

PIDC Secretariat Update on Implementation of 2020/ 2021 Annual Work Plan

Key Work Areas	Programme	Projects	Priority	Progress
Output One: A centre for advice, research, information-sharing, and analysis on relevant immigration issues				
1. Policy and legislative development support to Members	1.1 Modernisation of Members Legislation			
	a) Two (three**) national Legislation Reviews:			
	Consultant to undertake in-country technical mission to support PIDC Member and national team review Immigration legislation.	1.1 a i. Fiji	Core	Initial discussions held with Fiji but need to discuss further regarding Fiji priorities and the exact scope of the work to be undertaken. This work may not be required. Work has focused on provision of support for SOPs.
		1.1 a ii. Niue	Core	Niue has identified legislative work that it requires undertaken which includes work to support MoA on Information Sharing. Secretariat engaged Immigration Expert to provide remote Technical Assistance and will look to coordinate remaining work required.
		1.1 a iii. Vanuatu (TBC)	Secondary	Work to be undertaken yet to be finalised with Vanuatu.
	b) Two Legislation Drafting in-country missions: Consultant and PIFS to undertake drafting mission to support PIDC Member and national team draft amending Immigration legislation	1.1 b. i. Fiji/Tonga	Core	Scheduled for 2021 depending on outcomes of Legislative Reviews. For Tonga, especially the Passports Act was significantly impacted by COVID-19. Secretariat will call a meeting to reprioritise this work.
		1.1 b. ii. FSM/Niue	Core	FSM, while the legislative review has been completed, the way forward is to be discussed further due to competing national priorities after FSM change of leadership. Niue currently being scheduled for 2021.

		1.1 c. iii. Solomon/Vanuatu	Secondary	Solomon Islands has been prioritised and after meetings with the Secretariat there is additional technical assistance being provided as per the request of Solomon Islands Immigration as part of its strengthening programme.
	1.2 Two (four**) secondments/ short term attachments to develop SOPs			
	Consultant and two (four) Members to undertake one-week Secondment to Secretariat (as base of project) to develop National SOPs	1.2 a Nauru/Fiji	Core	SOP Workshop completed in December 2020 over three regional Zoom meetings. Fiji, Nauru and RMI currently working with PIDC Secretariat and Consultant to advance this work.
		1.2 b. Tonga/Solomon Islands	Secondary	SOP Workshop completed in December 2020. Tonga has requested this work be postponed as their staff responsible for this activity currently stuck overseas due to COVID-19. Solomon Islands SOP being delayed until conclusion of legislation amendment work.
	1.3 Two -three weeks secondments/short term attachments to Secretariat to support members develop strategic plan	1.3 a) Samoa/Solomon Islands	Core	Discussions have been held with Samoa and Solomon Islands. Solomon Islands support is being organised as part of their efforts to strengthen immigration by modernising legislation and also the immigration department.
		1.3 b Tonga	secondary	Tonga to be engaged if they require this work be undertaken.
2. Migration related research to support implementation of PIDC objectives	1.4 Combating Human Trafficking and People			
			Core	
	a) Develop Model National Action Plan to Combat Human Trafficking and People Smuggling	1.4 a. Secretariat engage with Partner Organisations to develop Model National Action Plan	Secondary	Scheduled for 2021. Preliminary discussions held with RSO have been set aside as RSO Representative has left the organisation.

	1.5 Research			
	a) Two to (four**) research activities to be undertaken by Consultants	1.5 a) Consultants to develop		
		i) Training Modules for PIDC Model curriculum	Core	Consultants engaged and timetable established for delivery in May 2021.
		ii. Automated Border Management Systems for PICTs	Core	Concept Note finalised and Consultants to be engaged for delivery prior to RAM 2021
		API Use for PIDC Members	Secondary	Consultants engaged and timetable established for delivery prior to RAM 2021.
		Immigration role in large events best practice guide	Secondary	This work is to be reprioritised.
3. Support for data collection	Members			
	a) Support two to three (four**) in-country missions to establish PIDC Data Collection and Enforcement Tool (PEDCT)			
		1.5 a. i. Solomon Islands (Training)	Core	All PEDCT Training in hold while we develop Trainers with the assistance New Zealand Statistics and Immigration New Zealand
		1.5 a. ii. FSM (Establishment of PEDCT)	Core	All PEDCT Training in hold while we develop Trainers with the assistance New Zealand Statistics and Immigration New Zealand
		1.6 a. iii. Kiribati/Palau (Training)	Secondary	All PEDCT Training in hold while we develop Trainers with the assistance New Zealand Statistics and Immigration New Zealand
4. Development and sharing of				

information and intelligence products to support Members immigration activities	and Intelligence Support Group- Strengthen Governance and use of APAN	1.7 a) Host one Regional workshop for profiling and intelligence support group	Core	Scheduled for May 2021.
	b) Regional training workshop for national contact point and profiling- Operational capacity building	1.7 b) Host one regional exercise for National contact points	Core	Scheduled for June 2021
	c) Regional training tabletop exercise for National Contact points and profiling intelligence support group Operational Capacity Building	1.7 c) Host one regional training tabletop exercise for profiling and intelligence support	Core	Completed. Report to be tabled to the Board.
	d) Support for two information sharing working group meetings	1.7 d) Organise first ISWG meeting and sub-regional Profiling Group meeting on its fringes		Completed. Report to be discussed with the Board.
		1.7 e) Organise second ISWG Meeting	Core	Scheduled for May 2021
		1.8 a) Draft and disseminate 12 intelligence bulletins and 15 alerts. 1.8 b) Support profiling group platform for sharing operational intelligence data and support ISWG to trial APAN	Core	Ongoing.

	1.8 Support for Operational Intelligence and information Sharing a) Dissemination of intelligence products b) Support for profiling group c) Support for APAN Secretariat to implement	Host 3-6 month secondment of intelligence officer to promote APAN	Core	Board agreed in November 2021 to replace this activity with the recruitment of a locally employed officer as an Information Coordination Officer on a two year contract to advance the APAN work. The selection process has been completed with a recruitment panel made up of a representative from Samoa and Australia.
Output Two: A regional co-ordination point for immigration liaison, advocacy/ representation, and agenda-setting				
1. Engagement with regional and international partner organisations 2. Confidence building with stakeholder and potential funding agencies	2.1 Represent PIDC and engage with Regional and International partner organisations.	2.1 Support international meetings to advocate PIDCs objectives for PILONS, PIFS (BOE declaration,) FFA, UNDOC, UNCHR, IOM, Fusion Centre	Core	PIDC represented in a number of meetings including: DoP Meetings, UN Roundtable, FSRS, JHOPS, PHP-C RTF, PHP-C MAG.
	2.2 Operationalisation of Declaration of Partnership (Separate Joint Meeting of Heads of Secretariat for PIDC, PICP, and OCO)	2.2 a) Support PICP and OCO conferences	Core	Regular DoP Meetings being held.
	2.3 (a) Support readmission of former PIDC Members; and (b) engage Stakeholders on labour mobility**	2.3 b) Support meetings of Heads of Secretariat for PIDC, PICP and OCO to operationalise declaration of partnership	Core	DoP Multi-Agency Table top exercise completed. Final report being compiled and will be reported to the Board.
	Secretariat to participate and make interventions at regional and international fora to advance PIDC objectives.	2.2 c) Support PIFS Security Committee Meeting	Core	FSRS attended and support provided to update implementation matrix for Boe Declaration Action Plan
3. Increased engagement in labour mobility issues	Secretariat to participate in relevant agreed priority fora	2.3 a Engage American Samoa and Tokelau	Core	Engagement with Tokelau and American Samoa has been positive but full Secretariat briefing yet to be provided due to unavailability and competing priorities of all three parties. Briefing will be rescheduled before RAM 2021.
		2.3 b Support PLMAM	Secondary	Support for PLMAM annual meeting scheduled.
4. Communication and development of	2.4 Publications to keep stakeholders updated with PIDC activities	2.4 Secretariat to produce		
		2.4 a. Quarterly Newsletters	Core	To be continued with recruitment of additional staff. (Research Officer and Information Coordination Officer)

publications to share information		2.4 b. Annual Report	Core	Draft finalised
	Secretariat to implement	2.5 Press releases at major events	Core	Ongoing with most recent publication on USP Certificates and PPE equipment.
	Output Three: A programme of immigration capacity building			
1. Identifying immigration skill gaps to support the development of priority training programmes by PIDC, donors and partner organisations	3.1 Coordinate capacity Building activities for Members	3.1 Secretariat update and share joint activity calendar for capacity development		Calendar developed and being monitored collaboratively with RLEAs
	Identify a) current capacity development programmes; b) expert Immigration training providers in the region; and c) support a regional coordinating body to provide strategic guidance on implementation of capacity	3.1 b. Secretariat to develop a simple excel directory of qualified and expert Immigration trainers	Core	Completed.
2. Providing regional training and capacity building resources for Members to adapt and supporting their adaption at the national level	3.2 Provision of administrative support to Regional Capacity development programmes by partner agencies	3.2 a) Secretariat to provide administrative support for training activities provided by IBCP	Core	Awaiting advice of training from IBCP
		3.2 b) Secretariat to provide administrative support for training activities provided to members by: UNODC, UNHCR, IOM and Bali Process RSO	Core	Awaiting requests from partner organisations
	3.3 Support Two in-country missions to strengthen national training curriculums and adoption of regional basic and induction training modules			Scheduled for 2021 upon completion of PIDC Curriculums
		3.3 a) Solomon Islands	Core	
		3.3 b) Samoa	Core	Scheduled for 2021 upon completion of PIDC Curriculums

	3.4 Provisions for COVID-19 Support to Member Countries	All members	Core	Ongoing through PIDC COVID-19 Support Programme. Significant work already been delivered through Communication Package and the PPE Support.
3. Coordinating the provision of basic and advanced immigration training activities to PIDC Members ensuring a measurable impact	3.5 Support two to three in country missions to strengthen members institutional structure through strategic planning	3.5 a Solomon Islands	Core	Scheduled for 2021. Discussions have been held with Solomon Islands and we are trying to see how this support can fit within their funding programme and Immigration Strengthening Programme for 2021.
		3.5 b) Samoa	Core	Trying to finalise support to be provided in 2020
		3.5 c) Palau	Secondary	Need to finalise with Palau possible dates for work.
	3.6 Support for two in country/ remote missions to strengthen members standard operating procedures	3.6 a) Nauru	core	Regional online workshop completed in December 2020. Ongoing specific SOP TA being provided remotely on formatting and text of SOPs.
		3.6 b) Fiji	core	Regional online workshop completed in December 2020. Ongoing specific SOP TA being provided remotely on formatting and text of SOPs.
		3.6 c) Palau	Secondary	Regional online workshop completed in December 2020. Palau did not require initial support and this work is now being undertaken for the Republic of the Marshall Islands. Ongoing specific SOP TA being provided remotely on formatting and text of SOPs.
	3.7 Provision of support for the PIDC – USP Postgraduate Diploma Cohort	Secretariat to implement	core	Ongoing support being provided with first PG Certificates awarded in September 2020. In 2020 the second cohort commenced and the Secretariat supported the Governance Committee in developing a draft PIDC Scholarship Policy which is to be discussed with the Board.

Output Four:	Internal Governance and running functioning organisations, including Secretariat, Board and annual conference that meets the needs of members			
1. Staff recruited to manage office to the standard required to undertake objectives of PIDC engagement with regional and international partner organisations	4.1 Recruitment and Monitoring of Consultants and undertaking employee capacity development activities	Consultants to support implementation of PIDC Work Plan.	Core	Ongoing
	b) Employee Capacity Development	Staff to undertake capacity development	Core	Ongoing with planned activities identified through the performance agreements to be discussed and finalised.
				Ongoing. Internal organisational learning priorities identified by Members to be delivered through internal seminars that will be shared with Members online.
2. Governance processes are maintained and implemented transparently through annual audits	4.2 Improving governance and accountability			
	a) Quarterly Internal Control Checklist	Secretariat to run internal control checklist	Core	Internal Control Checklist to be run for first quarter 2021.
	b) Annual External Audits	Secretariat to support external audit	Core	Draft Audit completed with an unqualified opinion provided.
	c) Quarterly planning	Secretariat to run 4 quarterly planning activities	core	Secretariat has major planning activity scheduled for April 2021
	4.3 Development of Strategic Plan for 2022 - 2024			Strategic Plan proposed process has been developed and is being submitted to the PIDC Board for its consideration.
	4.4 Reporting and oversight to Members		Core	Ongoing through the Board meeting process.

4. Annual PIDC meeting held to monitor activities, identify emerging priorities, and develop common responses	a) Board Meeting and associated Committee meetings	Secretariat to support 3 Board Meetings	Core	First Board meeting for the financial year completed on 12 and 13 November 2020.
	b) Regular Annual Meeting 2020	Secretariat to support 1 Annual Ram		RAM Meeting planned for June 2020. Due to ongoing travel restrictions the Secretariat will be working ensuring that if required, the PIDC RAM can be held remotely.
	Secretariat to develop meeting papers and provide administrative support			Ongoing

