



Agenda item 4(a): Secretariat Report

Proposed Recommendations

The Board is invited to **note** and **endorse** the Secretariat Report.

Purpose

The purpose of the Secretariat Report is to inform the Board of the progress and achievements against planned annual activities as outlined in the 2022-23 Annual Work Plan and any specific challenges faced.

Background

2. In light of the short turn around period from the recent Regular Annual Meeting held in August 2022, the Secretariat will present a progress report on the Activity update including progress on the Annual Work Plan outcomes using a summarised traffic light reporting format.

3. The major focus of the Secretariat's tasks following the 2022 Annual Conference has been the activation of the HOS recruitment process, handing over of the Former HOS, adjustments and finalisation of Staff Individual Work Plans and progressing bilateral with individual members to confirm scheduling of approved activities and in-country technical assistances in this financial year. The lateness in hosting this year's Regular Annual meetings from the normal June window to August to accommodate reopening of borders and normalisation of border operations so that all members could hold their first face to face meeting impacted our workplan deliverable schedules. The late scheduling of this year's RAM has forced the Secretariat to (i) delay its Audit (ii) realign its Annual Work Plan schedule to the later Financial Quarters of this financial reporting year; being Quarter 2, 3 & 4.

4. Quarter 1 has primarily been taken up focussing on RAM and Board preparations, wrapping up of activities under the former HOS and our delayed Audit process. However, despite these challenges, the Secretariat has continued to implement PIDC activities such as:

- Board Meeting: Fiji – August 2022
- PIDC Regular Annual Meeting: Fiji – August 2022
- One online Intelligence Management Training seminar: Online – August 2022
- One Intersessional Board Meeting: Virtual – September 2022
- Niue Phase One Legislation Review national consultations: Niue – September 2022

- Solomon Islands Phase One Legislation Review national consultations: Solomon–October 2022
- Auditing: Samoa –September-October 2022
- Activation of HOS Recruitment Process: Virtual – August 2022 and ongoing

5. In spite of competing priorities and a congested work schedule after the 2022 Regular Annual Meeting, the Secretariat has sought to advance a number of activities as directed by Members. Central to the Secretariat's ability to deliver these activities has been the support provided by Members who have supported the Secretariat in their work.

A Traffick lights report is summarised in the next section of this report for ease of reference for the Board.

(a) Traffick Light Summary of Secretariat Report

Core Activity	Core Countries	Priority	Progress Update
Policy & Legislation Support	Solomon Islands	Core	Completed national consultations and scheduled to complete last consultations in February 2023
	Niue	Core	Completed national consultations and currently finalizing Drafting Instructions
	Palau	Secondary	Monitoring UNDP's support to review Palau's immigration Act
Drafting of Legislation Support	Tonga	Core	Tonga to confirm recruitment of local drafter
	Solomon Islands	Core	Dependent on phase 1 completion timeframe
	Palau	Secondary	Monitoring UNDP legislation support to Palau
Strategic Plan Development Support	Fiji	Core	Request for Quotation sent out to region consultants with plan to deliver Fiji Strategic Plan support in November
	Vanuatu	Core	Scheduled for Quarter 4
Training Curriculum Support	Nauru	Core	Undergoing Procurement process to contract Consultant Scheduled for Quarter 3
	RMI	Core	Scheduled for Quarter 3
	Solomon Is.	Secondary	Scheduled for Quarter 4
SOPS Support	Tuvalu	Core	Scheduled for Quarter 3
	Samoa	Core	Scheduled for Quarter 3
	Tokelau	Secondary	Scheduled for Quarter 3
BMS Support to review systems & operational environment	Kiribati	Core	Scheduled for Quarter 3
	Tuvalu	Core	Scheduled for Quarter 3
	Tokelau	Secondary	Scheduled for Quarter 4
Website Support	Fiji	Core	In process of reviewing quotations from website developers and intend to roll-out development of Fiji website in November after issuance of contract to website developer
	Vanuatu	Core	Scheduled for quarter 4

Core Activity	Core Countries	Priority	Progress Update
COVID-19 Regional Support	All Members	Core	Ongoing: Australia confirmed roll over of funds and PIDC COVID-19 and recovery support progressively provided to all members
Regional Training Programmes:			
1. Online Leadership Training	All Members	Core	Scheduled for Quarter 3 in February 2023. Discussions on programme and speakers being finalised
2. Online intelligence Management Programme	All Members	Core	Completed 1 seminar session of 4. Intend to tie in the remaining 3 sessions to the face-to-face NCP/Profiling and ISWG Workshop
3. Online National Immigration Codes of Conduct Training Workshop	All Members	Core	Scheduled for Quarter 4
4. NCP & Profiling Group Regional Workshop	All Members	Core	Date to be determined in Quarter 3 Exploring with partner stakeholders on holding joint training
5. USP Postgraduate Diploma in Border Security	All Members	Core	Ongoing with USP confirmed for delivery of next course in 2023 academic year
6. Stakeholders Engagement		Core	Ongoing - Engagements completed and ongoing with OCO, PICP, IOM, UNDP, UNODC, APSC, PIFS, FFA, Pacific Fusion Centre & PTCN
7. Research	1 regional research	Core	Quarter 3: Members 3 yearly Training Needs Analysis
Governance/ RAM & Board Meetings			Ongoing One intersessional Board meeting completed First Board meeting to be completed

Key

	Completed
	In progress
	To be completed/Delivered
	Delayed/Can't Complete