



Proposed Recommendations

The Board is invited to **consider** the inter-sessional updates provided and **discuss** recommendations proposed under each of the items discussed below.

Purpose

This paper seeks to provide the Board with an update regarding key activities undertaken by the Secretariat and to obtain where required the Board's guidance on priorities to be advanced regarding:

- a) Regular Annual Meeting arrangements
- b) Revised Annual Work Plan activities; and
- c) Update of Work activities.

2. The Secretariat requests that Board Members review the paper and advise the Secretariat if there are any issues that they may have with the proposed recommendations.

3. For the Revised Work Plan and Budget, the Secretariat will provide the Board with an online briefing to discuss the key proposed activities to better support the Board in its decision making.

a) PIDC Regular Annual Meeting arrangements

4. PIDC is normally required to hold its Regular Annual Meeting (RAM) by 30 June every year unless there are exceptional reasons requiring its delay. These meetings are to be held face to face and hosted by a Member Country who will assume the role of Chair for the organisation during the hosting of the RAM. However, due to the COVID-19 pandemic, PIDC has amended its Constitution to allow for the holding of RAM online where deemed appropriate by the Board in exceptional circumstances. At the online RAM held in 2021, Papua New Guinea volunteered to host the 2022 RAM and it was further decided that the Board would need to make a decision regarding whether it be held face to face in early 2022.

5. The Secretariat has discussed the matter with the Chair and has recommended that the 2022 RAM again be held using an online platform due to the ongoing uncertainties regarding: (a) the reopening schedules of international borders across the region with a number of members still restricting international travel; (b) costs for travel and possible quarantine measures; and (c) the always present risk of the introduction of new international travel restrictions in the region due to emerging variants of COVID-19. Even though a number of countries have lifted international travel restrictions, a significant number of Members have yet to announce a clear schedule for restoring normal international travel to their territories.

6. In terms of the logistics for RAM 2022, the Secretariat proposes to host a multi-day online conference with all traditional partner agencies in attendance as observers for the open sessions. In preparation the Secretariat has arranged for a meeting with Papua New

Guinea to discuss: (a) appropriate dates for the conference; (b) possible themes; and (c) a possible conference format. These discussions will be reported to the Board for further consideration once completed.

Recommendations

The Board is invited to:

- (a) **support** the recommendation by the Secretariat for the PIDC 2022 RAM to be held online due to exceptional circumstances faced by the region in regards to continuing restricted international travel due to COVID-19; and
- (b) **task** the Secretariat to continue preparations for the 2022 RAM including its engagement with the incoming Chair and to provide the Board with regular updates regarding these activities.

b) Revised Work Plan Activities

7. As directed by the Board, the Secretariat has reviewed the implementation of the current Annual Work Plan and Budget and engaged with Members to determine whether there will be a significant surplus of funds for this financial year that can be reallocated for this financial year.

8. In undertaking this work the Secretariat has reviewed the activities being implemented, engaged with all Members scheduled to receive technical assistance and support, and discussed the remaining work areas with Consultants and also internally to determine staff levels of work. The Secretariat has reviewed the remaining work to be undertaken and while confident that the bulk of the activities are on track to be delivered in the remaining time required according to the timeframes and quality that had been initially envisaged, there are significant savings at this stage for a number of reasons.

Underspend

9. As a result of this work, the Secretariat has identified that there will be an underspend of approximately \$504, 498 (before realised currency gains and losses) due to savings / underspend from:

- a) Cancellation of regional planned face to face meetings and activities;
- b) Delayed delivery of Programme Activities (in-country technical assistance or regional activities);
- c) Reduced communications costs; and
- d) Cancellation of events and equipment hire/rental.

Revised Proposed Budget

10. In the proposed revised budget, the Secretariat has recommended that the underspend of \$504,498 be reallocated as follows:

\$343, 554	Set aside to fund the creation of new PIDC positions within the Secretariat
\$130,000*	Reallocated to priority activities as identified in the summary table 2 below.
<u>(\$30, 944)</u>	Realised currency gains/ losses
\$504, 498	

11. A summary of the revised Forecasted budget is provided in the table below and the Secretariat will organise a briefing with the Board to discuss what is being proposed. For this briefing a more detailed Excel Spreadsheet will be disseminated in advance to guide discussions.

Table 1: Summary of the revised (PIDC) Forecasted Budget	
Approved budget	3,224,000
Forecasted revised Expenditure*	2,849,502
Savings	374,498
Realised currency Gains/Losses	30,944
Net savings	343,554

*includes proposed underspend reallocation of \$130,000.

Proposed Revised Activities

12. As advised above, the Secretariat proposes that the funds be used for two main purposes. Firstly the savings be used to fund the recruitment and remuneration of new Secretariat staff as proposed by the Board to improve services to Members and retain technical knowledge and skills in-house. As the HR Committee is currently working through a number of options regarding staff numbers, remuneration and level of seniority for this activity, the Secretariat proposes that this budget line be kept flexible to ensure that adequate resources are available to support possible recruitment options. Secondly, the Secretariat proposes that this underspend be reallocated to revised activities for this financial year listed in Table 2 below.

Table 2. Proposed Revised Activities included in the revised budget		
Recruitment costs	40,000	This includes HR Consultant to recruit HoS and also HR Consultant to develop new PIDC Secretariat Staff positions
(PIDC) Website revamp	15,000	To engage an IT Specialist to upgrade the PIDC website.
Legal Drafting	45,000	To support the legislative review programme now that drafting support is no longer readily available from the PIFS
Advanced Training Curriculum Module Development	30,000.	To support the initial development of Advanced Immigration Training Curriculum Modules as requested by Members
Total	130,000	

13. In terms of remaining work activities, the Secretariat is confident that the remaining projects can be delivered through the continued use of consultants as originally envisaged and endorsed by Members at the RAM. This is based on the availability of the Consultants and also on the past experience of the Secretariat in delivering project activities for Members.

Recommendations

The Board is invited to:

- (a) **note** the update provided by the Secretariat regarding the underspend;
- (b) **consider** the proposed changes for the Annual Work Plan and Budget for implementation by the Secretariat; and
- (c) **Task** the Secretariat to coordinate an inter-sessional meeting of the Board and the Audit and Risk Committee to discuss the proposed reallocation of funds as proposed by the Secretariat.

c) Update of Work activities

Technical Working Group to Develop a Regional Vaccination Certificate for Cross Border Travel

14. This work which commenced in 2021 is continuing to progress with weekly meetings requiring the support and attendance of the Secretariat. The Technical Working Group (TWG) has now engaged a Consulting Firm Accenture to undertake the technical work for the development of a system. Currently the work is focused on mapping how vaccination data is collected and stored across PICTs and also how this information is currently being made available for assessment in countries that have opened their international borders for travel.

15. Over the next few weeks technical workshops are being held to allow the Consulting Firm of Accenture to engage with various Stakeholders as they seek to develop a technical solution for the region. Given the multiple agencies and PICTs involved, the difficulty to date has been ensuring that any proposed solution meets the needs of the international community as well as all PICTs regardless of the complexity of their national vaccination data storage and border management systems. The Secretariat will coordinate enhanced engagement between Accenture and Members within the next few weeks as may be required to support the TWG. The Secretariat continues to provide updates to Members regarding these workshops.

Recommendations

The Board is invited to **note** the update provided by the Secretariat.

Declaration of Partnership

16. The Secretariat is currently working with the Declaration of Partnership Group to consider a proposal by the Australia Pacific Security College for the hosting of a Regional Transnational Organised Crime Conference in August 2022 in Fiji. The discussions are still in a very preliminary phase discussing the proposed concept and once the proposed activity has become clearer the Secretariat will seek Board input as to how this matter is to be advanced.

Recommendations

The Board is invited to **note** the update provided by the Secretariat.

Regional APAN Training Session

17. The Secretariat hosted an online ZOOM training on the APAN Network and the APAN PIDC site on 1 February 2022 to promote its use and also the familiarity of Members with the platform. Ten Members were represented at the training by either their National Points

of Contact of their representatives on the Profiling and Intelligence Support Group. The Secretariat is coordinating a second round of trainings for Members that were unable to attend the first training session. To maximise the utility of this second round of trainings the Secretariat is awaiting several Members to exit national lockdowns to ensure that their staff are provided the maximum opportunity to attend.

Recommendations

The Board is invited to **note** the update provided by the Secretariat.

PIDC Research – Regional Advanced Passenger Information Opportunities

18. In 2021 the Board tasked the ISWG to consider the research paper drafted for PIDC by CBS Consultants for the possible provision of Advanced Passenger Information (API) services to PICTs using a regional approach. While access to API has long been an objective for many PICTs, the costs have been prohibitive for most. In addition, issues have been raised as to whether the provision of this information to PICTs would add value to enforcement activities given many Members may have difficulty in screening the data received to identify possible threats.

19. This research paper which provides possible avenues for allowing Members to access API and explores possible approaches to sharing costs and resources provides a number of significant recommendations that while possibly game changing for the region, are also very ambitious and may require a regional multi-agency approach along with significant political support.

20. The ISWG met in early 2022 to discuss a number of its ongoing activities and while it will submit a full report of its discussions for the Board to consider at its next meeting, one issue discussed was the API Research paper. The ISWG is currently continuing the review of this important document and looks to provide recommendations to the Board at its next meeting. The Secretariat is currently consolidating the individual views of the ISWG Members provided on each of the recommendations and will advise the Board once this work has been completed and a consensus achieved within the ISWG on the way forward.

Recommendations

The Board is invited to:

- (a) **note** the status of the work being undertaken by the ISWG in regards to the API Research; and
- (b) **request** the Chair of the ISWG to finalise their recommendations and forward for the Board to consider when completed.

HR Reform Recommendations

21. In 2021 the Board tasked the Secretariat and HR Committee to review several HR issues providing options for the Board to consider by February 2022 for:

- a) the disestablishment of the position of the DHOS position and the establishment of the new technical replacement positions recommended by the HR review;
- b) the recruitment of the Head of Secretariat and Deputy Head of Secretariat position; and

- c) a potential approach to ensure a smooth transition of the executive leadership while minimising the loss of the corporate knowledge

22. The Secretariat and HR Committee have developed an initial set of options that they are now reviewing to determine the appropriate recommendations for the PIDC Board to consider once finalised. As part of this work a review of the PIDC Regulations was held and the Secretariat has met with the Chair of the HR Committee to discuss the issues including the development of possible options regarding the establishment of new technical positions to support service delivery for Members. It is envisaged that while this work will be undertaken over the next few months, certain activities such as the recruitment processes for the HoS will be prioritised given the need to have an identified replacement preferably by the end of June 2022.

Recommendations

The Board is invited to:

- (a) **note** the status of the work being undertaken by the HR Committee as tasked by the Board; and
- (b) **request** the Secretariat and Chair of the HR Committee finalise their recommendations and forward for the Board to consider at their earliest convenience.