



Office of the President



2014 Annual Report



Office of the President
2014 Annual Report

Letter to the Minister

Honourable Josaia Voreqe Bainimarama

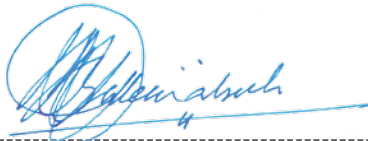
Prime Minister
Government Buildings
SUVA

Ufs: Permanent Secretary, Office of the Prime Minister

Dear Sir,

I present the annual report of the Office of the President for the financial year ending 31st December 2014, in accordance with the Financial Management Act 2004 which requires Government agencies to table their Annual Reports before Parliament.

Yours sincerely,



Pene Nonu Baleinabuli

Official Secretary to the President

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1. Overview

1.1 Official Secretary's review



The year 2014 was a defining moment for Fiji. The country held its general elections since the change of executive authority in December 2006. The elections demonstrated to the international community that Fiji was genuine in its efforts to return to Parliamentary democracy. The Multinational Observer Group in its final report

stated: "The outcome of the 2014 Fijian Elections broadly represented the will of the Fijian voters. The conditions were in place for Fijians to exercise their right to vote freely..." For Fiji, the elections opened the doors for the full restoration especially of diplomatic and economic relations, among others, with a wider cross-section of the international community. Immediately after the general elections in September 2014, the country hosted two world leaders - the Prime Minister of India Honourable Narendra Modi and the President of the People's Republic of China, His Excellency Xi Jinping - who visited the country on the 19th and 21st of November, respectively, to reaffirm their support for Fiji.

The Office of the President facilitated the issuing of the writ for election. The writ was issued by the Acting President, the Honourable Chief Justice Anthony Gates, whilst His Excellency the President Ratu Epeli Nailatikau was on official tour overseas.

Additionally, in the lead-up to the elections, His Excellency Ratu Epeli Nailatikau assented to Fiji's new Constitution in September 2013. The Constitution seeks to re-position Fiji to achieve common and equal citizenry in every sense of the word, and inter alia, to attain sustain able socio-economic development for Fiji and all Fijians. Following his assent to the Constitution, His Excellency started visiting Pacific Islands Countries to reaffirm Fiji's commitment to returning the country to Parliamentary governance. His Excellency visited nine more countries in 2014, bringing the total number of countries visited for this specific purpose to 11.

In accordance with the Constitution, His Excellency officiated at the swearing-in of the Prime Minister and both the Cabinet and Assistant Ministers. He also opened the new session of Parliament in September and before the year ended, His Excellency had assented to almost 20 Acts passed by Parliament.

His Excellency continued his visits to the secondary schools throughout Fiji in his additional capacity as Fiji's Special Representative on HIV/AIDS. He visited 31 schools and interacted with approximately 10,000 students during the year.

His Excellency's official engagements for 2014 totaled 360, an increase of 39 engagements or 11 percent compared to 2013. The record engagements in these two years reflect His Excellency's personal goal to continue to lead by example at the national level.

Apart from taking on the additional responsibility as Fiji's Special Representative on HIV/AIDS, His Excellency the President was also Patron of almost 20 other organisations mainly in the social services sector. In this capacity, His Excellency attended and performed the ceremonial functions for these organisations. And, in recognition of His Excellency's long and distinguished services to the St. John Association of Fiji - having been a member since the 1960s and Patron since 2010 after becoming Fiji's Head of State, Her Majesty Queen Elizabeth II, as the Sovereign Head of the Order of St. John, awarded His Excellency with the Knight of Grace of the Most Venerable Order of the Hospital of St. John of Jerusalem (KStJ). The award was personally conferred on His Excellency by the Lord Prior of the Order of St. John, Professor Anthony Mellows, at the State House in Suva in January 2014.

At the operational level, the Office completed an organisational reform in-line with Government's overarching Civil Service Reform agenda. For the first time after 16 years, the Office created a fully-fledged accounting section with three full-time staff. The new positions were created at no additional cost to Government. The Office confirmed the appointments of 23 staff, many of whom held temporary and acting appointments for more than a decade. It also ensured that about 85 percent of its staff attended training during the year as part of its renewed emphasis on human resources development and capacity building. The Office also introduced 11 Standard Operating Procedures in-line with its efforts to elevate its services to Fiji's Head of State.

This report details the achievements and challenges faced during the year. The lessons learnt will place the Office in good stead to support Fiji's President and Head of State to successfully fulfill all his Constitutional obligations and community engagements.

I take much pleasure in presenting the Office of the President's Annual Report for 2014.

P. N. Baleinabuli
Official Secretary to the President

1.2 Office Overview

- The Official Secretary, in his capacity as the operational Head of Department, oversees the three divisions namely; the Executive Support Division, the Operations Division and the Corporate Services Division. The Security Services Division is under the charge of the President's Aide-de-Camp.
- The Executive Division provides direct support to the President by planning, organising and managing all national and international engagements; advising on contextual matters and other issues, and drafting speeches and messages. The division also responds to all communications from stakeholders and the public at large.
- The Operations Division handles all support services related to the operational arm of the Office. This includes the Domestic Services Section, which deals directly with His Excellency's personal welfare and wellbeing; the Landscape Section with all its activities, including the upkeep of the State House and compound; and the Project Management Unit (PMU), which manages all capital projects for the Office.
- The Corporate Services Division provides corporate services including Finance, Human Resources Management, and Information Technology support for

the Office. The division also manages and coordinates transport and the College of Honour Section.

1.3 2015 Outlook

- The Office will continue to strengthen all manner of support services towards His Excellency the President to enable His Excellency to fulfill all his Constitutional obligations.
- The Office will continue to facilitate His Excellency's diplomatic and community engagements. This includes the conclusion of His Excellency's visits to all the secondary schools in Fiji in his additional capacity as Fiji's Special Representative on HIV/AIDS.
- The Office will continue to ensure that more deserving Fijians and friends of Fiji are awarded under Fiji's Honours and Awards Act.
- At the direction of Government, the Office will position itself to facilitate the change of President and Head of State in accordance with the 2013 Constitution.
- The Office will strengthen its focus on improved human resources development and capacity-building. It will strengthen its financial management capabilities, and will place greater focus on monitoring and evaluation of its entire operations.

2. Report on Roles and Outcomes

2.1 Vision:

To Be the Pillar of National Unity

2.2 Mission:

The primary mission of the Office of the President is to support the President in fulfilling his obligations as the Executive Authority of the State. The Office of the President will work in accordance with all relevant legislations including the Constitution and the People's Charter for Change, Peace and Progress, among others; it will provide outstanding facilitative services to its customers including all members of the public and both local and foreign dignitaries; it will emphasise the importance of its human resources and accommodate their creative and innovative abilities in the pursuit of service excellence; and it will operate within its budget and allocated resources whilst investing in technology to improve the efficiency and effectiveness of service delivery.

2.3 Values:

The Office of the President shall uphold a core of intrinsic values consistent with the values espoused by the Public Service as articulated in the 2013 Constitution.

The values and principles of State service include —

- High standards of professionalism, including professional ethics and integrity;
- Prompt and faithful implementation of Government policies and administration of laws;
- Being free from corruption;
- Efficient, effective and economic use of public resources;
- Prompt response to requests and questions from the public, and delivery of service to the public, in a manner that is respectful, effective, impartial, fair, and equitable;
- Accountability for administrative conduct;

- Transparency, including —
 - (i) timely, accurate disclosure of information to the public; and
 - (ii) prompt, complete and candid reporting to Parliament, as required by law;
- Cultivation of good human resource management and career development practices, to maximise human potential; and
- Recruitment and promotion based on —
 - (i) objectivity, impartiality and fair competition; and
 - (ii) ability, education, experience and other characteristics of merit.

2.4 Legislations and Documents

The Office of the President is guided by the following legislations and documents:

- The Constitution of the Republic of Fiji 2013
- Honours and Awards Act 1995
- The People's Charter for Change, Peace and Progress
- The Strategic Framework for Change

2.5 Roles and Responsibilities

Accordingly, the role and responsibilities of the Office of the President are specifically:

- To ensure that the responsibilities of the President under the Executive Authority of Fiji Decree 2009 and other relevant Legislations and Decrees are carried out effectively and efficiently.
- To facilitate the proper administration of the Office including the effective utilisation of the budgetary provision in accordance with Public Service Rules and Regulations, and Financial Regulations, respectively.
- To provide domestic support services to His Excellency the President, including the proper care and maintenance of all the Presidential properties.
- To provide secretariat support services in the administration of the Fiji Honours and Awards system.
- To provide security and personal protection services to the President and his immediate family through the Republic of Fiji Military Forces and Fiji Police Force.



His Excellency the President Ratu Epeli Nailatikau launching the Office of the President's Annual Corporate Plan for 2014.

2.6 Table 1: Outcomes and Outputs

OUTCOMES	OUTPUTS	PERFORMANCE TARGETS
1. Constitutional Function - Facilitation and implementation of executive and judicial appointments as per the Constitution	1.1 Prompt and effective facilitation of the President's Constitutional functions	<ul style="list-style-type: none"> Facilitate the President's attendance to all ceremonial functions (Swearing-ins, Courtesy Calls, Commissionings, etc.) Facilitate the President's attendance to the appointment of Government Ministers as per the Constitution and the Executive Authority Facilitate the President's attendance to all the Constitutional appointments Facilitate the President's Constitutional roles and responsibilities
2. International Relations - Facilitation for the promotion of diplomatic relations	2.1 Prompt and effective facilitation of support services to strengthen international and diplomatic relations	<ul style="list-style-type: none"> Facilitation for the promotion of diplomatic relations
3. Public Sector Reform - Support Presidential roles	<p>3.1 Portfolio leadership, policy advice and secretariat support</p> <p>3.2 Strengthen accountability and reforms</p>	<ul style="list-style-type: none"> Facilitate the President's community engagements covering all sectors of society Plan the President's advocacy against HIV/AIDS programmes to students and youth groups Provision of effective support services for the security of the President Professional domestic support Procure new furniture Install a user-friendly entry facility Upkeep of the State House compound and the Presidential bures at Taunovo and Lautoka Up-skilling and training of Officers Formulation of a Master Plan Establishment of databases for effective decision making Implementation and monitoring of standard operating procedures
4. Poverty Reduction	4.1 Effective and efficient facilitation of the President's community engagements with emphasis on the disadvantaged	<ul style="list-style-type: none"> Facilitation of Presidential roles towards poverty alleviation
5. Gender Equality and Women in Development	5.1 Effective and efficient facilitation of the President's community engagements with emphasis on promoting gender equality	<ul style="list-style-type: none"> Facilitation of Presidential roles towards gender equality and empowerment

3. Organisational Structure

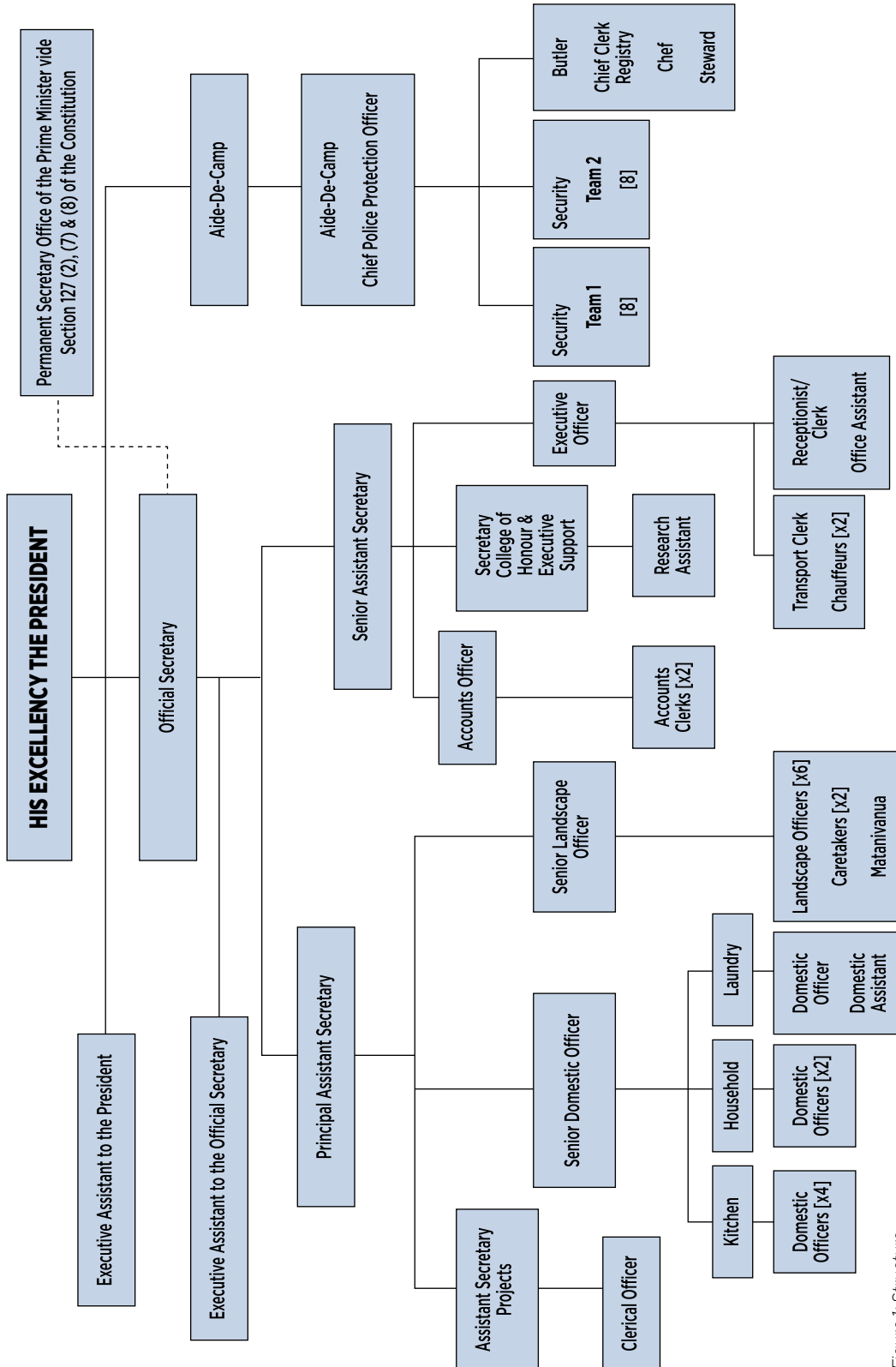


Figure 1: Structure.

4. Programme Components

4.1 Constitutional and Ceremonial Roles

His Excellency the President's official and ceremonial functions are governed by the Constitution. These include the appointment and rescission of members of commissions, the swearing-in of Judicial Officers and Members of Parliament, the assenting of Bills and legislative responsibilities.

The following tables record such engagements carried out by the President and facilitated by the Office.

Table 2: Appointments and Rescissions

	Date	Details
1.	02/01	Judicial Service Commission lay-member, Ms. Jane Ricketts
2.	09/01	Electoral Commission member, Mr. Chen Bunn Young
3.	09/01	Electoral Commission member, Mr. James George Sowane
4.	09/01	Electoral Commission member, Mr. Larry John Thomas
5.	09/01	Electoral Commission member, Mr. David George Arms
6.	09/01	Electoral Commission member, Ms. Alisi Waqanika Daurewa
7.	09/01	Electoral Commission member, Ms. Jenny Marry Bernadette Seeto
8.	09/01	Electoral Commission member, Mr. Vijay Sundram Naidu
9.	29/01	Legal Service Commission, The Honourable Mr. Justice Paul Kennard Madigan
10.	29/01	Supreme Court Judge re-appointment, Honourable Mr. Justice Sathya Hettige
11.	18/02	Supreme Court Judge re-appointment, Honourable Mr. Justice Saleem Marsoof
12.	18/02	Supreme Court Judge, Honourable Mr. Justice Buwaneka Pandukabaya Aluwihare
13.	03/03	Republic of Fiji Military Forces Commander, Colonel Mosese Tikoitoga
14.	04/03	Public Accounts Committee member rescission, Honourable Manu Korovulavula
15.	04/03	Public Accounts Committee member rescission, Honourable Laufitu Malani

16.	04/03	Public Accounts Committee member rescission, Honourable Mataiasi Kotobalavu
17.	04/03	Public Accounts Committee member rescission, Honourable Aseri Radrodro
18.	04/03	Public Accounts Committee member rescission, Honourable Alekasio Sela
19.	04/03	Public Accounts Committee member rescission, Honourable Marry Galuvakadua
20.	06/03	Acting Commissioner of Fiji Corrections Services, Lieutenant Colonel Ifereimi Vasu

Table 3: Swearing-in

	Date	Details
1.	03/02	Justice of Appeal of the Fiji Court of Appeal, Hon. Mr. Justice Suhada Kalyana Gamalath
2.	03/02	Justice of Appeal of the Fiji Court of Appeal, Hon. Mr. Justice Dr. Bulathsinalage Jayantha Pandukabaya De Almeida Guneratne
3.	26/03	Puisne Judge of the High Court of Fiji, Hon. Mr. Justice Chandrasiri Kotigalage
4.	26/03	Resident Justice of Appeal of the Court of Appeal, Hon. Mr. Justice Suresh Chandra
5.	09/04	Resident Magistrate, Mr. Mohamed Azhar Umaru Lebbe
6.	06/05	Justice of Appeal of the Court of Appeal, Hon. Mr. Justice Vijith Kumara Malalgoda PC
7.	22/09	Prime Minister, Honourable Rear-Admiral (Ret'd) Josaia Voreqe Bainimarama
8.	24/09	Honourable Aiyaz Sayed-Khaiyum, Minister for Finance, Public Enterprises, Public Service, Trade and Tourism
9.	24/09	Honourable Faiyaz Khan Koya, Attorney-General and Minister for Justice
10.	24/09	Honourable Lieutenant-Colonel (Ret'd) Pio Tikoduadua, Minister for Infrastructure and Transport

11.	24/09	Honourable Parveen Kumar, Minister for Local Government, Housing and Environment
12.	24/09	Honourable Mereseini Vuniwaqa, Minister for Lands and Mineral Resources
13.	24/09	Honourable Osea Naiqamu, Minister for Fisheries and Forests
14.	24/09	Honourable Lieutenant-Colonel (Ret'd) Inia Seruiratu, Minister for Agriculture, Rural and Maritime Development and National Disaster Management
15.	24/09	Honourable Ratu Inoke Kubuabola, Minister for Foreign Affairs
16.	24/09	Honourable Captain (N) (Ret'd) Timoci Natuva, Minister for Immigration, National Security and Defence
17.	24/09	Honourable Jone Usamate, Minister for Health and Medical Services
18.	24/09	Honourable Dr. Mahendra Reddy, Minister for Education, Heritage and Arts
19.	24/09	Honourable Major-General (Ret'd) Jioji Konusi Konrote, Minister for Employment, Productivity and Industrial Relations
20.	24/09	Honourable Lieutenant-Colonel (Ret'd) Laisenia Bale Tuitubou, Minister for Youth and Sports
21.	24/09	Honourable Rosy Sofia Akbar, Minister for Women, Children and Poverty Alleviation
22.	24/09	Honourable Lorna Eden, Assistant Minister for Finance, Public Enterprises, Public Service, Trade and Tourism
23.	24/09	Honourable Commander (N) (Ret'd) Joeli Cawaki, Assistant Minister for Agriculture, Rural and Maritime Development and National Disaster Management
24.	24/09	Honourable Veena Kumar Bhatnagar, Assistant Minister for Health and Medical Services
25.	24/09	Honourable Vijay Nath, Assistant Minister for Education, Heritage and Arts
26.	24/09	Honourable Iliesa Delana, Assistant Minister for Youth and Sport
27.	04/11	Puisne Judge of the High Court, Hon. Mr. Justice Rajasinghe Diyawadanage Roshan Thushara
28.	04/11	Puisne Judge of the High Court, Hon. Mr. Justice Mohamed Haniffa Mohamed Ajmeer
29.	04/11	Acting Master of the High Court, Mr. Vishwa Datt Sharma

30.	04/11	Acting Master of the High Court, Mr. Jude Nanayakkara
31.	04/11	Acting Master of the High Court, Ms. Siainiu Fa'alogo-Bull
32.	04/11	Resident Magistrate, Mr. Cama Mateiwaqavoce Tuberi
33.	04/11	Resident Magistrate, Mr. Salakubou Vunivalu Raramasi
34.	04/11	Resident Magistrate, Ms. Senileba Lia Turaga Tuikilakila Waqainabete Levaci
35.	11/11	Justice of Appeal of the Court of Appeal of Fiji, Hon. Mr. Justice Kapila Mudantha Waidyaratne
36.	08/12	Puisne Judge in the High Court Hon. Mr. Justice Rajanganage Suseela Sri Sapuvida

Table 4: Legislative Responsibilities

	Date	Details
1.	27/03	Declaration of the date of General Election for the Members of Parliament
2.	12/05	Elections preparations briefing by Supervisor of Elections
3.	22/09	Call on His Excellency by the Members of the Electoral Commission
4.	07/10	Opening of Parliament
5.	07/10	Reception hosted by Their Excellencies after the opening of Parliament 2014/2015
6.	09/10	Reception hosted by Hon Dr. Jiko Fatafehi Luveni, Speaker of Parliament of Fiji
7.	15/12	Meeting with Speaker of Parliament, Hon Dr. Jiko Fatafehi Luveni
8.	15/12	Assent the 2015 Appropriation Act 2014
	15/12	Assent Service Turnover Tax (Budget Amendment) Act 2014
	15/12	Assent Tax Administration (Budget Amendment) Act 2014
	15/12	Assent Tertiary Scholarship & Loans (Amendment) Act 2014
	15/12	Assent Income Tax (Budget Amendment) Act 2014
	15/12	Assent Fringe Benefit Tax (Amendment) Act 2014
	15/12	Assent Excise (Amendment) Act 2014
	15/12	Assent Customs (Budget Amendment) Act 2014
	15/12	Assent Customs Tariff (Budget Amendment) Act 2014

	15/12	Assent Value Added Tax (Budget Amendment) Act 2014
	15/12	Assent Capital Gains Tax (Budget Amendment) Act 2014
	15/12	Assent Stamp Duties (Budget Amendment) Act 2014
	15/12	Assent Fiji national Provident Fund (Budget Amendment) Act 2014
	15/12	Assent Maritime Transport (Amendment) Act 2014
	15/12	Assent Ship Registration (Amendment) Act 2014
	15/12	Assent Land Sales (Amendment) Act 2014
9.	17/12	Meeting with the Electoral Commission- Presentation of the 2014 general Elections Final report

All Ambassadors and High Commissioners present their credentials to His Excellency the President, as the Head of State. They also pay His Excellency Courtesy and Farewell calls. These are highlighted in Tables 5, 6 and 7 below.

Table 5: Presentation of Credentials

	Date	Details
1.	04/03	Ambassador Extraordinary and Plenipotentiary of the Republic of Indonesia, His Excellency Dr. Gary Rachman Makmun Jusuf
2.	04/03	Ambassador Extraordinary and Plenipotentiary of the Kingdom of Belgium, His Excellency Jean-Luc Bodson
3.	04/03	High Commissioner of the Republic of Vanuatu, His Excellency Nikenike Vurobaravu
4.	06/03	Ambassador of the Holy See, Apostolic Nuncio to the Republic of Fiji, His Excellency Archbishop Martin Krebs
5.	06/03	Ambassador Extraordinary and Plenipotentiary of Mexico, His Excellency Armando Gonzalo Alvarez Reina
6.	24/03	Ambassador of the Republic of Cuba, Her Excellency María del Carmen Herrera Caseiro
7.	01/04	Non-Resident Ambassador Extraordinary and Plenipotentiary of Italy, His Excellency Pier Francesco Zazo
8.	10/04	Non-Resident Ambassador Extraordinary and Plenipotentiary of Czech Republic, His Excellency Martin Pohl

9.	13/05	Ambassador Extraordinary and Plenipotentiary of Azerbaijan, His Excellency Rovshan Shamil Oglu Jamshidov
10.	13/05	Ambassador Extraordinary and Plenipotentiary of Japan, His Excellency Takuji Hanatani
11.	06/06	Resident High Commissioner of the Republic of Tuvalu, His Excellency Paulson Panapa
12.	06/06	Ambassador of Israel, His Excellency Shmuel Ben-Shmuel
13.	28/08	Ambassador Extraordinary and Plenipotentiary of Egypt- His Excellency Hassan Hanafy Mahmoud El-Laithy
14.	28/08	High Commissioner of the Republic of India, His Excellency Anil Gitesh Sarma
15.	27/11	Resident High Commissioner of Australia, Her Excellency Margaret Aileen Twomey
16.	27/11	High Commissioner of New Zealand, His Excellency Mark Ramsden
17.	27/11	Ambassador Extraordinary and Plenipotentiary of the Republic of France, His Excellency Michel Djokovic
18.	04/12	Non-Resident Ambassador Extraordinary and Plenipotentiary of the Bolivarian Republic of Venezuela His Excellency Nelson Davila-Lameda
19.	18/12	Non-resident Ambassador Extraordinary and Plenipotentiary of the Socialist Republic of Vietnam, His Excellency Nguyen Viet Dung

Table 6: Courtesy Calls

	Date	Details
1.	14/01	Lord Prior of the Order of St. John, Professor Anthony Mellows
2.	21/01	Australian A/High Commissioner, His Excellency Glenn Miles
3.	07/02	High Commissioner to Malaysia, His Excellency Ratu Meli Bainimarama
4.	07/02	Director General of the Secretariat of the Pacific Commission, Dr. Colin Tukuitonga
5.	17/02	Ambassador Robin Yarrow and Mr. Bruce Sowler
6.	29/04	Chinese Special Envoy to the China-Pacific Islands Forum Dialogue, His Excellency Du Qiwen

7.	30/04	Fiji's Ambassador to China, Ambassador Esala Teleni			• Fiji's Ambassador to Korea, Ambassador Filimone Kau
8.	05/06	Taiwan Mental Health Team			• Fiji's Permanent Representative to the United Nations, Geneva, Ambassador Nazhat Shameem Ali
9.	18/06	President of the Republic of Indonesia, His Excellency Susilo Bambang Yudhoyono			• Fiji's Ambassador to the European Union, Ambassador Deo Saran
10.	08/07	Mr. Tim Rwabuhemba			• Fiji's High Commissioner to Australia, High Commissioner Yogesh Punja
		Dr. Rachel Deni			• Fiji's Ambassador to the People's Republic of China, Ambassador Ioane Naivalurua
		Mr. Sereima Vatuvatu			• Fiji's High Commissioner to Papua New Guinea, High Commissioner Esala Teleni
		Major-General Jioji Konrote			• Fiji's High Commissioner to New Zealand, High Commissioner Filimone Waqabaca
		Ambassador Solo Mara			• Secretary General of the Pacific Islands Development Forum and Director General of the Melanesian Spearhead Group Secretariat, Ambassador Amena Yauvoli
11.	08/07	Fiji's High Commissioner to the Court of St James, Ambassador Solo Mara			• Fiji's High Commissioner to the Court of St. James, High Commissioner Jitoko Tikolevu
12.	14/07	Commander RFMF, Brigadier-General Mosese Tikoitoga			• Fiji's Ambassador to the United Arab Emirates, Ambassador Kamlesh Prakash
13.	06/10	Kazakhstan Special Envoy, Vice-Minister for Foreign Affairs, His Excellency Mr. Askar Mussinov			• Fiji's Ambassador to Ethiopia, Ambassador Mosese Tikoitoga
14.	15/10	Vice-Chairman of the Standing Committee of Guangdong Provincial People's Congress of the Republic of China- Mr. Huang Yebin			• Fiji's Counsellor to Malaysia, Mr. Pita Tagicakirewa
15.	17/10	President of Kiribati, His Excellency Anote Tong			• Fiji's Consul General, Sydney, Mrs. Losana Ravuso
16.	22/10	Under Secretary General of the United Nations Office on Drugs and Crime (UNDOC), His Excellency Yury Fedotov			• Fiji's Consul General, Shanghai, Mr. Neumi Leweni
17.	22/10	Ratu Tu'uakitau Cokanauto			
18.	29/10	Professor Richard Herr, Fiji National University	21.	01/12	Ambassador of Cuba, Her Excellency Maria del Carmen Herrera Caseiro
19.	17/11	Brigadier Ian Thorpe	22.	29/12	Fiji's Honorary Consul in Hong Kong, Dr. Desmond Lee and 10 investors
20.	18/11	Fiji Heads of Missions:			
		• Fiji's Ambassador to Japan, Ambassador Isikeli Mataitoga			
		• Fiji's Permanent Representative to the United Nations, New York, Ambassador Peter Thomson			
		• Fiji's Ambassador to Indonesia, Ambassador Ratu Seremaia Tui Cavuilati			
		• Roving Ambassador/High Commissioner to the Pacific Island Countries, High Commissioner Litia Gasagasa Mawi			
		• Fiji's Ambassador to Brazil, Ambassador Cama Tuiloma			
		• Fiji's High Commissioner to India, High Commissioner Yogesh Karan			
		• Fiji's Ambassador to the United States of America, Ambassador Naivakarurubalavu Solo Mara			

Table 7: Farewell Calls

	Date	Details
1.	17/02	Ambassador of Japan His Excellency Eiichi Oshima
2.	10/04	Bangladesh High Commissioner Lieutenant General Masud Uddin Chowdhury
3.	13/05	Tuvalu High Commissioner His Excellency Lutelu Faavae
4.	28/10	French Ambassador His Excellency Gilles Montagnier

On the 15th of January 2014, His Excellency the President was bestowed the Knight of Grace of the Most Venerable Order of the Hospital of St. John of Jerusalem (KStJ). The Investiture was conducted by the Lord Prior of the Order of St. John, Professor Anthony Mellows.

Under the Honours and Awards Act 1995, His Excellency the President is the Chancellor of the Order of Fiji and awards recipients during the annual Investiture ceremony.

Table 8: Investiture Ceremony

	Date	Details
1.	15/01	His Excellency the President, through the approval of Her Majesty the Queen, was awarded a Knighthood
2.	25/11	National Investiture Ceremony

Tabulated below are the 2014 Order of Fiji Recipients.

	Award	Details
1.	Officer of the Order of Fiji (OF)	1. Ambassador Kaliopate Tavola 2. Ambassador Robin Yarrow 3. Ambassador Peter Thomson 4. Mr. Dixon Seeto
2.	Officer of the Order of Fiji (OF Mil)	1. Captain Timoci Lesikivatukoula Natuva 2. Brigadier-General Mosese Tikoitoga 3. Commander Viliame Naupoto
3.	Member of the Order of Fiji (MF)	1. Mrs. Salesni Lata Chand 2. Mr. Arun Chandra Singh 3. Mr. Bhagwanji Kantilal Bhindi 4. Mr. Rajendra Singh

4.	Member of the Order of Fiji (MF Mil)	1. Warrant Officer Class 1 Inia Rarawa 2. Warrant Officer Class 1 Samu Lavenasawa Raikadroka 3. Warrant Officer Class 1 Waisake Bale 4. Warrant Officer Class 1 Ulaiasi Radike Tuilevuka
5.	Medal of the Order of Fiji (MoF)	1. Mr. Prem Parkanta Lal 2. Mr. Mohammed Sharif Sahim
6.	Honourary Officer of the Order of Fiji (Hon, OF)	1. Dr. Satendra Kumar Singh

His Excellency as the President and Head of State also receives national sports bodies who present their I-Tatau prior to departing Fiji's shores for international games.

Table 9: Presentation of I-Tatau

	Date	Details
1.	23/04	Fiji Bati and U18 Secondary School Rugby League Team
2.	11/07	Team Fiji to the Commonwealth Games, Glasgow, Scotland
3.	12/09	U18 Rugby Union for the U18 Tri Nations Series at Wellington, New Zealand
4.	30/09	Fiji Primary School U13 Netball Team for the Invitational Pacifika Netball Tournament in New Zealand
5.	30/09	Fiji Women and Men's 7s rugby team for the IRB 7s tournament in Noosa, Australia
6.	22/10	Cricket Fiji to compete in World T20 qualifier in Bangladesh
7.	22/10	Fiji Rugby Union Management



His Excellency the President Ratu Epeli Nailatikau receiving from the Lord Prior Professor Anthony Mellows the black mantle as part of the award of the Knight of Grace of the Order of St. John approved by Her Majesty Queen Elizabeth II.

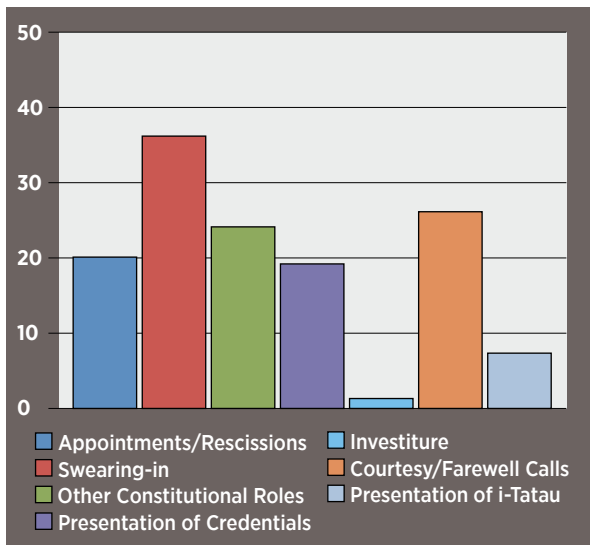


Figure 2: Number of Constitutional and Ceremonial functions attended to by His Excellency in 2014.

4.2 International Relations

His Excellency the President also assists in strengthening diplomatic relations through various engagements such as attendance to various national day celebrations, state visits and diplomatic functions.

These are highlighted in Table 10.

Table 10: Diplomatic Roles

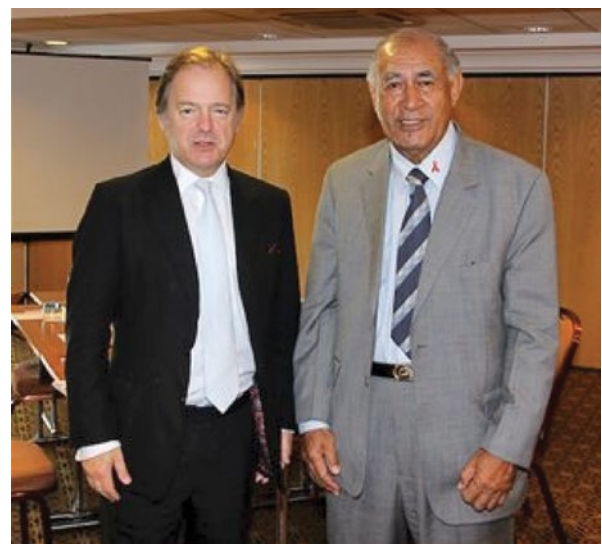
	Date	Details
1.	23/01	Reception for Traditional Chinese New Year
2.	26/01	65th Republic Day of India function
3.	19/01	Australian Day Celebrations
4.	06/02	Waitangi Day Celebrations
5.	09/02	State visit to Tarawa, Kiribati
6.	13/02	State visit to Nauru – Courtesy Call on President of Nauru His Excellency Baron Waqa
7.	17/02	Farewell reception for Ambassador of Japan to Fiji His Excellency Eiichi Oshima
8.	19/02	State visit to Tuvalu – Courtesy Call on the Governor General, His Excellency Sir lakoba Taea Italeli
9.	25/02	State visit to Papua New Guinea
10.	28/02	State visit to Dili, East Timor – Courtesy Call on the Prime Minister, the Honourable Xanana Gusmao and the President His Excellency Taur Matan Ruak

11.	11/04	Dinner hosted by the King of Tonga, His Majesty King Tupou VI
12.	15/04	State visit to the Republic of Marshall Islands – Courtesy Call on the President, His Excellency Christopher Loeak
13.	18/04	State visit to Pohnpei – Courtesy Call on President, His Excellency Emmanuel Mori
14.	19/04	State visit to Guam
15.	02/05	Republic of South Africa National Day reception
16.	09/05	Europe Day reception
17.	16-30/05	Middle-East Visit
18.		UNDOF - United Nations Disengagement Observer Force
19.		MFO - Multinational Force and Observers
20.	05/06	Ambassador of Japan, T. Hanatani welcome reception
21.	10-12/06	Fiji Embassy in Brazil
22.	13-15/06	50th Anniversary of G77 in Santa Cruz, Bolivia
23.	18/06	Hosted dinner for the President of Indonesia
24.	23/06	Official Birthday of Queen Elizabeth II reception
25.	07/07	Briefing by the Acting Australian High Commissioner, G. Miles
26.	14/07	National Day of France
27.	19/07	HE hosted to dinner by Australia's Deputy Prime Minister, W. Truss and Ms. H. Waislitz, the Chair of the Pratt Foundation.
28.	23/07	Opening Ceremony of the 2014 Glasgow Commonwealth Games, Scotland
29.	02/08	Meet Scotland's Cabinet Secretary and Minister for External Relations, F. Hyslop
30.	04/08	Commemoration of the 100th Anniversary of the First World War, Glasgow, Scotland
31.	14/08	Meeting with Dr. Xia Baolong, Secretary of the Zhejiang Provincial Committee of CPC and Chairman of the Standing Committee of the Zhejiang Provincial People's Congress, China
32.	15/08	Lingyin Temple Tour, China
33.	15/08	Dujinsheng Silk Museum Tour, China
34.	15/08	Transfar High Tech Agricultural Park Tour, China
35.	15/08	Impression of West Lake show, China

36.	16/08	Opening of 2nd Summer Youth Olympic Games, Nangjin, China
37.	17/08	Bilateral talks with the President of the People's Republic of China
38.	18/08	Meet Mr. Yang Xiong, Mayor of Shanghai, China
39.	18/08	Opening of Fiji Consulate Office in Shanghai, China
40.	22/08	Convening of Heads of States/ Governments from Small Islands Developing States, Nadi
41.	12/09	PNG National Day
42.	25/09	Reception for the 65th Anniversary of the Founding of the People's Republic of China
43.	2/10	Reception for the Emerging Leaders of the Pacific Dialogue
44.	08/10	Reception for 103rd Anniversary of Double Tenth-Trade Mission of the Republic of China (Taiwan)
45.	21/10	Reception for the Emerging Leaders of the Pacific Dialogue
46.	30/10	Korean National Day
47.	31/10	Friendship Party hosted by Mr. Yoshiharu Takenaka
48.	04/11	Farewell cocktails for outgoing French Ambassador G. Montagnier and Mrs Montagnier
49.	11/11	Farewell dinner for the outgoing French Ambassador and Mrs. Montagnier hosted by the British High Commissioner and Mrs. Drummond
50.	19/11	Banquet hosted by the Prime Minister of the Republic of Fiji in honour of the visit by the Prime Minister of India, His Excellency Narendra Modi
51.	21/11	Their Excellencies hosted dinner for the President of the People's Republic of China His Excellency Xi Jinping and First Lady Madam Peng Liyuan
52.	22/11	Dinner hosted by the President and the First Lady of the People's Republic of China
53.	03/12	National Day of Japan
54.	08/12	Reception for the visit of Vice Admiral Ray Griggs, Vice Chief of the Australian Defence Forces
55.	23/12	Dinner for His Excellency and family hosted by the Ambassador of Japan



His Excellency Ratu Epeli Nailatikau during a tour through Lingyin Temple in Zhejiang, China, on the 15th of August.



His Excellency the President met with the UK Minister for State at the Foreign and Commonwealth Office, Hon. Hugo Swire, whilst attending the 2014 Commonwealth Games.

His Excellency the President's diplomatic engagements, which include visits abroad, increased in 2014 as he made State visits to Pacific Island States.

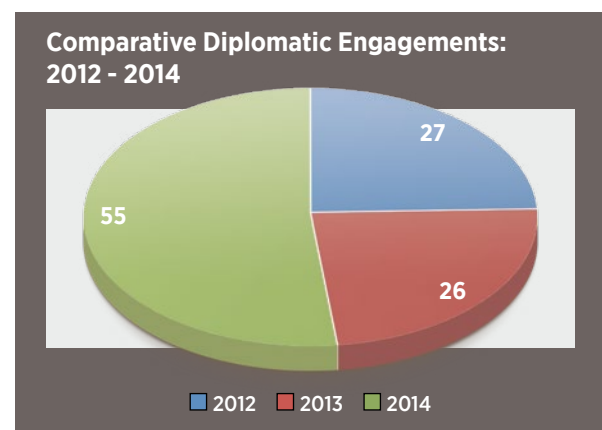


Figure 3: Comparative analysis of His Excellency's diplomatic engagements.

4.3 Public Sector Reform – Supporting Presidential Roles

Table 11: Community Engagements

	Date	Details
1.	02/01	Meeting with Ambassador Robin Yarrow
2.	03/01	Funeral for Ratu Sakiusa Veiwilitamata Komaitai
3.	06/01	Funeral for Mr. Vakauru
4.	07/01	Funeral for Mr. Bill Naruhn
5.	07/01	Meeting with Permanent Secretary of Foreign Affairs Ravindran Robin Nair
6.	13/01	Chief Guest at the Prophet Mohammed's birthday
7.	14/01	Lunch in honour of Lord Prior Professor Mellows
8.	14/01	Dinner hosted by British High Commissioner, His Excellency Roderick Drummond and Mrs. Drummond for Lord Prior Professor Anthony Mellows
9.	17/01	Farewell Lord Prior Anthony Mellows and Dame Mellows
10.	24/01	Launching of the Office Annual Corporate Plan
11.	24/01	Dinner hosted by the Minister for Foreign Affairs and International Cooperation, Ratu Inoke Kubuabola, to farewell Dr Jimmie Rodgers the SPC Director General
12.	01/02	Funeral for Ratu Nemani Kavuru
13.	17/02	Meeting with Thurston Gardens Stakeholders
14.	21/02	Dinner with judges hosted by CJ
15.	06/03	Tea with Commander RFMF Tikoitoga
16.	24/03	Interview on Republic of Fiji Military Forces history
17.	29/03	Westpac morning walk
18.	29/03	Chief Guest for Earth Hour Dinner
19.	02/04	Chief Guest – World Austin Awareness Day for 2014
20.	11/04	Chief Guest – University of Fiji Graduation
21.	16/04	Visit to Fijian Community in Marshall Island
22.	23/04	Funeral for Mr. M. Pala
23.	24/04	Cocktail to meet American Olympic Gold Medalist and 4X World Champion, Mr. Dwight Phillips
24.	25/04	2014 ANZAC Day Dawn Service
25.	26/04	AGM of Fiji Scouts Association
26.	26/04	Chief Guest - Fiji Football Referee's Association Diamond Jubilee Dinner
27.	28/04	Chief Guest – WHO Framework Convention on Tobacco Control
28.	29/04	Meeting with Dr. Kesaia Tabunakawai WWF South Pacific Representative
29.	02/05	Funeral for Ms. Finau Mara
30.	03/05	Birthday for Ms. C. Browne
31.	09/05	Funeral for Mr. F. Wilson
32.	05/06	Visitation – Colonel Paul Manuelli
33.	05/06	Visitation – Archbishop Petero Mataka
34.	07/06	Westpac morning walk
35.	07/06	Chief Guest – Fiji/Italy match
36.	18/06	Hosted lunch for PIDF delegations
37.	20/06	Hosted Retreat & Reception for PIDF consultations
38.	20/06	Hosted farewell dinner for PIDF leaders
39.	25/06	Funeral for Ms. M. Kubuabola
40.	27/06	Commissioning of 1 x 4 maisonette quarters
41.	27/06	International Trophy Tour of Fiji Reception
42.	27/06	Funeral for Mr. M. S. Low
43.	27/06	Funeral for Mr. Bill Cruickshank
44.	28/06	LPS Old Scholars Reunion Fundraising
45.	02/07	Chief Guest Non-Communicable Disease (NCD) and the Law Workshop
46.	02/07	Reguregu for the late Chairman of the St John Association, Mr. Sakeasi Waqanivalagi
47.	02/07	Chief Guest at the 238th Anniversary of American Independence
48.	04/07	Levuka Public School Reunion
49.	09/07	Govt. reguregu for the late Archbishop Petero Mataka
50.	10/07	Govt. reguregu for the late Ambassador to Brussels, Mr Peceli Vuniwaqa Vocea
51.	10/07	Church Service for the late Ambassador to Brussels, Ambassador Peceli Vuniwaqa Vocea
52.	10/07	Interment of the late Ambassador Peceli Vuniwaqa Vocea
53.	10/07	Vigil mass at the Cathedral for the late Archbishop Petero Mataka

54.	11/07	Resurrection Mass for the late Archbishop Petero Mataka
55.	16/07	Meeting with Ambassador Robin Yarrow
56.	20/07	Meet the Fijian community in Melbourne
57.	25/07	Meet the Fijian community in Scotland & Northern parts of the UK
58.	27/07	Visit to the War Museum and War Graves of Fijians who took part in the First World War in Belgium and France
59.	27/07	Meet Fijian community in Belgium
60.	28/07	Hosted to dinner by Fiji's Ambassador to the United Nations Organizations in Geneva, Ambassador Nazhat Shameem Khan
61.	29/07	Visit to the Fiji Mission in Geneva
62.	29/07	Visit to the ICRC Head Office, Geneva, met Deputy Director General Mr. Balthasar Staehelin, Director of International Law and Policy, Ms. Helen Durham, Deputy Head of Operations for East-Asia, South-East Asia and the Pacific, Mr. T. Ribaux
63.	30/07	Visit to Fiji's Diplomatic Mission in London
64.	30/07	Visit to St John International Head Office in London, received by Head of Chancery Mr. Duston Williams and the Director Finance Ms. R. Nasser-Ferris
65.	31/07	Visit to the Royal Commonwealth Ex-servicemen League Head-Office in London
66.	12/08	Dinner with the Stars hosted by the PGA Tour Australia
67.	21/08	Chief Guest - Opening of the Youth Ambassadors Training
68.	22/08	Visit the Scouts Jamboree
69.	22/08	50th Anniversary of Methodist Church self-governing Conference-Golden Jubilee Agape Feast
70.	24/08	Deck Reception on board the PLA-Navy Hospital Ship, the Peace Ark
71.	27/08	Chief Guest - Opening of the Art Exhibition hosted by the Hilton Organization
72.	10/09	Launching of the Grand Fijian Apartment/Hotel Spa
73.	12/09	Fiji Rugby Union Trustees Meeting
74.	13/09	Westpac Morning Walk
75.	16/09	National Thanksgiving Service for Peacekeepers

76.	27/09	ANZ Pinktober Launch - Remembrance Walk
77.	02/10	Reguregu for Turaga na Tunitoga Ratu Sakiusa Veiwilitamata Komaitai
78.	04/10	66th School birthday celebrations for Adi Cakobau School, Nadi Branch
79.	09/10	Recording of Fiji Day Message
80.	09/10	Reception for Fiji Cancer Society Pinktober and Fiji Day celebrations hosted by Tanoa Group of Companies
81.	09/10	Cocktail with BSP PNG Board
82.	10/10	Fiji Day Reception
83.	13/10	Chief Guest - International Conference on Oceans and Rivers (ICOR)
84.	14/10	Briefing by Ministry of Foreign Affairs and International Cooperation on visit by the President of China His Excellency Xi Jinping
85.	15/10	Diwali Cocktail hosted by Westpac General Manager, Mr Adrian Hughes
86.	15/10	Dipawali Milan hosted by the Management of the Bank of Baroda
87.	16/0	Ground Breaking Ceremony at UniFiji Campus
88.	18/10	2014 Fiji Commerce & Employers Federation AGM Dinner and Top Executive Conference
89.	24/10	Chief Guest - 75th Anniversary of the Order of St John in Fiji
90.	24/10	Meeting with stakeholders for the Remembrance Day Programme
91.	26/10	St Johns Association Diamond Jubilee Church Service
92.	27/10	Private Dinner in recognition of Glenn Miles' contribution to the profession of Engineering and Building and Construction Industries
93.	28/10	Presentation of cheque from Mr & Mrs Fong of Australia for Breast Cancer Awareness
94.	28/10	McLarens (Fiji) Ltd - 30th Anniversary Celebrations
95.	29/10	Chief Guest - Opening of the Onyx Platinum Bar
96.	30/10	Meeting with Mr. L. Thomas on WW1 Exhibition titled "World War 1, Fiji and Ratu Sukuna"
97.	30/10	Meeting with Ambassador Robin Yarrow
98.	03/11	Stakeholders Meeting for the Remembrance Day Programme

99.	02/11	Meeting with Republic of Fiji Military Forces Padre, Reverend Ilaitia Tuwera
100.	08/11	Chief Guest - Fiji Business Excellence Awards Night
101.	12/11	Chief Guest - WW1 Exhibition for the "Ratu Sukuna and the First World War" exhibition hosted by Mr. Larry Thomas
102.	12/11	Chief Guest - WW1 Exhibition for the "Ratu Sukuna and the First World War" exhibition hosted by Mr. Larry Thomas
103.	17/11	Chief Guest - Celebrating 140 years in Fiji - Tower Insurance (Fiji) Ltd
104.	20/11	Chief Guest at celebrating 140 years in Fiji - Tower Insurance (Fiji) Ltd
105.	26/11	Formal launch of the Public Consultation Process on the Thurston Gardens Restoration
106.	29/11	The Westpac Morning Walk
107.	29/11	Chief Guest - Project Bula Mai-Style Fiji 2014 fundraising for St Johns Association
108.	02/12	Visit to International School
109.	02/12	Opening - Distill Wine Shop for Phillip Low
110.	05/12	Graduation of the medical students of the Umanand Prasad School of Medicine
111.	05/12	Research and Teaching Excellence Awards Night hosted by the Vice Chancellor, Professor Richard Coll
112.	09/12	USP Christmas Drinks hosted by the Vice Chancellor, Professor Rajesh Chandra
113.	10/12	Launch of Terra Nadre (Slow Food Suva)
114.	11/12	Meeting of the Organizing Committee for the Commemoration of Fiji's participation in the First World War State Celebrations - Levuka World Heritage Listings
115.	15/2	Lunch with Yatu Lau Board members
116.	17/12	Lunch appointment with Mr. David Harrison Gilmour
117.	18/12	Commissioning of new quarters
118.	18/12	Annual Christmas Cocktails hosted by the Merchants Club
119.	19/12	Annual visitation - Wainibokasi Hospital
120.	19/12	Annual visitation - Nausori Hospital
121.	19/12	Annual visitation - Korovou Hospital
122.	19/12	Annual visitation - Ra Maternity Hospital
123.	19/12	Annual visitation - Rakiraki Hospital
124.	20/12	Annual visitation - Tavua Hospital

125.	20/12	Annual visitation - Ba Hospital
126.	20/12	Annual visitation - Ba Corrections Centre
127.	20/12	Annual visitation - Lautoka Hospital
128.	20/12	Annual visitation - Lautoka Old People's Home
129.	20/12	Annual visitation - Lautoka Corrections Centre
130.	20/12	Annual visitation - Nadi Hospital
131.	20/12	Annual visitation - Sigatoka Hospital
132.	23/12	Christmas Message recording
133.	25/12	Annual Visitation - Navua Hospital
134.	25/12	Annual Visitation - Naboro Corrections Services
135.	25/12	Annual Visitation - Father Law Home
136.	25/12	Annual Visitation - Korovou Corrections Services
137.	25/12	Annual Visitation - St Giles Hospital
138.	25/12	Annual Visitation - Home of Compassion
139.	25/12	Annual Visitation - Samabula Old Peoples Home Hospital
140.	25/12	Annual Visitation - CWM Hospital
141.	25/12	Annual Visitation - Suva Private Hospital
142.	29/12	Meeting with Commemoration Committee
143.	31/12	Commemoration of Fiji's participation in the First World War (WW1)

The engagements listed above are local engagements involving His Excellency the President and the community at large.

It is also noted here that there has been a steady increase in the number of engagements since 2011.

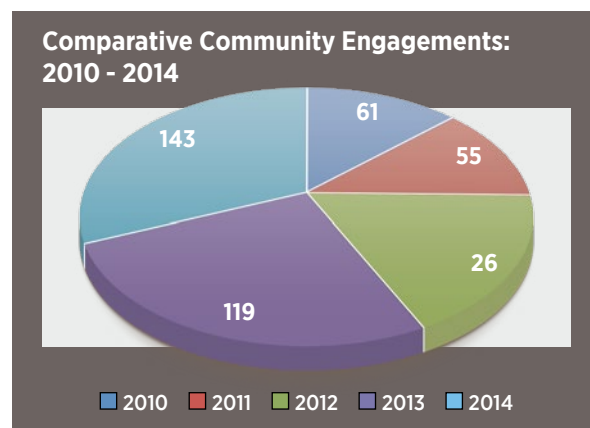


Figure 4: Number of Community Engagements attended to by His Excellency the President from 2012 to 2014.

4.4 Engagements as Fiji's Special Representative on HIV/AIDS

The President, as Fiji's Special Representative on HIV/AIDS, made a commitment to create awareness on HIV/AIDS and assist in achieving the universal targets promoted by the United Nations under the Millennium Development Goal of Three Zeros by 2015, that is, Zero Discrimination, Zero new HIV/AIDS cases and Zero HIV/AIDS Deaths.

His Excellency began his awareness campaign on HIV/AIDS in 2011 by visiting secondary schools in Fiji to speak to students and enhance awareness on the ills of HIV/AIDS. He visited 24 schools from 2011 to 2012, 95 schools in 2013 and 31 schools in 2014. It is hoped that by 2015, he would have visited all secondary schools in Fiji.

Aside from interacting with the students, His Excellency has also been part of International engagements on HIV/AIDS.



His Excellency the President Ratu Epeli Nailatikau advocating against HIV/AIDS to youths in Kiribati.

Tabulated below are the engagements on HIV/AIDS that His Excellency the President attended and the schools he visited.

Table 12: Engagements on HIV/AIDS and Related Issues

	Date	Details
1.	07/07	Briefing by Tim Rwabuhema and PS Health on the 20th IAC and His Excellency's statements
2.	15/07	Chief Guest - Launching of the Report on "Integrated Behavioural and Biological Survey and Size Estimation of Sex Workers in Fiji: HIV Prevention Project

3.	20/07	Meeting with Mr. M. Sidibe, UNAIDS Executive Director (and Under Secretary General of the United Nations)
4.	20/07	Attended and delivered a statement on Cities for Social Transformation Towards Ending AIDS, Melbourne
5.	20/07	Official opening of the 20th International AIDS Conference,
6.	20/07	Met Deputy Executive Director of the United Nations Population Fund (UNFPA), Ms K. Gilmore
7.	21/07	His Excellency to co-Chair the Plenary Session
8.	21/07	Special Session of the Red Ribbon Award
9.	12/08	Debriefing Session for AIDS Conference and SIDS meeting in Samoa
10.	01/12	Chief Guest at the World Aids Day Celebrations

Table 13: School Visits

	Date	Details
1.	27/01	Tabia Sanatan College
2.	27/01	Holy Family Secondary School
3.	28/01	Labasa Muslim College
4.	28/01	Labasa Sangam College
5.	29/01	Labasa Arya Secondary School
6.	29/01	Labasa College
7.	30/01	All Saints Secondary School
8.	30/01	Shiri Guru Nanak Khalsa Secondary School
9.	31/01	Batinikama Secondary School
10.	31/01	Waiqele Secondary School
11.	04/02	Bulileka Secondary School
12.	04/02	Naleba College
13.	05/02	Seaqaqa Secondary School
14.	05/02	Nabala Secondary School
15.	06/02	Vunimoli Secondary School
16.	10/03	Uluivalili Secondary School
17.	10/03	St Bedes College
18.	11/03	Navatu Secondary School
19.	11/03	Savusavu Secondary School
20.	12/03	Napuka Secondary School
21.	12/03	Vatuvonu Secondary School

22.	13/03	Vaturova Secondary School
23.	13/03	Saqani Secondary School
24.	14/03	Nadogo Central College
25.	14/03	Valebasoga Secondary School
26.	07/04	Dreketi Secondary School
27.	07/04	Ahmadiya Muslim College
28.	08/04	Duavata Secondary School
29.	03/09	Levuka Public School
30.	03/09	Delana Methodist Secondary School
31.	04/09	St Johns College

Table 14: 2014 Summary of Engagements in Terms of Outcomes

		Engagements	Total
1.	Constitutional and Ceremonial Roles	Appointments/ Rescission	20
2.		Swearing -in	36
3.		Other Constitutional Roles	9
4.		Presentation of Credentials	19
5.		Investiture	2
6.		Courtesy/Farewell Calls	26
7.		I-Tatau	7
8.	International Relations	Diplomatic Roles	57
9.	Public Sector Reforms	Community Engagements	143
10.		HIV/AIDS General Engagements	10
11.		School Visits	31
		Total:	360

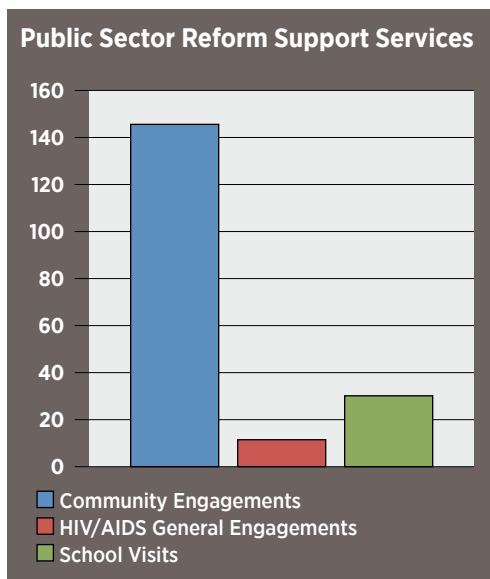


Figure 5: Public Sector Reform Community Services attended by His Excellency the President.

In 2014, His Excellency the President attended a record of 360 engagements and gave an unprecedented 180 speeches or statements. Aside from engagements dealing with HIV/AIDS, targets for all other engagements were surpassed. Table 14, 15 and Figure 6 highlight His Excellency the President’s engagements for the year 2014 as well as speeches and statements delivered over the past five years.

Table 15: Summary of Total Engagements, Speeches and Statements 2010 - 2014

Year	2010	2011	2012	2013	2014
Engagements	134	118	184	321	360
Speeches and Statements	44	28	60	153	180

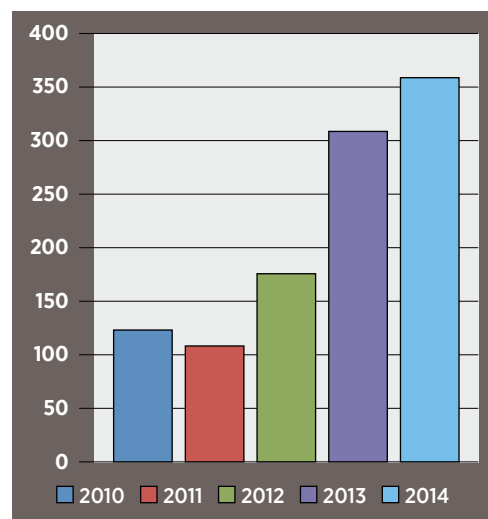


Figure 6: Summary of Total Engagements: 2010 - 2014.

Table 16: Total Engagements versus 2014 Targets

The following table portrays the targets as per Annual Corporate Plan and the achievements with the percentage variance between the two.

OUTCOMES	OUTPUTS	PERFORMANCE TARGETS	Number of Activities as per 2014 ACP	Actuals	Variance and Achievement Level
1. Constitutional Function - Facilitation and implementation of executive and judicial appointments as per Constitution	1.1 Prompt and effective facilitation of the President's Constitutional functions	• Facilitate the President's attendance to all ceremonial functions (Swearing-in, Courtesy-Call, Commissioning, etc.)	15*	42	280%
		• Facilitate the President's attendance to the appointment of Government ministers as per the Constitution and the Executive Authority	10*	20	200%
		• Facilitate the President's attendance to all the Constitutional appointments	20*	20	100%
		• Facilitate the President's Constitutional roles and responsibilities	2*	9	450%
2. International Relations - Facilitation for the promotion of diplomatic relations	2.1 Prompt and effective facilitation of support services to strengthen international and diplomatic relations	• Facilitation for the promotion of diplomatic relations (includes Courtesy Calls)	15*	74	493.3%
3. Public Sector Reform - Support Presidential roles	3.1 Portfolio leadership, policy advice and secretariat support	• Facilitate the President's Community engagements covering all sectors of society	65*	145	223%
		• President's advocacy against HIV/AIDS programmes to students and youth groups	57	41	71.9%
		• Provision of effective support services for the security of the President	4	4 reports	100%
	3.2 Strengthen accountability and reforms	• Professional domestic support	4	4 reports	100%
		• Procure new furniture	2 sets	2 sets - kitchen utensils and cookery stove	100%
		• Install a user-friendly entry facility	1	1	100%
		• Upkeep of the State House compound and the Presidential bures at Taunovo and Lautoka	4	4 reports	100%

		<ul style="list-style-type: none"> • Up-skilling & training of Officers 	4	4 reports	
		<ul style="list-style-type: none"> • Formulation of a Master Plan 	4	2	50%
		<ul style="list-style-type: none"> • Establishment of databases for effective decision making 	3	2	66.7%
		<ul style="list-style-type: none"> • Implementation and monitoring of standard operating procedures 	10	11	110%
4. Poverty Reduction	4.1 Effective and efficient facilitation of the President's community engagements with emphasis on the disadvantaged	<ul style="list-style-type: none"> • Facilitation of Presidential roles towards poverty alleviation 	2	2	100%
5. Gender Equality and Women in Development	5.1 Effective and efficient facilitation of the President's community engagements with emphasis on promoting gender equality	<ul style="list-style-type: none"> • Facilitation of Presidential roles towards gender equality and empowerment 	4	4	100%

Table 16 highlights that aside from engagements involving the President's advocacy against HIV/AIDS programmes to students and youth groups, the other engagements that the Head of State attended surpassed all the previous years. This shortfall in HIV/AIDS engagements could be the result of the increase of diplomatic engagements including visits abroad that His Excellency the President was involved in. This alone increased by at least 500%.

Other internal shortfalls included the inability to produce four reports of the Office of the President Master Plan and the establishment of databases for effective decision-making. The Office will continue to pursue this in 2015.



His Excellency the President with children of Fiji.

5. Operational Processes

5.1 Office Sections

The Office has four divisions that are further subdivided into six sections and they are:

5.1.1 Executive Division - Includes the senior management who deal directly with the facilitation of the responsibilities of the President under the Constitution and the Executive Authority of Fiji Decree 2009, and other relevant Legislations and Decrees, and ensure they are carried out effectively and efficiently.

5.1.2 Operations Division - Oversees all operational issues.

i. Project Management Section

- Attends to the preparation for capital project budget requests and monitoring of capital projects.

ii. Domestic Services

- Provides domestic services for His Excellency's family and attends to catering services during official functions that involve the Head of State.

General daily duties include:

1. The preparation and cooking of meals
2. General clean-up
3. Laundry services
4. Steward and maid services

iii. Landscape Services

- Provides landscaping and beautification needs of the State House, Presidential properties and surrounding compound.

The majority of the maintenance work carried out at the State House is supervised or managed by the Landscape Section, while general purchases and needs within the household is looked after by the Section.

5.1.3 Corporate Division - Oversees all corporate issues including the College of Honour.

iv. Accounts - Facilitates the proper administration of the Office through the effective utilisation of the budgetary provision in accordance with Public Service Rules and Regulations and Financial Regulations.

The restructure that was carried out this year resulted in the establishment of a dedicated space for an Accounts Section to improve management and security of all accounting records. Prior to this, a position for an Accounts Officer was created and an academically qualified and experienced applicant was employed. He was assisted by two clerical accounts officers.

v. College of Honour - Provides secretariat and research support services in the administration of the Fiji Honours and Awards system.

vi. Transport and Leave - Facilitates all transport needs and leave requirements.

5.1.4 Security Division - Includes security officers who, through the Republic of Fiji Military Forces and Fiji Police Force, provide security and personal protection services to His Excellency the President and his immediate family.

- Security personnel accompanied His Excellency the President on numerous official and non-official functions within and outside of the Suva area and abroad.

Capital Projects summary for 2014 was as follows:

Project	Cost	Remarks
1. Taunovo Caretaker's quarters upgrading	\$65,000	To be completed in 2015
2. Bachelors quarters refurbishment	\$315,000	To be completed in 2015
3. Coronation Ground Phase 2	\$1,000,000	To be completed in 2015
4. Overhang carpark	\$200,000	Funds redeployed due to request by Government

5.2 Staff Appointments

There was a major reorganisation in the staff structure in 2014. Most of the staff members who held temporary positions had not been confirmed for a number of years. The restructure included the following:

- Further division of labour whereby the Principal Assistant Secretary and the Senior Assistant Secretary managed three sections each.
- The formation of the Projects Management Section to facilitate and monitor the capital projects for the Office.
- The formation of a separate Accounts section with qualified accountant and clerks.
- Posts were advertised and recruitment processes were carried out.

Below is a summary of Staff Appointments:

Table 17: Staff Appointments

	Appointment	No.
1.	Promotion	7
2.	New appointments	23
3.	Re-engagement and temporary appointments	6
4.	Vacant	3

5.3 Upskilling and Training of Officers

Part of the need to upskill officers in the year 2014 saw the introduction of a training quota whereby each staff member was expected to attend a minimum of two training courses per year. Eighty-five percent of the staff achieved the target.

5.4 Standard Operating Procedures

Eleven Standard Operating Procedures were introduced as follows:

- i. **Executive**
 1. Protocol for Invitations to The President
 2. Office Preparation for His Excellency's School Visits
 3. His Excellency's School Visits

ii. **Corporate**

4. Submission of Person to Post and Vacancy Return
5. General Maintenance of State House
6. Housekeeping: Work and Reporting Mechanism
7. Landscape: Work and Reporting Mechanism
8. Issuing of Tools and Machines
9. Duty of Drivers
10. Accounts: Procurement and Payment Process

iii. **College of Honour**

11. Selection of College of Honour Recipients

5.5 Database

The Office had considered the implementation of Human Resource and Vehicle and Complaints databases. However, due to the upgrading of the Government Internet service, the Office needs to revisit the Ministry of Communications for further assistance.

5.6 Procurement of New Equipment

For OHS compliance and upon recommendations by the OHS team from the Ministry of Labour, a new commercial stove was procured for the State House. This was part of the need to upgrade the equipment used at the residence and help achieve the mission of improving the effectiveness and efficiency of service delivery to His Excellency the President.

In addition, hotel standard equipment and working tools and machinery were also purchased to replenish the items that were written-off.

5.7 Master Plan

The development of a Master Plan for the State House and Presidential compound began in earnest this year through several consultations with relevant stakeholders.

Office of the President

Financial Statements

For the year ended 31 December 2014

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OFFICE OF THE AUDITOR GENERAL

Excellence in Public Sector Auditing

6-8TH Floor, Ratu Sukuna House
2-10 McArthur St
P.O.Box 2214, Government Buildings
Suva, Fiji



Telephone: (679) 330 9032
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Email: info@auditorgeneral.gov.fj
Website: <http://www.oag.gov.fj>



File: 456

22 May 2015

The President
Office of the President
Government Building
SUVA.

Dear Sir

**AUDITED FINANCIAL STATEMENTS OF THE OFFICE OF THE PRESIDENT FOR THE YEAR
ENDED 31 DECEMBER 2014**

Audited Financial Statements for the Office of the President for the year ended 31 December 2014 together with my audit report on them are enclosed.

Particulars of errors and omissions arising from the audit have been forwarded to the Management of the Office for its action.

Yours sincerely

Atunaisa Nadakuitavuki
for AUDITOR-GENERAL

cc: - The Prime Minister, Office of the Prime Minister, Government Buildings.
- Mr. Pene Nonu Baleinabuli, Official Secretary, Office of the President.

Encl.

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OFFICE OF THE PRESIDENT FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2014

INDEPENDENT AUDIT REPORT

Scope

I have audited the special purpose financial statements which have been prepared under the cash basis of accounting and notes 1 to 3, thereon of the Office of the President for the year ended 31 December 2014. The financial statements comprise the following:

- (i) Statement of Receipts and Expenditure;
- (ii) Appropriation Statement; and
- (iii) Statement of Losses;

The Office of the President is responsible for the preparation and presentation of the special purpose financial statements and the information contained therein.

My responsibility is to express an opinion on these special purpose financial statements based on my audit.

My audit was conducted in accordance with the Fiji Standards on Auditing to provide reasonable assurance as to whether the special purpose financial statements are free of material misstatements. My audit procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the special purpose financial statements and evaluation of accounting policies. These procedures have been undertaken to form an opinion as to whether, in all material respects, the special purpose financial statements are fairly stated and in accordance with government policies stated in Note 2, the Audit Act and the Financial Management Act, so as to present a view which is consistent with my understanding of the financial performance of the Office of the President for the year ended 31 December 2014.

The audit opinion expressed in this report has been formed on the above basis.

Qualification

Travel advances totalling \$746,326 was not reconciled and journalized to the relevant expenditure allocations during the year. Consequently, total expenditure is understated by \$746,326 in the Statement of Receipts and Expenditure.

Audit Opinion

In my opinion, except for the matters referred in the qualification paragraph:

- a) the financial statements present fairly, in accordance with the accounting policies stated in Note 2, the financial performance of the Office of the President for the year ended 31 December 2014.
- b) the financial statements give the information required by the Financial Management Act 2004 in the manner so required.

Atunaisa Nadakuitavuki
for AUDITOR-GENERAL

Suva, Fiji
25 May 2015

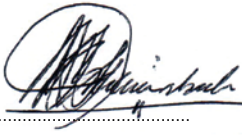


Management Certificate

FOR THE YEAR ENDED 31 DECEMBER 2014

We certify that these financial statements:

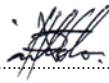
- (a) fairly reflect the financial operations and performance of the Office of the President and its financial position for the year ended 31 December 2014; and
- (b) have been prepared in accordance with the requirements of the Financial Management Act 2004 and the Finance Instructions 2010.



Official Secretary
OFFICE OF THE PRESIDENT

Mr. Pene Nonu Baleinabuli
Official Secretary

Date: 22/05/15



Mr. Paula Naitoko
Accounts Officer

Date: 22/05/2015

Statement of Receipts & Expenditure

FOR THE YEAR ENDED 31 DECEMBER 2014

	Notes	2014 \$	2013 \$
EXPENDITURE			
Operating Expenditure			
Established Staff	3 (a)	538,677	444,303
Unestablished Staff	3 (b)	200,508	259,016
Travel & Communications	3 (c)	725,218	289,067
Maintenance & Operations	3 (d)	256,071	325,939
Purchase of Goods & Services	3 (e)	144,581	137,730
Total Operating Expenditure		1,865,055	1,456,055
Capital Expenditure			
Capital Construction	3 (f)	436,622	764,333
Total Capital Expenditure		436,622	764,333
Value Added Tax	3 (g)	262,420	187,663
TOTAL EXPENDITURE		2,564,097	2,408,051

Appropriation Statement

FOR THE YEAR ENDED 31 DECEMBER 2014

SEG	Item	Notes	Budget Estimate \$	Appropriation Changes \$	Revised Estimate \$	Actual Expenditure \$	Carry - Over \$	Lapsed Appropriation \$
Operating Expenditure								
1	Established Staff		601,751	(48,200)	553,551	538,677	---	14,874
2	Unestablished Staff		226,648	(26,000)	200,648	200,508	---	140
3	Travel & Communication		371,900	353,671	725,571	725,218	---	353
4	Maintenance & Operations		330,400	(73,550)	256,850	256,071	---	779
5	Purchase of Goods & Services		147,775	(2,911)	144,864	144,581	---	283
Total Operating Expenditure			1,678,474	203,010	1,881,484	1,865,055	---	16,429
Capital Expenditure								
8	Capital Construction		1,580,000	(203,010)	1,376,990	436,622	---	940,368
Total Capital Expenditures			1,580,000	(203,010)	1,376,990	436,622	---	940,368
13	Value Added Tax		364,500	0	364,500	262,420	---	102,080
TOTAL EXPENDITURE			3,622,974	0	3,622,974	2,564,097	---	1,058,877

Appropriation Movements

The following movements were recorded in 2014.

From	TO	Amount (\$)
SEG 1	SEG 1	28,170
SEG 1	SEG 3	150,000
SEG 2	SEG 1	500
SEG 2	SEG3	51,500
SEG3	SEG 1	21,200
SEG 3	SEG 2	2,000
SEG3	SEG 3	30,000
SEG 3	SEG 8	473
SEG4	SEG 1	2,950
SEG4	SEG 2	500
SEG4	SEG 3	85,400
SEG4	SEG 4	3,400
SEG 5	SEG 1	13,150
SEG 5	SEG 3	45,610
SEG 5	SEG 5	100
SEG 8	SEG 1	64,000
SEG 8	SEG 2	23,500
SEG 8	SEG 3	44,835
SEG 8	SEG4	15,300
SEG8	SEG 5	55,848
Total		638,437

Statement of Losses

FOR THE YEAR ENDED 31 DECEMBER 2014

Loss of Money

The Office of the President did not record loss of money for the year ended 31 December 2014.

Loss of Revenue

The Office of the President did not record loss of revenue for the year ended 31 December 2014.

Loss (other than money)

The Office of the President did not record loss of Fixed Assets for the year ended 31 December 2014.

Notes to and Forming Part of the Financial Statements

FOR THE YEAR ENDED 31 DECEMBER 2014

NOTE 1: REPORTING ENTITY

The Office of the President provides the necessary assistant support to His Excellency, the President in the performance of constitutional functions. The President is vested with the Executive Authority of the State and is the Commander-in-Chief of the Republic of Fiji Military Forces and the Chancellor of the Order of Fiji. In addition to the constitutional and ceremonial roles, the office plays a symbolic role in the promotion of national reconciliation to bring unity among the different ethnic groups in Fiji through People's Charter for Change, Peace and Progress.

NOTE 2: STATEMENT OF ACCOUNTING POLICIES**(a) Basis of Accounting**

In accordance with Government accounting policies, the financial statements of the Office the President is prepared on cash basis of accounting. All payments related to purchases of fixed assets have been expensed.

The financial statements are presented in accordance with the Financial Management Act and the requirements of Section 71 (1) of the Finance Instruction 2010. The preparation and presentation of a Statement of Assets and Liabilities is not required under the current Government policies, except for that of the Trade and Manufacturing Accounts.

(b) Accounting for Value Added Tax (VAT)

All income and expenses are VAT exclusive. The Office on a monthly basis takes out VAT output on total money received for expenditure from Ministry of Finance. VAT input on the other hand is claimed on payments made to the suppliers and the sub-contractors for expenses incurred.

The V AT payment as per the statement of receipts and expenditure relates to the VAT input claimed on payments made to the suppliers and sub-contractors for expenses incurred and VAT payments to Fiji Revenue & Customs Authority (FRCA). Actual amount paid to FRCA during the year represent the difference between VAT Output and VAT Input.

(c) Comparative Figures

Where necessary, amounts relating to prior years have been reclassified to facilitate comparison and achieve consistency in disclosure with current year amounts.

Notes to and Forming Part of the Financial Statements *(continued)*

FOR THE YEAR ENDED 31 DECEMBER 2014

NOTE 1: REPORTING ENTITY**NOTE 3: SIGNIFICANT VARIATIONS**

- (a) The Established Staff costs increased by \$94,374 or 21 % in 2014 compared to 2013. This increase is attributed to the increase in salaries across the board for all civil servants on Pay 1/2014 as per Public Service Circular 77/ 2013.
- (b) The decline in Unestablished Staff is due to the decrease in numbers of government wages earners from 18 in 2013 to 15 in 2014. Savings of funds were then transferred to travel and communication to cover the cost of overseas and local travel of His Excellency the President.
- (c) Travel and Communications expenses increased by \$436,151 or 151 % in 2014 compared to 2013. This is due to the increase in the number of local and overseas official engagements for His Excellency the President.
- (d) The decline in maintenance and operation is due to the transfer of funds to travel and communication to cover the cost of overseas and local travel of His Excellency the President.
- (e) Purchase of Good and Services expenditure increased by \$6,851 or 5% in 2014 compared to 2013. This increase attributed to the related costs of hosting of Investiture Ceremony such as purchase of service medals, ceremonial and hospitality expenditure and Fiji College of Honour expenditure.
- (f) The decline in capital construction is due to the non- implementation of the Coronation Ground Drainage and Overhang Car park.
- (g) VAT expenditure increased by \$74,757 or 40% in 2014 compared to 2013. This is due to an increase in expenditure incurred by the Office during the year.



Office of the President

2014 Annual Report