they expecting while they on ground if they don't abide to the pre-departure briefing information
Promote the required employment standards by law for a safe decent work and strengthen compliance with all Vanuatu labour laws	Business houses familiar with employment law standards and maintain continue directions on advice	Conduct inspections, provide awareness on employment laws and ensure health and safety at work is highly important	Few employers continue ignoring employment standards and see impact when summon when registered compliant made
Promote and maintain good working relationships between tripartite labour partners - unions, employers,	Good working relationships between tripartite labour partners - unions, employers and	Clarification has been done in meetings for both parties to understand the law.	Some employers are not polite to officers. Some employers do not have a good relationship with the Unions.



government and developing partners	government – support safe fair workplaces	Union officers need more trainings for capacity building in negotiation and conciliation techniques and skills and how to approach disputes with employers.	Lack of Union officers to understand basic interpretation of laws. Some Union officers do not understand proper interpretations of certain provisions of the laws. Some Union Officers lack professional skill when approaching and addressing disputes with employers.
Enforce compliance for employment standards according to ILO Conventions and best practices	Compliance for employment standards according to ILO Conventions improves workers conditions	1) Inspections are carried out on weekly basis 2) Issuance of Penalty notices to employers for late WP submissions.	Employers refuse to comply to labour laws resulting in cases being submitted to Public Solicitors Office. Sometimes information provided by employees is not correct. Shortage of staff in the Unit to enforce labour compliance. 1) Obsolete health and safety legislations and subsidiary legislation (Regulations...) 2) Lack of effective awareness to business houses 3) Lack of Staffing to address growing demand 4) Budget constraints to be utilized towards operations 5) Lack of effective communication with Insurance companies and Public Health 6) Non-cooperation of business houses on Health and Safety matters experienced by workers within their workplaces. 7) Failure for Employers to pay insurance and



			<p>lack of notification of accidents/injuries to DOL</p> <p>8)No health and safety training to workers including first aid training</p> <p>9)Lack of Personal Protective Equipment (PPE) at work places</p> <p>10)Lack of proper health and safety regulatory framework for business houses to be accommodated in their staff's manual</p> <p>11)Employment Act problematic areas still outstanding and not updated for very long time.</p> <p>12)Employment dispute settlement of 7 days is too short to settle disputes.</p> <p>13)Delay of opinion on disputes from State Law Office (Beyond our control)</p> <p>14)No OHS Manual & Guideline yet</p> <p>15)No Labour Inspection Act yet</p> <p>16)No regulation provision for Spot fines for employers regarding breaches (Emp. Act & OHS Act) – (discussed & developed).</p> <p>17)Gaps in the law may allow some employers to abuse a given situation e.g.: Covid19.</p> <p>18)Outward call from land line not working in Tanna Office.</p> <p>19)Some employers feel the new Amendment of 12 months of severance</p>
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			allowance might cause them to lose skilled workers locally for the Labour mobility program in Australia & New Zealand. 20)The shortage of Labour or skilled workers in the tourism sector within the Domestic Market.
Advocate for workers' rights, welfare and employment opportunities in domestic and international markets.	Workers' rights improved for safe work practices & employment outcomes	Inspections conducted and information provided by officers to workers on a daily and weekly basis throughout the year. New Face Book page has been created by the Domestic division and already in use. Laws have been uploaded into Department website already with brochures and Complaint form.	Lack of understanding in labour laws by workers maybe because of lack of proper education. Some employers are not complying to the OHS law. Budget constraint for media awareness and also Media is costly for awareness.
Progress equity in the domestic & international employment markets	Domestic & international employment markets equity improves revenue& well-being for workers	National Employment policy in development to address the domestic labour market	Domestic market losing skilled workers into the labour mobility program in Australia and New Zealand
Promote the standards required by law for decent work and strengthen compliance with all Vanuatu's labour laws	Compliance with all Vanuatu's labour laws improve workers conditions	Awareness conducted during inspections. Information provided through brochures, face-to-face, emails	Lack of formal education by local employees to understand labour laws. Employers refuse to comply to labour laws resulting in cases being



		<p>or during meetings to clients.</p> <p>Amendments has been drafted to address current changes.</p> <p>ILO National Employment policy in development to address the domestic labour market.</p> <p>Social protection Policy in development.</p> <p>Sectoral Wages Report has been submitted in January 2024.</p> <p>Notification has been sent out for stakeholders to comment by 28 June but they have not sent any comments.</p> <p>New Face Book page for Domestic division for Department of Labour & Employment Services has been developed.</p>	<p>submitted to Public Solicitor's Office.</p> <p>Delay in solving disputes sometimes because of communication problem with employees when they change their residential contacts or travel overseas or travel to their home island or another island for work.</p> <p>Some of our laws are out dated</p>
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4. Report against Annual Development Report Targets

Cabinet and Corporate Service Unit

Policy Objectives	Smart Indicator	Targets	Comment/Progress update
SOCIETY PILLAR			



<i>SOCIETY 1: A Nation based on traditional governance and Christian principles, which underpin our culture and continue to bestow life skills and knowledge to future generations.</i>			
SOC 1.4: Strengthen links between traditional and formal governance systems	SOC1.4.1 Proportion of bills that are reviewed by MCC prior to parliamentary debate	By 2030 100% of relevant bills (land, culture, environment)	
<i>SOCIETY 6: A dynamic public sector with good governance principles and strong institutions delivering the support and services expected by all citizens of Vanuatu.</i>			
SOC 6.1: Enhance the capacity and accountability of public officials, and ensure the impartiality and the effectiveness of performance management system	SOC 6.1.2 Annual number of public officials receiving relevant qualifications through VIPAM and other government programs	By 2030 increase by 50%	
SOC 6.2: Reform State Owned Enterprises and statutory bodies to improve performance that is aligned to government priorities	SOC 6.2.1 Proportion of SOEs and Statutory bodies submitting annual reports to their Boards of Directors	By 2030 – 100%	
SOC 6.4: Strengthen national institutions to ensure that are cost-effective and well-resourced to deliver quality public services	SOC 6.4.1 Proportion of Business Plan objectives met as reported in Department Annual Reports	By 2030 100%	
SOC 6.5: Strengthen local authorities and municipal institutions to enable decentralized service delivery	SOC 6.5.1 Change in annual budget going to Provinces and municipalities towards operations/programs (devolution of funding authority)	By 2030 increase by 10%	
ENVIRONMENT PILLAR			
<i>ENVIRONMENT 3: A strong and resilient nation in the face of climate change and disaster risk posed by natural and man-made hazards</i>			
ENV 3.1: Institutionalize climate change and	ENV 3.1.1 Proportion of government ministries with	100% of government ministries with	



disaster risk governance, and build institutional capacity and awareness	policies, budgets, and legislation for CC & DRM	policies, budgets and legislation for CC & DRM	
	ENV 3.3:2 Mainstream climate and disaster risk into policies, strategies and planning at all levels.	100%	
ECONOMY PILLAR			
Economy 1: A stable and prosperous economy, encouraging investment and providing economic opportunities for all members of society throughout Vanuatu			
ECO 1.2: Improve government revenue generation	ECO 1.2.1 Change in government revenue	By 2030 there will be shifting increase in revenue generation for MOIA Revenue Committee	MOIA is partially implementing some of the new revenue streams to increase revenue collection for MOIA
ECO 3.6: Improve the provision of government services in rural areas	ECO 3.6 Decentralization Policy in place	30%	The process is gradually is development are decentralized to the local area council

Department of Local Authority

Policy Objective	Smart Indicator	Targets	Comments
Objective 3: Undertake capacity building & strengthening of human resource to improve service delivery, especially in the provinces and Area councils	To improve services provided by DLA	<ul style="list-style-type: none"> To improve financial reports and internal auditing 	<ul style="list-style-type: none"> Smart stream is currently being used in the provinces
		<ul style="list-style-type: none"> To improve data base records D3 	<ul style="list-style-type: none"> VCAP 2 and Gov4Res to purchase a database system housed within DLA
		<ul style="list-style-type: none"> Improve coordination of socio and economic development in the Provinces and Area Councils 	<ul style="list-style-type: none"> Currently looking at elevating the role of Provincial Planners to Economical Planners
	Capacity building of DLA Staff	<ul style="list-style-type: none"> Training on Local Governance 	Training done



		<ul style="list-style-type: none"> Training on Executive Leadership and Management 	
	Adherence to code of conduct and ethics	EDR's submitted to MOIA CSU	EDR's submitted to CSU MOIA
Objective 5: Improve service delivery and organizational capacity through timely planning, budget, reporting and the administration of the Department	Clear direction on Departmental work and linkages to the Ministry Corporate plan and NSDP	ABP 2024 submitted to CSU. ABP 2024 scheduled for late 2023	ABP 2024 completed and ABP 2025 in QTR 4 of 2024
	Proper costing of line activities and resource allocation to achieve planned objectives	Entries made into the VBMS and presentation made to MBC through the Minister IA	Entries into VBMS completed in June 2024. Presentations to MBC in July/August 2024
	Monitoring of work being done by Units within DLA	Completion of quarterly work reports and monthly financial reports	<ul style="list-style-type: none"> An Almanac of each Unit in place to follow-up on each Unit's progress. Quarter 1, 2 and 3 Reports submitted Financial reports are being captured through Smart-stream
	Enable investments and ensuing returns to the provinces	Options agreed upon by the provinces in the 2023 LA Forum	A proposal in place and works have already started.
	Informing the general public on work done by the Department and Decentralization policy in general	Provide regular updates through social media page and other forms of media	A website currently being developed that will publish all the updates
	A robust legal framework for the operations of Provincial administrations and opportunities to improve revenue generation	Regular review of existing subsidiary legislation and creation of new by-laws to regulate activities in the provinces and enabling new revenue initiatives	Provinces have submitted new by-laws for review and onward submission to OAG
	Regular contact with Provincial Staff and understanding the context they operate in	At least 2 Provinces are visited per quarter	All 6 provinces visited in the first 3 quarter of 2024



Objective 5: Improve service delivery and organizational capacity through timely planning, budget, reporting and the administration of the Department.	Asset Records updated	Stock takes of Staff Office equipment's	All assets purchased within the 6 months have Asset Forms filled out
	Maintenance and vehicle operations in line to Fleet Management Guidelines	Establish a Vehicle Management System	Vehicle management system installed in DLA's office manager's phone to track the vehicle's running
	Staff Leave Records are updated	Strengthen Staff leave Management system	Clock in machine installed and records are kept for evaluation
	Office premises are well maintained	Maintaining/providing a clean office work environment	Office premises are maintained daily
	DLA Communications Systems is fully established	Facilitate the flow of information and Communication in the DLA office	Ongoing upgrade of communication systems in DLA both at the main office and the provinces
	Appraisals submitted to the office of the Director	Facilitate staff's Appraisals	Ongoing and in accordance to timelines set out by PSC
	Scanned copies of all DLA files/docs organized in an orderly manner	improve the filing management of DLA	Scanning completed and currently stored on a backup PC ready to be uploaded onto the new database system that will be purchased by VCAP 2 & Gov4Res
	Vehicles are cleaned 3 days in a week and regularly serviced	Management of DLA vehicles	Ongoing activity
	Parking Area upgraded	Improvement of parking area	Cemented parking
	Back to office report submitted to the office of the Director	Travel to Torba for the AC boundary verification and internal audit, Travel to Sanma for the AC boundary verification and internal audit, travel to Tafea and Penama for the consultation on the sub national structure and	All reports completed



		visit to Area Councils, Travel to Malampa to visit the Area Councils	
Objective 1: Develop and support implementation of the relevant legislative frameworks, policies and strategies in the area of Decentralization	Roll out of the Decentralization Implementation Plan (DIP) is advanced	At least 4 DWC meetings each quarter	1 DWC meeting held in 1 st quarter
	Achieve the Decentralization Policy object of effective and coordinated service delivery and access to services better planning, budgeting, reporting and alignment	A model is identified and approved	Proposed Model Structure is under consultation – Provinces Consultation Completed. Ministries and Line Department Consultation commence on 26 th August 2024
			Decentralization Policy Framework is under development through the support of GFG (Governance for Growth)
	People of Vanuatu are sensitized on the approved subnational Decentralization model	At least 2 Provinces	Proposed Model not yet approved, currently under consultation
		Government and non- government officials, Public	
	Legislative gaps are identified within the Decentralization Act CAP 230	Decentralization Act and Local Produce Cess Act amended to address identified gaps	Drafting Instruction for Decentralization Act completed and sent to SLO. COM paper for the Amendment has been drafted and sent to DG awaits COM decision.
	Required support from stakeholders to advance the implementation of Decentralization program is achieved	Main Government Institutions (PSC, DSPAC and Finance) working collaboratively to set direction of the	<ul style="list-style-type: none"> - 1st DWC meeting done, - DWC taskforce meets in first quarter



		service delivery in Vanuatu	
			- Legislative Amendment covers the establishment and the role of the Decentralization Working Committee (DWC).
	Complement the implementation of decentralization program through PROJECTS	VCCRP, Gov4Res, VCAP2	<ul style="list-style-type: none"> • VCCRP, VCAP 2 and Gov4Res currently implementing projects. • VCCRP recruitments of phase 1 and 2 completed. • VCAP2 recruitment of DLA coordinator done • Gov4Res recruitment in process
	Authorities are informed on the progress and implementation of the Decentralization Implementation Plan	1 Decentralization report produced this year	Decentralization report to be completed in 4 th quarter
Objective 5: Improve service delivery and organizational capacity through timely planning, budget, reporting and the administration	Empower and encourage the Area Councils to be self-sustainable	5 major AC projects to be launched in 2024	South East Tanna AC building Launch, East Gaua AC Launch, Tongariki/Bunninga and West Gaua AC building to be launched this year
	Obtain building plans that its structures can withstand disasters and suits the context of the Area Council	3 Different Architectural building plans in place	DLA has several AC Building Designs



of the Department.	Thorough understanding of ongoing activities inside the proposed Regional Hub Areas	Mapping and Analysis	Draft regional growth plans including: key population centers, AC boundaries, physical barriers, transport and trade routes, key infrastructure, important economic, social, environment and cultural resources for 3 proposed Hubs to be completed in 2024
	To provide enough information to stimulate contributions from the Provincial govt and DLA to achieve the objective.	Consultation to provinces and Area Councils	Briefed the Secretary Generals on the Regional Planning Policy Framework
	To guide the implementation of Plans in the proposed hubs.	1 Regional Development Planning Policy framework	Regional Development Planning Policy Framework developed and to be reviewed in 2024
	Capacity building of staff	3 trainings attended this year 2023	Project proposal training of Malampa AAs, Basic training to DLA staff on how to fully utilize Microsoft team's app
	Projects that will help contribute towards strengthening of the Area Councils	3 project proposals developed and submitted to DSPPAC	Currently under development
	Strengthen the working relationship with partners to achieve greater and quality outcomes for the betterment of Provinces and ACs	2 MOAs signed between partners	MOA signed between DLA and VBOS
Objective 5: Improve service delivery and organizational	Transparency and accountability of public fund	To provide recommendations on Audit reports	Audit committee not yet established. Awaiting the amendment to the



capacity through timely planning, budget, reporting and the administration of the Department.			Decentralization Act (CAP 230)
	Conducting financial refresher training to the accountants	Capacity building on the use of the smart stream	Training done in quarter 1
	Standardize the audit template for the provinces	Reporting of Audit findings are well presented	completed
	Establishing a well & efficient share drive for the Finance Unit	Improving the filing system	completed
	Budget for the year 2025 to be appropriated in the Parliament	Ensuring the payrolls and operations for the Department, Provinces and Area Councils are entered into VBMS	2025 budget input is completed.
	Efficient financial Management of DLA Funds	Ensuring that the Department bills and work plans are paid and up to date	Expenditure trend is efficient according to the Business Plan

Department of Urban Affairs and Planning

Policy Objectives	Smart Indicator	Targets (%)	Comment/Progress update
1. SOC 6.1: Enhance the capacity and accountability of public officials, and ensure the impartiality and effectiveness of performance management systems	SOC 6.1.2 Annual number of public officials receiving relevant qualifications through VIPAM and other government programs	(100%)	<p>-The Department Staffs have received training from China -Seminar on Marine Spatial Planning and Blue Economic Development for Vanuatu</p> <p>-Attended Subregional Pacific Women Leaders Program in Suva, Fiji</p> <p>-Attend the Conference forum for land sector under Vanuatu Affordable & Resilience Settlement Project (VARS) in Washing, DC</p> <p>-Attended Regional Capacity-Building Workshop on Delivering Climate Change Solutions for Pacific Island Countries</p>



			-Attended Pacific Regional Disaster and Emergency Managers Meeting in Fiji
2. SOC 6.4: Strengthen national institutions to ensure that are cost-effective and well-resourced to deliver quality public services	SOC 6.4.1 Proportion of Business Plan objectives met as reported in Department Annual Reports	(100%)	Department of Urban Affairs and Planning (DUAP) Business Plan 2024 is progressing in its implementation
3. SOC 6.5: Strengthen local authorities and municipal institutions to enable decentralised service delivery	SOC 6.5.1 Change in annual budget going to Provinces, Municipalities towards operations/programs (devolution of funding authority)	(50%)	As part of 2024 Business Plan the Department has assist the 3 Municipalities by funding some of plan projects as part of service delivery to communities.
4. SOC 6.6: Strengthen physical planning and management to meet the service delivery needs of a growing population	SOC 6.6.1 Proportion of declared physical planning areas that have a physical plan	(60%)	Director, DUAP and Town Clerk, LMC been recruited
5. ENV 2.2: Ensure new infrastructure development activities cause minimal disturbance to the natural land and marine environment	ENV 2.2.1 Number of development projects complying with EIA requirements	100%	All Foreshore Developments must have an approved EIA with compliance check from the Foreshore development Unit EIA for all three (3) shelters under GPVURP have been approved
6. ENV 4.1: Strengthen local authorities and municipal planning authorities to enact and enforce land use planning laws and regulations	ENV 4.1.1 Proportion of declared physical planning areas that have a physical plan	100%	The department work in collaboration with other government departments to developed concept plans for Nebraintata and Naoneban The department is working with Torba Provincial Government Council to finalized its Zoning and Development Control Plan this year
7. ECO 1.2: Improve government revenue generation	ECO 1.2.1 Change in government revenue	100%	Foreshore Development unit continue to proceed with it enforcement to



			achieved its revenue target / collection on Foreshore development fees and penalty fines.
8. ECO 2.3: Ensure that all public infrastructure, including health, education and sports facilities are safe, accessible, secure and maintained in compliance with building codes and standards	<p>ECO 2.3.1 Proportion of new buildings in compliance with the building code</p> <p>ECO 2.3.2 Proportion of existing buildings repaired in compliance with the building code</p>	100%	<p>The Department ensures that all Municipalities comply with the building code standard when assessing building applications to avoid legal and financial implication.</p> <p>Three (3) shelters under GPVURP within PVCC jurisdiction comply with building standard</p>

Department of Labour and Employment Services

Policy Objectives	Smart Indicator	Targets	Comment/Progress update
<i>SOCIETY 4: An inclusive society which upholds human dignity and where the rights of all Ni-Vanuatu including women, youth, vulnerable groups and the elderly are supported, protected and promoted in our legislation and institutions.</i>			
SOC 4.1: Implement gender responsive planning and budgeting processes	SOC 4.1.1: Proportion of government departments with gender responsive policies, legislation and programs	Balance gender in recruitment of sending workers	<ul style="list-style-type: none"> The appointment of a Labour Mobility GEDSI staff member means there is now a Gender lens on some of labour mobility work, especially re: women's inclusion in labour mobility and how can that be done effectively, without causing challenges to Vanuatu's families and social fabric.
Social Protection Policy & Legal Framework	Consultation and development of policy	Guidelines to promote efficient labour markets advice people from risk protect worker against	The Validation Workshop of Social Protection Assessment Report was conducted on 5 th April 2024.



		hazards and loss of income	
SOC 4.2: Prevent and eliminate all forms of violence and discrimination against women, children and vulnerable groups	SOC 4.2.2: Number of reported cases of violence against women, children, and vulnerable people	Review Labour Mobility Policy	<ul style="list-style-type: none"> GEDSI Inclusion Officer will also support the Community of Care referral pathway, which is a Vanuatu contextual referral pathway, developed for when workers and family members come and submit their 'family challenges' as labour mobility complaint files, to ESU. These people and their family issues need to be referred to relevant service providers. UNICEF research on the impact of Labour Mobility on children, in partnership with Dept. Labour. Labour Mobility community awareness is being held regularly, in partnership with Vanuatu Women's Centre and the Family Unit within the police. Mutual jurisdiction between Australia and Vanuatu is being explored. A third CLO will be based in Australia. All CLOs in both NZ and Australia have a 'preventative component to their role, which includes worker and AE
	SOC 4.2.3: Percentage of reported cases of violence against, children, and vulnerable people addressed		



			awareness about social issues like GBV.
<p>SOC 4.3: Empower and support people with disabilities</p> <p>1.3 Increase the number of women and people with special needs in the employment sector</p>	<p>SOC 4.3.1: Proportion of population reporting some degree of disability</p>	<p>1.3.1 Awareness training for general public employers and employees</p> <p>1.3.2 Registration of people with special needs for labour mobility program</p>	<ul style="list-style-type: none"> Two Paralympians (Ellie and Ken) are PALM workers, and are travelling to Paris to compete in the Paralympics. There was a launching of a film that describes their journey and how making a living through PALM is an important part of their success as a Paralympian. The employers talk about the great influence that both Ellie and Ken have on their staff (advocates for inclusion)
	<p>SOC 4.3.2: Percentage of public buildings and banking, employment and recreational facilities allowing access for people with disabilities</p>		
<p>ECO 4.6: Ensure the health and safety, employment rights and skills development of the workforce</p>	<p>ECO 4.6.1 Labour force participation by sector</p>	<p>Department of Labour and Employment Services (DOLES) in partnership with Vanuatu Bureau of statistics to organize Labour Force Survey by 2024</p>	<p>Labour Force Survey is in process to be conducted in 2024 and will capture Labour force participation by sector.</p> <p>Donor partners have provided financial support for the survey.</p> <p>First OHS Code of constructions developed and in 2021. Endorsed in February 2022. Consultation workshop conducted on September 2022 with construction workers.</p>



			<p>In process to be fully utilized by the construction sector.</p> <p>-OHS Act & Worker's Compensation Act have been reviewed in July 2023 with their amendments.</p> <p>-New injury form developed and translated already into Bislama.</p>
	ECO 4.6.2 Total annual number of validated complaints registered with Labour Union		<p><u>SHEFA/TAFEA</u></p> <p>Money Trust recovered:</p> <p>TOTAL: 4,555, 291 VT.</p> <p><u>DISPUTES: 49</u></p> <p><i>Males: 38</i> <i>Females: 11</i></p> <p><i>Closed: 17</i> <i>Unsettled: 32</i></p> <p><u>MISCELLANEOUS DISPUTES:</u></p> <p><i>Males: 59</i> <i>Females: 35</i></p> <p><i>Settled: 87</i> <i>Unsettled: 15</i></p> <p>Conciliation disputes: 5</p> <p>Closed: 1 Unsettled: 4</p>



			<p>Unsettled: 15 – for Tribunal</p> <p>TAFEA Office: ESU complaints: 3</p> <p><u>TOTAL: Inspections:</u> 14</p> <p><u>TOTAL INFORMATION:</u> 276</p> <p>Males: 166 Females: 110</p>
	4.6.3. Total annual number of validated work permit holders.		<p><u>Exemption: 231</u></p> <p><u>Temporary: 100</u></p> <p><u>PERMANENT HOLDERS:</u></p> <p><u>New Issue:</u> 294</p> <p><u>Renewal:</u> 299</p> <p><u>Change of employer:</u> 4</p> <p><u>Transfer:</u> 8</p> <p><u>Cancellation:</u> 22</p> <p><u>Employment Emergency Visa:</u></p> <p>April 2023 to April 2024:</p> <p>197</p> <p><u>Revenue:</u> VUV 113, 440, 000</p> <p><u>Spot fine:</u> 400,000</p>



			<p><u>Nationalities and gender of work permit holders by Order of increasing applicants:</u></p> <ol style="list-style-type: none"> 1- Philippino 2- Chinese 3- Australian 4- Fijian 5- French 6- New Zealand 7- USA 8- Indonesia 9- Vietnamese 10- PNG <p><u>Occupations of work permit holders:</u></p> <p>435 registered Occupations of work permit holders.</p> <p><u>Total number of work permit issued per business premises:</u></p> <p>304 registered Business Premises.</p> <p><u>Total number of work permit issued per type of business premises:</u></p> <p>936 Applications.</p>
Policy Objectives	Smart Indicator	Targets	Comment/Progress update
<i>SOCIETY 6: A dynamic public sector with good governance principles and strong institutions delivering the support and services expected by all citizens of Vanuatu</i>			
SOC 6.5: Strengthen local authorities and municipal	SOC 6.5.1 Change in annual budget going to Provinces, Municipalities towards		<ul style="list-style-type: none"> Labour Mobility team travelled to Santo to strengthen all the



institutions to enable decentralized service delivery	operations/programs (devolution of funding authority)		<p>decentralised labour mobility services in Santo, and to also strengthen the staff member based there, John lives. Database and welfare systems training and mentoring was provided to John live.</p> <ul style="list-style-type: none"> Johaney, based in Malekula joined the Comms and QLP team, who were collecting stories of change from Pentecost, Malekula & Santo. Great capacity building.
Policy Objectives	Smart Indicator	Targets	Comment/Progress update
<i>Economy 1: A stable and prosperous economy, encouraging investment and providing economic opportunities for all members of society throughout Vanuatu</i>			
<p>ECO 1.2: Improve government revenue generation</p> <p>6.1 Budget: NPP & supplementary prepared prior to submission</p>	ECO 1.2.1 Change in government revenue	6.1.1 MBC Submission (1) with costed NPPs (2). Supplementary budget submissions (2)	<ul style="list-style-type: none"> NPP was submitted for XXXX amount and was approved for YYYY amount. This will cover some of the operations costs including the transition of some roles moving from PLF to DOL roles. Supplementary budget was submitted for XXXX amount and was approved for YYYY amount. This will cover some of the operations costs including the transition of some



			roles moving from PLF to DOL roles.
Economy 3: A strong rural economy that creates opportunities, enables the development of rural communities and increasingly contributes to national prosperity			
<p>ECO 3.6: Improve the provision of government services in rural areas</p> <p>5.2 Implement and promote localization policy</p> <p>6.2 Undertake & implement restructures to address capacity for decentralized service delivery</p>	ECO 3.6 Decentralization Policy in place	<p>5.2.1 Localization policy drafted, consulted, approved and implemented</p> <p>6.2.1 Restructure to address capacity for decentralized service delivery (x2)</p>	<ul style="list-style-type: none"> Decentralisation of labour mobility services is a priority re: developing a northern hub in Luganville, Santo; so that all Labour Mobility services are available in Santo for all the northern provinces (passport, police check, medical, PDB, mobilisation, flights). An engineering company has completed initial 'drawings/ design' for a new LSU office and training space in Luganville. Next step is costings of the design and further discussions about building opportunities. LSU staffing: currently 28 staff (12 PSC Van Government, 16 PLF/ DFAT funded). New submitted (yet to be approved Dept. Labour structure), includes all PLF funded staff who will migrate over to PSC structure in approx. 5 years.



Policy Objectives	Smart Indicator	Targets	Comment/Progress update
Economy 4: An enabling business environment, creating opportunities and employment for indigenous and foreign entrepreneurs throughout Vanuatu			
ECO 4.5: Increase the number of decent, productive employment opportunities, particularly for young women and men, and people with disabilities			<ul style="list-style-type: none"> Domestic employment numbers for Jan – June 2024 is: International employment (labour mobility) numbers for Jan – June is: <ul style="list-style-type: none"> ✓ PALM Total 327 (Male 447 Female 98) ✓ RSE Total- 484 (Male 447 Female 37)
1.1 Increase number of decent and sustainable jobs for Ni-Vanuatu domestically & internationally		1.1.1 Employment numbers tracked for both domestic and international (quarterly, midyear an annual reporting)	
3.1 Strengthen partnership with VCCI, and other relevant stakeholders purposely to increase the number of unemployed Ni-Vanuatu for job matching	ECO 4.5.1 Employment cost index (ECI)	3.1.1 Conduct meetings and draft annual report providing details on progress and issues arising from discussion	<ul style="list-style-type: none"> There are regular meetings with DFAT, MFAT, IOM & ILO and implementing stakeholders, regarding labour mobility themes.
5.3 Establish unemployment data base and link it to training institutions		5.3.1 Unemployment data base with information accessible to training institutions	<ul style="list-style-type: none"> There is an unemployment database: <ul style="list-style-type: none"> ✓ 112 Candidates Registered ✓ 3 Candidates with placements ✓ 109 register and waiting for placements
5.4 Establish a pool for skilled workers		5.4.1 Pool of skilled workers devised and kept up to date	<ul style="list-style-type: none"> There is a pool of skilled workers with



			the domestic employment staff, and she is matching these workers with job opportunities.
<p>ECO 4.6: Ensure the health and safety, employment rights and skills development of the workforce</p> <p>1.2 Increase the number of both semi-skilled and unskilled and new Labour Mobility Programs</p> <p>5.1 Undertake awareness programs and public consultation to advocate for workers' rights and welfare in international and domestic markets</p>	ECO 4.6.1 Labour force participation by sector		<ul style="list-style-type: none"> • Are two CLOs (Country Liaison Officers) in Australia, both funded by Vanuatu Government. From 01st July 2024, there will be a third CLO, using DFAT funding.
		1.2.1 Four meetings held and minutes with actions arising tracked and distributed for stakeholders (labour mobility working group) to discuss issues for strengthening labour mobility programs	<ul style="list-style-type: none"> • Strong partnership with V-lab (Yumi Growem Vanuatu) Economic reintegration of seasonal workers (v-lab.org). Entrepreneurship coaching and mentoring for return workers. <ul style="list-style-type: none"> ✓ Third (current) cohort of 50 return incubees this year (40 in Vila, 10 in Santo). ✓ Second cohort: mentoring for 50 return workers (40 in Vila, 10 in Santo). ✓ First cohort: mentoring for 35 return workers.
	ECO 4.6.2 Total annual number of validated complaints registered with Labour Union (Department of Labour & Employment Services)	1.2.2 Liaison meetings and 5 meetings with Australian & NZ on labour mobility programs reported in quarterly, mid-year and annual reports	<ul style="list-style-type: none"> • Strong partnership with Dept. Agriculture
		5.1.1 Awareness meeting held and minutes taken with reports providing details about progress and issues	<ul style="list-style-type: none"> • Partnership with Vanuatu Chamber of Commerce and Industry (PHRIA pre-reintegration



			<p>‘worker ready, investment ready’ training) – coaching in Vila, Santo, Tanna and Malekula (funded by ILO & IOM)</p> <ul style="list-style-type: none"> • Strong reintegration partnership with IOM. Development of a reintegration module. • Challenges with ‘brain drain’ so the LSU is working together with domestic employment unit to partner with Youth Challenge Vanuatu (local NGO), and with private sector (hotels), and with training provider VIT. • Hospitality internship program in which interns gain valuable skills and experience in the hospitality sector – and the hotels mentor these interns without a cost to them. A stipend is paid daily through support from DFAT/ PLF. These interns often become full time staff and turning ‘brain drain’ into ‘brain gain’. • Superannuation kiosk that supports workers applying themselves for their
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			own superannuation
ECO 4.7: Increase/improve labour mobility nationally and internationally, including through the collection and analysis of comprehensive labour market data	ECO 4.7.1 Change in total number of individuals participating in seasonal work programmes		<ul style="list-style-type: none"> Seasonal Employment Act (SEA) review: all stakeholder consultations completed. Specific stakeholder input (DFAT, MFAT, ILO), and from varied LM stakeholders. Now all the information needs to be gathered and presented to the State Law Office for drafting of new Labour Migration legislation.
	ECO 4.7.2 Labour market flows		
1.1 Increase number of decent and sustainable jobs for Ni-Vanuatu domestically & internationally		1.1.1 Employment numbers tracked for both domestic and international (quarterly, midyear an annual reporting)	<ul style="list-style-type: none"> LM Policy was finalized and approved by Council of Ministers. It will be translated, launched and then socialized/ communicated to the broader public. PALM Family Accompaniment: Vanuatu is now one of the countries in this FA pilot – in which family members (immediate partners and children) can join the PALM worker in Australia. Vanuatu is proud of: Labour Mobility is a Family Journey. The LSU has developed a Vanuatu ecosystem, and has initiated several partnerships with
2.2 Support development and implementation of the Labour Mobility Policy Framework	ECO 4.7.3 Total annual remittances as a proportion of GDP	2.2.1 Labour Mobility Policy Framework	
5.5 Support the review of labour laws		5.5.1 Review of labour laws undertaken	
5.6 Create new labour policies		5.6.1 Create new labour policies	



			<p>ILO, IOM, NGOS World Vision, Save the Children, Youth Challenge, Wan Smolbag etc. – so that the quality of Labour Mobility is equally important as quantity.</p> <ul style="list-style-type: none"> • Labour Mobility stakeholders meet every 6 to 8 weeks, with LSU facilitating the meeting. • Another coordination mechanisms are linked to the increase in family challenges in labour mobility. LSU has developed a ‘community of care’ referral pathway so families can access the services they need. • LSU has their own communications staff and there are many ways that LSU is using this comms role: <ul style="list-style-type: none"> ✓ Facebook posts with accurate information, and success stories of change (35,000+ followers) ✓ Facebook live every week ✓ Partnership with VBTC: animation on TV about a
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			<p>family journey in labour mobility</p> <ul style="list-style-type: none"> • Research specific to Vanuatu <ul style="list-style-type: none"> ✓ Labour Mobility and women's leadership (ADB, LSU) ✓ Impact of Labour Mobility on Children (UNICEF) ✓ Together Apart (impact of LM on the family) (ANU, LSU) ✓ Together Apart: youth voice through photography (WSB, ANU, Griffith, LSU) • Partnership with IOM and World Vision: they implement Famili I Redi training. LSU delivers specific components of this training. Port Vila and in the islands (Santo, Malekula, Tanna, Torba and Ambrym). Vanuatu is proud that this program is going to expand to other countries.
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5. Report against Budget Narratives

CABINET AND CSU

Ministry	MIAA	MINISTRY OF INTERNAL AFFAIRS									
Department	CABINET	OFFICE OF THE DIRECTOR GENERAL								Operational Report	Linkage to NSDP
										Q1/2/3/4 - 2024	
Program	Activity	Performance Indicator	Target	Actions	Q1	Q2	Q3	Q4	OIC	Timeframe	
MIAA	Objective 1: To manage cabinet services, providing coordination of all departments and statutory portfolios under the Ministry										
	1.1.1 Advice on matters related to the Ministry functions and COM deliberations provided to Political Advisors and the Cabinet support staff of the Ministry	Number of COM papers	20	1.1.1.1 Coordinate Consultation review with stakeholders or Gov. Agencies	x	x	x	x	Director General	Ongoing	SOC 6.4
		Number of Department per PA	2	* Liaise with Minister task PAs to work with each agency under MOIA.	x	x	x	x			



(DCO/COM Papers)											
1.1.2 Develop initiatives to strengthen and uphold the Minister and associated Members of Parliament in support of the mandated role of the Ministry.	Number of briefings with Minister	15	1.1.2.1 Schedule monthly and weekly meetings with Minister	x	x	x	x	Director General , EO	Ongoing		
			1.1.2.2 Provide update on Department activities to Minister						Complete		
			1.1.2.3 Check, follow up on action items						Ongoing		
			1.1.2.4 Produce meeting minutes which include records of discussion, and implementation of action items.						Complete		
	Number of meetings with stakeholders	6	1.3.1.1 Attend meetings with stakeholders and follow up on items discussed	x	x	x	x	Director General , EO	Ongoing		
			1.3.1.2 Ensure meetings schedule involving Minister of the Cabinet, DG and Donor partners						Ongoing		
			1.3.1.3 Maintain bilateral agreement between Donor Partners						Ongoing		
			1.3.1.4 Seek Donor Assistance to fund/capacity trainings to relevant authorities.								
2.1.2 Regular Management meetings with Heads of Department with Actions Arising for implementation	Number of executive meeting minutes produced	12	2.1.2.1 Ensure meetings schedule involve very department heads and DG	x	x	x	x	DG; Heads of Department and CSU Management Team	Ongoing		
Objective 2: To provide support for the effective administration, budget expenditure support of Cabinet and the Minister's office;											
2.1.1 Operations of the Cabinet are run	Number of quarterly	4	2.1.1.1 Provide quarterly financial reports to Minister on budget expenditure & revenue generation	x	x	x	x	Director General &	Completed	SOC 6.4	



	efficiently within the limited budget maintained in collaboration with the Director General's office.	reports produced		2.1.1.2 Liaise with Minister for any financial matters					Finance Manager (CSU)		
	2.1.2 Advise Minister with any financial matters and budget submission	Copy of briefing notes to the Minister	10	2.1.2.1 Liaise and work with Minister on any financial matters for MOIA agencies	x	x	x	x	DG & Finance Manager	Ongoing	
				Provide briefing on Budget before presentation to MBC		x	x		DG & Finance Manager	Complete	
Objective 3: To progress the implementation of Government policy directives and alignment of the departments activities with the NSDP											
	3.1 Development of policy directions and propose implementation measures	3.1.1 Number of Department policy papers drafted, discussed, and approved for DCO consideration to strengthen management and	10						ALL Department Directors	Complete	SOC 6.4
				3.1.1.2 Provide formal induction to all PAs							
				3.1.1.3 Organise induction to new cabinet staff							
				3.1.1.4 Conduct refresher induction to existing cabinet staff							



		financial issues										
Objective 4: Contribute to legislation, policy, planning & reporting frameworks so that Internal Affairs of the state are handled in a professional, consultative manner by all parties;												
4.1.1 Expedite amendments of regulations & legislations and policies required for the effective operations of the Ministry's Departments & Units	Number of policy papers drafted	10	4.1.1.1 Provide legal advice to Minister					Director General ; Compliance Manager CSU	Ongoing	SOC 6.4		
			4.1.1.2 Review of ministry's legislations				Director General ; Compliance Officer (CSU); Compliance Officer (CSU); M&E Officer (CSU) and ALL Directors	Jan to Dec 2024				
			4.1.1.3 Ministry policy papers drafted, discussed, and approved for COM consideration					Jan to Dec 2024				
			4.1.1.4 Drafting instructions to SLO & Liaise for the drafting of the bills					Jan to Dec 2024				
			4.1.1.5 Provide assistance & coordination to departments on their policy development, legislation amendment and new bills.					Jan to Dec 2024				
Objective 5: To establish & expedite complaint mechanism in which citizens, visitors and investors' concerns are addressed;												
5.1.1 Liaise with department directors to	5.1.2 Implement	100%	5.1.1.1 Liaise with all departments to strengthen and provide safe working environment					Director General ;	Jan to Dec 2024	SOC 6.4		



	establish/strengthen compliant mechanism	ation Plans prepared		5.1.1.2 Draft policies are well consulted with stakeholders					Compliance Manager (CSU)	Jan to Dec 2024	
Ministry	MIAB	MINISTRY OF INTERNAL AFFAIRS									
Department	CORPORATE SERVICES UNIT	CORPORATE SERVICES								Operational Report Q1/2/3/4 - 2024	Linkage to NSDP
Program	Activity	Performance Indicator	Target	Actions	Q 1	Q 2	Q 3	Q 4	OIC	Timeframe	
MIAB	Objective 1. To provide leadership direction, administration, coordination and support services across all portfolios of the Ministry, including coordination in responding to natural disaster										
	1.1.1 Regular staff and monthly meetings	Number of Meeting minutes	12	1.1.1.1 Conduct regular meetings with Heads of Units and staffs					Director General, Director s, CSU Managers, Agency heads & EO	On-going	
	1.1.2 HR Network and Finance Network implementation of leadership directives, administration, coordination	Number of Meeting minutes	4	* Conduct regular meetings with Finance Network and HR Network						Completed	
				* Meeting minutes prepared and arising issues are well managed through each network							



	and support services											
	1.1.2 Attend DCO meetings with appropriate paperwork DCO Papers, draft Ministry Policy Papers and Briefing Notes as needed	Number of DCO meetings attended	20	1.1.1.2 Attend DCO meeting with appropriate paperwork DCO Papers, draft Ministry Policy Paper					Director General	Completed		
				1.1.1. Develop and undertake ongoing review of standard operating procedures for MOIA					Head of Units, DG	Partially completed		
	1.1.3 Attend National Disaster committee meeting	Number of Instructions issued	1	1.1.1.3 Issue instruction to MOIA agencies on preparation and responses to disaster					Director General	Jan to Dec 2024		
				1.1.1.1 Coordinate disaster policy and disseminate to MOIA agencies					Director General	Jan to Dec 2024		
MIAB	Objective 2. To provide M&E reports as per GOV planning and reporting cycle to promote accountability, transparency and compliance.											
	Timely planning, implementation and reporting of as per government cycle	Percentage of compliance to government cycle	100%	2.1.1.1 Inform and conduct awareness on Reporting timeline to all Departments.					Director General , Directors, Agency Heads, EO, M&E Manager (CSU)	On-going		
				2.1.1.2 Ensure quarterly, half yearly and annual report are submitted and received by the corporate services unit on time.						On-going	SOC 6.4	
				2.1.1.3 Review agencies reports and Business plan, and compile.						On-going		



				2.1.1.4 Facilitate reports for validation and printing purposes						On-going	
				2.1.1.5 Dissemination to Parliament, OPSC and our stakeholders						On-going	
				2.1.1.5 Conduct Refresher training on Reporting guidelines						On-going	
	2.2.1 Preparation of timely Financial Reports with underspends, overspends, analysis and expenditure controls and revenue updates with advisory assistance in budget management and cost management	Number of financial reports produced	4	2.2.1.1 Provide monthly and quarterly reports on revenue, forecast, analysis and expenditure control to DG and Department heads.					Finance Manager	On-going	



	2.3.1 Provide support to provinces on planning, budgeting reporting, recruitment processes, policies, and legislation	Number of trainings conducted	2	2.3.1.1 Conduct capacity training to MOIA provincial staffs								
	2.1.2 Provide support services (Admin/Security /Cleanliness of the compound)		100%	2.1.2.1 Provide ongoing professional Administration services (Calls, Emails, customer services, Received emails & Dispatch)						Front desk Officer	On-going	
				2.1.2.2 Conference Room Management (Bookings)							On-going	SOC 6.4
				2.1.2.3 Provide assistance and support to new Interns on administration matters							On-going	SOC 6.4
				Maintain CSU office as a neat and tidy environment						Cleaner	On-going	
				2.1.2.1 Maintain Utensil & Stationaries supply stock at all time							On-going	
				Provide general support services for the proper functioning of the admin operations							On-going	
				2.1.2.5 Provide driving support as needed by the head of sections						Driver	On-going	SOC 6.4
				2.1.2.6 Develop a daily /weekly running schedule to meet high demand of daily running							On-going	SOC 6.4
				2.1.2.7 Dispatch of mails in government ministries, departments and NGO's							On-going	SOC 6.4
				2.1.2.8 Quotation's enquiry in all hardware's for CSU							On-going	SOC 6.4



				2.1.2.9 Ensure compound is free from all harmful practice					MOIA Security	On-going	SOC 6.4
				2.1.2.10 Control movement & Provide direction to MOIA clients to the respected departments							
				2.1.2.11 Manage vehicles parking areas						On-going	
MIAB	Objective 3. To undertake prudent financial, infrastructure and assets management of the Ministry's resources with 100% compliance to the PFEM & CTB Acts										
	3.1.1 Provide Financial assistance to the department heads on the budget management and cost management	Copies of financial advices	4	3.1.1.1 Control and Management of accounting management					Director General	Jan to Dec 2024	SOC 6.4
				3.1.1.2 Management of project funds and activities under MOIA					Director s, Agency Heads, EO, FM (CSU)	Jan to Dec 2024	SOC 6.4
				3.1.1.3 Assist in providing Audit reports across all Ministry					Senior Finance Off (CSU), Project Manage r, Revenue commit tee	Jan to Dec 2024	SOC 6.4
				3.1.1.4 Provide annual financial statement of MOIA	x					Compl ete	SOC 6.4
				3.1.1.5 Provide support/ advise on financial matter to another relevant department						Jan to Dec 2024	SOC 6.4
				3.1.1.6 provide support and advise on revenue initiative to agencies under MOIA						Jan to Dec	SOC.6.4
				3.1.1Management of Warrant release						Jan to Dec 2024	SOC 6.4
	3.1.2 Timely Budget and NPP submission	Progress of budget developme	100%	2.2.1.2 Meet with Departmental Heads, Finance officers and Expenditure analyst to develop MOIA budget.					DG, Director s, Agency	Compl eted	SOC 6.4



		nt and submission							Heads, EO, FM (CSU)		
				3.1.2.1 2024 Budget submission and NPP							
		Percentage of revenue collected against target	100%	3.1.3.2 Revenue collection from State flag permit, and explosive permit is well deposited and recorded	x	x	x	x	Finance team	On-going	
	3.1.3 Management of MOIA Assets	Registration of assets	100%	3.1.3.1 Liaise with department heads & Provincial offices on asset management.					FM & Asset officer	Jan to Dec 2024	SOC 6.4
				3.1.3.2 Management of disposal of Asset (work in collaboration with the Department of Finance/Fleet Unit						Jan to Dec 2024	SOC 6.4
				3.1.3.3 Assets Register up to date & compliant with PFEM & CTB Acts						Jan to Dec 2024	SOC 6.4
	3.1.4 Management of infrastructure - reconstruction and renovation of infrastructure	Number of infrastructure maintenance/plan	2	3.1.4.1 Maintenance and construction of infrastructure in the Ministry Compound					Finance Manager & Asset Officer	Jan to Dec 2024	SOC 6.4
				3.1.4.3 Liaise with DLA to design MOIA One-Stop-Shop					DG, FM & EO	Jan to Dec 2024	
	Development of Financial, Procurement,	Number of approved guidelines	2	Finalize Financial & Procurement Guideline	x	x			Internal Audit	Partially completed	SOC 6.4
				Finalize Asset Guideline							
				Develop and Finalize MOIA fraud & Internal Audit policy/ guideline							



	and Reporting Guidelines			Submission of guidelines and policy to the Director General for Endorsement							
	Improve the corporate governance function for the Ministry	Number of the approved audit plan	1	Development of annual audit plan for endorsement	x				Internal Audit	Complete	SOC 6.4
		Number of committees established	1	Set up an internal audit committee for the Ministry	x				Internal Audit	Jan to Dec 2024	SOC 6.4
		Number of SOP endorsed	1	Develop Audit SOP	x	x			Internal Audit	Almost Complete	SOC 6.4
		Number of IA conducted	1	Conduct internal audit / investigations	x	x	x	x	Internal Audit	On-going	SOC 6.4
		Number of reports produced	4	Provide quarterly report to MOIA executives	x	x	x	x	Internal Audit	On-going	SOC 6.4
			100%	Proper filing of financial documents							
MIAB	Objective 4: Provide M & E reports to DG on legislation drafting & approvals, policy & planning implementation;										
	4.1.1 Coordinate department legislative, Regulation orders & amendment for DG upon request by departments according to needs analysis.	Number of legislations, policy reports produced	8	4.1.1.0 Development of Drafting review & regulation orders					Director General, Directors, Agency Heads, Compliance Officer and	On-going	SOC 6.4
				4.1.1.1 Provide advice to line department on the review of any legislation or any related matters						On-going	
				4.1.1.2 Assist compliance committee on any disciplinary matters upon request						On-going	
				4.1.1.3 Provide reports on legislation drafting & approvals, policy & planning implementation;						On-going	SOC 6.4



										M&E officer (CSU)		
MIAB	Objective 5. Undertake NGO coordination for consultative partnerships and initiatives in civil society;											
	5.1.1 Meetings with stakeholders to track progress of VANGO initiatives to progress NGO related policy	Percentage of NGO registration	100%	5.1.1.1 Registration of NGOs in Vanuatu					EO & NGO desk Officer	On-going		
		Number of NGO database	1	5.1.1.4 Development of NGO Data base		x	x	x		On-going	SOC 6.4	
		Number of expatriates per NGO	5	5.1.1.5 Follow-up with on special Category Visa approvals						On-going	SOC 6.4	
		Number of Local counterparts per NGO	5	5.1.1.6 Liaise with Labour by Strengthening the compliance of Labour-local counterpart (localisation)						On-going	SOC 6.4	
		Number of induction meetings minutes	2	5.1.1.7 Organise induction meeting with all NGOs						Completed		
		Number of meeting minutes	2	5.1.1.9 Organise meeting on wrap-up and feedback with NGOs and partners						Not Completed		
MIAB	Objective 6: Liaise with sector stakeholders & development partners on matters to do with affairs of the nation domestically and internationally.											
		Number of awareness conducted	2	6.1.1.3 Conduct Awareness on State Flag and Explosive Act in all provinces						On-going	SOC 6.4	
				Provide advice to the Minister on Liquor permits						On-going		



		Number of inspections conducted	2	6.1.1.4 Conduct inspections of Armorial bearings & State flags in 3 Municipalities						On-going	SOC 6.4
		Number of trainings conducted	1	6.1.1.6 Conduct reporting guidelines training to all the provinces and related M&E field visits.						Not complete	SOC 6.4
MIAB	Objective 7: Undertake Human Resources Management for the Ministry to progress restructures to ensure staffing, and capacity building for effective and professional service delivery in central and decentralized provincial locations.										
	7.1.1.1. Ensure that the MOIA Department is adequately staffed and structured to provide high-quality services.	Number of restructurings	1	Provide support for department restructuring	x	x	x	x	Director s, HRM, SHRM, HR Records and Admins	On-going	SOC 6.4
		Proportion of increased staff	25% increase	Implementation of the approved structure							
	7.1.1. Ministry HR plan provides coordination of restructures, permanent recruitment, approved age retirement, succession plan, capacity building training and compliant contract and OPSC employment processes	Percentage of target	50%	Identify key vacant positions within each department	x	x	x	x	HRM, SHRM, HR Records and Admin, Finance , PSC, Department Director s	On-going	
				Recruitment facilitated							
				Confirmation of FV							
				Overseeing panel documents							
				Provide induction to newly appointed employees							
		Number of EDR reports	5	Provide advice to the Directors on the Disciplinary process	x	x	x	x		On-going	SOC 6.4
				Assist the Directors on the development of the EDR							



		submitted to PSC		Facilitate EDR to PSC for consideration								
		Number of plans developed	1	Development of SOP and Retirement plans for the next 5 years	x	x	x	x			On-going	SOC 6.4
				Development of Retirement plan								
		Number of training need analysis conducted	1	Conduct training needs analysis interview	x	x	x	x			On-going	SOC 6.4
		Number of skilled gap audit	1	Conduct one or more skills gap audit								
		Number of plans developed	1	Develop MOIA training plan								
		Number of staffs attending trainings (Internal & External)	20	Seek donor assistance to fund/capacity trainings with relevant authorities								
		Facilitate and coordinate Performance management as per PSC performance	100% across all MOIA agencies	Follow up PA submission for Department officers	x	x	x	x	HRM team and PSC		On-going	SOC 6.4
				Facilitate the Dept PA submission to PSC								
				Develop a performance appraisal records to records yearly appraisal for employees								
				Collaborate with HRM-PSC on the development of MOIA rewarding performance policy								



		managem ent systems										
	Coordination of MOIA employees' salaries, allowances and severance pay	Percentage of processed entitlements	40% of severance proce ssed	b) Draft severance calculation for retired, resigned, and medically ill officers.	x	x	x	x	HRM team and Finance team	On-going	SOC 6.4	
			100%	Liaise with Dept admin officers to process salary and allowance for permanent officers, casual and contracts staffs to PSC for approval and Finance for payment	x	x	x	x	HRM team and Finance team	On-going	SOC 6.4	
MIAB	Objective 8: To progress the implementation of government policy directives and alignment of the department activities with NSDP											
	Establishment of provincial Corporate Services Unit (CSU) and elevation of SG and provincial based Managers	Provincial CSUs established	100% in 3 provi nces	Conduct stakeholder meetings with government agencies and decentralization working group	x	x	x	x	HRM team and Finance team	In-progre ss (Act yet to be passed in parliam ent)	SOC 6.5	
				Revision of Provincial CSU TORs								
				Coordinate recruitment process for key positions in provincial CSU								
	Realignment of Budget to reflect Decentralization policy	Realignme nt of MOIA departmen t budget structures to be reflected in Provincial	100% across all MOIA agen cies	Conduct meetings with MFEM on realignment of departmental budget structure	x	x	x	x	Executi ve Manage r & Finance Manage r	Jan to Dec 2024	SOC 6.5.1	
				Coordinate with MFEM on realignment of budget structures								
				Entry of 2025 budget according to the new decentralized budget structure								



		and Area Council level										
MIAB	Objective 9: To prepare, coordinate and improve/promote the media, advocacy & awareness strategy for the Ministry											
Promote and raise awareness on the works and achievements of the Ministry	Number of meetings/ trainings attended	2	Attend meetings/trainings of press officers in other Ministries/private sector to promote high standards of journalism and responsible reporting	x	x	x	x	Media Officer	Partially completed			
	Number of meetings, workshops , conferences attended	12	Collect monthly media contents from each department	x	x	x	x	Media Officer	Partially completed			
			Attend workshops, meetings, conferences to gather information for preparation of press releases									
	Number of publications	Coordinate with Media outlets to publish MOIA media coverages through all media outlets										
	Number of speeches prepared	2	Assist to Draft speeches for DG and Senior Officials									
	MOIA website regularly updated	100%	Regularly update the MOIA website									
	Number of social media post	12	Utilize social media to publicise work of MOIA making information accessible working with RTI Units									
Number of media strategy developed	1	Prepare an annual media strategy with calendar of forecasts events and opportunities closely aligned with strategy to promote achievement against NSDP and key government policies	x				Media Officer	On-going				



MIAB	Objective 10: To ensure effective harmonization, planning, design, resourcing, implementation, monitoring, reporting, auditing for MOIA projects											
	Develop, manage and coordinate projects under MOIA	Progress of project implementation per targets	100%	Liaise with project stakeholders and TAs	x	x	x	x	Project Manager	Not completed		
		Number of meetings attended/organized	12	Attend project meetings with donors, stakeholders and analysts								
		Number of project proposals to donor/sector stakeholders	1	Design and develop project proposals that meet MOIA priorities and stakeholder requirements								
Ministry	MIA	MINISTRY OF INTERNAL AFFAIRS										
Department	Independence Celebration	INDEPENDENCE CELEBRATION									Operational Report	
											Q1/2/3/4 - 2024	
Program	Activity	Performance Indicator	Target	Actions	Q1	Q2	Q3	Q4	OIC	Timeframe		



MIAD	Objective 1. To provide support through the Independence Committee to commemorate the Independence Anniversary on 30th July annually										
	Coordination of Independence Day celebration across the country and to overseas missions and institutions	Number of meetings minutes	10	1.1.1.1 Formation of Independence Celebration committee in Quarter 1 2024	x	x			Independence Committee & CSU Staffs (Finance section)	Completed	SOC. 3.6 & SOC 6.5
				1.1.1.2 Schedule meetings and discuss Independence agenda & plans						Completed	
				1.1.1.3 Submit budget plan & agenda for approval.						Completed	
				1.1.1.4 Dissemination of funds to Municipalities, Provinces an overseas institution						Completed	
				1.1.1.5 Program preparation & organisation of celebrations						Completed	
	Coordination of formal Independence celebration functions	Percentage of activity against target/budget	100%	Release funding to Presidential cocktail					Corporate service unit staff (Finance Section) & Independence Committee	Completed	SOC. 3.6 & SOC 6.5
			100%	Printing and distribution of Independence booklet to VIPs						Completed	
			100%	Events delivered, reported, and acquitted on time and within budget -Presidential cocktail party after flag rising and Prime Minister's Independent ball in the evening						Completed	SOC. 3.6 & SOC 6.5
	Proper reporting of independence fund	Number of independence report	1	Prepare and submit independence report to the Minister			x		EO, Finance Manager & Independence	Partially Completed	



										Committee		
MIAD	Objective 2. To deliver the planned activities within the allocated budget ceiling											
	2.1 Coordinating and payment of other logistical support for official flag rising	Number of planned activities	6	2.1.1.1 Ensure all activities planned carried out accordingly						Independence Committee	Completed	
		Percentage of funds disbursed	100%	2.1.1.2 Coordination and payment of other logistical support for official flag rising							Completed	SOC. 3.6 & SOC 6.5
MIAD	Objective 3. To acquit GOV funds within one month of completed activities											
	3.1 Funds utilisation	3.1.1 Government Appointed Independence Committee Expenditure Acquittal Report X 1 on budgeted expenditure to MFEM within 1 month	1	3.1.1.1 Prepare an acquittal report of total expenditure and submit to MFEM						Finance section CSU	On-going	SOC. 3.6 & SOC 6.5
Ministry	MIA	MINISTRY OF INTERNAL AFFAIRS										
Department	Crime Prevention	Crime Prevention									Operational	Linkage/NSDP



										Report	
		Q1/2/3/4 - 2024									
Program	Activity	Performance Indicator	Target	Actions	Q1	Q2	Q3	Q4	OIC	Timeframe	
MIAE	Objective 1. Devise strategies to mitigate substance abuse and domestic violence										
	Reports on awareness activities for the vulnerable members of the communities on the consequences and cost implications of substance abuse and domestic violence for victims and impact of the communities	Number of consultations and consultation reports produced	10	1.1.2 Consultation with community leaders					Crime Prevention Committee & police	Ongoing	SOC. 5
				1.1.3 schedule date and location of awareness activities						On-going	
				1.1.4 Produce report on awareness activities						On-going	SOC. 5
	Objective 2. Reduce crime rate in Vanuatu										
	Workshop, awareness activities for community and	Number of reports produced	12	2.1.2 Consult with communities to conduct awareness					Crime Prevention Committee	On-going	SOC. 5
2.1.3 Mobilisation And conduct awareness								On-going			



	youth groups with information & awareness training on alternative strategies for meaningful participation in the community and workplaces instead of committing crime.			2.1.3 Produce report					tee & VPF	Completed	
Objective 3: Inform community and youth groups with information & awareness training on alternative strategies for meaningful participation in the community and workplaces instead of committing crime											
	3.1.1 National Crime Prevention Committee Monthly Reports x 12 of the consequences and cost implication of domestic violence, drugs & crime prevention	Number of reports produced	12	3.1.2 Develop youth action plans for youth involvement					Crime Prevention Committee & VPF	Complete	
				3.1.4 monitor implementation of youth plan activities						On-going	
				3.1.4 Produce reports						On-going	SOC. 5



Program	Outcome Indicator	Output or Service Target	Performance to date	Activity	Performance Indicator	Target	Performance to date	Comment	Link to NRS	Link to NSDP
Directors' office										
Objective 3: Undertake capacity building & strengthening of human resource to improve service delivery, especially in the provinces and Area Councils.	To improve services provided by DLA	<ul style="list-style-type: none"> - To improve financial reports and internal auditing - To improve data base records - Improve coordination of socio and economic development in the Provinces and Area Councils 	On hold awaiting restructure of Provinces	MICC	4 new staff recruited under the new Structure	4	0	Awaiting provincial restructure to be approved.		SOC 1.4 SOC 3.2 SOC 4.1 SOC 4.2 SOC 4.3 SOC 4.5 SOC 6.4 SOC 6.5 ENV 3.1 ENV 3.3 ENV 4.1 ECO 1.2 ECO 2.3 ECO 2.6 ECO 2.7 ECO 3.6 ECO 4.2



	Capacity building of DLA Staff	<ul style="list-style-type: none"> Training on Local Governance Training on Executive Leadership and Management 	Trainings will happen when MOU is signed with PILAG in July 2023	MICC	List of required trainings to be under taken by staff	1	26	Shefa AA Capacity Training <ul style="list-style-type: none"> 6 Provincial Accountant Refresher training 1 at APTC - Leadership and Management Training 		
	Adherence to code of conduct and ethics	EDR's submitted to MOIA CSU	EDR =s submitted to CSU for both staff	MICC	Record of disciplinary actions taken against staff		2	2 AA on suspension		
Objective 5: Improve service delivery and organizational capacity through timely planning, budget, reporting and the	Clear direction on Departmental work and linkages to the Ministry Corporate plan and NSDP	ABP 2023 submitted to CSU. ABP 2024 scheduled for late 2023	ABP 2023 completed and ABP 2024 in qtr. 4 of 2023	MICC	2024 Business Plan completed	1		Draft Business plan Completed		
	Proper costing of line activities	Entries made into the VBMS and presentation	Entries into VBMS completed in	MIC C	2024 Budget completed	1		Entry done on VBMS		



administration of the Department.	and resource allocation to achieve planned objectives	made to MBC through the Minister IA	June 2023. Presentations to MBC in July/August 2023		and submitted					
	Monitoring of work being done by Units within DLA	Completion of quarterly work reports and monthly financial reports	Quarter 1 reports delayed due to cyclone response activities. Financial reports are captured through smart stream	MICC	Copy of the Reports			<ul style="list-style-type: none"> Provincial and Area Councils Quarter 1 & 2 reports NSDP Progress Report Provincial Finance Reports 		
	Enable investments and ensuing returns to the provinces	Clear options put forward for agreement by the Provinces through the LA Forum	2 Proposals currently being developed with a 3 rd proposal from the National Youth Council	MICC	Preferred option implemented at Bukura Farm	1		<ul style="list-style-type: none"> IFC /World Bank housing Project Proposal from VIPA 		
	Informing the general public on work done by the Department and	Provide regular press releases to media outlets	Drafts of press releases provided to the Office of the DG MOIA and AAs are constantly	MICC	Copy of press releases and other forms of media updates		More than 10	<ul style="list-style-type: none"> Area Council and Provincial updates on VBTC, daily post and Facebook 		



	Decentralization policy in general		updating developments in their respective Area councils through social media					<ul style="list-style-type: none"> Press Release on Provincial Investments 		
	A robust legal framework for the operations of Provincial administrations and opportunities to improve revenue generation	Regular review of existing subsidiary legislation and creation of new by-laws to regulate activities in the provinces and enabling new revenue initiatives	Two provinces have submitted new by-laws for review and onward submission to OAG	MICC	Copies of standardized staff regulation, standing orders and bylaws	1	15	<ul style="list-style-type: none"> 4 Torba Provincial by-laws 11 Malampa Provincial by-laws 		
	Regular contact with Provincial Staff and understanding the context they operate in	At least 2 Provinces are visited per quarter	Two provinces visited in the first six months of 2023	MICC	Reports of the visits		2	<ul style="list-style-type: none"> Torba and Sanma visit 		
Administration										
Objective 5: Improve service delivery and	Asset Records updated	Stock take of Staff Office equipment's	All assets purchased within the 6 months have	MICC	Updated record of stocks	12	5	<ul style="list-style-type: none"> Records of office equipment's 	RO 1.1.2	Soc 6.4



organizational capacity through timely planning, budget, reporting and the administration of the Department.			Asset Forms filled out					with MOIA Asset officer		
				MICC	Monitoring Report of vehicles	1	0	• Awaits access from Geocal	RO 1.1.2	Soc 6.4
	Maintenance and vehicle operations in line to Fleet Management Guidelines	Establish a Vehicle Management System	Discussion is underway between Fleet Management Unit and DLA for the installation of the Vehicle Management System	MICC	Fully renovated office with extension	2	1	• Renovations on going	RO 3.2.3	ECO 2.3.2
	Staff Leave Records are updated	Strengthen Staff leave Management system	Discussions are underway with PSC for the installation of a Staff Leave Management System	MICC	Proper record and management of staff leave	1	0	• Staff leaves updated	RO 1.1.2	Soc 6.4
	Office premises are well maintained	Maintaining/providing a clean office work environment	Office premises are maintained daily	MICC	Clean working environment daily	1	1	• Office premises maintain daily	RO 1.1.2	Soc 6.4
	DLA Communications Systems is fully established	Facilitate the flow of information and Communication in the DLA office	Ongoing upgrade of communication systems in DLA	MICC	Functional means of communication (Emails, Telephones,	1	1	• Communication system in DLA is operational	RO 1.1.2	Soc 6.4



					VOIPS)					
	Appraisals submitted to the office of the Director	Facilitate staff's Appraisals	Ongoing and in accordance to timelines set out by PSC	MICC	Appraisals submitted to the office of the Director	January-June-December (3)	2	<ul style="list-style-type: none"> Section A and Section B appraisals submitted 	RO 1.1.2	Soc 6.4
	Scanned copies of all DLA files/docs organized in an orderly manner	improve the filing management of DLA	Ongoing scanning of all documents and correspondences	MICC	Scanned copies of all DLA files/docs organized in an orderly manner			<ul style="list-style-type: none"> All inward and outward mails and documents scanned and saved 		
	Reduction in the number of A4 papers used per week	Photo copier control	Ongoing challenge to reduce paper use documents. Looking at efficient ways to reduce paper and use electronic mechanisms	MICC	Reduction in the number of A4 papers used per week					
	Vehicles are cleaned 3 days in a week and regularly serviced	Management of DLA vehicles	Ongoing activity	MICC	Vehicles are cleaned 3 days in a week and regularly serviced					



					Reduction in cost of fuel					
	Parking Area upgraded	Improvement of parking area	Ongoing activity	MICC	Parking Area upgraded			• In Progress		
	Back to office report submitted to the office of the Director	Travel to Penama and Malampa to follow-up with AAs on the effectiveness of office management training	Penama Trip complete. Malampa trip yet to eventuate	MICC	Back to office report submitted to the office of the Director			• First report submitted to the Director office		
Decentralization Unit										
Objective 1: Develop and support implementation of the relevant legislative frameworks, policies and strategies in the area of Decentralization	Roll out of the Decentralization Implementation Plan (DIP) is advanced	At least 4 DWC meetings each quarter	2 meetings – 1 st and 2 nd quarter	MICC	DWC Meeting minutes and Meeting Resolutions	4	2	• 1 st and 2 nd Meeting held with Minutes and Resolutions	RO 1.2 & 2.2	SOC 1.4 SOC 3.2 SOC 4.1 SOC 4.2 SOC 4.3 SOC 4.5 SOC 6.4 SOC 6.
	Achieve the Decentralization Policy object of effective and coordinated service delivery and access to	A model is identified and approved	Model/structure is under consultation	MICC	Model identified and approved	1	0	• Consultation proposed model are underway	RO 1.2 & 2.2	SOC 1.4 SOC 3.2 SOC 4.1 SOC 4.2 SOC 4.3 SOC 4.5 SOC 6.4 SOC 6.



	services better planning, budgeting, reporting and alignment									
	People of Vanuatu are sensitized on the approved subnational Decentralization model	Sub-national Government, Government and non-government officials, Public	Currently conducting consultation	MICC	Reports Produced	1	0	<ul style="list-style-type: none"> Decentralization model is still under consultation stage 	RO 1.2 & 2.2	SOC 1.4 SOC 3.2 SOC 4.1 SOC 4.2 SOC 4.3 SOC 4.5 SOC 6.4 SOC 6.
	Legislative gaps are identified within the Decentralization Act CAP 230	CAP 230 and Local Produces Act	Proposed Amendment of CAP 230 are identify	MICC	Copy of drafting instructions to SLO	1	1	<ul style="list-style-type: none"> Copies of proposed amendments are done 	RO 1.2 & 2.2	SOC 1.4 SOC 3.2 SOC 4.1 SOC 4.2 SOC 4.3 SOC 4.5 SOC 6.4 SOC 6.
	Legislative gaps are identified within the Local Produce CESS Act	CAP 230 and Local Produces Act	Drafting Instructions done and sent to SLO	MICC	Copy of drafting instruction to SLO and COM decision on the proposed amendments	1		<ul style="list-style-type: none"> Copy of Draft Amendment Bill for further discussion 	RO 1.2 & 2.2	SOC 1.4 SOC 3.2 SOC 4.1 SOC 4.2 SOC 4.3 SOC 4.5 SOC 6.4 SOC 6.



	Required support from stakeholders to advance the implementation of Decentralization program is achieved	Main Government Institution (PSC, DSPAC and Finance)	Meetings as been done one on one with PSC and DSPAC.	MICC	Minutes, Reports and MOU produced	3			RO 1.2 & 2.2	SOC 1.4 SOC 3.2 SOC 4.1 SOC 4.2 SOC 4.3 SOC 4.5 SOC 6.4 SOC 6.
	Complement the implementation of decentralization program through PROJECTS	VCCRP, Gov4Res, VCAP2	Currently working closely with VCCRP, Gov4Res and VCAP	MICC	Reports produced and submit to office of Director	2	2	<ul style="list-style-type: none"> Currently working with VCCRP, Gov4Res & VCAP 2 	RO 1.2 & 2.2	SOC 1.4 SOC 3.2 SOC 4.1 SOC 4.2 SOC 4.3 SOC 4.5 SOC 6.4 SOC 6.
	Authorities are informed on the progress and implementation of the Decentralization	1 Decentralization report produced this year	Due in 4 th quarter	MICC	Report Produced and Published	1	0	<ul style="list-style-type: none"> End of Year Report 	RO 1.2 & 2.2	SOC 1.4 SOC 3.2 SOC 4.1 SOC 4.2 SOC 4.3 SOC 4.5 SOC 6.4 SOC 6.



	Implementa tion Plan									
Development and Planning Unit										
Objective 5: Improve service delivery and organizational capacity through timely planning, budget, reporting and the administration of the Department.	Empower and encourage the Area Councils to be self-sustainable	5 major AC projects launched in 2023	Launches the AC building of Motalava and Economic Hub in South Santo 1 AC. East Gaua AC building is also ready to be launched.	MICC	Launch o Major Area Council Investments		2	<ul style="list-style-type: none"> Opening of the Motalava Area Council Building Launch of the Tasmalum Economic Hub (South Santo 1 Area Council) 		SOC 6.5
	Obtain building plans that its structures can withstand disasters and suits the context of the Area Council	3 Different Architectural building plans in place	Plans obtained and are here with us in DLA.	MICC	Approved RFQ and Design of Area Council obtained Copy of signed contract			<ul style="list-style-type: none"> Several Area Council Designs obtained Need to update the RFQs for the different designs 		SOC 6.5
	Thorough understanding of ongoing activities inside the proposed	3 Reports and Maps produced in 2023	Maps of the Provincial Hubs developed (Basic) to pinpoint the exact location of the	MICC	Report of social and economic analysis collated and Maps of the identified			<ul style="list-style-type: none"> Maps of Provincial Hubs complete The work on the social and economic analysis- 		SOC 6.5



	Regional Hub Areas		proposed Areas.		hubs produced.			Concept Notes will be conducted at the end of July to the August period		
	To provide enough information to stimulate contributions from the Provincial govt and DLA to achieve the objective.	3 Concept notes developed per year	Meeting held with Governance for Growth (GFG) project to support the team with Capacity building in terms of Regional Planning and development of Regional Planning Policy	MICC	Three (3) Concept Notes produced for Sanma, Penama and Torba and presented to DLA and the respective provinces			<ul style="list-style-type: none"> The Focus has changed to focus on Shefa this year. Will be completing Concept Notes for North Efate and epi hubs 		SOC 6.5
	To guide the implementation of Plans in the proposed hubs.	1 Regional Development Planning Policy produced in 2023	Meeting held with Governance for Growth (GFG) project to support the team with Capacity building in terms of	MICC	Regional Development Planning Policy is produced			<ul style="list-style-type: none"> Currently undertaken through the support of GFG (Governance for Growth) Project 		SOC 6.5



			Regional Planning and development of Regional Planning Policy							
	An improved and well-structured Physical Planning throughout the Provinces	1 New physical Planning officer is recruited	Included in the new DLA Proposed structure that will be submitted together with the Proposed Provincial Restructure.	MICC	Provincial Physical Planning Officer recruited under the reviewed structure			<ul style="list-style-type: none"> Revised structure includes the Provincial Physical Planning Officer including the development of the Job Description and the rational for the position and its justifications 		SOC 6.5
	Obtain experience from peer-to-peer learning and observe the Regional Planning Work	2 visits to neighboring Pacific Countries and 2 Reports produced	1 officer have travelled to Fiji and learned from experience from Fiji and other Pacific Island nations.	MICC	Reports of the visit outlining the findings submitted to the office of the Director			<ul style="list-style-type: none"> This is a work in progress. DLA needs to identify which country is 		SOC 6.5



	Capacity building of staff	3 trainings attended this year 2023	Risk inform Development and Project Proposal training through the Gov4Res UNDP	MICC	Certificate of trainings undertaken			<ul style="list-style-type: none"> Project Proposal Training through GOV4RES Project 		SOC 6.5
	Projects that will help contribute towards strengthening of the Area Councils	3 project proposals developed and submitted to DSPPAC	Currently under development	MICC	Project proposals submitted to DSPPAC		3	<ul style="list-style-type: none"> 3 Major Project Proposal under development 		SOC 6.5
	Strengthen the working relationship with partners to achieve greater and quality outcomes for the betterment of Provinces and ACs	2 MOAs signed between partners	MOA signed between DLA and VSP	MICC	Copies of signed MOAs		1	<ul style="list-style-type: none"> DLA and VSP MOA signed for a working partnership with DLA and the six provincial government councils 		SOC 6.5
Finance Unit										



Objective 5: Improve service delivery and organizational capacity through timely planning, budget, reporting and the administration of the Department.	Transparency and accountability of public fund	To provide recommendations on Audit reports	Audit committee not yet established. Awaits amendment to CAP230	MICC	Audit reports provided by the Audit Committee	1		Yet to establish an Audit Committee		SOC 6.4 SOC 6.5
					Opinion of the Auditors on Financial Statements					
	Conducting financial refresher training to the accountants	Capacity building on the use of smart stream	Training done on the month of May	MICC	Report of refresher training on Smart stream	1	1	Training with the accountants undertaken.		SOC 6.4 SOC 6.5
					Smart stream financial reports					
	Standardize the audit template for the provinces	Reporting of Audit findings are well presented	Draft audit template was done	MICC	Audit template and Audit committee establish.	1		Draft 1 audit template completed		SOC 6.4 SOC 6.5
	Establishing a well & efficient share drive for the Finance Unit	Improving the filing system	Awaits OCGIO to restore share drive	MICC	Share drive establish	1				SOC 6.4 SOC 6.5



	Providing the expenditure report on the use of LA Contribution	Local Authorities have knowledge on the use of their contribution	Penama & Shefa Province to send their contribution	MICC	Expenditure reports of the Provincial Investments (LA Contribution)	6		Presentation of the report to be made by the accountants during the LA Forum		SOC 6.4 SOC 6.5
	Budget for the year 2024 to be appropriated in the Parliament	Ensuring the payrolls and operations for the Department, Provinces and Area Councils are entered into VBMS	2024 budget input are completed.	MICC-MICI	Budget for the Provinces and Department are entered into VBMS	7	7	Budget entry on VBMS completed		SOC 6.4 SOC 6.5
	Efficient financial	Ensuring that the Department bills and work plans are	Expenditure trend is efficient and as planned	MICC	Receipts of Payments			Up-to date	RO 3.2.3	SOC 6.4 SOC 6.5



Department of Urban Affairs and Planning

MO4	Ministry	MINISTRY OF INTERNAL AFFAIRS										
700	Department	Department of Urban Affairs and Planning									Operational Report Q1/2/3/4-2024	Linkages to NSDP
Program	Activity	Performance Indicator	Target	Action(s)	Q 1	Q 2	Q 3	Q 4	OIC	Status / Timeframe	Comment & Risks	
Corporate Service Unit												
MIAB	1. To provide technical advice and assistance to the Ministry of Internal Affairs and the three (3) municipalities in development planning, financial operations	1.1 Research and develop policies, strategies, legislation or amendments to legislations under the mandate of the department to support development in urban areas,	2	1.1.1 Legislative review CAP 90 (New amendments)	X	X	X	X	Director, SFEO		Completed draft amendment	SOC 6.4, SOC 6.5
				1.1.2 Consultation with stakeholders	X	X	X				Need to consult with Compliance Manager, CSU and OAG	
				1.1.3 Facilitate drafting instructions, facilitate submissions of legislation (CAP.90) to OAG a draft of COM Paper			X				Possibility of delay from OAG	
				1.1.4 Legislative COM Paper for CAP. 126	X	X					COM Paper endorsed by COM	



	and management, procurement, audit and reporting;	declared physical planning areas and foreshore areas.		1.1.5 Review and facilitate submission of legislation (Amendment) to the Office of Attorney General			X					Drafting almost completed	
		1.2 Support the municipalities in their annual audits including develop strategies to address weaknesses identified	1	1.2.1 Facilitate Municipality audit submission to the National Audit Office (NAO)	X	X			SFPO			LMC Clerk and Accountant been summoned by PAC	
				1.2.2 Facilitate review of draft audits	X	X							
				1.2.3 Facilitate payment of audit to auditors	X	X							
			1	1.2.4 Prepare audit Plan to Office of the Director	X	X							
				1.2.5 Raise LPOs for logistics payment	X	X						On-going	
				1.2.6 Conduct surprise audit	X	X						Need to conduct surprise audit on second quarter	
				1.2.7 Provide Report and feedback to the office of the director and Municipality	X	X							
		1.3 Develop and support business plan,	1	1.3.1 Seniors and Managers to prepare and provide monthly, quarterly and six-monthly report to the office of the director	X	X	X	X	Director, AO, SFPO			This is an ongoing activity done by	



		quarterly, six-monthly and annual reports											senior officers	
			1.3.2 Submission of reports to Senior Executives and office of the Director General	X	X	X	X						On going	
			1.3.3 Conduct review meeting for Business Plan 2024		X	X							Issue with urban council, delayed report submission	
			1.3.4 Develop draft Business Plan for 2025		X	X							Draft completed	
			1.3.5 Develop Budget 2025		X								Completed	
			1.3.6 Enter budget 2025 to VBMS		X								Completed	
			1.3.7 Attend DCO and MBC meetings for budget discussions			X							Completed	
			1.3.8 Assist office of the Director General, linkage with EA and SA on budget 2024 appropriations				X						Local TA (Margaret M) assist DUAP in linking the objectives with the outcomes EA provide assistance with 2025 Budget submission	



				1.3.9 Finalization of 2025 Business Plan				X			Completed 2025 Business Plan	
		1. 4 Recruit, train and coordinate training and equip personnel in the Department and the three (3) Municipalities in order to enable improvement in service delivery in municipalities	2	1.4.1 Conduct inductions for Town Clerk, Deputy Town Clerk, Senior Town Clerk, LMC	X	X					Induction completed	
				1.4.2 Conduct training on GIP proposal	X					SFPO	Completed training on NPPs and GIP proposal by Local TA (Margaret M) and Tas from GPVURP	
				1.4.3 Conduct LMC Councilor's inductions	X	X					Induction completed	
		1.5 Effective operation and management of DUAP Office reported in Quarterly Report (Q1, Q2 & Q3)	2	1.5.1 Oversee the day-to-day operation for all units	X	X	X	X				
				1.5.2 Monthly update and quarterly reports produced to the office of the DG	X	X	X	X		Director, AO	On-going	



		1.6 Produce DUAP Half Yearly x 1 and Annual Report x 1 supported by ICT based verifiable data	100%	1.6.1 Reminder to Managers and Seniors to produce reports	X	X	X	X	Director, AO		On-going	
				1.6.2 Preparation and submission of report to the office of the Director		X		X				
				1.6.3 Submission to the office of the DG		X		X				
MIAB	2. To enable partnerships for urban centers development (provincial, municipal & mini township);	2.1 Develop new partnership arrangements including investment & donor projects to support the growth and manage issues in the urban areas and foreshore development	3	2.1.1 Provide technical assistance to development Project partners/stakeholders and Municipalities	X	X	X	X	Director, PUPO, SFO,		On-going	SOC 6.4
		2.2 Support Municipalities in decentraliz	12	2.2.1 Provide timely reminder to Town Clerks for submission of monthly reports	X	X	X	X	Director AO,		Reminders to all Municipal Town	



		ation to enable services to be better delivered and managed at the ward level										Clerks and Accountant to submit first and second quarter reports	
												Reports sometimes delay due to change in leadership	
MIAB	3. Institutional Strengthening	3.1 Undertaking restructuring of the department		3. 1.1 Review of structure			X	X	Director AO, SFO,		Restructure in progress	ENV 2.2	
				3.1. 2 Review of job description's			X	X			Completed review of Town Clerk's JDs		
				3.1.3 Seeking approval from PSC			X	X			JD's been sign off by Director, DUAP		
				3.1.4 Advertisement of positions			X	X			Completed advertisement of Director		
	4. Provide interactive	4.1 Use ICT systems to	1	4.1.1 Integrate current e-filing system	X	X	X	X	Director, AO		This is an ongoing	SOC 6.1,	



MIAB	ICT based systems for improved administration;	integrate administrative data in "real time" / Provide guaranteed and cost-effective options to improve office workflow									activity done by the office of the Admin Officer	SCO 6.4
				4.1.2 DUAP e-planning tool/system	X	X	X	X	Director		TA recruited Geoserver create by team OGCIOD Development of DUAP e-planning in progress	
				4.1.3 Update and maintain DUAP website	X	X	X	X	SFDO, SGISO		On-going	
				4.1.4 Foreshore unit database	X	X	X	X	Director, SFPO, AO		TA recruited Geoserver create by team OGCIOD Development of DUAP e-planning in progress	
MIAB	5. To provide a strong efficient and	5.1 Ensure office is operational with restructure	5	5.1.1 Prepare and submit financial Visa(s) to MFEM for recruitment	X				SFPO, AO		Completed financial Visa(s) Senior Finance and	SOC 6.4

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				5.1.6 Procure Office equipment for new staffs	X	X					Completed purchase new laptops for new staffs	
				5.1.7 Procure replacement of office equipment for staffs	X	X	X	X				
		5.2 Vehicles Maintenance	4	5.2.1 Regular servicing of office vehicles, road worthiness	X	X	X	X	Driver/Mes sage, SFPO, AO		Completed full vehicle services for G62 after National Referendu m On going	
				5.2.2 Assist with administration and finance	X	X	X	X	Driver/Mes sage, SFPO, AO		Continuous assistance with administrati on and finance unit	
		5.3 Provide Detail Plan	1	5.3.1 Office landscaping and MOIA beautification		X	X	X	SEPO, SFDO, AO, SUPO, UPO		50% of design completed – Independen ce landscaping , car parking park, beautificati	SOC 6.4



											on Project under GPVURP	
		5.4 Prepare NPP	1	5.4.1 Expansion of office				X	Directo, PUPO, SHSO		50% design completed – expansion of DUAP & CSU, MOIA office under GPVURP	SOC 6.4
Municipalities												
MIBC	6. To improve administration and financial management of the municipalities	6.1 Support effective and efficient operations, financial management and administration of municipal councils	12	6.1.1 Provide reminder to All Municipalities for submission of reports	X	X	X	X	Driver, SFPO, AO		Sent reminders to all municipalities Town Clerks and Administrators to submit first and second quarter reports	SOC 6.4, SOC 6.5
				6.1.2 Review of monthly, quarterly, annual Municipality reports		X		X			Completed review of quarter 1 & 2 reports Report sometimes delays due to change	



												in leadership	
			6.1.3 Provide feedback to Municipality on reports		X			X					
			6.1.4 Review financial regulation and staff regulation	X	X	X	X					Hon. Minister (Acting) signed the PVCC @Municipal Council (Financial Instructions) (Amendment) Order No. of 2024	
			6.1.5 LMC and LTMC to develop financial regulation and procedures	X	X	X	X					Document still in draft	
		6.2 Provide high quality financial management control, reporting, and budget development for the municipal councils	1	6.2.1 Provide technical advice to councils on revenue improvement plan initiatives		X				Director, SFPO,			
				6.2.2 Provide technical advice and support to LTMC on revenue initiatives and beautification plan	X	X				SFPO, UPO		DUAP purchase Solar Street lights for LTMC	



MIBC	7. Support social and economic development of the municipalities are well coordinated, properly planned	7.1 Oversee implementation of urban planning for all urban development	5	7.1.1 Provide technical assistance on Municipality projects	X	X	X	X	Director, PUPO, SFEO, UPO		Completed proposed boundary map for PVCC expansion, risk hazard maps around the proposed areas for flooding and tsunami and subdivision map to locate subdivision boundary and lease title number	SOC 6.5, SOC 6.6, SOC 4, EC 2.3
		7.2 Seek additional funding to support Municipalities projects		7.2.1 Preparation and submission of GIPs to DSSPAC	X	X	X	X	Director, SFPO, PUPO		Completed two NPPs, however was removed by Finance	



											Manager on VBMIS	
MIBC	8. Review and create new by-laws in the municipalities to achieve better outcomes for the urban tax payers and public	8.1 Promote and support investments at the municipalities to enable improvement to services and businesses	3	8.1.1 Review and facilitate submission of Municipalities By-laws to AOG	X	X	X	X	Director, PUPO		LTMC By-laws submitted to OAG	SOC 6.4, EC 1.2
MIBC	9. Create a recovery plan for municipalities in the event of a disaster	9.1 Submit a National Early Recovery Action Plan to Recovery Operations (ROC)	3	9.1.1 Councils to provide National Early Recovery Action Plan to the Office of the Director	X	X	X	X	Director PUPO, SHSO		Possible delay of National Early Recovery Action Plan from urban council's	SOC 6.4, SOC 6.5, SOC 6.6 ENV 3.3
Urban Planning Unit (UPU)												
MIBA	10. To develop all urban planning	10.1 Regulate new planning	3	10.1.1 Develop COM Paper for Urban Planning Policy	X	X	X		PUPO, SUPO, SHSO,		COM paper completed awaiting clearance	SOC 6.4, SOC



	policies, urban strategies and urban designs	policies, regulations and planning standards to improve planning practices within the Declared Physical Planning Areas (PPA)						UPO, SHSO		from the office of DG and Minister endorsement	6.5, EC 2.3
			10.1.2 Develop Planning Guidelines	X	X	X				Finalization of TOR for TA supported by ADB for the Urban Development Policy Framework	
			10.1.3 Create Working group with stakeholders and Line agencies	X	X					Established zoning working team for Sola PPA	
			10.1.4 Procurement of travelling logistics		X			PUPO, SUPO, UPO, SHSO		Completed travelling logistics for Luganville and Rovo Bay	
			10.1.5 Consultation with Stakeholder and Wider group		X					Completed wider consultation at Lonnoc	
			10.1.6 Recruitment of TA	X	X					Mr. Derek Brien been	

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											and poles for LTMC	
											7.Luganville Urban Water and Sanitation Project	
MIBA	11. To direct the effective implementation of these policies in all urban centers throughout Vanuatu	11. 1 Implement current legislation and undertake reviews to modernize the legislative framework to support urban planning	3	11.1.1 Inform council on current legislative amendments	X	X			Directo, SUPO, UPO, SFDO		Completed successful induction for LMC councilors and staffs	SOC 6.5, ECO 3.6
MIBA	12. To develop legislative & policy frameworks for housing developments and informal	12. 1. Disseminate quality and quantity information on new Planning Policies through	3	12.1.1 Develop framework for Housing Policy		X	X		PUPU, SHSO		COM Decision No. 187: Establishing A National Housing Policy. Dated 10th May 2024 - Recruitmen	SOC 6.4, ENV 3.1



											t of Team Leader SOC 6.4, ENV 3.1. Advertisem ent of other Team members underway	
				12.1.2 Conduct consultation upon request of Local Authorities								
MIBA	13. To promote security and safety of Ni-Vanuatu especially for those migrating from rural areas into urban areas	13. 1. Establish new Physical Planning Areas and extend existing declared Physical Planning Areas	2	13.1.1 Facilitate intention of declaration any PPA to AOG	X	X	X	X	Director, PUPO		OAG gazette Notice of Intention to declare Tongoa-Shephard Islands Physical Planning Area and North/Nort h West of Efate Physical Planning Area located within SHEFA Provincial	SOC 4, ECO 2.3, ECO 3.6

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		Planning Area									Awaiting council endorsement	
											Awaiting Lease application to be endorsed by LMPC	
											Completed draft Zoning for Rovo Bay (drafting of the documents and 1st consultation with MIPU and SPGC and DOL [for subdivision] in progress)	
			13.2.2 Develop draft zoning and development control plan for Saratamata			X		UPO, SGISO				



		13.3 Assist DLA to identify potential economic and service hubs	3	13.3.1 Support RDPU Unit staff and provincial planners to develop regional growth framework plans to identify potential economic and service hubs		X		Director, Urban Planning Unit		COM Paper endorsed by COM	
				13.3.2 Scoping and observations of three (3) proposed hubs		X	X	Director, Urban Planning Unit		Completed draft Concept Plans for Nebraintata & Naouneban	
MIBA	14. Enhance staff capacity, improved coordination of declared Physical Planning Areas in collaboration with the Decentralization policy and strengthen the	14. 1. Contract qualified and experienced consultants and new staff to perform the technical roles required by the department	1	14.1.1 Prepare TA contract			X	PUPO, Director, SFPO		Completed GPVRP Planning and Project Management Support Consultant (Mr. Derek Brien) was hired to assist DUAP and DLA Completed PURMI Local Project Coordinated contract	SOC 6.4, SOC 6.1, ECO 3.6



	implement ation of planning practices to achieve prosperou s urban centers throughou t Vanuatu.			14.1.2 Contract TA			X		Director		Contract Mr. Thierry	
				14. 1.3 TA to support strategies for urban and peri-urban settlements				X			Contract Mr. Brian Phillips	
				14.1.4 Seek assistance from VIPAM and project donors for training and workshops.	X	X	X				Contract Mr. Mandes Tangaras	
											Housing Policy COM Paper endorsed by COM	
											1. Training by the Donor Partner – World Bank (Lonoc Trip) (Greater Port Vila Urban Resilience Workshop)	
											2.Internatio nal Finance Corporation &	



												Affordable Housing Institute Stakeholder Workshop Meeting	
		14. 2. Build the capacity of planners through training to perform the required planning roles and responsibilities as expected from the Department.	2	14.2.1 Attend trainings and workshops provided by VIPAM and other relevant organizations	X	X	X					1. Attend training in China - Seminar on Marine Spatial Planning and Blue Economic Development for Vanuatu 2. Attended Subregional Pacific Women Leaders Program in Suva, Fiji 3. Attend the Conference forum for land sector under Vanuatu	



											Affordable & Resilience Settlement Project (VARS) in Washing, DC	
											5. Attended Regional Capacity-Building Workshop on Delivering Climate Change Solutions for Pacific Island Countries	
											6. Attended Pacific Regional Disaster and Emergency Managers Meeting in Fiji	
MIBA	15. Provide technical	15.1. Support		15.1.1 Develop e-planning tool/system	X	X	X	X	Director, SGISO		TA recruited	SOC 6 ECO 2



	and GIS support to Urban Planning and Foreshore Units.	Urban planning activities and projects through data collection / analysis and map production									Geoserver create by team OGCIO Developme nt of DUAP e-planning in progress	ENV 4.1
			15.1.2 Produce maps to support urban planning unit activities	X	X	X	X	SGISO			Maps produced (risk/hazard , cadastral, boundary, zoning, etc.)- Ongoing activity 2nd Quarter Mapping activities - Naouneban Proposed Marinas - Nepreninte ta Mini Tourism	
			15.1.3 Prepare maps for expansion of Port Vila and Luganville	X	X	X		SGISO, FDO			Completed proposed expansion	

												of Port Vila and Luganville	
				15.1.4 Confirm boundary map of Luganville wards with Electoral Office								Completed verification of Luganville Municipal Council (LMC) ward boundaries	
		15.2. Updated maps of 71 Area Councils in place	1	15.2.1 Training and familiarization on how to use GIS mapping tools		X	X					Training is postponed to 3rd Quarter – August 2024	
				15.2.2 Travel to Sanma and Torba with Statistics team to verify the AC boundaries		X				SGISO, FDO		Completed verification of Tanna Area Council boundary using GPS to located the starting and ending point of the boundary, identify village location in	ENV 3 ECO 2



MIBB	16. To administer and enforce the Foreshore Development Act by developing new guidelines,	16. 1. Undertake regular review of the current foreshore legislation and identify areas to improve the implementation of the Act in order to achieve better Foreshore Development outcomes.	1	16.1 Review Foreshore Development Act (CAP. 90)	X	X	X				Completed draft COM Paper for the amendment of the Foreshore Development Act 90 (FDA) and submitted to Compliance Manager, CSU, MOAI for review	
				16.1.2 Review foreshore spot fines and fee categories with assistance	X	X	X		PFO, SFEO, SFO, FDO		Completed drafting instruction for FDA amendments and submitted to Compliance Manager, CSU, MOAI for review	Completed review of categories

			from Compliance Manager, CSU, MOIA								of fees of the Foreshore Development Act and submitted to the office of the DG and Hon. Minister's for endorsement	
			16.1.3 Develop MOU with relevant stakeholders	X	X							
			16.1.4 Conduct consultation on foreshore regulations, guidelines and SOP		X						Office of the DG, Hon. Minister, Compliance Manager, CSU, DLA been consulted on the said foreshore regulation	
			16.1.5 Submission of draft regulations and guidelines to Minister and OAG			X	X				Letter of Instruction was signed by the hon.	



												minister to the office of the AOG together with amended categories of fees in order to prepare regulation order	
				16.1.6 Organize workshop with planners, Foreshore Act and application process			X	X				Few activities had already been carryout however looking forward to be included in National Urban Forum	



MIBB	17. To review and make improvements and inform stakeholders on existing legislative framework ;	17. 1. Increase the quantity of information disseminated on Foreshore legislation, penalties and fees through media platforms to enable public to be better informed of requirements for foreshore developments	4	17.1.1 Improve awareness on foreshore requirements through social media platforms	X	X	X	X	SFEO, FDO		SMS blast message finalized. Awatiŋg approval from Director's office	SOC 6.4
				17.1.2 Create and update foreshore unit Facebook page	X	X	X	X	FDO		Foreshore Unit Facebook page has been created with regular updates on all foreshore related matters in Vanuatu	
MIBB	18. To provide secretariat support to the Foreshore Advisory Committee	18. 1. Undertake joint site inspection with other stakeholders to enforce	6	18.1.1 Organize Foreshore Advisory Committee meetings	X	X	X	X	SFEO, SFDO, FDO		First 2nd FAC held in 15th of June	SOC 6.1
				18.1.2 Conduct joint site inspections with relevant departments	X	X	X	X			Created Foreshore unit location mapping	



		Foreshore legislation									template to identify location of foreshore developments (Legal & illegal) around Vanuatu.	
MIBB	19. To recruit new Foreshore Development Officers to strengthen enforcement, revenue collection and the capacity of the Foreshore Development Unit	19.1. Update and apply ICT based record keeping practice for foreshore development applications	1	19.1.1 develop foreshore database	X	X	X	X	SEFP, FDO		Liaise with OGCIO and local consultants	
		19.2 Training for Foreshore Development Officers to strengthen enforcement and capacity building	1	19.2.1 Attend trainings and workshops provided by VIPAM and other relevant organizations.	X	X	X	X	SFEO, SFDO FDO		1. Attend Greater Port Vila Urban and Resilience Project Training (GPVURP) at Lonnoc, East Santo run by ADB & DUAP	

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5. Conduct
Foreshore
Awareness
at almost all
Provincial
Council
sittings

6. Conduct awareness at Port Vila at seafront from 11th June 2024

7. Conduct replanting of trees with other government stakeholders and Erakor Community Youths during



											World Environment Day and Port Vila Day 2024 at Port Vila Greening Master Plan Project (PVUGMPP)	
											8. Attend DSPPAC Training at Melanesian Hotel on 12th June 2024	
		19.3 Purchase drones and drone license for foreshore unit to access inaccessible foreshore sites	1	19.3.1 Procure and purchase a drone for the Foreshore Unit to use during site inspections	X	X			SFDO, FDO			
MIBB	20. To improve the	20. 1. Improve monitoring	2	20.1.1 Develop Foreshore M&E Framework	X	X			SFEO		Foreshore development unit has	ECO 1.2



	collection of revenue through foreshore development.	& enforcement through Spot Fines of Foreshore Development on Efate, Sanma and other approved islands									been conducting regular site inspections since January 18th 2024 in Santo/Aore.	
											Monitoring of foreshore developments around Port Vila	
				20.1.2 Prepare report for illegal foreshore developments	X	X	X	X	SFEO, SFDO, FDO		Completed reports for site inspections and illegitimate foreshore developments:	
				20.1.3 Issue penalty notices and legal proceedings	X	X	X	X			Penalty notice and stop work notices issued to illegal developer	



												Collaborations with the National Security Council regarding Dry Dock issue at EX BP wharf.	
												Instruction was sent to Commissioner of Police and VPF to carry out the investigation leading onto prosecution	
		20.2 Purchase a boat for Foreshore Unit	1	20.2.1 Consult with Maritime Police for an officer to assist with site inspections and use of vessel	X	X			SFEO, FDPO			One Police Officer been hired with FDU enforcement	
			1	20.2.2 Procure and collect quotations for a boat	X							Quotations collected and submitted	

[illegible]

Department of Labour and Employment Services

Ministry	MIEA	MINISTRY OF INTERNAL AFFAIRS											
Department	DOL	Department of Labour and Employment Service									Operational Report Q1/2/3/4-2021		Links ages to NSD P
Program	Activity	Performance Indicator	Target	Actions	Q 1	Q 2	Q 3	Q 4	OIC	Status Time Frame	Comments		

MIEA	MINISTRY OF INTERNAL AFFAIRS		
DOL	Department of Labour and Employment Services		
Activity	Performance Indicator	Action	Update



Ensure equity /fairness in the domestic & International employment market	Domestic & international employment markets contribute in increase revenue (work permit tax, licenses fees, spot fines) and remittances (Labour mobility programs) & workers wellbeing/welfare	Keep records of migrant workers and domestic workers including work permit holders in reports (monthly, quarterly, half year, and annual report)	They are no Data base or system to keep records of migrant workers. Information kept in excel spreadsheet. Yes, update record was provided in quarterly, half yearly and annual report. Need computerize system to keeping records with other usage of tracking work permit holder when work permit is due for renewal or unrenewed
		Promote entrepreneurship platform for reintegration through partnership with other line agencies (MALF & MTT) and relevant stakeholders	The entrepreneurship platform been established with partner agencies its effectively operational when launching however then slowly run down due to financial support, no strong emphasis from the partnership agencies and no proper coordination of activity
		Address migrant workers welfare through active dialogue with team leaders, relationship Managers, country Liaison Officers and approved employers	Country liaison Officer visits the work place site dialogue with farmers supervisor and Migrant workers team leader about the welfare dialogue
	Increase the number of both skilled and unskilled Ni-Vanuatu workers in existing and new labour mobility programmes	with actions arising tracked & distributed for participating donor partners and increase numbers of both skilled and unskilled Ni-Vanuatu workers in existing and new Labour mobility	Australia and New Zealand still the strong partner in the labour mobility program implemented so far. Data for last 6 months Australia PALM -2,788 workers and New Zealand RSE – 2068 workers



		Registration through in-country recruitment database (IRD) system	Registration put on hold until pack lock of registered applicant reduce before registration could begin again
		Skilled Training conducted by developing partners (NZ and Australia) and other stakeholders (ILO, IOM, APTC, World Vision)	Development partners and stakeholder funding Famili I redi and funded Employment Services offices attend skilled training at APTC
		Conduct 6 Liaison meetings with Australia and New Zealand Labour mobility programs and capture this in the quarterly and annual reports	Commissioner of Labour had liaison meetings with Australia and New Zealand official in country and overseas regarding the program. Officials had regular meetings with Managers, TA and Team ESU
Promote the standards required by law for decent work and strengthen compliance with all Vanuatu's labour laws	Compliance with all Vanuatu Labour laws and improves workers condition	Develop 1 Employment standards under Labour Domestic and International (Labour Mobility Programs) Laws	No work been done on the development of employment standards
		Undertake 30 workplace inspection and provide reports accordingly	Inspection at work places continue to carry out by compliance and inspection officers
		Conduct 10 workplace on employment rights and obligations to general public including employers and employees under domestic labour laws	9 work place inspection been carried out during the last 6 months. The follow up on inspection findings where employer have to compile according to labour laws
		Address loopholes and penalties in the legislation by way of	Legislation Loopholes discussed waiting presentation to TLAC and



		amendments after consultation with the tripartite body	to have to SL prepare amendments
	Support development & implementation of the national Labour Mobility Policy Framework	Provide assistance to TA in terms of sharing of information to enable him/her carried out functions per TOR in the exercise of the review of National Labour Mobility Policy Framework	Review Labour mobility policy, team Labour provided TA with guiding information on continue real situations where review policy provisions to capping
Promote and maintain good working relationship between tripartite Labour Partners – Unions, employers and government	Strengthen collaboration with VCCI, Youth challenge and other stakeholders to increase the numbers of self-employed Ni-Vanuatu to become entrepreneurs	Held meetings, write minutes and maintain an annual report provide details of progress & Issues	Regular meetings with VCCI on any implementing policy directives for the good of the business operations by contributing to revenue generating. Continue communication with Union rep on employer and employee employment disputes
		Consultation with TLAC and stakeholders on Labour matters to promote entrepreneurship and Apprenticeship	Previous fiscal year when Tripartite Labour Advisory Council (TLAC) members are actively according to term of appointment, stakeholders' representative discussion on agendas were promoting of entrepreneurship and apprenticeship. The last 6 months gazetting by SLO of new TLAC members yet to be made therefore TLAC during the last 6 months in active
	Strengthen the Tripartite Labour Council	Conduct 4 Tripartite Labour Advisory council (TLAC) meeting to address employment matters	Delay of gazetting of new TLAC member no meeting conducted last 6 months



		Develop a standing order/manual/guideline for the tripartite	May be in the future they should be standing order/manual/guideline for the tripartite however it should the provisions in the ACT. The functions stipulate ACT
Enforce compliance for employment standards according to ILO Conventions	Undertake inspections for compliance to ILO conventions	Workplace inspections undertaken & Reported x 30	The Compliance & Inspection officers with Labour Market South and North continue conducting inspection at workplace. Total 9 inspections conducted during the 6 months and follow up on findings during the inspections for employer to provide and abide with the provisions of the labour laws
Advocate for workers' rights and welfare in international and domestic markets	Undertake awareness programs and public consultation to advocate for workers' rights and welfare in international and domestic markets	Awareness meetings held & minutes with annual report providing details of progress & issues	Undertake awareness only after conducting an inspection at the workplace. Public consultation TV, radio and talk back is very appropriate due to financial constraints it done.
		Conduct awareness on workers' rights and obligations during predeparture briefing for labour mobility programs in Australia and New Zealand	Predeparture briefing conducted from Monday to Friday every week through the 6 months by 4 skills, development and training officer funding by PLF funding from Australia.
		Maintain constant communication with country liaison officers in Australia and New Zealand to have updates on the progress of	Constant communication continues to maintain however proper office establishment still continue in discussion to house all



		welfare issues and fair working conditions of migrant workers	communication and other work matters. Country Liaison officer (CLO) in New Zealand and Australia use personal accommodation as office. NZ has one COL at times attend to welfare issues still challenges to access of operational fund and distance and provide update on welfare issues within NZ takes time. Australia has 2 CLOs still only on 2 states, worker scattered on all states of Australian attend to worker welfare issues and having meeting with employer still a challenge.
	Implement and promote localization policy	Localization policy drafted, consulted, approved and implemented	Localization policy yet to develop. Reserve occupation listing gazette pace way locational of position already in place
		Effectively implement counterpart training plan. To do so bind work permit holder and the local counterpart in a contract agreement.	Counterpart requirements provide when a work permit application submit for renewal of work permit application. Local counterpart placement made training provided. Local counterpart changes every year due to local counterpart not prepared to take up leadership role
		Undertake a practical test to local counterpart to verify whether he/she is competent	Practical test could be provided by employer however only few are



			competent to take up leadership roll
	Establish unemployment data base and link it to training institution	Provide financial support to the current unemployment data base to ensure it is up to date and accessible to training institution	Unemployment data base (Employment Vanuatu) it's not owned by government (Department of Labour) the administrator controls, it's not workable. Until only when it's owned by government then financial support will be made. Discussion underway to get a local software developer to redevelop the data base have linkage with business houses (employers) and training institution to meets its purposes
	Establish a pool for skilled workers	Maintain IRD system up and running	IRD system is up and running and it administrate in Australia. It's not a home-grown system where data could obtain easily. For the last six months registration on hold due to huge number of registered applicants still don't have the opportunity to travel for employment in Australia and New Zealand
		Envisage a portal for employment Vanuatu within IRD system	If employment Vanuatu fully meet its objective job seekers register employer view the registered job seekers information agreed for placement vacant positions within its organization.



	Support the review of labour Laws	Undertake review of labour laws	Several discussions on the propose review of labour laws how to reach State Law Office is pending. Yes, they are a need to undertake review of labour laws to match with the current working environment disputes arises.
	Create new labour policies	Finalization of NEP	ILO is taking a lead in developing and finalizing NEP, several organized meetings been held with the stakeholders during the past few years where ILO consultant fly over to Vanuatu to conduct the consultation meetings.
		Develop labour sub policies out of NEP	Sub policies will only develop once we have the approved National Employment Policy (NEP)
	Bring all labour related functions under the Department of Labour including internship, cadetship, apprenticeship	Establish partnership with training institutions to address skills gap and address skills gap and address the business house needs	Discussion still underway for Public Services Commission (PSC) to transfer the portfolio Internship, cadetship and apprenticeship to Labour Department however still pending. Discussion with VCCI on address skill gap to address business house need however policy paper been develop institute apprenticeship program to address the skills gap still yet to be discuss at DCO
		Increase skilled work force in domestic labour markets	Once apprenticeship program up and running it will increase skilled



			workforce and to address the skill gap been faced with
<p>Improve service delivery framework and organizational compliance through an inclusive policy, legislation, planning, reporting, budget, assets management, ICT system, restructuring, decentralization of services, capacity building awareness, dispute & conciliation mechanism revenue generation</p>	<p>MBC submission with costed supplementary budget and NPP on time</p>	Planning and budgeting by each section	Section Manager advice on 2025 budget allocation per section cost center.
		MBC submission x 2 with costed supplementary and NPPs	2025 NPP submission for second phase of reviewed organizational structure
	<p>Undertake & implement restructures to address capacity for decentralized services delivery</p>	Finalization of the structure and submission for approved to PSC	Revised organizational structure submitted to PSC still pending approval
		Recruitment of new staff members and placement in the approved structure	Few officers PSC just appointed after lengthy period of waiting. The positions were from the 2019 approved structure
		Conduct induction with new staff members to assist them in their integration through familiarization of departmental work ethics	Manager of units where new officers appointed conduct induction on units
		Upgrade staff capacity building through partnership with developing partners and relevant stakeholders	Few officers attend overseas training through partnership arrangement in Fiji
	<p>Prepare plans and reports on time as per Gov reporting cycle</p>	Preparation and submission of reports on quarterly, mid yearly and annual basis	Reports completed submit very late. Late submission due to Managers of each Unit submit in the report late. Units Manager report submission not according to standard report template.
		Submission of financial report to Managers on monthly basis	Manager were advice on monthly warrant cash plan



		Planning and reporting 100% on time as per GOV reporting calendar cycle	Planning and reporting 50% on government reporting calendar
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CRIM

Ministry	MIA	MINISTRY OF INTERNAL AFFAIRS											
Departm ent	CRIM	VANUATU CIVIL REGISTRATION & IDENTITY MANAGEMENT									Operational Report Q1/2/3/4-2024		Linkag es to NSDP
Objective 1: To improve coverage for registration of vital events such as births, marriages, and deaths													
Program	Activity	Performance Indicator	Targe t	Actions	Q1	Q2	Q3	Q4	OIC	Status/ Time Frame	Comment s	NSDP	
MIED	Registratio n of vital events	1.1 Free, continuous, timely, accurate, and universal civil registration	100%	1.1.1: New Posts Registrar Deaths, National ID, Data, Analysis, Assistant ICT Officer, per the approved restructure			x		Registrar General	Q3	NOT IN Q2	SOC 6.5 SOC 6.9	
				1.1.2: Continued integration of Data Base in Health, Education, and church facilities	x	x	x	x		Every Quarter	ON-GOING		
				1.1.3: Civil Registration coverage data in Quarterly Reports x 3 and Annual Report	x	x	x	x		Every Quarter	ON-GOING		



				1.1.4 Review of SOP for CR and Identity Management developed				x		Q4	NOT IN Q2	
		1.2 Access points and coverage of vital events to ensure inclusion regardless of age, gender, language, disability, religion, or geographical location	6	1.2.1: Provide 20 new Access Points			x			Q3	NOT IN Q2	
				1.2.2: Provide gender data in Quarterly and Annual Reports	x	x	x	x	Registrar General	Every Quarter	ON-GOING	SOC 6.5
		1.3 Integrated database <i>installed</i> in Health and Education facilities	6	1.3.1 One per province			x		Registrar General	Q3	NOT IN Q2	SOC 6.9
		1.4 Accurate and reliable statistics for users provided in reports (Annual Report)	1	1.4.1: Provide extensive data analysis in Annual Reports, Quarterly Reports, Half Yearly reports, DO/COM Papers, and Briefing Papers to DG and Minister as needed	x	x	x	x	Registrar General	Every Quarter	ON-GOING	SOC 6.9
		1.5 Area Councils provided with access	15	1.5.1: Provide Area Councils with live access to the Central Database which will improve data collection				x	Registrar General	Q4	NOT IN Q2	
Objective 2: Establish and maintain the Central Registry Integrated Data Base and Population Registry												
Program	Activity	Performance Indicator	Target	Actions	Q1	Q2	Q3	Q4	OIC	Status/Time Frame	Comments	NSDP



MIED	Central Registry and Population Registry	2.1 Access to Central Register through approved designated points both nationally and internationally through an increase in the number of Registration Points	6	2.1.1: 6 new access points			x		Registrar General	Q3	NOT IN Q2	SOC 6.5 SOC 6.9
				2.1.2: One International access point				x		Q4	NOT IN Q2	
				2.1.3: Provide numbers in the Annual Report to meet Appropriations Act targets				x		Q4	NOT IN Q2	
		2.2 Central Register inter-operability and sharing to disseminate vital statistical information to address data gaps	4	2.2.1: 4 Reports provided on increase in stakeholder usage (Half Yearly and Annual)		x		x	Registrar General	Q2 and Q4	ON-GOING	SOC 6:
MIED		2.3 Meetings of stakeholder and partner networking relationship in delivering services	4	2.3.1: Provincial Technical Advisory Community Meetings and other Stakeholder meetings (Half Yearly and Annual Reports)		x		x	Registrar General	Q2 and Q4	ON-GOING	SOC 6: ;"
		2.4 Peer-to-peer training sessions in use for stakeholder agencies i.e. VEO,	4 (1 per Quarter)	2.4.1 Training Plan delivered and reported in Annual Report				x	Registrar General	Q4	NOT IN Q2	SOC 6 ;"



		VNSO, NDMO, TACs										
		2.5 Improve community awareness and outreach approaches with mass campaigns on the importance of registration	6	2.5.1: 1 session held in each province annually and reported with inclusive data disaggregated	x	x	x	x	Registrar General and Provincial Registrars	Every Quarter	ON-GOING	SOC 6.5
		2.6 Design and redevelopment of new Central Registry with Technical Working Group	4	2.6.1 Development of Central Registry Progress Reported in Quarterly Reports		x		x	Registrar General	On-going	ON-GOING	SOC 6.5
				2.6.2 RV5 Technical Task Force Progress Reported in Annual Reports				x		Q4	NOT IN Q2	
		2.7 Develop Population Registry with Technical Working Group	4	2.7.1: Development of Population Registry Progress Reported in Quarterly Reports	x	x	x	x	Registrar General	Every Quarter	PARTIAL Y COMPLE TED	SOC 6.5
Objective 3: To enlarge coverage for the issuance of National Identity Cards												
Program	Activity	Performance Indicator	Target	Actions	Q1	Q2	Q3	Q4	OIC	Status/ Time Frame	Comments	NSDP
MIED			100%	3.1.1 Collect Bio-metric data at all provincial access points'	x	x	x	x	Registrar General and	Every Quarter	PARTIAL Y	SOC 6.5



	Issuance of National ID Cards	3.1 Issuance of National ID cards in all provinces		progress reported in Quarterly Reports					Provincial Registrars		COMPLETED	
				3.1.2 Secure additional funding for Bio-metric kits through NPP		x				Q2	PARTIALLY COMPLETED	
		3.2 Implementation of National ID Card Policy and Act	1	3.2.1: Implementation Plan for E-ID	x				Registrar General, DRG and Provincial Registrars	Q1	NOT COMPLETED	SOC 6.3
				3.2.2: Review National ID Card Policy, Act, and Regulations			x			Q3	NOT IN Q2	
				3.2.3 Review Bio-metric, National ID Card, E-ID SOP			x			Q3	NOT IN Q2	
		3.3 Hold Training and Awareness sessions	6	3.3.1: 1 session held in each province to train on Bio-metric and E-ID		x			Registrar General and Provincial Registrars	Q2	PARTIALLY COMPLETED-bio-metrics ID capturing happening at all Provincial Locations	SOC 6.5
				3.3.4: Training sessions for all staff reported in reports				x	Registrar General and Provincial Registrars	Q4	NOT IN Q2	SOC 6.5
		3.4 Provide disaggregated data on ID Card Coverage in all 6 provinces	1	3.4.1 Provide extensive disaggregated data analysis in the Annual Report				x	Registrar General and Senior Registrar (IM)	Q4	NOT IN Q2	SOC 6.9



		3.5 CRIM awareness and advocacy through provincial TAC	6	3.5.1 Provide specific training for Area Councils and TACs		x	x		Registrar General and Provincial Registrars TACs x 6 and Area Councils	Q2 and Q3	On-going	SOC 6.5
		3.6 Provide support for provincial initiatives for decentralized service provision	6	3.6.1: Customer care and counter services training on all per province			x		Registrar General	Q3	NOT IN Q2	SOC 6.5
Objective 4: To develop and implement efficient and inclusive policies related to registration of vital events and ID Cards:												
Program	Activity	Performance Indicator	Target	Actions	Q1	Q2	Q3	Q4	OIC	Status/Time Frame	Comments	NSDP
MIED	Policies, strategies, and legislative framework	4.1 Implement relevant policies pertaining to registration of vital events and national ID issuance with Implementation Plans;	1	4.1.1: Prepare Marriage Act drafting instruction (Target November Parliament Sitting)				x	Registrar General	Q4	NOT IN Q2	SOC 6.3
		4.2 Track compliance to COM Decisions related to CRIM:	2	4.2.1: Prepare COM Compliance Reports for inclusion in Half Yearly and Annual Reports		x		x	Registrar General	Q2 and Q4	There was no COM decision during this time	SOC 6 ;”



		4.3 Utilize the CRIM Committee and Working Groups to progress policy and legislation;	4	4.2.2: National ID Working Group and other Meetings and other Stakeholder meetings reported in Quarterly Reports	x	x	x	x	Registrar General	Every Quarter	ON-GOING	SOC 6: ;”
		4.4 Develop and implement policies for inclusion in CR processes regardless of age, gender, disability geography language, or religion;	2	4.4.1: CRIM Policy and National ID policies reviewed re-inclusion				x	Registrar General	Q4	NOT IN Q2	SOC 6: ;”
		4.5 Develop Procedures Manuals or Standard Operating Procedures for Civil Registry and Identity Management	2	4.5.1: Review CRIM SOPs or Procedures Manuals developed for Civil Registry- refer 5.1 (I)	x				Senior Registrar (CR)	Q1	PARTIALLY COMPLETED	SOC 6: ;”
				4.5.2 Review CRIM SOPs or Procedures Manuals developed for Identity Management- refer 5.1 (ii)	x				Senior Registrar (IM)	Q1	PARTIALLY COMPLETED	
Objective 5: To improve service delivery and organizational compliance through a framework of inclusive policy, legislative, planning, reporting, budget, revenue generation, administration, and Human Resources												
Program	Activity	Performance Indicator	Target	Actions	Q1	Q2	Q3	Q4	OIC	Status/ Time Frame	Comments	NSDP



MIED	Service delivery, planning, reporting, and organizational compliance	5.1: Develop and implement policy with Procedures Manuals or SOPs (refer 4.4)	2	5.1.1 New Procedures Manual for Civil Registration-refer 4.5.1				x	Senior Registrar (CR)	Q4	NOT IN Q2	SOC 6: ;”
				5.1.2: New Procedures Manual for Identity Management – refer to 4.5.2				x	Senior Registrar (IM)	Q4	NOT IN Q2	
				5.2.1: Consult and draft the Marriage Bill for submission to the November Parliament				x	Registrar General	Q4	NOT IN Q2	
				5.2.2 Consult and draft Bio-metric Policy for submission to November Parliament				x	Registrar General and	Q4	NOT IN Q2	
		5.3 Deliver GOV planning cycle on time and in compliance with approved templates i.e. for Annual Business Plan, annual Training Plan	100%	5.3.1: Business Plan includes specific timelines for Reports and Plans		x			Registrar General	Q2	COMPLETED	SOC 6: u;”
			1	5.3.2: Training Plan	x				Registrar General	Q1	NOT COMPLETED- All provincial staff used for either Ambrym or Sanma election or Referendum support	
		5.4 Planning for Business Continuity that takes into account Disaster Risk Reduction	1	5.4.1: Business Continuity Plan up-dated annually as needed to meet new disasters with emergency responses				x	Registrar General	Q4	NOT IN Q2	ENV 3.1



		measures, for implementation of CRVS activities										
		5.5 GOV reporting cycle delivered on time and in compliance with approved templates for Quarterly Reports x 3; Annual Report; ADR contributions as needed and PMS reporting;	2	5.5.1: Quarterly Report	x	x	x	x	Registrar General	Every Quarter	ON-GOING	SOC 6: SOC 6.9
			1	5.5.2: Annual Report				x		Q4	NOT IN Q2	
			1	5.5.3: Contributions to ADR if needed				x		Q4	NOT IN Q2	
			3	5.5.4: Jan/Feb; July and Dec annual events report on activates				x		Q4	NOT IN Q2	
		5.6 Provide Donor project coordination and reporting contributions as agreed in Project Design Documents	On-going	5.6.1 Attend donor/stakeholder meetings and provide reports as needed	x	x	x	x	Registrar General	Every Quarter	ON-GOING	SOC 6.6
		5.7 Initiate new revenue initiatives and reporting to support government service delivery;	3	5.7.1 Provide Quarterly Reports x 2, Half Yearly to DG for OPSC, tracking revenue generation	x	x	x	x	Registrar General	Every Quarter	ON-GOING	ECO 1.2:
			1	5.7.2: Annual Report to DG for OPSC tracks revenue generation				x		Q4	NOT IN Q2	



		5.8 Compliance with CTB Act PFEM Act and PSC Act for efficient, effective Department operations and Assets Management	1	5.8.1 Up-date and make accessible Department Assets Register		x		x	Registrar General and AFO	Q2 and Q4	MOSTLY COMPLETED	SOC 6.6
			4	5.8.2 Reports to Director tracking budget usage against Monthly Warrants and Business Plan	x	x	x	x	AFO	Every Quarter	ON-GOING	
		5.9 Undertake staged implementation of Department restructure/s for improved service delivery outcomes	1	5.9.1 Financial Visa confirmed	x				Registrar General, OPSC, HRO (CSU)	Q1	COMPLETED	SOC 6:
				5.9.2 New posts advertised as per approved Implementation Plan		x				Q2	COMPLETED	
				5.9.3 Orientation Program				x		Q4	NOT IN Q2	
				5.9.4 Probation Reports completed				x		Q4	NOT IN Q2	
		5.10 Address staffing and capacity building, especially in provinces through restructuring and training through OPSCs PMS system (performance appraisals).	1	5.10.1: Training Plan developed and implemented	x				Registrar General, OPSC, HRO (CSU)	Q1	N/A	SOC 6.5
			2	5.10.2: Registrar National ID, Registrar Marriage, and Registrar Data Analysis, and Assistants ICT Officer appointed as per Restructure Implementation Plan				x		Q4	NOT IN Q2	
			3	5.10.3 PMS Reports completed for all staff on time	x	x		x		Q1, Q2, and Q4	ON-GOING	



		5.11 Implement management tools for performance, risk, change, and cost management in the CRIM Department	1	5.11.1 Management Tool development for performance, risk, change, and Cost Management	x					Registrar General,	Q1	N/A	SOC 6.5
		5.12 Meet changing service needs from citizens and other institutions as society and technologies change through the CRIM Department's development of a “Public Service Improvement Policy”	1	5.12.1 Development of a “CRIM Department Public Service Improvement Policy” focusing on a. simplification of services b. improving access to services c. research feasibility of new services & d. pilot acceptance by citizens of envisioned new services.				x		Registrar General,	Q4	NOT IN Q2	SOC 6.5
Objective 6: To provide the electoral authorities with timely and accurate information for the establishment and maintenance of an efficient and credible Voter Register													
Program	Activity	Performance Indicator	Target	Actions	Q1	Q2	Q3	Q4	OIC	Status/ Time Frame	Comments	NSDP	



MIED		6.1: Necessary information for the establishment of an accurate and efficient Voter Register delivered to the VEO.	2	6.1.1 Monthly data up-dates provided to VEO with updated current voter data for election logistics	x	x	x	x	Senior Registrar (CR)	Every Quarter	ONGOING	SOC 6: ;”
				6.1.2: Monthly data up-dates provided to VEO with updated voter data for election logistics on new, relocated & deceased voters	x	x	x	x	Senior Registrar	Every Quarter	ONGOING	
		6.2: Timely delivery of information necessary to update the Voter Register according to the electoral calendar	3	6.2.1: Provide information as requested by EC/VEO	x	x	x	x	Registrar General	Every Quarter	ONGOING	SOC 6.3

IMMIGRATION

Ministry	MIA	MINISTRY OF INTERNAL AFFAIRS										
Department	VIS	VANUATU IMMIGRATION AND PASSPORT SERVICES								Operational Report 2024		
Program	Activity	Performance	Target	Actions	Q 1	Q 2	Q 3	Q 4	OIC	Status time frame	Comments	Linkage to NSDP



MIDG	1. Protect the nation's borders by controlling the movement of person entering and exiting the country.	1.1 Completion and launching of the new Border Management System (MIDAS)	1	1.1.1 Installation of the MIDAS system & configuration					Director VIS -all Immigration officers from HQ and Provinces Border Manager and Director	Jan to Dec 2024	Completed	SOC 6.3:
				1.1.2 Training of Immigration Officers on the use of the system						Jan to Dec 2024	Training commencing this week	SOC 6.3:
				1.1.3 Training of ICT Officers in charge of maintenance of the system						Jan to Dec 2024	Completed	SOC 6.3:
				1.1.4 Prepare policy paper for Immigration's Primary Line					Admin and Border Manager Director	Before end of 3 rd Quarter	Ongoing	SOC 6.3:
				1.1.5 Review MOA/MOU with Customs Border for the handling of Primary Line Immigration Functions						Before end of 3 rd Quarter	Ongoing	SOC 6.3:



				1.1.6 Recruitment of new border control officers						Before end of 3 rd Quarter	Completed	SOC 6.3:
				1.1.7 Use of system by Immigration Officers (Border, Visa and Compliance) for Processing, Data Entry and/or Data Collection					Border officers, Visa officers, data officers, regulatory unit officers	Jan to Dec 2024	Training commencing from the 13 to 17 th May	SOC 6.3:
		1.2 To control, monitor and protect the ports of entry and departure from illegal migrants.		1.2.1. Ensure every person entering and departing Vanuatu through appointed ports					Border Manager	January to December 2024	Immigration officers attending to all border control	SOC 6.3:
				1.2.2 To supervise designated customs Officers executing Immigration front line to					Border manager and border officers	January to December 2024	Completed	SOC 6.3:



				perform to the require standard.								
				2.1.1 Training of Visa & Compliance Officers on the use of system					Consultant including all immigration Officers	July 2023	Training happening this week	SOC 6.3:
				2.1.2 Use of system for issuance of visas	x	x	x		IT and Visa officers	2 nd Quarter to end of last quarter when the Midas is operational	Ongoing	SOC 6.3:
				2.1.3 Upload existing data into the MIDAS system		x	x	x	Visa officers	2 nd Quarter to end of last quarter when the Midas is operational	Ongoing	SOC 6.3:
				2.1.4 Review visa policies	x				Director, Visa Manager,	Before end of 2 st Quater	Ongoing	SOC 6.3:



									Compliance officer			
				2.1.5 Review of internal processes between visa unit and compliance unit	x				Director	Before end of 2 st Quater	Ongoing	SOC 6.3:
				3.1.1 Work with IOM, VPF to develop Human trafficking policy	x				Director, IOM, Police	Before end of 1 st Quarter	Ongoing	SOC 6.3:
				3.1.2 Human trafficking policy developed	X				IOM		Ongoing	SOC 6.3:
				3.1.3. Recruitment of Human Trafficking officer			X		Admin Office, Director, CSU, Regulator	Before end of July 2024	Ongoing	SOC 6.3:
				3.1.4 New computer and desk equipment for the new			X		IT Officer	Before end of July 2024	Ongoing	SOC 6.3:
	3. Improve compliance to legislative mandate and Regs	3.1 Human Trafficking Policy	1									



				Trafficking officers.								
				3.2.1 To work with state law office for the preparation of the new regulation orders.	x	x	x	x	Director and Regulation Officer	January to December 2024	Ongoing	SOC 6.3:
		3.2 Review of Immigration Act, Visa Regulation and Passport Act	1	3.2.2 Provide drafting instruction to the state law for the preparation of the regulation order and amendment to the Immigration Act No 17 of 2010.	x	x	x	x	Director and Regulation Officer and passport managers	January to December 2024	Partly completed awaiting minister confirmation before submission to state law	SOC 6.3:
				3.2.3 Provide guidance and correspondence with the drafters until the regulation order or the immigration bill is complete	x	x	x	x	Director and Regulation Officer,	January to December 2024	Ongoing	SOC 6.3:



				3.2.4 Trainings is provided for the new amendment to the regulation and the immigration act or passport act			x	x	Director and Regulation officer	September to December 2024	Ongoing	SOC 6.3:
		3.3. Compliance operation checks to two other provinces	2	3.3.1 Compliance officers provide operation plan	x				Compliance officers and Regulation officers	March 2024	Partly completed	SOC 6.3:
				3.3.2 Provide Operational budget for the two provinces	x				Compliance and Regulation Officers	Before end of March 2024	Ongoing	SOC 6.3:
				3.3.3 Conduct operation checks to two provinces		x		x	Director, Regulation and compliance officers	Before end of Second quarter and last quarter	Ongoing	SOC 6.3:
		3.4 Develop investigation materials for immigration cases to go to court.	1	3.4.1 complainant form being developed by the regulation officers	x	x			Regulation officers and Investigation officers	Before end of second quarter	Ongoing	SOC 6.3:



				3.4.2 Accused Form being developed 3.4.3 Trainings provided for investigators								
		3.5 Provide Due diligence checks to visa and passport applications		3.5.1 Compliance officers to receive from data and visa officers' application for due diligence checks.	X	X	X	X	Compliance officers and Investigator	January to December 2024		SOC 6.3:
				3.5.2 Due diligence checks are done thoroughly and diligently on all visa and passport applications	x	x	x	x	Compliance officer and investigation officer	January to December 2024	Completed	SOC 6.3:
				3.5.3 Interpol checks are provided for person of interest and	x	x	x	x	Compliance officer	January to December 2024	Ongoing	SOC 6.3:



				for visa and passport applications								
		3.6 Removal of those who breaches Immigration Act No 17 of 2010	4	3.6.1. Compliance officers to prepare the list for foreigners who are to be removed from Vanuatu to the Minister for Consideration.	x	x	x	x	Minister, Director, Regulator and Compliance officers	January to December 2024	Completed	SOC 6.3:
				3.6.2 Drafting order is prepared and provide to state law	x	x	x	x	Compliance officers	January to December 2024	Ongoing	SOC 6.3:
				3.6.3 Removal order is prepared and signed by the Minister	x	x	x	x	Director and Minister	January to December	Ongoing	SOC 6.3:
				3.6.4 Removal of non-citizens is executed by Compliance officers with the assistance from Police.	x	x	x	x	Director, Regulator	January to December 2024	Ongoing	SOC 6.3:



		3.7 Conduct weekly spot checks	1	3.7.1 The Compliance officers to prepare weekly plans for spot checks for foreign Nationals residing in Vanuatu to make sure they are in compliance to their Visa conditions	x	x	x	x	Compliance officers	January to December 2024	Ongoing	SOC 6.3:
				3.7.2 Reports of sport checks will be provided to the Director	x	x	x	x	Compliance officers and Investigation officers	January to December 2024	Ongoing	SOC 6.3:
		3.8 Investigate breaches to Immigration and Passport Acts.	2	3.8.1 Complaint is received for breaches to the Immigration Act					Regulator and Investigator	January to December 2024	Ongoing	SOC 6.3:
				3.8.2 Investigation	x	x	x		Investigation Officers	January to December 2024	Ongoing	SOC 6.3:



				officers open case file.								
				3.8.3 Investigation officers to prepare the case file and provide case file to the Public Prosecutor Office					Investigator and Regulator	January to December 2024	Ongoing	SOC 6.3:
	4. develop and implement a migration strategy	4.1 Three Consultations conducted	1	4.1.1 Appointment of Consultation Team Within the department.			x		Director	Before end of third quarter	Ongoing	SOC 6.3:
				4.1.2 Terms of Reference for the Consultation developed.			x		Director	Before end of third quarter	Ongoing	SOC 6.3:
				4.1.3 Consultation plan developed.			x		Director	Before end of 3 rd	Ongoing	SOC 6.3:



										Quarter 2024		
				4.1.4 Migration Strategy is Developed				x	Director	Before end of December 2024	Ongoing	SOC 6.3:
	5. Collect government revenues through immigration revenue initiatives	5.1 Produced monthly Revenue report.	12	5.1.1 Advise clients on new revenue initiatives.	x	x	x	x	Director, Compliance officers and Finance officers, Visa officers, Passport officers	January to December 2024	Ongoing	SOC 6.3:
				5.1.2 Liaise with Revenue section, Ministry of Finance to develop new revenue code.	x	x	x		Finance Officers	Before end of July 2024	Ongoing	SOC 6.3:
				5.1.3 Training to Cashier and immigration officers on the implementation of the new	x	x			Finance officer	Before end of July 2024	Ongoing	SOC 6.3:



				revenue initiatives.								
		5.2 Regulation orders for new revenue initiatives sign by Minister.	1	5.2.1 Develop COM paper for the new government revenue initiatives.	x	x			Director	January to December 2024	Ongoing	SOC 6.3:
				5.2.2 Advice state law to develop regulation order.		x	x		Director and regulation officer	January to December 2024	Ongoing	SOC 6.3:
				5.2.3 Regulation order sign and gazette and training conducted to officers.		x	x	x	Minister and Director	January to December 2024	Ongoing	SOC 6.3:
	6.Improve service delivery and organizational capacity, through policy, legislation, planning, reporting, budgeting,	6.1 Organizational Structure change and approved by PSC	1	6.1.1. Organizational structure is amended and approved by Director	x				CSU, Director, Admin	Before end of 1 st Quarter	Ongoing	SOC 6.3:
				6.1.2 Organization structure is submitted to					CSU and Director	Before end of second quarter	On hold by PSC	SOC 6.3:



	restructuring, rapid response capacity, ICT, Infrastructure and training			PSC for approval								
				6.1.3. Implementation of the new approved organizational structure					CSU, Director	Before end of 4rd quarter	On hold by PSC	SOC 6.3:
	6.2 Training plan	1		6.2.1 Training plan is established to reflect the training needs for officers and carry out in each quarter	x	x	x	x	Director and Managers for all sections	January to December 2024	Ongoing	SOC 6.3:
	6.3 decentralization of Immigration Services to the provinces, Building of Immigration building for TORBA and PENAMA Province	1		6.3.1 Notice of Tender to provide to the daily post through the media	x				Finance officer and Director	Before end of March 2024	Torba Completed except Penama	SOC 6.3:
				6.3.2 A Panel is select by the Director to go through all the applicant	x				Director	January to December 2024	Penama Building committee to be establish	SOC 6.3:
				6.3.3. Selection is complete and the	x				Director and	January to	Penama Committee	SOC 6.3:



				records are provided to Director General					Finance officer	December 2024	to be establish	
				6.3.4. Contractor and the Government signed contract		X			Director, admin and finance officer	Before end of 2 nd Quater	Ongoing	SOC 6.3:
				6.3.4 Building of TORBA And PENAMA Immigration Building and supervise by the Director to adhere to the contract		x	x		Director and ICT officer	January to December 2024	Ongoing	SOC 6.3:
		6.4 Department ICT policy Develop.	1	6.4.1 Appointment of Consultation Team Within the department.			x		Director and ICT Officer	January to December 2024	Ongoing	SOC 6.3:
				6.4.2 Terms of Reference for the		x			ICT Officer	January to December 2024	Ongoing	SOC 6.3:



				Consultation developed.								
				6.4.3 Consultation plan developed.			x		ICT Officer	January to December 2024	Ongoing	SOC 6.3:
				6.4.4 ICT policy is developed				x	ICT officer	January to December 2024	Ongoing	
		6.5 NEW ICT TOOLS for Immigration	1	6.5.1 IT officers to get quote for new computers to replace Computers which are not working					ICT Officer	January to December 2024	Ongoing	SOC 6.3:
		6.6 Upgrade and update Immigration Website	1	6.6.1 ICT officer and unit managers to update Immigration website					ICT OFFICER and all VIS unit managers	January to December 2024	Completed	SOC 6.3:
		7. Protect & upgrade the integrity of Passport and										
		7.1 Issuance of E-passport	1	7.1.1 Asses and develop a credible process of passport	x	x	x	x	Director, Passport Manager, Senior Passport	January to December 2024	Completed	SOC 6.3:



	Travelling Documents			delivery to citizens abroad.					officer, Passport Processing officer			
				7.1.2 Consultation with the Ministry of Foreign Affairs on an arrangement of the delegation of powers.		x	x		Director, Passport Manager and Senior passport officer	January to December 2024	Completed	SOC 6.3:
				7.1.3 Improve certificate of identity document to adhere to ICAO Standard	x	x	x	x	Passport Manager and Senior passport officer	January to December 2024	Ongoing	SOC 6.3:
	8.Improve Passport Revenue Collection	8.1 Collection of passports to demand of passport throughout Vanuatu	1	8.1.1 Ongoing yearly revenue collection (collection from Main HQ with Provincial office)	x	x	x	x	HQ Passport officers and passport provincial passport	January to December 2024	Ongoing	SOC 6.3:
	9.Advise Stakeholders on issues relating to	9.1 Consult with SG Citizenship,	1	9.1.1 Citizenship Process to be					Passport Manager and senior	January to	Ongoing	SOC 6.3:



	passport and travelling documentation	Civil Registry, Electoral and Labour		complete before passport is issued					passport manager	December 2024		
				9.1.2 All passport application forms and required documents must be provided before passport application is process.					Passport manager, senior passport officer and passport processing officers	January to December 2024	Ongoing	SOC 6.3:
				9.1.3 Civil Registry to issue all Original Birth Certificate					Passport and senior officer and Civil Registry officer	January to December 2024	Ongoing	SOC 6.3:
				9.1.4 Issuance of passport for all applicant applying through the labour scheme					Passport officers	January to December 2024	Ongoing	SOC 6.3:
				9.1.5 Liaise with heads of					Passport Manager	January To	Ongoing	SOC 6.3:



				Vanuatu missions abroad					and Senior passport officer	December 2024		
				10.1.1 establishing of VIS officers in each province and municipality					Director, admin officer and CSU	January to December 2024	Ongoing	SOC 6.3:
	10.Decentralisation Passport and Travelling Document Services	10.1 Citizens can access passport issuance services in all provinces and 1 area council	1	10.1.2 Delegate functions to area Administrator to collect passports applications and do the processing					Director, passport manager,	January to December 2024	Ongoing	SOC 6.3:
				10.1.3 develop an online passport application		x	x		Passport manager and ICT officer	Before end of 4 quarter	Ongoing	SOC 6.3:



Public Land Transport Authority

Ministry	MOIA			MINISTRY OF INTERNAL AFFAIRS								
Department	PLTA			PUBLIC LAND TRANSPORT AUTHORITY							Operational Report Q1/2/3/4-2023	Linkages to NSDP
Program	Activity	Performance Indicator	Target	Actions	Q 1	Q 2	Q 3	Q 4	Q2 Action Update / Progressive Report	Comments		
MIE	1. Harmonize the legislative and policy framework and systems of the Land Transport Authority of land transport to establish ICT based operations & management of land transport in Vanuatu	1.1 Develop new Database System with records of all public land transport driver’s permits, vehicle permits, finance and police traffic offences operating in all the provinces.	1	1.1 .1 Obtain security certificate for database/website – online pmt					Completed. Funds were obtained to purchase /renewed each month for the next six months	Public Land Transport Act must be amended together with Road Traffic Control to Harmonize the both legislations	SOC 6.3:	
				1.1.2 Database Training in all provinces					On going		SOC 6.3:	
				1.1.3 Procurement of service to integrate system – VNPF/Civil Registry Dept					On going		SOC 6.3:	



				1.1.4 Establish ICT based conference room for online meeting with staffs/Board					Completed. Provincial staff only to down load the MS Teams - to proceed with the online meetings.		SOC 6.3:
				1.1.5 Develop PLTSA HRMIS - liaise with CSU					Program development is 50% complete. 1st Draft should be completed by October		
				1.1.6 Upgrade Database Version-Antivirus					On going		SOC 6.3:
				1.1.7 Link revenue collection recorded by smart stream and database system					Will commence during 4th quarter		
	2. Establish an integrated ICT based licensing system (vehicle permits & Drivers'	1.2 Upgrade Data Base System, Data Permit Card System with Enforcement.	2	1.2.1 Design ICT based monitoring system for Drivers and Vehicle Permits - Bar Code					QR Code on permit cards will commence during 4th quarter	Need to upgrade current system and integrate them	SOC 6.6



				1.2.2 Redesign Permits Cards and link bar codes to printers					QR Code on permit cards will commence during 4th quarter		SOC 6.5
3. Enforce compliance to the Act and Ministerial Orders, contributing to safety of land transport and revenue generation;	1.3 PLTA to liaise with VPF to conduct regular inspection	3	1.3.1 Strengthen working relationship with VPF via MOU						in discussion	Enforcement and duplication must be addressed when Public Land Transport Act and Road Traffic Control are amended	SOC 6.3
			1.3.2 Review organizational structure to include Data Entry Officer						Complete, need approval from Board (Board is unable to meet due to quorum not met)		SOC 6.1
			1.3.3 Intergrade PLTA Database system with Police traffic road inspection offences and clearance of offences with VPF cashier.						Completed. Will require approval from Police. Discussed with Commander Tariff		SOC 6.3



				1.3.4 Purchase uniforms - inspection					Material purchased. Due to financial matters, the sewing is differed to Q3		SOC 6.5
				1.3.5 Include Data Entry Officer in structure to report to IT Officer – IT Officer to Manager IT					Complete, need approval from Board (Board is unable to meet due to quorum not met)		SOC 6.5
				1.3.6 Road Inspection (6 Provinces)					Luganvilled complete, Malekula Complete, Tanna complete. Other not yet		SOC 6.1
	4. Review and introduce a fee framework for metered transport operations;	1.4 Establish legal transport fare structure for all provinces	4	1.4.1 Introduce Fare Structure for Efate-2024					On going	This is outstanding task and it's a must that this is done this year, 2022	SOC 6.5
				1.4.2 Tender for 1 Supplier of Taxi Meter per PLTA Act					Awaiting approval of transport tariffs		SOC 6.2



				1.4.3 Undertake Consultations for amendment of PLT Act					Will commence consultation next end of August		SOC 6.2
				1.4.4 Work with Ministry of Education and schools in Port Vila and Efate to roll out Student IDs and extend to other Provinces					On going		SOC 6.9
	5. Undertake coordinated training & awareness programs to improve understanding and compliance to the Act and Ministerial Orders	1.5 Conduct Public Land Transport Act awareness and improve information dissemination to stakeholders	5	1.5.1 Work with Permit Officers and Provincial LTA to organize awareness in Area Councils/other islands					Tanna in all area councils, Maewo, Ambae, Nguna. Others not yet	Provincial Land Transport Associations need to step up their awareness and meetings such as AFMs	SOC 6.7
				1.5.2 PLT ACT Awareness					Same as above		SOC 6.7
				1.5.3 Improve information dissemination via fb/website/brochures/pull up banner etc.					Weekly info dissemination via fb. Pull up Banner and brochure design complete		SOC 6.7



				1.5.4 Complete Ministerial Order to include Maxi Taxi and Rental Vehicles as separate transport categories					Order complete. Awaiting gazettal by OAG		SOC 6.7
	6. Develop and enforce standards to be met by vehicle owners, operators and drivers	1.6 Document standards to be met by drivers and vehicle owners	6	1.6.1 Include other standards such as registration # on sides of vehicle of inside, drivers ID visible to passengers and other to be included in Amendment.					On going	Need to be legislated	SOC 6.4
				1.6.2 Develop public transport prescribed standards as per Section 18 (2) of the Act.					On going		SOC 6.4
				1.6.3 Develop Prescribed Standards information brochures/ via newspaper and other media outlets					Design stage		SOC 6.7



				1.6.4 Organize awareness - Shefa province					Complete		SOC 6.7
	7. Improve service delivery and organizational compliance through an inclusive policy, legislative, planning, budget, reporting framework, restructure & revenue generation	1.7 Amendment of Public Land Transport Act and LTA to be full statutory including its finances	7	1.7.1 Review and amend Public Land Transport Act to Land Transport Act "Land Transport Authority"					On going	It's vital that we centralize services already provide and establish a Land Transport Authority and house these services under one roof	SOC 6.2
				1.7.2 Review Organizational Structure based on new status as Land Transport Authority.					Pending amendment of PLT Act		SOC 6.2
				1.7.3 Permit Officers (6) to visit all islands within respective Provinces to issue Permits (revenue)					Maewo, Nguna, Motalava, Gaua, Vanua Lava, Ambae, Tanna completed		SOC 6.5
				1.7.4 CEO to visit all provincial offices/ Staff welfare					On going		SOC 6.5



				1.7.5 Recruit Assistant Permit Officer for Sanma and Cashier for Port Vila					Financial Constraints and No Board, meeting delaying this. On going process		SOC 6.9
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Community Policing and Crime Prevention

Ministry	MOIA	MINISTRY OF INTERNAL AFFAIRS										
Departm ent	VPF	VANUATU POLICE FORCE								Operational Report Q1/2/3/4-2023		Linkag es to NSDP
Objective 1: Keeping community safe & secure												
Program	Activity	Performance Indicator	Target	Actions	Q 1	Q 2	Q 3	Q 4	OIC	Status Time Frame	Comments	Linkag es to NSDP
	1.1 Reduce crime through proactive policing	1.1.1 Develop and implement a road safety awareness campaign	2	1.1.1.1 Conduct Consultation with the Community chiefs and the Director PWD 1.1.1.2 Implementation awareness 1.1.1.3 build the Speed Hump	x	x	x	x	NCCPO	Dec	On going	SOC 5



		1.1.2 Adopt a proactive “highly visible” police presence (Combine Surveillance, Enforce Rules of Law that includes: Traffic/ Firearms/ Liquor/ Domestic Violence/ Maritime Surveillance/ Drugs/ Boarder Security/Court Compliances)	10	1.1.2.1 Conduct Community safety and Confidence patrols 1.1.2.2 Conduct Community Awareness 1.1.2.3 Conduct Community Sports 1.1.2.4 Attend the Good Will Tour awareness	x	x	x	x	NCCPO	Dec	On going	SOC 5
		1.1.3 Commissioner’s cup	2	1.1.3.1 Conduct Consultation with the partners 1.1.3.2 Conduct Mass Awareness 1.1.3.3 Conduct Survey on the perception of Police service deliver			x		NCCPO	30 July		SOC 5
		1.1.4 Operation sweep		NA					ALL COMD			SOC 5
	1.3 Strengthen the capacity of the VPF (Mobile force, police and Maritime wing) to provide first line response to threats to	1.3.3 Strengthen VPF fleet Management (Develop & Implement Vehicle Policy)	20	1.3.3.1 Conduct Vehicle Interior and exterior Inspection	x	x	x	x	DCP MS ALL COMDS			SOC 5.3



	national security, including natural disasters	SOPss-GD, Traffic, TRG										
2. Strengthening our institution												
Program	Activity	Performance Indicator	Target	Actions	Q 1	Q 2	Q 3	Q 4	OIC	Status Time Frame	Comments	NSDP
	2.3 improve commanders’ ability to develop compelling annual plan & Budget submissions	2.3.2 Organize trainings with all Commands to enhance understanding on operation of plans, Budgets, Financial Management, monitoring and evaluation of annual activities-Improve in data Management & Reporting.	3	2.3.2.1 Attend the Commands Operations plans in-house training. 2.3.2.2 Attend Budget and Financial management in-house training. 2.3.2.3 Attend to the In- house training to improve the data management and reporting.	x	x	x	x	DCP MS ALL COMDS			SOC 5



	2.5 Improve ICT in all commands (including PIMS, EPCC and other Data systems) for organizational and operational decision making	2.5.2 Equip and maintain all ICT equipment at all Commands- Computers & Communication tools							DCP MS ALL COMDS			SOC 5.3
		2.5.8 Improve ICT focusing on Digitalize filings, file server, zoom conference equipment		N/A					DCP MS ALL COMDS			SOC 5.3
		2.5.10 Improve field communication system -Radio Network in Offices & Vehicles	1	2.5.10.1 Install Radio in the Crime Prevention Vehicle			x		COMD JPOC ALL COMDS			SOC 5.3
	2.6 VPF enhance its Management of human and physical resources to maximize operational effectiveness.	2.6.3 Decentralize and improve basic human resources functions to all Commands such as leave management	1	2.6.3.1 Implement the leave planner	x	x	x	x	DCP MS ALL COMDS			SOC 5
		2.6.4 Mental health training be made available to all serving members and	2	2.6.4.1 Attend the Mental health Working Committee Workshop	x		x		DCP MS ALL COMDS			SOC 5



		facilitated by skilled professionals.		2.6.4.2 Organize for MH training to CST and Police officers								
		2.6.5 Update registration and provide report on overall inventory of VPF infrastructure, vehicles and assets- Report accessible via the Management Website.	12	2.6.5.1 Conduct office assets checks					DCP MS ALL COMDS			SOC 5



	2.7 Refine and Improve Approach to training and professional development, including management and leadership development.	2.7.1 Commanders undertake Performance assessment of officers and submit recommendations to COMPOL	5	2.7.1.1 Conduct performance assessment of officers and process to superiors.			x	x	DCP MS ALL COMDS	Dec		SOC 5
	2.9 Strength PSU & Approaches to internal discipline to improve workplace culture, operational effectiveness and ultimately maintain community trust.	2.9.7 Rehabilitation with police offenders	2	2.9.7.1 Conduct an in-house training discipline session of rehabilitation with officers. 2.9.7.2 Assist the defaulter in the rehabilitee duration and report to the superior.		x		x	COMPOL DIR PSU	Dec		SOC 5
		2.9.8 Complete all cases against police officers	1	2.9.8.1 Sumon the defaulter for orderly room. 2.9.8.2 Conduct Case hearing		x		x	ALL COMDS	Dec		SOC 5



Objective 3. Working Through Partnership												
Program	Activity	Performance Indicator	Target	Actions	Q 1	Q 2	Q 3	Q 4	OIC	Status Time Frame	Comments	NSDP
	3.1 Strengthen Collaboration with communities in the service of safety & security.	3.1.3 Implement Community Policing- Engage & appoint Community Police Volunteers	5	3.1.3.1 Conduct consultation with the chiefs and Area Administrator of an Area Council. 3.1.3.2 Conduct Chiefs training to the CST management 3.1.3.3 Conduct CST Training 3.1.3.4 Conduct WST training 3.1.3.5 Follow-up after the CST training 3.1.3.6 Conduct CST Capability Enhancement Training. 3.1.3.7 Attend the VPP Management meeting. 3.1.3.8 Attend and brief the Executive CST Coordination Committee of the development of	x	x	x	x	COMD NORTH COMD SOUTH NCPPO	Dec		SOC 5.5



				CST or Brief the other stakeholders and Government Authorities.								
		3.1.4 Conduct Mass Crime Prevention awareness	3	3.1.4.1 Conduct mass awareness during the during the Easter, Christmas and New Year's Eve and Independence week.		x	x	x	NCPPO COMD NORTH COMD SOUTH COMD PMW COMD VMF			SOC 5.5
		3.1.5 Conduct community consultations "solving crime in partnership with community"	4	3.1.5.1 Conduct consultation in the area of the council of chiefs – solving crime and dispute in partnership with the community. 3.1.5.2 Conduct consultation with the school authority solving crime in partnership 3.1.5.3 Conduct a Follow-up on the decision made. 3.	x	x	x	x	COMD NORTH COMD SOUTH NCPPO			SOC 5.5



		3.1.6 Conduct awareness programs on safe and responsible use of alcohol/ kava / drugs	4	<p>3.1.6.1 Conduct awareness (close and open) programs on safe and responsible use of alcohol/ kava/ drugs in the Communities</p> <p>3.1.6.2 Conduct awareness (open and close) programs on safe and responsible use of Alcohol/ kava/ Drugs in Schools.</p> <p>3.1.6.3 Conduct awareness (open and close) programs on safe and responsible use of Alcohol/ kava/ Drugs in Offices and Business house.</p>	x	x	x	x	<p>COMD NORTH</p> <p>COMD SOUTH</p> <p>NCPPO</p>			SOC 5.5
	3.3 Support Government Foreign Policy	3.3.1 Implement Cyber safety pacifica Priorities	4	<p>3.3.1.1 Conduct Consultations and awareness in the community public areas in partnership with OGCIO</p> <p>3.3.1.2 Conduct consultation and awareness in Schools in partnership with CGCIO</p>	x	x	x	x	<p>NCCPO</p> <p>ALL COMDS</p>			SOC 5.3



				3.3.1.3 Conduct VPF Internal awareness in partnership with OGCIO.								
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6. Policy Development, Portforlio Legislative Framework, Conventions, and Com Decisions

Corporate Service Unit

Initiative	Activity	Comment
Policy Development	Liaise with state law office for drafting of the bills for amendments of the state flag and Armorial bearing Act 107, Liquor Act CAP 52 and Explosive Act.	<ul style="list-style-type: none">Also, the drafting instructions (propose amendment) relevant) in relation to the regulations of the acts has been submitted to OAG and has been gazetted in 2023 and 2022.
Portfolio Legislative Framework	<p>Regulations orders for Explosive about fees for different types of explosive permits prepared, submitted to OAG and has being gazetted.</p> <p>-drafting instructions for Penalty Notice Regulations for explosive had been prepared and submitted to OAG for finalization of the instrument.</p> <p>-drafting instructions for amendment for Liquor Act cap 52 has been prepared.</p>	<ul style="list-style-type: none">Currently, it has being implementedPending finalization by the OAG.



		<ul style="list-style-type: none">• Awaiting confirmation from the relevant agencies on the drafted instructions before submission to OAG. <p>Other priorities:</p> <p>To amend State Flag permit regulation orders in relation to fees for sell of national symbols during special occasions (for example during the 30th July celebration, provincial day, or Christmas or New Year celebrations)</p>
Conventions		
11. COM decisions		



MINISTRY OF INTERNAL AFFAIRS

HALF-YEAR REPORT 2024

Department of Local Authorities

Initiative	Activity	Comment
Policy Development	<ul style="list-style-type: none"> Urban Planning and Regional Planning Framework under development Decentralization Policy Development under way 	<ul style="list-style-type: none"> These policies are still under development
Portfolio Legislative Framework	<ul style="list-style-type: none"> Legislative Amendment process of the Decentralization Act (CAP 230) completed and submitted to OAG for drafting of the bill of the Amendment. OAG has prepared the draft bill in regards to the amendments and awaiting consultation with DLA for finalization. Liaise with Director DLA for the update of the amendment). Several draft Bylaws are in the process of being assessed by OAG. A working group is currently identifying gaps in the Local Produce Cess Act. 	<ul style="list-style-type: none"> DLA and OAG will meet in September to finalize the draft bill of the Decentralization Act in preparation for the second Parliamentary Session. By 4th Quarter we envisage for all current Bylaws that have been submitted to be gazetted by OAG By 4th Quarter DLA foresees to have completed a Narrative around the Local Produce Cess Act in preparation to work with OAG on the final amendments.
Conventions	NIL	NIL

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COM decisions	No COM Decisions applicable to DLA so far this year, 2023	NIL

Department of Urban Affairs and Planning

Initiative	Activity	Comment
4. Policy Development	Housing and settlement policy	<ul style="list-style-type: none">Completed COM paper for Housing and Settlement policy and submitted to A/DG office.Currently DUAP has a consultant (technical advisor) recruited under PRIF <i>Pacific Resilient Infrastructure Facilities</i> working on the policy.
	Review of National Building Code Policy	<ul style="list-style-type: none">Currently DUAP has a consultant (technical advisor) recruited under PRIF <i>Pacific Resilient Infrastructure Facilities</i> working on the policy.



	Port Vila Greening Master Plan (PVGMP)	<ul style="list-style-type: none">• Completed COM Paper for PVGMP. <p>-currently we are in phase 2 of implementation.</p>
	National Urban Planning Policy	<ul style="list-style-type: none">• Completed COM Paper for PVGMP <p>-currently Council of Minister (COM) has approved (endorsed) and recently, the Minister had made a press release on that.</p>
	Review of National Building Code	<ul style="list-style-type: none">• Draft COM paper completed and submitted to A/DG office. <p>-Recently, Council of Minister had endorsed or approved to have the National Building Code</p>



		Reviewed and BRIF had provided 8 consultants to work on that.
5. Portfolio Legislative Framework	<ul style="list-style-type: none"> ❖ Drainage Bill (Drafting Instructions) ❖ Amend Municipalities Act CAP.126 ❖ Foreshore development Act [cap. 90] 	<p>Drafting instructions for Drainage Bill has been drafted.</p> <p>Drafting instructions for the Amendment of CAP.126 has been submitted to OAG for drafting the Bill of amendment.</p> <p>Official gazette of categories of fees propose amendment</p>
6. Conventions	None	
11. COM decisions	Nil	



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Vanuatu Electoral Office

Initiative	Activity	Comment
Policy Development	<ul style="list-style-type: none">-2024 Referendum policy paper-2024 Sanma Provincial Elections policy paper- 2024 Ambrym Parliamentary By-Elections policy paper-Single Harmonized legislation for elections policy paper-Registration of political party policy paper	Completed
Portfolio Legislative Framework	<ul style="list-style-type: none">-Constitution, Referendum Act, Electoral Act (old one) implementation to conduct the referendum-Decentralization Act No. 2300-Local Government Act 127 & Regulations implementation for Sanma Provincial Elections.	Completed. Only the implementation of Political Party Registration Act has yet to come into in effect. Hopefully soon!

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	<ul style="list-style-type: none">-Representation of People's Act. 13 of 1982 Implementation for Ambrym Parliamentary By-elections.-New Electoral Act No. 16 of 2023 implementation effective from 9TH August 2024.-Political Parties Registration Act implementation yet to start.	
Conventions	N/A	-
COM decisions	All activities approved by COM & VEO has implemented them.	Completed

Civil Registry and Identity Management

Initiative	Activity	Comment
Policy Development	CRVS Policy and National ID card Policy	Both under review



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Portfolio Legislative Framework	Civil Registration and Identity Management (CRIM) Act (#28/2021)	Current amendments being considered for the inclusion data sharing with public-private and non-Govt (private) institutions. Requires work with the Office of Attorney General (OAG) in drafting instructions and bill preparation
	Regulation of the above Act (CRIM Act)	Regulations complete but needs review
	Vanuatu National Identity (VNI) Act (#27/2021)	Current amendments being considered to include e-ID. OAG have given draft bill for review and CRIM presentation to Hon. Minister.
	Regulation of the above Act (VNI) Act)	Regulation complete but needs review
	Marriage Act (Cap 60)	Schedule for review this year but not yet started.
Conventions	Nil	Nil

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11. COM decisions	Nil	Nil

Department of Labour and Employment Services

Initiative	Activity	Comment
Policy Development	Labour Mobility Policy for printing	Finalise review of the Labour Mobility Policy for printing
Portfolio Legislative Framework	<ul style="list-style-type: none">Seasonal Employment Act	-Review of Employment Seasonal Employment Act has been completed and sent to state law.
Conventions	Nil	
11. COM decisions	Nil	

Department of Immigration and Passport Services

Initiative	Activity	Comment
Policy Development	MIDA Project	
	<p>(a) New Border Management System. (MIDAS)</p> <p>(a) MIDAS online Visa application.</p>	<p>Implementation completed System is operational.</p> <p>Online visa application for the PR program.</p>
Portfolio Legislative Framework	Passport Act	
Conventions	IOM	
11. COM decisions	VIS has submitted are number of COM papers in the 1 st and 2 Nd Quarter. All decision are implemented as agreed on by the COM.	



Vanuatu Police Force

Initiative	Activity	Comment
Policy Development	<ul style="list-style-type: none"> Draft policy on proposed establishment of National Fire Authority. VPF Fleet Management Policy VPF United Nations Pre Deployment Policy 	<ul style="list-style-type: none"> Draft Policy completed in 2018 by MOIA. Requires establishment of working committee by PSC and identify a leading authority to drive the initiative. To be included in the 2025 MOIA legislative plan. The VPF Fleet Management Policy is an organization policy intended to provide instruction and guidance on management of fleet within VPF. The organization contains a considerable quantity of mobility assets, the operation of which is required to ensure security and policing services are carried out throughout the country. Second amended draft was completed and Submitted to VPF Legal Officer on in July. He recommends a face-to-face consultation with stakeholders. The The VPF UN Pre Deployment Policy is an organization policy intended to provide guidance to the VPF on matters relating to deployment of officers to United Nations peacekeeping operations. It



		<p>emanates from discussions by the Pacific Island Chiefs of Police during the 2022 Pacific Islands Chiefs of Police Meeting and the 2022 United Nations Chiefs of Police Summit to have a unified regional approach for assessing individual police officers to be deployed in peacekeeping operations. Final draft has been submitted awaiting review and approval. (Refer VPF Annual Report 2023, Section 12.1)</p>
Portfolio Legislative Framework	<ul style="list-style-type: none"> Full review of Police Act [Cap 105] with the assistance of TA. Number of issues and grey areas identified 	<ul style="list-style-type: none"> Full review of the Police Act is being carried out with the assistance of the TA. Number of issues and grey areas are identified. Preliminary consultation with State Law Office on the review outcome and proposed initiative of amendment. However, SLO's view is that Police Act is an old legislation needs to be repealed and replaced with new Police Act. Draft COM Paper on Review of Police Act is in place which requires support and Endorsement of DG and Minister before submitted to DCO and COM for approval. Draft of the repealed Police Act CAP 105 was submitted to DG and a briefing has been made with DG MOIA on the 9th of September 2024.
Conventions	<ul style="list-style-type: none"> International Convention for the Suppression of Acts of Nuclear Terrorism (ICSANT) 	<ul style="list-style-type: none"> Vanuatu has ratified the convention on Human Trafficking and Smuggling



	<ul style="list-style-type: none"> Trafficking of Persons (TIP) Protocol & Smuggling of Migrants (SOM) Protocol 	<p>of Migrant however, it has not yet ratified the TIP and SOM protocol.</p> <ul style="list-style-type: none"> National Action Plan has been established on the 3rd of September, 2024. This is a requirement of the implementation of the convention.
11. COM decisions	Draft COM Paper on Review of Police Act is in place.	Submitted to DG and a briefing has been made with DG MOIA on the 9 th of September 2024.

7. Human Resources

Reporting Period: January 1, 2024 – June 30, 2024

1. Executive Summary

This report provides an overview of the key activities and performance of the Human Resources (HR) Unit of the Ministry of Internal Affairs for the first half of 2024. During this period, the HR department has focused on recruitment and retention, training and development, employee relations, and leave management. Achievements include filing of several critical positions and onboarding of new staff members. Additionally, the introduction of the intern and cadet program, in collaboration with the Vanuatu Institute of Public Administration and Management (VIPAM), has successfully engaged 10 interns and 33 cadets. However, the HR Unit has faced challenges such as a lengthy recruitment process and increased staff grievances. Moving forward, the HR department aims to address these challenges and enhance its operational efficiency.

2. Ministry Workforce

2.1 Departmental Staffing Summary

The Ministry of Internal Affairs has a total of 336 established positions, out of which 69 remain vacant, resulting in an overall vacancy rate of approximately 20%. The Ministry has a total number of 329 public servant staffs which include those that are permanent, probationary, contract, and intern/cadet staff. The gender distribution among the staff shows a total of 200 male employees and 118 female employees across all departments.

Department	Establishment	Vacancy	Employment Status				Gender	
	Position in the approval	Vacancy	Permanent	No of Probation	No of Contract	No of Intern/Cadet	Male	Female



	ed structur e				ct staffs			
CSU	29	10	17	1	3	5	13	13
DLA	118	10	90	11	5	4	87	24
DOL	47	13	27	11	2	1	21	14
CRIM	25	6	17	1	0	2	12	8
VISP	77	21	45	0	0	11	27	25
VEO	18	6	11	2	7	33	29	25
DUAP	22	3	18	1	3	1	11	9
TOTAL	336	69	225	27	20	57	200	118

3. Recruitment and Retention

3.1 New Hires

In the first half of 2024, the Ministry achieved significant progress in staffing. We successfully filled several important positions and many new permanent employees are now in their three-month probation period.

The also introduced an Intern and Cadet program in partnership with the Vanuatu Institute of Public Administration and Management (VIPAM). This program brought on 10 interns to fill vacancies across departments and 33 cadets for a 3 to 6-month period. The cadets assisted with data entry, administrative tasks, and gained valuable work experience.

There are number of cadets were recruited during the period to support the Vanuatu Electoral Office and the Department of Civil Registry and Identity Management during the recent National Referendum. This not only boosted the Ministry's operations but also provided valuable hands-on experience for students.

Department	Position	Hiring Date	Status of Employment
CSU	Executive Officer	18 March 2024	Full-time
	Security Officer	13 May 2024	Full-time
	Intern	14 April 2024	Full-time
	Cadet	April 2024	Full-time
	Cadet	April 2024	Full-time
CRIM	Cadet	February 2024	Full-time
DOL	IT Officer	20 May 2024	Full-time
DLA	Intern at Finance	26 March 2024	Full-time
	Intern at Policy	08 April 2024	Full-time



	Intern at Planning Unit	27 March 2024	Full-time
	Intern at Planning Unit	27 March 2024	Full-time
	SG Tafea	01 January 2024	Full-time
	Senior Finance & Audit	15 April 2024	Full-time
	AA-South Erromango	06 February 2024	Full-time
	AA-East Gaua	05 February 2024	Full-time
	AA-Central Pentecost	15 January 2024	Full-time
	AA-Torres	25 January 2024	Full-time
	AA-North Ambae	19 February 2024	Full-time
	Taka Wilson	25 March 2024	Full-time
	AA-East Vanua Lava	19 February 2024	Full-time
	Provincial Planner-Tafea	01 January 2024	Full-time
	Assistant SG-Tafea	11 April 2024	Full-time
DUAP	Town Clerk - Port Vila	23 January 2024	Full-time
	Senior Finance & Procurement	02 May 2024	Full-time
VIS	Intern	14 February 2024	Full-time
	Intern	26 February 2024	Full-time
	Intern	01 March 2024	Full-time
	Intern	01 March 2024	Full-time
	Intern	01 March 2024	Full-time
	SG Torba	19 April 2024	Full-time
VEO	7 Contract Staff	06 February 2024	Full-time
	31 Cadets	12 February 2024	Full-time

3.2 Promotions

Several employees have been promoted from internship and probationary roles to permanent positions, reflecting the Ministry's commitment to recognizing and rewarding performance.

Department	Name	Effective Date of Promotion	Comments
DUAP	Senior Finance & Procurement	25 May 2024	Promoted to Permanent from Intern role
VIS	Assistant Border Control Officer	08 January 2024	Promoted to Permanent from Intern role



	Assistant Border Control Officer	08 January 2024	Promoted to Permanent from Intern role
	Assistant Border Control Officer	14 February 2024	Promoted to Permanent from Intern role
	Assistant Border Control Officer	14 February 2024	Promoted to Permanent from Intern role

3.3 Cessation of Employment

There were a few instances of staff resignations during this period, with employees leaving for other job opportunities.

Department	Position	Reason
VIS	Senior Visa Officer	Resigned, other job opportunity
DOL	Manager Employment Services	Voluntary resignation

4. Leave Management

4.1 Leave Accrual

Leave accruals indicate the total number of annual and sick leave days accumulated by employees across departments. The Department of Local Authorities (DLA) recorded the highest sick leave accrual, which highlights potential areas for employee well-being initiatives.

Department	Annual Leave (Hours)	Sick Leave (Hours)
CSU	6678.62	323.97
DLA	3645.00	19891.98
DOL	938.71	489.93
VEO	346.79	225.00
CRIM	589.64	319.19
VIS	2000.42	936.26
DUAP	337.25	237.00

5. Training and Development

5.1 Short-Term Training - Local



The Ministry invested in various local training programs aimed at enhancing the skills of HR staff and other officers. These programs were focused on HR leadership, team building, workforce planning, and risk management. Table below illustrated officers attending short term training during the period.

Course Name	Officers Participate	Institution/Training Provided	Funded by	Outcomes
HR network retreat	Clemency & Esther	PSC	UNCEF	Enhance skills to develop TNA, training plan, retirement and succession plan
Human Resources Management Consultancy Workshops	Esther Muluane	HSEQ Vanuatu	CSU	Enhance participants' skills in HR leadership, people management, and team building
	Clemency Bebe			
	Grealyn Daniel			
Pacific Public sector workforce Planning foundations Program	Simon Tor Clemency B Esther Muluane	Australian Public Service Commission	Australian Public Service Commission	Provide understanding to begin workforce planning
MFEM IAU Workshop on Risk Management, Fraud Control & Governance	Leith V, DG Simon T, EO Rebeccah N, IA Esther M, HRM	Ministry of Finance and Economic	Australian Government	Understanding of Internal audit and its function/role
Customer Service, Reception & Salesperson	Selina Naviti Rina Cyrus	Nat Secretariat	Self-sponsor	Improve employee customer services skills
Organisation and Management	Selina Naviti	Nat Secretariat	Self-sponsor	Enhance officer capacity in organisation and management of office.

5.2 Short-Term Training - Overseas

Staff members also participated in overseas training programs, which focused on personnel administration, human and social protection, and immigration-related issues. These programs aimed to build capacity and improve operational efficiency.

Course Name	Officers Participated	Institution/Training Provider	Funded By	Outcomes
Personnel Administration	Sharon Bulesali	JICK Head Quarter	JICK	Improved capacity for personnel



for Middle-Level Officials				administration systems and formulated a concrete and feasible improvement plan for HR management
Workshop on Human and Social Protection	Devo Wari	CRPP Partnership Forum	AD	

5.3 Scholarships

Officers were also provided with study leave to pursue higher education, with the Ministry sponsoring their programs.

Name of Officer on Study Leave	Program Studying	Institution	Sponsor	Period
Brian George	Postgraduate in Border Management	USP	VANGOV	01 Feb - Dec 2024

6. Employee Relations

6.1 Staff Grievances and Disciplinary Actions

The HR department handled several staff grievances and disciplinary actions during the reporting period. Issues ranged from mismanagement and recruitment disputes to serious misconduct such as theft and domestic violence. The Ministry through Directors took appropriate disciplinary actions, including suspensions and warnings.

Department	Grievance Filed	Addressed to	Nature of Offence	Actions Taken
DLA	1	Minister of Internal Affairs	Mismanagement of council investment	Investigation organized by DLA
DLA	1	Director, DLA	Unlawful recruitment process	Director responded to the chief's letter
DLA	1	Chairman of the PSC	Insubordination and interference in community activities	SG discussed with the Area Administrator
Department	Position	Type of Offence		Disciplinary Action Taken
DLA	AA-Fanafo	Misuse of funds		Suspension
DLA	AA-SE Santo	Theft of government assets		Suspension
DLA	Provincial Planner-Penama	Absenteeism from work		Suspension
DLA	AA-East Vanua Lava	Domestic violence		Suspension
DLA	Provincial Planner-Sanma	Absenteeism		Warning letter
DLA	AA-Sola	Working hours away from the council office		Investigation



7. Challenges and Recommendations

Challenges:

1. **Delay in recruitment:** The recruitment approval process by the Public Service Commission (PSC) has resulted in significant delays in filling vacant positions.
2. **High Rate of Grievances and Disciplinary Cases:** There has been a noticeable increase in the number of officers being suspended for disciplinary reasons.
3. **Leave Management:** Officers frequently take leave without filing the form and approval, which has become a habitual issue resulting leave not updated.
4. **Performance Appraisal:** There are delays in performance appraisals submission to HR Unit, and a lack of seriousness from directors and supervisors is impacting the effectiveness of employee performance management.
5. **Punctuality:** Officer often coming to work late which affecting staff productivity and the department's public image.
6. **Use of Illegal Substances:** There is a concern regarding the use of illegal substances, such as kava and alcohol, on office premises and during working hours

Recommendations:

1. **Regular Follow-Ups with PSC:** The HR Team and Executive Officer (EO) should conduct weekly follow-ups with the Public Service Commission (PSC) to ensure timely approval of recruitment submissions. This will help address delays and keep the recruitment process on track.
2. **Establish Grievance Handling Mechanisms:** Implement a grievance handling mechanism or standard operating procedures (SOPs) for the Ministry. This will provide a clear process for staff and the public to raise concerns or complaints about departmental or provincial/municipal management by ensuring grievances are addressed promptly and effectively will improve transparency and accountability within the Ministry.
3. **Develop Disciplinary Procedures:** The HR Team should develop a standard operating procedures (SOPs) for addressing minor and serious misconduct. This will provide a structured approach for Directors to handle disciplinary cases consistently and fairly.
4. **Better Management of Leave:** Invest in a leave management system that integrates with the Ministry's HR system. This system should automatically deduct leave balances when an officer is absent, ensuring accurate leave balance.
5. **Standardize Performance Appraisal Procedures:** Develop and enforce standardized procedures for performance appraisals to ensure consistency and reduce delays. Provide training sessions for managers on effective appraisal techniques and emphasize the importance of timely evaluations for employee development.



6. **Upgrade Electronic Timekeeping Systems:** Install or upgrade electronic timekeeping systems to monitor and manage employee attendance more effectively. This will improve punctuality tracking and address any attendance issues more efficiently.
7. **HR Team to Inform New Staff and Remind Department Heads:** The HR team should inform all new staff members about the policies regarding the use of illegal substances on office premises or during official hours. Additionally, send reminder notes to department heads to reinforce these policies and ensure compliance across the Ministry.

Conclusion

The first half of 2024 has been a period of significant achievement for the Human Resources Unit of the Ministry of Internal Affairs. Key milestones include successful recruitment, numerous staff promotions, and valuable training programs that have strengthened the capabilities of our workforce. Despite these successes, challenges such as delays in recruitment processes, rising disciplinary cases, and issues with leave management have impacted the unit's efficiency. By addressing these challenges with strategic improvements, the Ministry is poised to enhance its operational effectiveness and support its objectives more effectively. The HR Unit is committed to implementing the recommended changes to foster a more efficient, responsive, and supportive work environment.



8. FINANCE

Description	Actual (June) June	Budget (Over/(Under)	Percentage
Revenue				
Revenue	948,645,166	685,272,156	263,373,010	72 % more than budget
Total Revenue and Receipts	948,645,166	685,272,156	263,373,010	
Expenditures	2,346,645,857	2,275,935,952	(77,863,696)	
Total Expenditure	2,353,799,648	2,275,935,952	(77,863,696)	96% Spending more than budget

Source 1: Department of Finance and Treasury | Ministry of Finance and Economic Management



STATEMENT OF ACCOUNTING POLICIES

Reporting entity

The entity reported in this financial report is the Ministry of Internal Affairs and its underlying agencies. This report excludes provincial councils and Municipalities established as statutory bodies under the MOIA except their funds kept and managed under the Department of Local Authorities and Urban Affairs & Planning.

Accounting Policies

There are no changes in financial and accounting policies for and during the reporting period.

Reporting period

This financial report is for the period 1st of January to 30th June 2024

Presentation currency

The financial report is presented in the national currency, VATU.

Budget

The classification of the budget is prepared on the common revenue sources and expenditure is classified on the nature of expenditure normally incurred in each department.

The final budget was approved in parliament in June this year.

Grant or Donor assistance

The Ministry of Internal affairs has always benefited from donor partners as a result of its strong linkages and partnerships. Various assistances were provided to the Ministry through supports such as grants, technical advisory support, and aids in kind.

Revenue

Whenever revenue is collected through various departments and statutory body under the Ministry of Internal Affairs, it would be for no other reasons other than for the exchange for the provisions of goods and services. These are all operational revenues and it is only recognized when it is earned.

Expenses

Expenses under the Ministry are recognized in the period when they are committed in the Financial Management and Information System (FMIS). Similarly, capital expenditures are recorded as part of normal operational expenses throughout quarter one.

Liabilities

Employee entitlements

Employee entitlement like all other government ministries is determined under the public service Act and its manual. Provisions of employee's salaries, entitlements, annual leave, severance pay and other employee entitlements approved by the public service commission have been accrued at nominal amounts based on current wage and salary rates. Similarly, liabilities such as gratuity which are not expected to be settled within this period are accrued in respect of all employees at the present value of future amounts expected to be paid.

Employer contributions to the Vanuatu National Provident Fund were paid directly through payroll section and were reported as expense in the statement of financial performance.



NOTES TO THE FINANCIAL STATEMENT

Notes to the Statement of financial performance

1. Revenue

Account	Description	Revenue	Budget	Over/Under	Percentage
	Revenue				
7LCV	Miscellaneous Charges	0	11,742,270	(11,742,270)	Uncollected
7NDE	Equipment Disposals	1,500	0	1,500	unbudgeted
7NDF	Furniture & Fittings Disposal	30,400	0	30,400	Unbudgeted
7NFC	Capital Investment Immigration Plan Fees	84,676,255	4,199,982	84,676,255	496% more than budget
7NFE	Election Fees	2,343,800	4,999,980	(2,343,800)	46 % less than Budget
7NFF	Honorary Citizenship Fees	195,331,602	129,999,780	65,331,822	66% more than budget
7NFH	Hospital Fees	175,000	0	175,000	Unbudgeted item
7NFK	Police Clearance	37,790,559	25,724,898	12,065,661	68% more than budget
7NFO	Other Fees	255,032	128,502	126,530	
7NFP	Passport Fees	95,201,441	115,545,654	(20,344,213)	82% Less than budget
7NFV	Land Transport Fee	35,161,348	22,499,910	12,661,438	
7NFZ	National Symbols	2,118,251	1,499,994	618,257	
7NIO	Other Fines	11,126,556	8,559,966	2,566,590	
7NIS	Spot Fine	0	949,998	(949,998)	Uncollected
7NIT	Traffic Fines	25,700,199	2,446,560	23,253,639	
7NLD	Driving Licenses	12,902,180	5,079,984	7,822,196	



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7NLF	Firearms Licenses	(7,364,965)	1,831,992	(9,324,732)	
7NLO	Other Licenses	4,568,014	0	4,568,014	
7NOA	Application Charges Recoveries	19,233,239	156,000	19,077,239	
7NOG	Registration Charge Recoveries	6,385,409	684,996	5,700,413	
7NOP	Permits Recoveries	2,456,250	2,749,986	(293,736)	
7NOT	Testing Charges Recoveries	131,000	49,998	81,002	
7TLQ	Temporary Permit	4,410,000	0	4,410,000	
7TLR	Residency Permits	305,334,919	246,260,604	59,074,315	
7TLW	Work Permits	98,240,528	100,161,102	(1,920,574)	
7TVA	Value Added Tax	1,600	0	1,600	
	Revenue	948,645,166	685,272,156	263,373,010	72 % more than budget

MOIA Quarter two expenditure report 2024

	Description	Actual	Commitment	Total	Budget	Over/Under	
	Personnel Expenses						
8AA A	Acting Allowances	19,394,798	-	19,394,798	2,869,641	(16,525,157)	
8AA B	Responsibility Allowance	311,386	-	311,386	799,997	488,611	
8AA F	Family Allowance	12,083,284	-	12,083,284	15,471,921	3,388,637	
8AA G	Gratuities Allowances	683,846	-	683,846	-	(683,846)	
8AA H	Housing Allowances	96,782,967	-	96,782,967	80,594,856	(16,188,111)	



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8AA O	Other Allowances	1,596,152	405,200	2,001,352	-	(2,001,352)
8AA P	Home Island Passage Allowances	469,596	-	469,596	2,410,012	1,940,416
8AA S	Special Allowances	55,929,873	5,321,199	61,251,072	-	(61,251,072)
8AS P	Provident Fund	37,365,888	478,296	37,844,184	39,928,845	2,084,661
8AW C	Contract Wages	168,764	778,183	946,947	-	(946,947)
8AW D	Daily Rated Wages	92,518	541,960	634,478	107,750	(526,728)
8AW L	Leave expense	2,177,588	3,602,871	5,780,459	-	(5,780,459)
8AW O	Overtime Wages	3,670,343	-	3,670,343	-	(3,670,343)
8AW P	Permanent Wages	841,099,537	6,300,000	847,399,537	978,974,513	131,574,976
PAY R	Payroll expenses	-	-	-	(45,032,611)	(45,032,611)
	Personnel Expenses	1,071,826,540	17,427,709	1,089,254,249	1,076,124,924	(13,129,325)
	Operating Expenses					
8CA B	Subsistence Allowances	33,634,595	1,052,162	34,686,757	36,441,989	1,755,232
8CA C	Councilors Constituency Allowances	90,116,226	4,250,000	94,366,226	103,492,542	9,126,316
8CAI	Subsistence Allowance International	18,285,590	360,000	18,645,590	300,000	(18,345,590)
8CA S	Sitting Allowances	4,497,840	662,000	5,159,840	9,873,026	4,713,186
8CA W	Good Will Payment	287,529	-	287,529	-	(287,529)


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8CBI	International Accommodation	10,473,284	137,000	10,610,284	549,996	(10,060,288)
8CB L	Local Accommodation	14,203,327	3,841,087	18,044,414	13,654,529	(4,389,885)
8CC L	Local Courses	470,302	-	470,302	219,996	(250,306)
8CE C	Consultants Fees	3,639,187	1,365,005	5,004,192	3,789,992	(1,214,200)
8CE O	Outsourcing Contracts	276,000	-	276,000	199,998	(76,002)
8CE S	Security Services	1,355,920	-	1,355,920	199,998	(1,155,922)
8CE T	Other Fees	5,192,860	98,443	5,291,303	4,878,444	(412,859)
8CF O	Freight Fuel	109,898	63,043	172,941	182,496	9,555
8CF S	Ship and Boat Fuel	2,895,121	1,182,943	4,078,064	1,666,104	(2,411,960)
8CF V	Vehicles Fuel	13,467,603	4,202,100	17,669,703	22,479,018	4,809,315
8CG M	Mail Carriage Freight	332,807	67,622	400,429	680,004	279,575
8CG O	Other Charges - Freight	10,612,275	532,324	11,144,599	199,972	(10,944,627)
8CG R	Transport - Freight	2,975,635	1,900,003	4,875,638	7,340,205	2,464,567
8CG S	Storage - Freight	956,500	109,770	1,066,270	-	(1,066,270)
8CHI	International Medical Treatment	550,000	-	550,000	-	(550,000)
8CH L	Local Medical Treatment	243,352	-	243,352	1,401,270	1,157,918
8CH T	Other Medical Treatment	89,531	-	89,531	79,998	(9,533)



MINISTRY OF INTERNAL AFFAIRS

HALF-YEAR REPORT 2024

8CIE	Equipment Hire	1,829,946	85,000	1,914,946	5,536,358	3,621,412	
8CIF	Facilities Hire	4,847,918	5,123,976	9,971,894	1,189,986	(8,781,908)	
8CIV	Vehicles Hire	3,138,644	1,039,014	4,177,658	2,088,754	(2,088,904)	
8CJO	Office Cleaning	1,780,413	1,348,078	3,128,491	4,911,528	1,783,037	
8CKD	Advertising - Communications	21,008,833	492,570	21,501,403	3,073,004	(18,428,399)	
8CKI	Internet and Satellite Communications	160,800	2,561,322	2,722,122	365,004	(2,357,118)	
8CKL	Translation Communications	-	-	-	160,002	160,002	
8CKP	Postage - Communications	-	6,000	6,000	242,502	236,502	
8CKR	Printing - Communications	156,625,932	6,147,732	162,773,664	27,607,468	(135,166,196)	
8CKS	Stationery - Communications	9,776,960	2,377,251	12,154,211	11,205,384	(948,827)	
8CKT	Telephone / Fax - Communications	7,889,899	870,421	8,760,320	8,888,161	127,841	
8CLC	Compensation Land	(28,139)	-	(28,139)	3,604,998	3,633,137	
8CLL	Leases - Land	-	-	-	3,788,836	3,788,836	
8CLS	Survey Cost - Land	-	-	-	570,000	570,000	
8CMC	Curriculum - Materials	-	100,000	100,000	1,500	(98,500)	
8CMG	General - Materials	9,981,172	15,559,142	25,540,314	79,109,297	53,568,983	
8CMO	Office - Materials	174,580	468,561	643,141	2,363,874	1,720,733	
8CMR	Road Material	308,550	-	308,550	2,000,000	1,691,450	



MINISTRY OF INTERNAL AFFAIRS

HALF-YEAR REPORT 2024

8CN O	Office Rental	9,008,312	3,611,572	12,619,884	10,446,586	(2,173,298)
8CN T	Other Rental	44,393	243,270	287,663	731,796	444,133
8CO A	Audit Fees	-	-	-	400,000	400,000
8CO C	Court Costs	1,530,221	197,664	1,727,885	2,149,992	422,107
8CO D	Research & Development	-	-	-	15,182,880	15,182,880
8CO F	Refunds	17,208,883	278,104	17,486,987	880,002	(16,606,985)
8CO G	Government Contributions	13,840,467	-	13,840,467	-	(13,840,467)
8COI	Incidentals	18,635,805	18,268,599	36,904,404	11,987,810	(24,916,594)
8CO M	Medals	-	-	-	25,002	25,002
8CO O	International Organization Fees	-	-	-	750,000	750,000
8CO P	Official Entertainment	26,251,919	2,122,745	28,374,664	11,678,212	(16,696,452)
8CO S	Insurance	73,605	-	73,605	499,992	426,387
8CO T	Termination Payment	3,943,381	500,000	4,443,381	5,499,990	1,056,609
8CO U	Uniforms	2,927,526	463,472	3,390,998	1,609,988	(1,781,010)
8CR B	Buildings Repairs & Maintenance	3,940,956	259,661	4,200,617	11,246,890	7,046,273
8CR E	Equipment Repairs & Maintenance	1,921,462	484,413	2,405,875	1,925,000	(480,875)
8CR H	Houses Repairs & Maintenance	(57,529)	121,296	63,767	2,684,996	2,621,229



MINISTRY OF INTERNAL AFFAIRS

HALF-YEAR REPORT 2024

8CRM	Maintenance Contract	1,622,792	545,000	2,167,792	5,860,000	3,692,208
8CR	Roads Repairs & Maintenance	723,043	747,357	1,470,400	6,393,612	4,923,212
8CR	Ship Repair & Maintenance	3,991	243,835	247,826	150,000	(97,826)
8CR	Vehicles Repairs & Maintenance	5,445,164	4,834,246	10,279,410	11,598,272	1,318,862
8CR	Vehicle Servicing	442,716	94,128	536,844	1,232,500	695,656
8CS	Food - Suppliers	718,390	-	718,390	368,004	(350,386)
8CS	Medicines Suppliers	-	-	-	282,498	282,498
8CS	Other Suppliers	(818,512)	-	(818,512)	262,506	1,081,018
8CS	Rations Suppliers	(1,738,577)	4,020,950	2,282,373	3,645,982	1,363,609
8CTI	International Travel	11,763,699	2,183,211	13,946,910	5,564,986	(8,381,924)
8CT	Local Travel	56,303,568	8,626,840	64,930,408	48,437,113	(16,493,295)
8CU	Gas - Cooking Utilities	(2,957)	85,104	82,147	250,008	167,861
8CU	Electricity Utilities	(485,602)	24,405,427	23,919,825	30,038,193	6,118,368
8CU	Lighting Utilities	2,525,268	73,732	2,599,000	10,002	(2,588,998)
8CU	Gas - Medical Utilities	-	-	-	775,000	775,000
8CU	Water Utilities	361,607	483,320	844,927	21,323,804	20,478,877
8CV	Food Rations/Relief Supplies	-	-	-	-	-



MINISTRY OF INTERNAL AFFAIRS

HALF-YEAR REPORT 2024

8CV G	Volunteers Expenses	-	-	-	-	-	
8CV S	Stationery Supplies	-	-	-	150,000	150,000	
8CW L	Local Workshops	44,754	336,637	381,391	2,929,671	2,548,280	
8CX O	Other	22,774	-	22,774	-	(22,774)	
8CY R	Relief Emergency	-	-	-	2,100,000	2,100,000	
8CZ V	Value Added Tax	36,846,331	16,767,400	53,613,731	12,823,214	(40,790,517)	
8DA D	Donations Abroad	300,000	200,000	500,000	1,050,000	550,000	
8DAI	International Organizations	-	-	-	124,998	124,998	
8DG M	Municipalities Grant	8,744,000	-	8,744,000	10,000,000	1,256,000	
8DG O	Operating Grant	36,757,013	-	36,757,013	-	(36,757,013)	
8DG P	Provinces Grant	37,990,461	33,746,256	71,736,717	6,526,065	(65,210,652)	
8DG S	Stationery Grant	-	-	-	19,998	19,998	
8DG T	Other Grant	-	2,000,000	2,000,000	-	(2,000,000)	
8EB N	Buildings - New	3,297,140	2,346,999	5,644,139	12,921,415	7,277,276	
8EB R	Buildings - Renovation	6,614,598	1,174,704	7,789,302	15,095,772	7,306,470	
8EE A	Equipment - Additional General	281,124,162	20,237,271	301,361,433	8,671,206	(292,690,227)	
8EE C	Equipment - Computer	7,083,409	1,659,392	8,742,801	7,328,199	(1,414,602)	


MINISTRY OF INTERNAL AFFAIRS
HALF-YEAR REPORT 2024

8EEH	Equipment - Heavy Equipment	(961,089)	1,036,150	75,061	-	(75,061)
8EEP	Equipment - Photocopiers	547,960	-	547,960	115,004	(432,956)
8EER	Equipment - Replacement General	(546,238)	912,738	366,500	1,753,472	1,386,972
8EES	Equipment - Specialized	48,570	157,366	205,936	62,502	(143,434)
8EET	Equipment - Computer Software Purchases	400,417	10,000,000	10,400,417	256,677,361	246,276,944
8EFH	Furniture - Housing Furniture	-	-	-	499,998	499,998
8EFO	Furniture - Office Furniture	1,695,892	1,074,637	2,770,529	2,981,588	211,059
8EHN	Houses - New Houses	907,605	-	907,605	12,000,000	11,092,395
8EHR	Houses - Renovation	-	200,000	200,000	50,000	(150,000)
8EIE	Infrastructure - Electricity	-	97,374	97,374	100,000	2,626
8EIO	Infrastructure - Other	-	-	-	191,862	191,862
8EIW	Infrastructure - Water Supply	149,782	10,000	159,782	2,102,040	1,942,258
8ESB	Ships and Boats Purchases	-	1,211,392	1,211,392	-	(1,211,392)
8EVA	Vehicle - Additional Vehicle	7,367,826	7,447,020	14,814,846	1,999,992	(12,814,854)
8EVR	Vehicle - Replacement	(3,740,000)	2,040,000	(1,700,000)	5,000,000	6,700,000
8FCB	Bank Charges	3,300	-	3,300	6,000	2,700
8FID	Interest - Bank Account Balances	-	-	-	83,744	83,744
OVER	Overhead expenses	-	-	-	258,219,078	258,219,078



Operating Expenses	1,032,993,	231,551,85	1,264,545,	1,199,811,0	(64,734,3
	548	1	399	28	71)
Total Expenditure	2,104,820,	248,979,5	2,353,799,	2,275,935,	(77,863,6
	088	60	648	952	96)

Summary Report Against Annual Budget

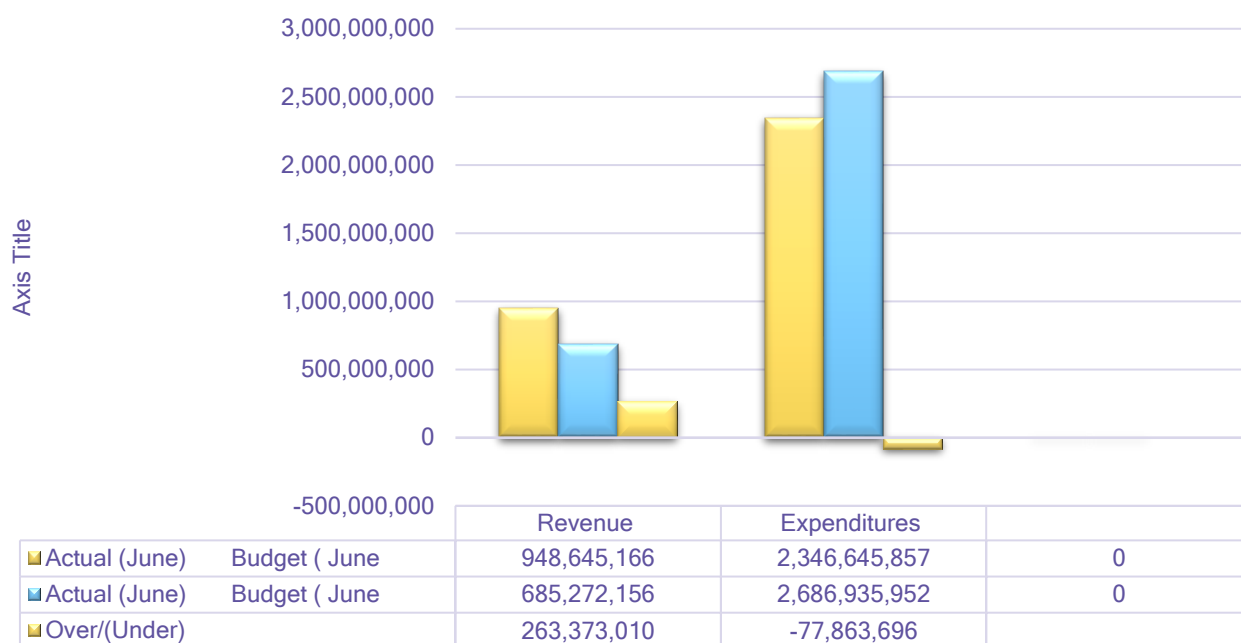
Revenue by department

During the second quarter of this year, the MOIA has collected 69% percent of its annual revenue target of VT 1,366,499,144

Department	Ceiling	YTD (Q2) Actuals	Year to date progress
	Revenue		
Internal Affairs Cabinet	48,020,000	37,100,525	77 % of annual target
Department of Police	135,006,144	168,197,565	117% of annual target
Department of Immigration	800,000,000	533,191,560	62.6 % of annual target
Department of Labour	206,273,000	125,745,942	57.5 % of annual target
Department of Provincial affairs	650,000	22,000	Nil. 3 % Proposed budget is purposely for foreshore revenue. Therefore, DUAP is responsible to collect proposed budget under DLA this year.
Department of Urban Affairs & Planning	15,200,000	2,763,250	9.6% of annual target
Electoral Office	10,000,000	2,343,800	23.4% of annual target
Department of Civil Registry	151,350,000	55,234,217	32% of annual target
Vanuatu Mobile Force	Nil		
TOTAL BUDGET	1,366,499,144	948,645,166	69% of annual target



Revenue and Expenditure Chart second quarter 2024



Source 1: Department of Finance and Treasury| Ministry of Finance and Economic Management

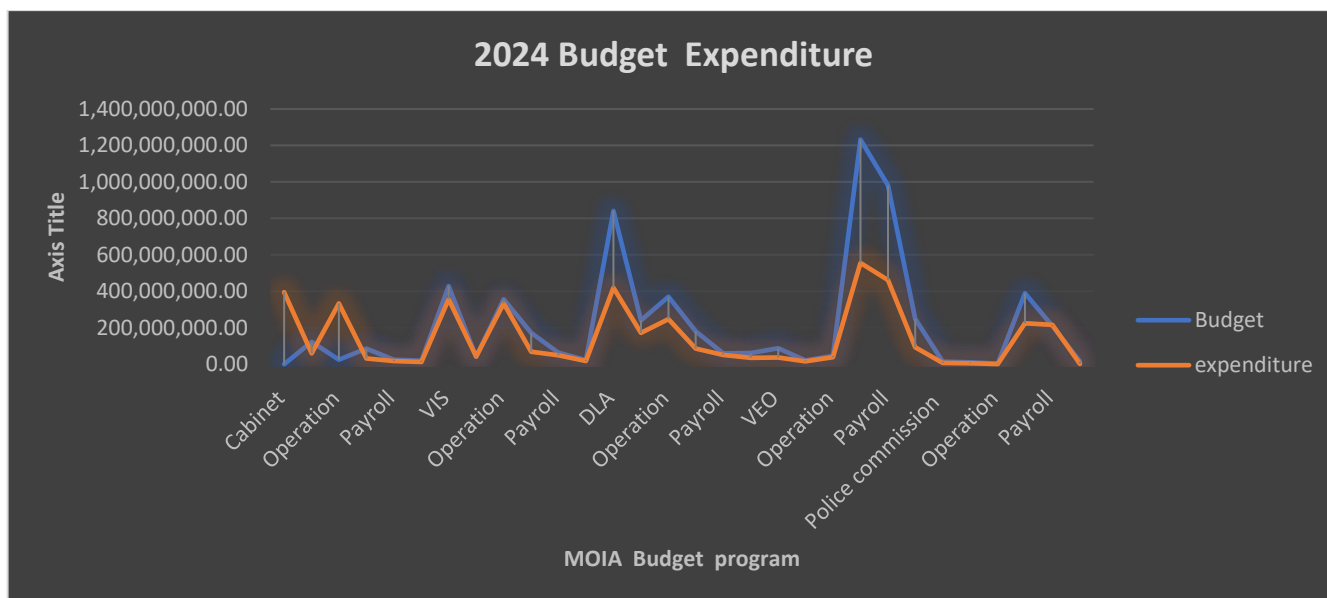
MOIA 2024 EXPENDITURE SUMMARY

Expenditure by department

Department	Expenditure Ceiling	YTD (Q2) Actuals	Year to date progress
Cabinet	641,273.406	395,795,759	61% of annual target
Payroll	122,618,070	61,011,516	
Operation	24,877,824	334,784,243	
CRIM	85,820,092	31,834,695	37% of annual target
Payroll	24,863,590	18,827,342	
Operation	19,791,072	13,007,353	
VIS	428,526,762	356,920,034	83% of annual target
Payroll	40,897,335	43,317,130	
Operation	357,638,036	333,781,732	
Labour	173,412,767	68,447,974	39% of annual target
Payroll	64,238,423	50,259,717	



Operation	23,422,103	18,187,957	
DLA	841,121,704	420,633,345	50% of annual target
Payroll	241,033,003	172,101,061	
Operation	371,094,182	248,532,284	
DUAP	181,566,028	87,075,826	47% of annual target
Payroll	60,247,862	52,142,197	
Operation	62,034,492	34,933,629	
VEO	88,401,367	37,461,362	42% of annual target
Payroll	21,307,683	15,537,820	
Operation	45,664,451	39,997,999	
Police	1,232,208,104	556,077,941	45% of annual target
Payroll	982,009,868	462,563,042	
Operation	250,198,236	93,514,899	
Police commission	15,199,141	6,762,619	34 % of annual target
Payroll	11,653,824	5,310,271	
Operation	3,545,317	1,452,348	
VMF	390,087,074	225,227,487	57% of annual target
Payroll	209,090,821	215,684,943	
Operation	16,136,666	25,75,939	
PLTA	32,000,000	11,885,261	37% annual target
Payroll	9,043.467	6,340,503	
Operation	15,999,965	5,544,758	
Total	2,275,935,952	2,353,799,648	103% over target budget for second quarter



Virement Summary by department

During the second quarter of this year, MOIA has Expedited Supplementary and Virement 744,829,355 Vatu

Department	Supplementary	Virement	Description
VIS		593,100,967	Virement for the Purchase of passport machine and system
Labour		9,603,571	Payroll virement to support operational budget 2024
DLA		3,200,000	virement to correct payroll
VEO		31,085,500	Virement for Referendum payroll to operation
Police	135,702,537		Supplementary Police housing allowance
Police commission		790,840	Virement payroll overspend
PLTA		1,345,940-	Virement Payroll overspend
Total	135,702,537	639,126,818	

NPP utilization summary:

Dep. /NPP Code	Description	NPP Budget	Total advance d in Qtr2	NPP Balance	% used in Q2



Internal Affairs Cabinet / 24B123					
	CSU - Salaries for restructure new post	110,520,000	100%	110,520,000	100%
Internal Affairs Cabinet/ 24C123					
	National Referendum Budget	350,000,000	80%	212,500,00	100%
Vanuatu Police Force / 24E126					
	VPF Additional Personnel Recruitment & Increment Progression	50,000,000	Nil	50,000,000	0%
Department of Labour / 24B127					
	Organizational Restructure	22,000,000	Nil	22,000,000	0%
Election Office / 24D128/24F128					
	Sanma Provincial council Election	20,850,500	100%	20,850,500	100%
	Ambrym Constituency By election	12,000,000	100%	12,000,000	100%
Civil Registry office / 24A129					
	Restructure New Post (8) Increment & Provincial Office Operational Cost	8,795,651	Nil	8,795,651	100%
TOTAL		574,166,151		574,166,151	

Expenditure by department

During the second quarter of this year, the MOIA has Expedited 54 percent of its annual recurrent budget of VT 4,099,515,478

Department	Expenditure Ceiling	YTD Actuals	Year to date progress
Cabinet	663,772,406	388,400,818	56.7 of annual target
CRIM	85,820,092	32,719,851	17.8% of annual target
VIS	926,586,216	513,546,850	83% of annual target
Labour	185,912,767	57,326,102	28.7 % of annual target
DLA	841,121,704	422,164,928	46 % of annual target
DUAP	181,566,028	87,594,682	45 % of annual target
VEO	88,401,367	51,968,924	53% of annual target
Police	1,232,208,104	549,185,160	44% of annual target
Police commission	15,199,141	6,731,249	39.7 % of annual target
VMF	390,087,074	109,413,527	28% of annual target
PLTA	32,000,000	17,800,287	55% of the annual target
Total	4,099,515,478	2,346,645,857	54% of annual target



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Asset Management Report

The relevant officers within each Department are responsible for management of asset owned by ministry of Internal Affairs. The Ministry must ensure that all assets are adequately maintained and care for. Ministry must ensure that asset adhere to required process prior to sale, disposal, transfer of asset.

SCOPE

The scope of the asset control:

- The activity was conducted for a period of six month (started form 16th January 2024 to 30th June 2024)
- This activity was carried out by the asset section MOIA. This is to ensure all fixed asset register; all asset of ministry is used properly for the purpose intended and are not misused or intentionally damage
- Management of disposal work collaboration with asset unit - Ministry of Finance

OBJECTIVE AND RESULTS

Asset Officer ensures that asset under MOIA is identified, registered, and disposed according to part 9 of the financial regulation to achieve key business objectives in relation to asset registration and disposal. Following are the business objectives and related control assessment (Satisfactory, Needs Improvement, and Unsatisfactory) and a summary of good and weak controls in the audit.

Business Objective	Control Assessment
Registration	Ongoing
Data base system	Needs Improvement
Working Collaboration with head of Department and finance officers	No assistance to provide better information on Asset purchase
Movement of asset	No proper records and information provided on movement of asset

Control Summary	
Good Controls	Need More Controls
<ul style="list-style-type: none"> • Asset are safely stored in the office or MOIA compound (Obj 1.) 	<ul style="list-style-type: none"> • Purchasing of new asset (Obj 1) • There were no controls in place to record movement of asset (Obj.2) • No report of damage / loss assets within Departments

**ASSET STOCK TAKE IN 2024**

Inventory stocks take and registrations were done in these places:

- Department of Urban and Planning Affairs
- Department of local authorities
- Cabinet support
- Corporate service unit

• **SUMMARY OF ANALYSIS AND RECOMMENDATIONS**

Overview
<p>Overall, MOIA is executing its budget quite well. Some adjustments are possible between payroll and operations and to cash flows on selected COAs. Of particular concern are long outstanding vacancies that continue to be unfilled and may affect service delivery. Revenue collections suffered in 2024 our budget target is over collected but MOIA is working on strengthening these and a number of newly proposed initiatives could be implemented.</p>

Area	Recommendation
Expenditure Management and Planning	<p>❏ Adjust monthly cash flow requirements for 2024 based on the average actual expenditure per month over the past years, in particular so for before the third quarter if necessary</p> <p>❏ Reduce the large number of unbudgeted expenditures through reprioritization of expenditures and improved budget planning</p>
Activity and Cost Centre Management and Planning	<p>❏ Adjust cash flow requirements for each agency based on the average actual expenditure per month over the past years</p>
Payroll Budget Management and Planning	<p>❏ Continue the strong budget execution on the payroll side</p> <p>❏ Attempt to plan for and fill vacancies that are crucial for service delivery or do not plan for vacancies, where there is not serious attempt to fill them any time soon</p>
Detailed Chart of Accounts Patterns in Payroll Expenditure Management and Planning	<p>❏ Either attempt to fill vacancies where needed or assigned a budget to allowances instead</p> <p>❏ Sorting out vacancies may have positive impacts on reducing temporary employments, Acting and/or Responsibility Allowances that may be compensating for the lack of relevant permanent staff</p>



Operations Budget Management and Planning	<ul style="list-style-type: none"> ⌚ Until vacancies are to be filled, some budget could be reallocated to operations instead to cater for shortfalls there ⌚ Adjust cash flow requirements for operational expenditures based on the average actual expenditure per month over the past years
Detailed Patterns in Operations Expenditure Management and Planning	<ul style="list-style-type: none"> ⌚ adjust cash flow profiles of expenditures adequately based on average actual expenditures of the previous years for these months ⌚ reprioritise/reallocate funding across accounts based on average actual expenditures over the previous years
Revenue Management and Planning	<ul style="list-style-type: none"> ⌚ Improvements to revenue forecasts (annual and cash flow) for the coming budget are necessary based on previous years' performance and expected outturns ⌚ Continued cooperation with MFEM for a recent review of revenue initiatives across the GOV is appreciated and will hopefully help rationalize and further improve revenue collections ⌚ Follow-up on revenue initiatives with Revenue committee to work closer with department for their revenue initiatives
Virements	<ul style="list-style-type: none"> ⌚ The number of virements out from payroll to operations reflects the need to read just the budget for payroll and operations to adequately reflect needs and reduce the amount and volume of virements necessary
Asset management	Asset management must be well managed under each agency.



9. Development Projects

Department of Local Authority

Project Code	Description	Project Actual Start Date	Project Actual End Date	Donor	Total Budget Received from Donor	Total Spending to Date	Status	Progress during the half-year	Issues, challenges, and responses
17F624	Constructing of an office building in Isangel, Tanna. Which it will be a single story of approximately 8m x 9m. Initial occupant will be World Vision Vanuatu, and the building will be handed over to Tafea Provincial Government as an asset belonging to Tafea Provincial Government						Completed		This project never got the allocated funding. The Tafea Provincial Building was built with budget from the Council. It resulted in a single building with no story. It does not house any government nor NGO agencies. It accommodates only the Staff of the Tafea Provincial Government Council.
19B724	Provision of materials and technical assistance for 1				8822000		Approved		This project was never funded.



	<p>second homes for Ambae Evacuees on Maewo. Develop a methodology for future second home building on Maewo that is cost effective, causes minimal impact to the local environment and provides income generation & skills development. Demonstrate a proof of concept that can be scaled up for further second home construction and replicated on other islands for future disaster response and recovery programs.</p>								
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21A2 24	Vanuatu has experienced multiple, large-scale displacement events in the past two years, including the Ambae mass evacuation and the more recent displacement from TC Harold.			Australia	141206472		Approved		I have not knowledge about this project.
21C3 24	Construction of New Area Council Building for Sanma and Penama Provincial Government Council.			Not Yet Identified	237600000		Approved		This project never got any funding allocated to it.
21F7 24				Not Yet Identified	500000000		Approved		
18A 824	Construction of 3 New Ring Road Market Houses on the Island of Efate.	Extend the benefits of the M4C project to add 3 new additional markets. Construct market houses			UN Women	23049000		Completed	



		to appropriate standards with focus on ensuring safety of roofing and roof structures.							
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Department of Urban Affairs and Planning

Project Code	Project Title	Description	Project Actual Start Date	Project Actual End Date	Donor	Total Budget Received from Donor	Total Spending to Date	Status	Progress during the Half year	Issues, Challenges, and Responses
15A 624	Participatory Settlement /Slum Upgrading Programmed Phase I, Vanuatu.	Strengthening community, city and national key stakeholder , capacity in participatory settlement upgrading and takes into account the institutionalization of the participatory approach into policies and planning strategies identified through urban profiling.			Unknown	2675000		Approved		



19A 424	Relais de la Francophonie.	Consists in building office spaces, accommodation units for young people and entrepreneurs and conference room that can accommodate meetings for official use and community use. This will be managed by the Municipality of Port Vila.			AFD	1193300 00		Ongoing	Completed	
18B 824	Renovation & Extension to the Market house, Luganville Santo.	Purpose is to complete renovation and repair work on the existing market house by replacing the rooftop, lay ceramic tiles to full area, upgrade drainage system and construct new veranda to perimeter of the market house.			UN Women	2917375 0		Completed		



20A 824	Japan's Grant Aid for the Economic and Social Development program for the Republic of Vanuatu (FY2018).	The garbage vehicle will be used for save and efficient waste collection.			Japan			Approved		
21B 324	TC Harold - The Construction of the La Plage Local Restaurant and the Public Toilet Facilities	- Reconstruct LMC Food Stalls in La Plage. - Project intended to improve the environment in which these local restaurants will be build and create different dining experiences (demolished and rebuild 10 local restaurants .			Luganville Municipal Council			Approved	Completed	
21D 324	TC Harold - Construction of the Luganville Municipal Council (LMC) Workshop/ Garage	Construction of the Luganville Municipal Council (LMC) Workshop/ Garage			Not Yet Identified	13354000		Approved		
21E 424	CONSTRUCTION OF A NEW SPORTING COMPLEX	Construction of a new Sporting Complex at Agathis			China	100000000		Approved	completed	



		Area, Port Vila.								
21G 924	Greater Port Vila Urban Resilient Project (GPVURP)	To construct Multipurpose emergency centers in Central ward and Freshwater - Tasariki Ward within the Greater Port Vila area.			ADB	1,454,274,400 (VT)		Approved	Progressing	
23A 824	Improvement to key Tafea Provincial Government Council Infrastructure Assets	To renovate and reconstruct existing building infrastructure that has been left unattended for some years			Unknown	87986300		Approved		

Vanuatu Electoral Office

Project Code	Description	Project Actual Start Date	Project Actual End Date	Donor	Total Budget Received from Donor (Vatu)	Total Spending to Date (Vatu)	Status	Progress during the half year	Issues, challenges, and responses
18A928	VEEP	21 Feb 2024	30 Sept 2024	UNDP	19,763,700	12,547,761	Ongoing	8,578,611 (43%)	N/A
24C123	National Referendum		29 May 2024	Vanuatu Government	350,000,000	350,000,000	Complete	N/A	N/A



Department of Civil Registry and Identity Management

Proj ect Cod e	Description	Proj ect Actu al Star t Date	Proj ect Actu al End Date	Dono r	Total Budge t Receiv ed from Donor	Total Spend ing to Date	Status	Progress during the half-year	Issues, challeng es, and respons es
19A7 29	Strengthen civil registration and vital statistics (CRVS) system and services in Vanuatu. Includes improvements to the database system (Civil Registration and Vital Statistics); establishment of provincial CRVS offices; outreach campaigns; quad bikes for Tafea and Malampa, two boats for Penama and Torba and 2 vehicles for the National Sanma Offices			UNIC EF, Vanu atu	943512 00		Ongoi ng	Beginning Strengthening CRIM system and services by conducting CRIM Workshop with Area Administrators on Tanna.	The new System rollout is being delayed to December 2024. The National Referendum has delayed some of the provincial planned programs
23A5 29	Objective is to establish a geo-data location registry. The development of a listing with definitions/categorization, official names with one agreed-upon spelling for each place, one set of GPS coordinates and a unique Identifier Number - would benefit all Government and Non-Government development initiatives in the future (it will			UND P	29000 000		Appro ved	On-going of Village Registry – 75% Completion	Competing business plans between Ministry of Lands and the Department of CRIM and Electoral Office. Hence, causing a delay in carrying out field work by



	merge all pre-existing listings to create one official list of location names).								the Ministry of Lands.
23B529	This project aims to provide post-disaster needs support with a sustainable long-term establishment of core elements required to establish Vanuatu's e-governance, while producing multi-layered maps to aid recovery, long-term sustainable villages and other infrastructure plans.			UND P	56000 00		Approved	CRIM Department is part of the task force to oversee the utilization of national IDs as core to Disaster Response	The main challenge is getting other agencies to realize the importance of CRIM Data based on National ID Cards.
22A129	Civil Registration and Health Systems and Data Interoperability in Vanuatu	2024					Approved	A recent MOA signed with MOH in 26 June 2024	MOH will review their ACTs before fully engaging.
23C629	To provide post-disaster needs support with a sustainable long-term establishment of core elements required to establish Vanuatu's e-governance. While producing Multi-layered maps to assist recovery, long-term sustainable villages and other infrastructure plans			UND P	56000 00		Approved	CRIM Department is part of the task force to oversee the utilization of national IDs as core to Disaster Response	The main challenge is getting other agencies to realize the importance of CRIM Data based on National ID Cards.



Department of Labour

Project Code	Description	Project Actual Start Date	Project Actual End Date	Donor	Total Budget Received from Donor	Total Spending to Date	Status	Progress during the half-year	Issues, challenges, and responses
19A827	Budget support to pay for the Labour Mobility Officer for a period of 12 months before government finances the position after the first 12 months.			Australia	1693100		Ongoing	Staffs are still under PLF funding and we have requested an NPP to accommodate contract staffs to transition into Vanuatu Government payroll however we are yet to finalize their transition into Government contract position. We will only prioritize key position and not all position will be transitioned into Vanuatu Government payment.	Challenges with our structure still pending before the PSC resulting in few staffs already resigned and quite due to no job security.



20A3 27	The department of Labour (DOL) will facilitate and establish connections between Australian employers/farmers and Ambaens for work opportunities through the Seasonal Workers Program (SWP).			Australia	22825 00		Approved	Recruitment is progressing and the Employment Services Unit as well as Licensed Agents are mobilizing workers effectively though we do not have any call center specifically to address that priority but from the ESU perspective we prioritize their needs depending on availability of markets in both countries.	Challenges on the availability of markets in both countries as well as not appropriate funding was allocated to support our mobilization at provincial level
20B6 27	The Pacific Labour Facility is designed to support labour mobility of workers for Pacific Island Countries and Timor-Leste to Australia (collectively "Pacific countries") through administering the Pacific			Australia, Vanuatu	955915 52		Approved	PLF has been providing technical and financial support towards ESU since then and they are currently funding two consultants, 12 staffs under	The engagement of PLF will cease very soon and we are yet to receive from the Australian Government the new contractor that will implement Labour



	Labour Scheme (PLS) and providing targeted support the Seasonal Workers Program (SWP). It is a core element of the boarder 'step up' in Australia's engagement with the pacific and was announced by the Prime Minister at the Pacific Islands Forum Leaders Meeting in September 2017.							contract. PLF has also provided funding for Two country liaison officers and one of the liaison officers has now transitioned into Vanuatu Government payroll and the other still with the PLF funding. They are also providing funding to CLO to visit workers in different states and territories in Australia	Mobility program at the region on behalf of Australian Government.
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10. Glossary of Terms

Term	Definition
Activities	Activities are aligned within the Programs (specified in Budget Narratives) of the Ministry to deliver the objectives of Ministry Programs. Activities should be developed, bearing in mind the challenges identified to ensure delivery strategies can be implemented. Furthermore, the activities in the Corporate Plans should not only be informed by the NSDP goals and objectives but also by any other strategic policy documents that are relevant to those areas being planned, including any Sector Plans or Recovery Strategies that are in place.
Objectives	Objectives in the Corporate Plan are the over-arching organizational goals to be reached within the main program areas of activity of the Ministry. They should derive more or less directly from the NSDP, as expressed in the Budget Narratives. They express the expected outcomes (changes in the life of the target population) of the Ministry's endeavor. These objectives will be the same objectives as appear in the Budget Narrative.



Outcome	An Outcome can be expressed as a change in skills, attitudes, knowledge, behaviors, status, or condition, including life condition. An outcome is a long-term Impact Indicator. In the Vanuatu Government, outcomes are linked to the NSDP and objectives and are mapped against the Programs.
Output	Outputs (Service Targets/Indicators) are mapped against each Activity included in the Budget Narratives. Outputs (Service Targets/Indicators) are mapped against each Activity included in the Budget Narratives. In aligning targets to outcomes, Ministry planners will start with the baseline target level and project the desired level of improvement (taking into consideration available resources over a specific time period).
Program	A Program establishes the structure for internal responsibilities while providing clear line of sight regarding Ministry objectives. Programs have a broad focus, with most ministries developing at least two and most likely, no more than six strategic programs for the Corporate Plan. The identified Programs form the basis of the Budget Narratives against which the Appropriations Budget is allocated.
Risks	A risk is a factor that may make it difficult to achieve delivery of a planned activity. Options should be considered to lessen or mitigate against an identified risk
Service Targets	Service Targets or outputs are mapped against each Budget Narrative Activity. In aligning targets to outcomes, Ministry planners start with the baseline target level, and project the desired level of improvement (taking into consideration available resources over a specific time period). The Service Target indicates what the program will produce, with the resources provided to meet the identified need which the objectives are intended to address. Specific targets are expressed to measure results.
Strategic Direction	The Strategic Direction (often referred to as a Strategic Objective) of the Ministry includes the central forces that move the Ministry towards intended objectives, in particular the NSDP. This aligns the vision, mission, and core values so that strategies can be designed to reach the desired goal outcomes.
Strategy	A strategy is a plan or tactic to be followed to achieve objectives and related activities, considering resources needed and the potential risks.
SMART Indicators	A SMART indicator or target is: Specific – clearly defined to anyone that has a basic knowledge of the project, program or policy. Measurable – to be counted, observed, analyzed, tested or challenged. Achievable – is practical and can be done in time & with available resources – not too ambitious Relevant – contributes to the value of the activity Time-Bound – has clear dates for implementation/completion

11. Methodology

This Plan has been produced in accordance with the Planning and Reporting Guidelines produced by the Office of the Public Service Commission and the Department of Strategic Policy Planning and Aid Coordination.

12. Tracking Indicators

Performance is measured using the following tracking indicators:

COMPLETED	Means 100% of an action under a given service target has been achieved
MOSTLY COMPLETED	Means between 50% and 99.9% of an action under a given service target has been achieved



PARTIALLY COMPLETED	Means between 1% and 49.9% of an action under a given service target has been achieved
NOT COMPLETED	Means the listed action was not commenced or initiated as scheduled. As such the action is deemed behind schedule .
ON-GOING	Means activities are on-going or undertaken annually as part of Electoral Cycle
N/A (Not Applicable)	Does <u>not</u> mean “not available”. Means the listed action under a given service target is not yet due, or may not be required in reporting timeframe ie National Referendum Please refer to the comment section of each M&E Matrix for further details.