FA'AVAE I LE ATUA SAMOA

MINISTRY OF COMMERCE INDUSTRY AND LABOUR

ANNUAL REPORT

for the period ending 30 June 2018

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FA'AVAE I LE ATUA SAMOA

Government of Samoa

OFFICE OF THE MINISTER

MINISTRY FOR PUBLIC ENTERPRISES

MINISTRY OF COMMERCE, INDUSTRY AND LABOUR,

(Accident Compensation Corporation, Samoa Housing Corporation, Samoa Land Corporation, Samoa Sports and Facilities Authority, Polynesian Airlines Ltd)

Honourable Speaker of the House,

It is a pleasure for me to table the Annual Report of the Ministry of Commerce, Industry and Labour for the financial year July 2017 to June 2018, for consideration and discussion in this current session of the House.

Lautafi Fio Selafi Purcell

MINISTER OF COMMERCE, INDUSTRY AND LABOUR

Honourable Lautafi Fio Selafi Purcell

Minister of Commerce, Industry and Labour

Pursuant to section 15 of the Public Service Act 2004, I hereby submit the Annual Report of the Ministry of Commerce, Industry and Labour for the financial year July 2017 to June 2018.

Faafetai

Pulotu Lyndon Chu Ling

CHIEF EXECUTIVE OFFICER

ANNUAL REPORT 2017/18 CONTENTS

ACRONYMS AND ABBREVIATIONS

CBS	Central Bank of Samoa
EDS	Export Development Scheme
EIF	Enhanced Integrated Framework
FIA	Foreign Investment Act 2000
FIEs	Foreign Investment Enterprises
FEEP	Foreign Employee Employment Permits
ILO	International Labour Organization
ILS	International Labour Standards
IPAS	Intellectual Property Administrative System
LERA	Labour and Employment Relations Act 2013
MAF	Ministry of Agriculture and Fisheries
MFAT	Ministry of Foreign Affairs and Trade
MfR	Ministry for Revenue
MOH	Ministry of Health
MPMC	Ministry of the Prime Minister and Cabinet
NUS	National University of Samoa
OSH	Occupational Safety and Health
PHAMA	Pacific Horticultural and Agricultural Market Access
PLS	Pacific Labour Scheme
PPSR	Personal Property & Securities Register
PSO	Private Sector Organization
RSE	Recognized Seasonal Employment
SAME	Samoa Association of Manufacturers and Exporters
SBEC	Small Business Enterprises Center
SBS	Samoa Bureau of Statistics
SCCI	Samoa Chamber of Commerce and Industry
SIFA	Samoa International Finance Authority
SNCC	Samoa National Codex Committee
SPA	Samoa Ports Authority
SQA	Samoa Qualification Authority
SROS	Scientific Research Organization of Samoa
TCI	Trade Commerce and Industry
TCMSP	Trade Commerce and Manufacturing Sector Plan
TSSP	Trade Sector Support Programme
WCRD	World Consumer Rights Day
WIPO	World Intellectual Properties Organization
WTO	World Trade Organization

WORD FROM THE MINISTER OF COMMERCE, INDUSTRY AND LABOUR

It is my pleasure to present the Ministry of Commerce Industry and Labour ('the Ministry') Annual Report for the financial year 2017-2018.

The Ministry's purpose is to provide an enabling environment for business to grow and to provide employment opportunities for all Samoans. This include working closely with our development partners and the business community to support the economy through strengthening public private partnerships to improve businesses innovation and to provide our people with access to decent employment opportunities. In 2017, for the first time, Samoa has signed the Cooperation Agreement with the World Intellectual Property Organization at the 57th General Assemblies of its Members States to further confirm support from WIPO on specific area of needs to continually improve Intellectual Property in Samoa. Current collaborations with WIPO will soon see the transformation of current IP paper registration processes to online registration, the provision of affordable international protection of intellectual property rights of Samoan manufacturers, and the enhancement of local research capabilities through IP protection and technology transfer.

The Ministry noted the continuous attempt of Government to achieve the one stop shop concept to enhance facilitation of procedures and processes. In line with the Public service functional analysis 2016, the Ministry and key players successfully transitioned the Seasonal Employment Unit to the Ministry in 2017. The Ministry has begun negotiations in providing options for the transitioning of the Business License function over to the Ministry that will centralize the whole business set up and registration process. Challenges and external influences will hinder the achievement of this work, therefore, the Ministry will continue to strengthen long-term partnerships with sectors and the community to ensure the goal to improve the standard of living for all is realized.

The Ministry cannot on its own fulfill all the planned activities therefore I express sincere gratitude to all staff as well as our partners and supporters for your contribution which has made financial year 2017-2018 another successful year.

Soifua

Lautafi Fio Selafi Purcell
MINISTER OF COMMERCE, INDUSTRY AND LABOUR

CHIEF EXECUTIVE OFFICER'S FOREWORD

In 2017-2018, the Ministry launched the second Trade, Commerce and Manufacturing Sector Plan 2017/18-2020/21 and the Ministry's Corporate Plan of 2016/17-2019/20 highlighting the vision and the direction the Ministry is heading towards in realizing the Government's vision to improve the quality of life for all. The opening of the Women in Business Development Incorporated (WIBDI) warehouse facility under the Trade Sector Support Programme which was co funded by the Government of Samoa and the Enhanced Integrated Framework. The long term outcomes envisaged by the Government through this programme include the revitalization of exports, enhancing the business development environment and employment creation. The Competition and Consumer Commission was successfully established in 2018 with the recruitment of the three (3) Commissioners who have extensive wealth of experience and background on competition and consumer issues, to administer the provisions of the Competition and Consumer Act 2016 and to ensure fair competition and to protect the rights of consumers. The first ever Ava Standard was officially launched with the support provided by our development partners. The standard will ensure the Samoan Ava is produced and meet international standards for overseas markets. In 2018, the Government through the Ministry successfully hosted the first phase of the Pacific Trade Partnership. The PTP initiative is primarily aimed at recruiting skilled trade workers from Samoa and Tonga and builds on the success of the Canterbury Rebuild Employment Pilot in 2016.

The Ministry continued with its monitoring role in making sure stakeholders, including businesses comply with the relevant legislative processes and requirements that it administered.

I would like to thank all staff as well as our partners and supporters for their commitment to deliver on our outcomes over the last year. This strong partnership has and will continue to be a key contributor and driver towards achieving the overall national vision of 'Accelerating Sustainable development and broadening opportunities for all'

Pulotu Lyndon Chu Ling
CHIEF EXECUTIVE OFFICER

OUR ORGANISATION

Our purpose is to facilitate an enabling environment for business development and innovation and employment creation for an improved quality of life for all. We work closely with other Government Ministry, State Owned Enterprises, and businesses to achieve our purpose and to accelerate sustainable development to grow a productive economy.

Our vision

To support the Government's vision of Accelerating Sustainable Development and Broadening Opportunities for all, we have developed our vision to become "a leader in promoting an enabling environment for diverse business innovation and employment in Samoa".

Our Mission

MCIL's mission is "Fostering economic growth and prosperity in Samoa by promoting public private partnerships, and ensuring a fair trading platform for businesses and consumers".

Our Long Term Outcome

Enhanced investment resulting in increased employment, incomes and equitable distribution of the benefits leading towards poverty eradication.

Our Legal Mandate

The Ministry is mandated to administer regulatory frameworks that:

1. Promote industry development, foreign investment and guarantees the rights of citizens to participate in the economy of Samoa;
2. Set standards to regulate fair competitive practices to promote a level playing field in all trades;
3. Administers the Apprenticeship Scheme, Employment services, conducting of labour market surveys, collection and dissemination of Labour Market Information;
4. Enforce labour and employment standards, approval of foreign employment permits and promote occupational safety and health;
5. Administers the Seasonal Employment schemes;
6. Manage the registries of companies and other legal entities, Intellectual property registers, protection of rights of Intellectual Property holder and enforces statutory obligations.

The extensive legal and regulatory framework for the Ministry is detailed in **Appendix 1.** Recent reviews have been taken to update and reform legislation to comply with global business demands. The review will be on going to bring up to date the various legislation governing Samoa's business environment.

OUR ROLE AND STRATEGIC DIRECTION

Our role and strategic direction is guided by the Government's strategic priorities outlined in the Strategy for the Development of Samoa (SDS 2016/17-2019/20), the Trade, Commerce & Manufacturing Sector Plan 2017/08-2020/21 and our Corporate Plan 2016/17-2019/20 as illustrated below.

Strategy for the Development of Samoa

Vision – Accelerating Sustainable Development and Broadening Opportunities for all

- **Priority Area 1 – Economic**
- Key Outcome 3 – Export products increased
- Key Outcome 5 – Participation of Private Sector in development enhanced

Trade Commerce & Manufacturing Sector Plan

Vision – Sustainable trade, commerce and manufacturing for enhanced growth and development

- **Mission** – Maximise gains from trade and enhance private sector development to increase income generation opportunities for sustainable livelihoods
- **Goals** – 1. Improve industrial supply and productivity; 2. Increase processing activities and value-addition; 3. Enhance market access and visibility for Samoan goods and services; 4. Strengthen sector coordination, planning and support

Corporate Plan

Vision – A leader in promoting an enabling environment for diverse business innovation and employment in Samoa

- **Mission** – Fostering economic growth and prosperity in Samoa by promoting public private partnership, and ensuring a fair trading platform for businesses and consumers
- **Goals**– 1. Development of the private sector and promotion of investment; 2. Encourage industry productivity and fair trade, and ensure a healthy and competitive market; 3. Create employment opportunities for local workforce and a healthy and safe environment for employees and employers

In line with our classification as an entity for Economic Development, our work together with our stakeholders are directly linked to the addressing of Samoa's trade deficit (SDS Key Outcome 3) through value addition and recognition of Samoan goods and services to overseas markets. The Ministry aims to strengthen the Public Private Partnership (PPP) concept with its stakeholders, in-line with the Government's objective of 'enhancing the participation of the private sector in national development' (SDS Key Outcome 5).

OUR KEY ACHIEVEMENTS FOR 2017-2018

This Annual Report highlights the progress the Ministry has made during the 2017-2018 in delivering on Government's expectations for providing an enabling environment for private sector development and creating decent employment opportunities for all Samoans. We have categorized our achievements under each strategic goals of our Corporate Plan. The following were key highlights and achievements for the year.

DEVELOPMENT OF THE PRIVATE SECTOR AND PROMOTION OF INVESTMENT

Trade Commerce and Manufacturing Sector Support

Following the review of the first Trade Commerce and Manufacturing Sector Plan 2012 – 2016 and the trade diagnostic study, the sector launched its second Trade Commerce and Manufacturing Sector Plan 2017/18 – 2020/21 intended to further detail initiatives for the development of Samoa's economy. A total of USD$633,966.85 (SAT1,521,520.44) of EIF funding was spent for Tier 1 and Tier 2 activities of the Sector during the period under review

Review of Legal and Regulatory Framework

The Ministry has commenced work in the reviewing of the two main Legislation – **Foreign Investment Act 2000 and the Labour and Employment Relations Act 2013** as well as the Review of the Apprenticeship Scheme. The review of the Samoa's Foreign Investment policy and legislation will address issues raised by the public in the involvement of foreign investors and Samoan citizens in conducting businesses such as retailing of food and drink items that are under the Reserved List of the Foreign Investment Act 2000. In addition, the exercise will include the review of the existing Reserved and Restricted Lists of business activities as well as the review of the Penalties to ensure Foreign Investment Enterprises are complying with the policies. The review of the Labour and Employment Relations Act 2013 will address the growing concerns from the workers and employers on the interpretation and the implementation of the Act. The review of the Apprenticeship Scheme by carrying out the Apprenticeship Impact Assessment intends to improve the structure of the Apprenticeship Programme. It is specifically focused in the review of the current curriculum of the seven Trades under the programme and the alignment of qualification and skills relevant to those in demand in the labour markets of Australia and New Zealand.

Foreign Investment Enterprises

Sixty-six (66) new FIEs registered during the period under review compared to the seventy-four (74) registered in the previous financial year. The new FIEs will create potential seven hundred and seventy-one (771) decent employment opportunities for our local workforce and bring in an estimated initial working capital of $12.267 million tala into the economy. The Professional Services and Retailing sectors have continued to receive the highest number of investment interests.

Simplification Package for Business Registration

The Ministry has started work on the implementation of the Business Simplification Package under the Asian Development Bank Private Sector Development Initiative. This will include the creation of a new Register for Business Names. The Initiative will include the review of the Companies Act 2001 and the translation of remaining paper business registers such as the Foreign Investment Register to online registries.

Ease of Doing Business Rank

The Distance to Frontier (DFT) rank for Ease of Doing business for Samoa has improved from 60.7 in 2016, 61.97 in 2017 and now stands at 63.89 out of 100 for 2018, with 100 being the frontier. One of the contributing factors in Samoa's improving ranking is the establishment and implementation of the Personal Property and Security Register increasing confidence of lending companies and commercial banks in using movable properties as loan collateral thus facilitating private sector access to credit. During the period under review, 280 applications for PPSR was registered with the Registries.

ENCOURAGE INDUSTRY PRODUCTIVITY AND FAIR TRADE, AND ENSURE A HEALTHY AND COMPETITIVE MARKET

Improve industry productivity through innovation and creativity

The Ministry in collaboration with the Scientific Research Organization and the National University of Samoa held its second Secondary School Science Fair Competition to celebrate World Intellectual Property in April 2018 with the theme " Powering Change: Women in Innovation and Creativity". The main objective is to encourage innovation and creativity of young potential scientists and inventors to improve industry productivity in the future. The overarching goal of Government is to improve the quality of life for all Samoan citizens through advanced developments of its human resources. Therefore, the Ministry is contributing to this goal in creating events like this targeting young people in secondary schools to celebrate innovation and creativity in order to create jobs, improve productivity and achieve a knowledge-based economy in the future.

The Ministry through the Registries of Companies and Intellectual Properties assesses more than 130 trademarks, 7 designs, 1 innovative patent during the period under review. A total of 220 trademarks, 2 designs and 4 Patents were renewed in 2017-2018.

Private Sector Development through Government Financial Assistance

The annual Government financial assistance worth $200,000 was distributed to thirteen (13) PSOs with commercial affiliations and are registered as Incorporated Societies with the Ministry. The annual grant is to assist PSOs with administrative operations. The Government acknowledged the private sector's continuing contribution to the economy of Samoa and their commitment to strengthening and harnessing closer partnerships in implementing Government's development programmes.

Samoa Export Awards

The Ministry and other Government Ministries worked collaboratively with the SAME and private sector partners to revive the Samoa Export Awards, which was held in June 2017. The objectives of the Awards was to recognize and reward excellence in exporting from various industries in the private sector, to encourage and stimulate exporting activities and encourage innovation amongst manufacturers, exporters and services and build partnerships between Government and the private sector to support export growth. It is intended that the Samoa Export Awards will continue in the future to encourage private sector participation in the development of the economy through exports.

Competition and Consumer Protection

The Competition and Consumer Commission was operational in February 2018 with the appointment of two independent members from the Community to begin the work of the Commission. Since its establishment, progress is made on the Commission's work plan as well as seeking the Cabinet's endorsement of fees before they come into effect. There has been an improvement in the level of compliance by traders under the Metrology and Competition and Consumer laws. Data from the Ministry's monitoring and evaluation activities has shown 91 % of traders are complied with their obligations under the Metrology Act 2015 compared to 88 % in the last financial year, and 90 % compliance of their obligations under the Competition and Consumer Act 2016.

Launching of the Ava Standards and Regulations 2018

Through its partnership with the SAME, the PHAMA group and the SNCC, the Ministry officially launched the first Samoa Ava Standards in May 2018. The objective of the Ava Standards and Regulations 2018 is to protect consumers and facilitate trade by ensuring product safety and quality standards of 'ava and 'ava products for human consumption. The Regulations apply to all 'ava farmers/handlers from primary production, processing and packaging to supplying of 'ava intended for human consumption.

CREATE EMPLOYMENT OPPORTUNITIES FOR LOCAL WORKFORCE AND A SAFE AND HEALTHY ENVIRONMENT FOR EMPLOYEES AND EMPLOYERS

Apprenticeship Training Scheme

Twenty six (26) Year 4 apprentices under the Apprenticeship Programme and five (5) under the Trade Test Scheme graduated with Due Completion Certificates in December 2017. The Carpentry/Joinery trade has the highest percentage of graduates with 30 % graduated, followed by Plumbing at 23 % and Motor Mechanic and Electrical trades at 19 % graduated.

Seasonal Employment Scheme and the Pacific Trade Partnership: Employment Construction Industry (NZ)

During the period under review, records showed an increase in the number of workers deployed for seasonal work in both New Zealand and Australia under the Recognized Seasonal Employment and Seasonal Workers Programmes respectively with 11 % increase in the RSE (NZ) and 70 % increase in the SWP (Australia). The significant increases are due to the active role of our Liaison Officer in New Zealand driving marketing activities and provide pastoral care for our local seasonal workers and the Ministry providing direct marketing to Approved Employers in Australia, growth in business for employers and the positive impact of Samoan seasonal workers on current employers.

As part of its steadfast commitment to champion efforts for job creation opportunities for Samoan citizens, the Government through the Pacific Trade Partnership with NZ recruited 14 skilled

Carpentry/Joinery tradesmen to assist with the Canterbury Rebuild Employment programme in the first round of recruitment. The initiative provides a valuable opportunity for the Government to work collaboratively with other local industries and agencies to be part of an endeavor that contributes to the socio-economic development of individuals and families.

Foreign Employee Employment Permit Policy

The Government remains open to foreign capacity to complement our local workforce but bearing in mind our priority is providing employment opportunities for Samoan citizens and improvement of employee skills training. In December 2017, Cabinet approved the Foreign Employee Employment Permit Policy, with the aim to improve the working environment by having clear guidelines for the effective and efficient implementation of Part 9 of the LERA 2013 and to ensure employers recruit highly skilled non-citizen workers to industries that contribute to the development of the economy of Samoa. The policy will come into force on the 1 July 2018.

MANAGING RISKS AND CHALLENGES

The Ministry is not immune from risk and challenges surrounding its ability to fully implement its objectives, outcomes and priorities. The environment the Ministry operates in, rapidly changes with external global changes and the demands of our clients and community for high standard of performance and service delivery. This requires the Ministry to reprioritize its objectives and priorities, review and revise its legislation and policies to meet those global changes and demand. The challenge is how adaptive the Ministry will be to these changes, and the prioritized work already planned and budgeted for may not be achieved within the period due to these changes.

Safety and Health of Staff

The safety and health of our staff on the field and in the Ministry, information and work environment are our key priorities. We ensure our working environment complies with the National OSH framework and appropriate resources are available for staff to perform their work effectively. The challenging factor is how the Ministry assess competing priorities and securing finance from its limited budget. Therefore, various measures are put in place to manage risks and challenges for our staff safety and health on the field and in the workplace. These measures include safety gear (PPE) for our labour inspectors, enforce compliance through the OSH framework, specific trainings and awareness programmes in managing OSH in the workplace conducted throughout the year and operational manuals to support the work of staff in serving our clients and the community. The GPS are installed in our vehicle fleet to keep track of use and speed limits of our vehicles.

Staff Turnover & Retaining Technical Skills

It is a known fact that the Ministry like the rest of Government agencies faces staff turnover at all times. Staff members leave the Ministry for promotions elsewhere or through the Quota system. The risk of losing the institutional knowledge is high; however, the Ministry has been proactive in developing IT tools to ensure that knowledge is maintained within the Ministry for new staff recruited. These tools include divisional-shared folders to document and save their processes and policies for future reference as well as the development of the intranet portal to make it easier for staff to access information about leave, entitlements, financial and budget, IT policies, asset management and public service information. The current structure of the Ministry is sufficient for its existing mandated functions, however, it is foreseeable the structure will change overtime with additional technical staff members to be recruited to better service and better enforce new legislative requirements.

Technical skills and knowledge is highly required in the work of the Ministry such as the Registry work, policy and data analysis. It requires a special technical knowledge to not only work the systems in place but also to fulfil the relevant process required by law. This special knowledge is not acquired within a short period of time but years. Hence there is an urgent need to retain staff to ensure the continuity and integrity of the registries. As a result the Ministry is working on reviewing its current structure to not only ensure that the number of personnel is proportional to the on going expanding work but also to keep staff with the expertise within the Ministry. The Ministry therefore will seek Cabinet's approval in allowing funding for the recruitment of newly established positions approved by the Commission in the coming financial years.

In order to successfully man the relevant processes involved there is a need to increase the number of staff and train them on new processes involved with the new developments and also on how to better execute current duties under the old registers and systems. Capacity building can be hands on internally but at the same time short term secondments may be beneficial for technical staff to learn from similar successful and well established Ministries and agencies in the Pacific Region, Asia and Europe.

Non-compliance of employers/private sector on legislative requirements

The Ministry through its monitoring and evaluation, inspections and site visits noted the non-compliance of businesses of the legislative requirements from time to time. However, the Ministry has continuously engaged with the private sector and Government agencies through social dialogues and awareness programmes. During the period under review, to increase compliance, the Ministry held two (2) Awareness programmes for Upolu and Savaii, promoting its various functions and legislation, as well as social dialogues and participation of the Ministry in partnership with Government agencies in career days, roadshows and ongoing awareness on the media and social media.

SECTION 1 OUR YEAR IN REVIEW

This section provides an overview of the Ministry's work during the period under review as well as challenges faced in the delivering of our services. We have organized this into our core services to show how we are progressing to deliver our outcomes for the development of the private sector and creating employment opportunities for all. Status of the implementation of our Performance Indicators for the financial year are provided in details in **Appendix 3** of this document.

1.1 TRADE COMMERCE AND MANUFACTURING SECTOR

Sector Vision: The Sector's vision is "Sustainable trade, commerce and manufacturing for enhanced growth and development". The vision encapsulates the work of the Sector and linking it to the overarching SDS vision of "Accelerating sustainable development and broadening opportunities for all".

Following the review of the first Trade Commerce and Manufacturing (TCM) Sector Plan 2012 – 2016 and the Trade Diagnostic study, the Sector launched its second Trade Commerce and Manufacturing (TCM) Sector Plan 2017/18 – 2020/21 intended to further detail initiatives for the development of Samoa's economy. A total of USD$633,966.85 (SAT1,521,520.44) of EIF funding was spent for Tier 1 and Tier 2 activities of the Sector during the period under review

These are the project achievements in the FY2017-2018:

EIF-Samoa Tier 1: National Institutional Arrangements (Total Expenditure USD$106,028.94 (SAT$254,469.47) 6 months July-December 2017)

1. Foreign investment zoning;
2. Financing overseas training for Legal Metrology personnel;
3. Revamping the Ministry's website;
4. Procuring new back-up server to centralize the Ministry's database;
5. Launching of the Ministry's new Corporate plan 2016-2020;
6. Launching of the new Trade Commerce and Manufacturing (TCM) Sector Plan 2017-18 – 2020-2021;
7. Co-financing of promotional materials for the Ministry's Awareness days; and
8. Participation of delegates to trade negotiations.

EIF-Samoa Tier 2 – Trade Sector Support Programme (Total Expenditure USD$527,937.91 (SAT$1,267,050.98))

1. Initiating Phase 2 of Women in Business Development Inc (WIBDI) processing warehouse;
2. Replanting of 67 acres of the Samoa Trust Estate Corporation (STEC) farm and ongoing maintenance for 300 acres;
3. Government funding for the SAME Export Awards
4. Recruiting of STEC warehouse project supervisor;
5. Transfer of funds for procuring of small scale R&D equipment to Samoa Research Organization of Samoa (SROS);

6. Funding of the Trade Policy Officer within Samoa Chamber of Commerce and Industries (SCCI);
7. Participation in the establishment of the National Coco Industry Association;
8. Completed ONEMCIL database framework project;
9. Completed Integrated Business Database Framework; and
10. Co-funding the Labor Force Survey 2017 and School to Work Transition Survey 2017 with ILO.

Sector Performance in-line with the SDS

The TCM-SP is hinged upon the Strategy for the Development of Samoa (SDS) Outcomes (3) Export Products Increased and (5) Participation of Private Sector in development enhanced.

SDS Key Outcome 3 – Export Products Increased

Samoa's balance of payments is characterized by a large deficit in the balance of goods and a surplus in the balance of services as well as substantial transfer inflows (remittances). Therefore, our trade in goods deficit balance for FY2017-2018 amounts to approximately ST$(734.16) million with imports and exports respectively valued at approximately ST$827.52 million and ST$93.36 million. Goods export for FY2017-2018 are comprised of fresh fish (31.1%), taro (7.4%), noni and its by-products (5.6 %), coconut and its by-products (2.9%), beer (6.3%) and others (1.6%). The imports for the reporting period comprise of petroleum (16.7%), food (9.2%), construction material (16.2%), motor vehicles (5.3%), and others (52.6%).

Samoa's economy continues to be dominated by Services with 80 % attributed to Service-based industries, 10% to Industry/Manufacturing and 10% to Agriculture and Fisheries. The Balance of Trade in Services has a growth trend of -8.7% over the assessed period. Whereas, the surplus (estimated at SAT$ 378.72 million) is attributed to Travel which is the determining factor for Trade in Services trend. The overall Trade in Goods and Services balance for FY2017-2018 notes an estimated deficit of ST$(355.44) million.

Transfer flow shows that Net Direct Investment (asset on liability) averaged about SAT$40.99 million in FY2017-2018; which is a significant improvement noting that this has averaged at a negative SAT$(36.6) million in the FY2011-2012 - FY2015-2016 period. This indicates a significant move towards increasing assets usually through reinvestment of earnings. Total remittances averaged at SAT$484.99 million (20% of Real Gross Domestic Product (GDP)) in FY2017-2018.

SDS Key Outcome 5 – Participation of Private Sector in Development Enhanced

For the FY2017-2018 period economic activity was dominated by the Commerce Sector, which accounts for 33% (ST$636.6 million) of GDP for the assessed period. Agriculture and Fisheries account for 9% (ST$179.6 million); Manufacturing (including food manufacturing) make up 8% (ST$148 million); Construction 10% (ST$195 million); and other Sectors accounting for the remaining 40% (ST$752.9 million) of GDP. The overarching real GDP for FY2016-2017 is an estimated ST$1.91 billion, which filters down to an estimated ST$ 9,800 GDP per capita.

Samoa's Doing Business ranking has declined from 57th in 2010, to 87th in 2018, but this does not present a full picture of where we are, and this is why the Distance to Frontier (DTF) measure is a more realistic measure for Ease of Doing Business. The DTF score shows how far on average an economy is at a point in time from the best performance achieved by any economy on each Doing Business indicator since 2005 or the third year in which data for the indicator were collected. The measure is normalized to range between 0 and 100, with 100 representing the frontier. In that regard, Samoa's DTF score is 63.89 for 2018. The notable trends for ease of doing business in Samoa for FY2017-2018 is the significant improvement in the Getting Credit category.

With regards to the Labour Force, the median age in Samoa is 20.5 years, making it a relatively young population. Approximately 68% of total population falls within the working age group (15 - 65 years); whereas only 18% (34,530 persons) of total population is engaged in formal paid employment with 67% male and 33% female. A majority has obtained at least secondary level education and mostly based in North West Upolu and Apia Urban Area. Given the relatively young working population the Ministry will need to be more proactive in supporting youth entrepreneurship and the development of micro and small-businesses. This is reflected in the new Samoa National Employment Policy 2016, National Youth Policy 2016-2020 and the Diagnostic Trade Integration Study 2016.

Sector Work and Project Management

The Tier 1 project was officially completed in December 2017 following a 5 year implementation period. The project was one of the two Aid for Trade (AfT) projects managed by the TCM-Unit in collaboration with the Enhanced Integrated Framework (EIF). The Tier 2 (Trade Sector Support Programme) project is another 12 months extension to complete all remaining activities.

With its new sector plan launched in January 2018, the sector is committed to "maximize gains from trade and enhance private sector development to increase income generation opportunities for sustainable livelihoods".

1.2 DEVELOPMENT OF THE PRIVATE SECTOR AND PROMOTION OF INVESTMENT

Strengthening sector policy, legal and regulatory frameworks, simplifying processes in doing business and facilitate an investment friendly environment is how we can further enhance the enabling environment for the development of the private sector and promote investment opportunities.

STRENGTHENING SECTOR POLICY, LEGAL AND REGULATORY FRAMEWORKS

Review of the Labour and Employment Relations Act 2013 ('LERA 2013')

Since the implementation of the LERA 2013 there has been a growing concern from the workers and employers on the interpretation and implementation of the LERA 2013. A Technical Advisor was recruited under the Samoa Technical Assistance Facility (STAF), a programme funded by the Government of Australia to conduct comprehensive review of the LERA and consultations with all stakeholders. The review was completed in June of this financial year.

Review of the Foreign Investment Act 2000 ('Act')

The latest amendments that were done to the Act was in 2011 and 2015, however, recent issues of concerns were raised by the public such as the involvement of non-citizens reported to be colluding with Samoan citizens for registration of business license for retail shops (retailing of food and drink items) which is a business activity under the Reserved List. This plus other issues for monitoring registered FIEs, the Ministry then commenced work in the reporting period for the review of Samoa's foreign investment policy and legislation to address these issues.

In addition to the above issues the Review also included the following:

a) **Findings from the Study of the Wholesaling Sector and the Reserved List**
   - The Study was carried out and completed in the FY2016-2017 where it was found that the majority of the sample surveyed was in support of adding the Wholesaling and Distribution of Goods (Food and Drink items) to the Reserved List. This was also one of the Recommendations.
   - One of the recommendations also was to consider adding other business economic activities such as service/gas station, rental housing, hair salon, bottled water, small furniture workshop/retail shop, and others that were highlighted in the report.

b) **Review of the Reserved List**
   - To review the Criteria for Adding to and Removing a business activity from the Reserved and Restricted Lists.
   - To consider adding to and removing other business activities from the Reserved List

c) **Review of the Restricted List**
   - Consider adding to and removing other business activities from the Restricted List

d) **Review of Penalties**
   - To review penalties currently in place to ensure FIEs comply accordingly and the process in assessing and issuing of penalties.

To assist the Ministry in reviewing the legislation, assistance was sought and approved from the STAF, for a consultant to carry out a review of Samoa's existing foreign investment policy and legislation.

The Review commenced its Phase 1: Review Findings in April 2018 of which a review of the existing policies and legislation was carried out. It also included one-on-one consultations with selected Government Ministries and Private Sector to seek their views on the current legislation.

Accordingly, the Phase 1 Report (Draft) was circulated to stakeholders for their feedback and opinions on the findings gathered. The report's findings highlighted that although the current Act is robust, however, shortcomings of the legislation has been identified, therefore, has recommended the following three (3) key options:

1. Improve the Implementation of the existing legislation with the focus on enforcement for non-compliance; and changes to improve implementation and enhance clarity, consistency and certainty.
2. Revise and Strengthen the foreign investment legislation
3. Engage in and focus more on promoting Samoa to foreign investors

Phase 2 of this project which is the 'Implementation and Sustainability' will be carried out in the new FY2018-2019 where the above three options will be further discussed amongst stakeholders to identify priorities for assessment and implementation.

Review of Apprenticeship Scheme

The review intends to improve the Apprenticeship Programme specifically the review of the current curriculum of the seven trades under the programme and also to align qualifications and skills frameworks of the relevant Samoa qualifications to those in demand in the labour markets of Australia and New Zealand. It is noted that the majority of skills shortages in Australia and New Zealand are in the Trades area, hence the review of Samoa's Apprenticeship Scheme.

The review compromises of 3 Phases:

Phase I - Review and analysis of the performance or impact of the Scheme to date

Through extracting and gathering quantitative and qualitative data on the criteria and analyse and describe the performance of the Scheme during the period in question/SWOT analysis.

Phase II - Review of the content and delivery of the Scheme's training curricula and recommendations for change

By conducting a detailed examination of the training, SQA National Competency Standards and the methods employed by the Scheme and make recommendations for their improvement and to carry out capacity gap analysis and report on: existing capacity (human and other); capacity required to deliver the improved curricula; and how the gaps can be bridged and over what period.

Phase III - Review of the institutional and organisational responsibilities for the Scheme and recommendations for improvement

Through analysing the existing distribution of authorities and responsibilities concerning the Scheme between the principal institutions involved (the Ministry, SQA, and NUS) and make recommendations for their improvement.

It is anticipated that relevant policy and legislation will be amended to accommodate the changes recommended in all phases of the project.

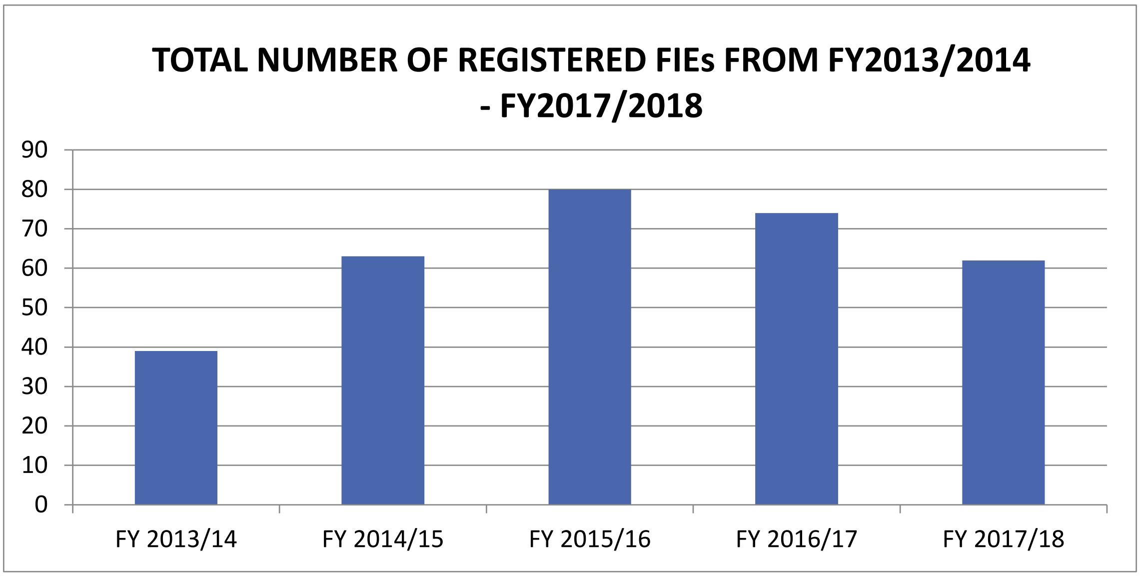
THE INVESTMENT ENVIRONMENT

New Registered Foreign Investment Enterprises (FIEs)

A total of **66** new FIEs were received, assessed and approved. It is a **10.8 % decrease** from **74** registered in the last FY016-2017. The total initial working capital declared by the **66** new registered FIEs for the reporting period is **SAT$12,267,312.87** (estimates are based on what was indicated in the application forms). It is a **67.9 % drop** from **SAT$38,200,452.94** recorded in FY2016/2017. The contributing factors to this huge drop are due to no minimum initial working capital required; the decline in the number of new registered FIEs as mentioned above; and excluding consultants hired for Government projects.

A total of about **711** employment opportunities were created through the registration of 66 new registered FIEs in this reporting period. It is an **increase** of about **167.3 %** compared to the 266 recorded in the previous FY2016-2017. This was due to the registration of large companies such as Fero Samoa Limited who has recruited some of the former employees of Yazaki; and the acquisition of Aggie Grey's Samoa Ltd (Sheraton Hotel) by foreign investors therefore, is now registered as a Foreign Investment Enterprise.

The graph below shows the trend of registered Foreign Investment Enterprises from FY2013-2014 – FY2017-2018



As seen from the graph the number of new registered FIEs has declined since FY2015-2016. The decline was partly due to administrative changes in data recording whereby short-term Consultants that were hired for Government projects from overseas were previously counted as FIEs thus contributing to the steady increase recorded in previous financial years. However, these consultants are now excluded from registering as they do not meet the definition of 'foreign investment' under the Foreign Investment Act 2000.

The 'Professional Services' and 'Retailing' sectors have continued to be favoured by investors respectively recording yet the highest numbers as depicted in the table below:

Sectors	Total
Professional services (consultancy, internet providers, communications)	25
Wholesaling and Retailing / Distribution	14
Other Services (exporting & importing, IT services, agricultural farming, etc.)	11
Restaurants/Cafes	6
Manufacturing	5
Accommodation	4
Construction	1
TOTAL	**66**

Renewal of and Amendments to Foreign Investment Certificates (FICs)

In addition to new applications, the Ministry also received applications for renewal of, and amendments to existing certificates. The reporting period has recorded a high total of FIC renewal applications of **146** from registered FIEs compared to **97** recorded in the last FY2016-2017. The Ministry continues to remind and follow up on all registered FIEs to renew FICs on annual basis and update their information with the Ministry. The Ministry also continues to work collaboratively with the Ministry for Revenue (MfR) as it is a requirement now by the MfR that for Business License renewal it also requires an FIE to renew its FIC before renewing their business license.

Total non-taxed revenue collected of **SAT$68,450.00** was recorded from a total of 312 FICs (new, renewals and amendments) applications received, assessed and approved, and two citizenship investment applications to promote and to be an agent for the Citizenship Investment Scheme. This has exceeded the targeted revenue of $6,800.00 for the reporting period and it is a **318.7 % increase** from last FY2016-2017 revenue of **SAT$16,350.00.**

Regardless in the decline in number of new registered FIEs from last financial year, the increase in revenue is mainly due to the increase in the number of foreign investment certificates renewed, increase in number of amendments to approved FICs; and applications to promote and to be an agent for the Citizenship Investment Scheme.

The table below summarizes the number of applications received for renewals and the various amendments made:

Renewals and Amendments	Total
Renewals	146
Other Amendments (change of location, addition/removal of trading name, change in shareholding details etc.)	35
Additional Activities	31
Removal of Activities	26
Additional Branches	8
TOTAL	**246**

Citizenship by Investment Programme

- One (1) application was received for citizenship under the Programme, however, applicant withdrew application.
- Two (2) applications received to be Agents and one (1) was approved and the other was put on hold pending additional required information from the applicant.
- Two (2) applications received to Promote the Programme and one (1) was approved and the other was put on hold pending additional required information from the applicant.

Awareness Programmes

A total of fifteen (15) awareness programmes were conducted for awareness on the foreign investment legislation; promotion of investment opportunities; and Government assistance programmes administered by the Ministry. These awareness programmes were conducted through MCIL Day Awareness in Savaii, the SBEC Roadshow in Upolu, Trade Career Festival in China, SQA Career Days, Public Service Day, public notices on the media and social media, and awareness programmes in collaboration with the MfR and the MPMC (Non Compliance Task Force)

Monitoring and Evaluation

As part of the Ministry's role to regulate foreign investments in Samoa, M&E activities were consistent to monitor and ensure business operations and activities performed by the registered FIEs are in accordance with conditions of their approvals/certificates. Five (5) inspections were carried out both in Upolu and Savaii for the reporting period to a total of **93** registered FIE's. Out of the total 93 FIEs that were inspected:

- ✓ **61%** (57) were found to be full compliant – operating according to conditions of approval/certificate
- ✓ **12%** (11) were found partial-compliant (these FIEs have failed to notify the Ministry of the material changes in their businesses such as relocations, additional branches, name change, etc.)
- ✓ **6%** (6) were found non-compliant (meaning they are operating different activities from what was approved in their initial Foreign Investment Certificates)
- ✓ **11%** (10) yet to commence operations due to securing locations / premises for lease
- ✓ **10%** (9) have confirmed closed down.

All these inspected FIEs were reminded of their obligations under the FIA 2000 and Regulations 2011; and how to fully comply with the provisions of these legislation. The nature of inspections varied from amendments such as additional or changes in business activities, additional branches and other relevant information. Three (3) newspaper notices advising 276 of the total registered FIEs from 2000 – 2009 to renew their FICs as they have not done so since 2015 when amendments to the Act for annual renewal of FICs came into effect. They were given ten (10) days to advise the Ministry in accordance with section 12 of the FIA 2000. However, after the stipulated timeframe to respond to the notices, only five (5) FIEs advised that foreign shareholders have been granted Samoan citizenships; the other did not respond. Therefore, all 276 FIEs that were advised had all of their FICs revoked.

Promotional Materials

The Samoa Investment Guide (SIG) was reviewed and reprinted in March 2018 with the National Investment Policy Statement (NIPS) will be reviewed in the new FY2018-2019 as it is reviewed on a bi-annual basis. These promotional tools were developed promoting investment opportunities in Samoa and abroad and they can be accessed via the Ministry's website (www.mcil.gov.ws).

An Investment Mission was planned for the reporting period to Papua New Guinea to promote the Citizenship Investment Programme and other investment opportunities, however, due to Cabinet's Directive to suspend all Government funded trips and priority be given to recovery work for Cyclone Gita's after effects, this mission was then cancelled and will be considered in the coming financial years.

Non-Compliance Task Team

The Task Team (the Ministry, MfR and MPMC) continues to work together to resolve on-going non-compliant issues of the involvement of non-citizens not only in colluding with Samoan citizens to side-track the legislation but also employment and entry/permit issues. The Task Team conducted two (2) awareness programmes to all retail shop owners that were reported where collusion is suspected. Both Samoan and non-citizens attended these workshops where they were again informed of the Reserved and Restricted Lists as well as Business License and Immigration issues. Another important outcome of the Task Team meetings in the reporting period is the inclusion of the Ministry of Police for enforcement purposes.

REGISTRATION OF COMPANIES AND INTELLECTUAL PROPERTIES

Ease of Doing Business in Samoa

The 2018 World Bank Doing Business Report showed Samoa is ranked 33 out of 190 countries ranking the highest in the South Pacific Region. On the Ease of Starting a Business ranking, Samoa, again ranking highest in the region. The report is based on questionnaires distributed amongst stakeholder in participating countries focusing on areas such as the cost of doing business in a jurisdiction, the number of processes involved in setting up a business and the turn around time in completing such processes.

One of the major contributing factors in Samoa's improved ranking is the establishment and implementation of the Personal Property and Security Register which is increasing the confidence of lending companies and banks in using moveable properties as loan collateral thus facilitating private sector access to credit.

Intellectual Property Administration System (IPAS)

Samoa is progressing towards a paperless registry. This vision is becoming a reality through a recent upgrade to the Intellectual Property Administrative System (IPAS) in late June 2018 improving its capacity to manage the intellectual property registration processes electronically. The IPAS system has now enabled the international clients to manage their intellectual properties from anywhere in the world through the ipros.mcil.gov.ws. It has also allowed improved the publication of trade marks through the development of an online journal which can be accessed at https://www.mcil.gov.ws/onlineservices/ipregistry/iponlinejournals/). Further work on the IPAS will allow clients to file applications for registration online.

Business Registry

The Registries of Companies and Intellectual Properties has started work on implementing the Business Simplification Package under the Asian Development Bank Private Sector Development Initiative. This will include the creation of a new Register for Business Names. A diagnostic discussion was undertaken in late June 2018. Implementation work will begin during the next financial year. The Business Simplification Package will also involve the review of the Companies Act 2001 and the translation of remaining paper business registers to online registers.

Intellectual Property Registry

In the next financial year, the Registries of Companies and Intellectual Properties will finalise the transition of its Paper Intellectual Properties Registers to a fully electronic register with the addition of online filing functions to IPAS. This will allow clients to file their applications for registration online. The Division is also working in collaboration with the Office of the Attorney General and Ministry for Foreign Affairs and Trade to prepare accession to a number of international intellectual property agreements that see an increase in registration of intellectual properties as well as increasing its non tax revenues.

In developing its patent and innovative patents registers, the Ministry will formalise its relationship with the National University of the Samoa and the Scientific Research Organisation of Samoa for the examination of patent applications through a Memorandum of Understanding in the next financial year. This should enhance the national patent registration in Samoa in turn increasing the number of national patent registrations.

1.3 ENCOURAGE INDUSTRY PRODUCTIVITY AND FAIR TRADE, AND ENSURE A HEALTHY AND COMPETITIVE MARKET

To provide a high level of industry development through the Trade Commerce and Manufacturing Sector and enhancing and promoting effectiveness of competition and fair trade in markets to benefit consumers, businesses and community is how we can encourage industry productivity and fair trade and to ensure a healthy and competitive market

INDUSTRY DEVELOPMENT

Samoa Exports Awards 2017/2018

The Samoa Exports Awards (SEA) 2017-2018 is an initiative to recognize and reward excellence in exporting that was revived by the SAME in early 2017. The Awards ceremony took place on 15 June 2018.

Following the endorsement of the Minister of Commerce, Industry in March 2017, a joint Working Committee was established between the Ministry and SAME which was subsequently expanded to include representatives from the MFAT, CBS, SCCI, and SBS, which became known as the National Samoa Export Awards Committee (NSEAC).

The objectives of the SEA are to:

- Recognize and reward excellence in Exporting;
- Encourage and stimulate exporting activity;
- Raise awareness of Samoa's trading partners of Samoa's products and services;
- Build greater understanding of what is required to succeed in Exporting;
- Build partnerships between Government and private sector to support export growth;
- Encourage Innovation amongst Manufacturers, Exporters and Services.

In strengthening its Public Private Partnerships, the Ministry took on the Secretariat role for the NSEA. It involved receiving applications, responding to queries from potential applicants, overseeing the administrative processes for assessing the applications, conducting site visits to the participating businesses to verify the information provided, arranging and facilitating the meetings for the Evaluation Committee and the panels of Judges.

To further maintain the impartiality and transparency of the selection process for Award winners, an Evaluation Committee comprising of representatives from 5 key Government Ministry (the Ministry, MFAT, MfR, CBS and SBS) adopted the overall responsibility of endorsing the Judges for each Award category and ensuring that all information provided for the Judges' final assessment had been verified accordingly and that confidentiality and impartiality of the Assessment process is maintained.

Applicants and Awards

A total of 16 applicants applied but only 14 were considered during the Judging Panels assessments as two withdrew from the process.

There were 8 Award Categories, sponsored by various organizations with Pacific Forum Line Ltd being the major sponsor of the event, which comprised of the following:

Award Categories	Sponsors	Award Winners
Best Agriculture and Fisheries Exports	Pacific Forum Line Ltd	**Winner:** Pacific Oil/Serendi Coco Samoa Ltd **Second:** Wilex Samoa Ltd
Best Value Added Exports	Ministry of Commerce Industry and Labour	**Winner:** Krissy Company Ltd **Second:** Mailelani Samoa
Best Export Support Service	Digicel Samoa Ltd	**Winner:** Pacific Oil/Serendi Coco Samoa Ltd **Second:** Samoa Tradition Farmers and Growers
Best Emerging Exporter	ANZ Bank (Samoa) Ltd	**Winner:** Samoa Tradition Farmers and Growers **Second:** Wilex Samoa Ltd
Best in Innovation	PHAMA	**Winner:** Mailelani Samoa
Excellence in Export Marketing	SAME	**Winner:** Krissy Company Ltd **Second:** Samoa Shipping Services
Woman in Exports	PHAMA	Sylvie Salanoa of Mailelani Samoa
Overall Exporter of the Year	Pacific Forum Line Ltd	Krissy Company Ltd

Other supporting Sponsors included WTMedia, Events, Marketing & Distribution (EMD), Air New Zealand, Le Well, Scientific Research Organisation of Samoa (SROS), Samoa International Finance Authority (SIFA), Manino Waters, Sleepwell, Wilex, TV3, Taumeasina Island Resort and Talamua Media.

As expressed by Hon. Prime Minister and Patron of the Awards in the Talamua Media's publication for the Samoa Exports Awards Ceremony on 15th June 2018, "*Organising an event such as the Samoa Exports Awards is never an easy undertaking. It takes a lot of forward planning, commitment, diligence, team effort as well as much patience.*" Therefore, although the Ministry and other Government Ministry had worked collaboratively with the SAME and other Private Sector Partners to ensure a smooth, productive process for the programme, a lot of time and resources was involved in planning and facilitating matters pertaining to the Ministry's Secretariat role undertaken by the Industry Development and Investment Promotion Unit. It had therefore impacted on other planned deliverables of the division. It is intended that the Samoa Exports Awards will continue into the future and we hope that it will contribute to much needed growth in our country's exports and overall economy.

Private Sector Organisation (PSOs) Grants

As part of the Ministry's drive to support the Private Sector and to further enhance its public private partnerships, Cabinet had again approved the allocation of funds to assist with the administrative costs of selected PSOs in Samoa for the FY2017-2018.

The funds were presented to thirteen (13) PSOs. This Government initiative commenced in 1997 with only two (2) PSOs and to date has increased to 13. The grant also started out at $30,000.00 and to date has increased to $200,000.00.

The eligible organizations are those with commercial affiliations and are registered with MCIL under the Incorporated Societies legislation. A number of factors are also considered in determining the amount of grant to be awarded to each PSO which include the submission of audited financial accounts and strategic plans, progress of development projects, number of registered members and at least 1 submission on any critical issue relating to trade, investment or industry development to the Ministry or the Trade, Commerce and Industry Board.

The total grant for the financial year 2017-2018 is $200,000.00 and the approved allocation was as follows:

Approved grant per private sector organization for 2018	
Private Sector Organization	**Total grant for Year 2018**
1) **Women In Business Development Incorporated**	$40,000.00
2) **Samoa Chamber of Commerce Inc**	$40,000.00
3) **Samoa Association of Manufacturers and Exporters Incorporated**	$40,000.00
4) **Samoa Hotels Association Inc**	$30,000.00
5) **Business of Salafai Association Inc**	$15,000.00
6) **Samoa Federated Farmers Incorporated**	$7,000.00
7) **Savaii Samoa Tourism Association Inc.**	$7,000.00
8) **Small Business Association of Samoa Arts & Handicrafts Incorporated**	$5,000.00
9) **Samoa For Real Incorporated**	$5,000.00
10) **Samoa Mamanu Designs & Manufacturers Association**	$4,000.00
11) **Samoa Banana Farmers Association Inc. (new)**	$4,000.00
12) **Tautai Samoa Association Incorporated**	$2,000.00
13) **Samoa Farmers Association Inc.**	$1,000.00
TOTAL	**$200,000.00**

ASSISTANCE AND INCENTIVE SCHEMES

DUTY CONCESSION SCHEME (DCS)

The DCS is one of the Government's support programme aimed at further encouraging the development of the Tourism and Manufacturing Industries only. The programme is mainly for the exemption of Customs Duty on imported goods (building materials, machineries, furniture and fittings, raw materials and so forth) from overseas suppliers for use by the Tourism and Manufacturing businesses in Samoa.

1. Applications received, assessed and approved/declined/pending:

Eleven (11) applications were received and facilitated, an increase from the ten (10) applications received and facilitated in the previous financial year 2016/2017. This financial year has seen an increase in the Tourism sector's development activities to five (5) (one (1) in FY2016-2017); and a decline in the Manufacturing projects to six (6) (eight (8) in FY2016-2017). Similar to the previous financial year 2016-2017, no applications for duty exemption assistance was received from the Aviation Sector.

Of the eleven (11) applications received:

- 3 were approved by Cabinet as Qualifying Projects;
- 2 were declined; of which 1 did not qualify as a 'qualifying project' and the other a former recipient of duty concession assistance that was not utilized within the required timeframe.
- 3 were pending consideration of the Investment Committee; and
- 3 are yet to be referred to the Investment Committee as applicants are yet to submit other required documentation for finalization of assessments.

The total investment by the above-mentioned applicants into the economy (as indicated in their DCS applications) is estimated to be approximately $80 million Samoan tala.

2. Requests for extension of Duty Concession incentives:

A total of three (3) requests for extension of time were received and assessed of which:

- 2 were approved by the Investment Committee and
- 1 was declined as the request was submitted after the qualifying project's two years' timeframe had already lapsed.

3. Request for Additional Goods:

A total of two (2) requests for additional goods were received from "Qualifying Companies" and both were approved by the Investment Committee.

CODE 121 SCHEME

This scheme is one of the Government's assistance programme to further develop domestic/local businesses in the following sectors; Commercial Poultry Farmers, Commercial Manufacturers of Agricultural Products; Commercial Handicraft Manufacturers and Commercial Elei Garment Manufacturers to effectively manufacture quality competitive products for both the domestic and international markets. The assistance is to allow reduction of Import Duty from 8% to 0 for imported raw materials and other particular materials from overseas suppliers for use by the aforementioned business sectors under the Customs Tariff Amendment Act 2008.

Only two (2) new applications were received and assessed under the Code 121 Scheme. Another application that was received in the previous financial year was also approved in the first 6 months of this financial year, due to awaiting the finalized list of goods from the applicant. All 3 businesses fall under the Category of '*Commercial Manufacturers of Agricultural Products for Export and Import Substitution*', were approved as 'Qualifying Businesses' and referred to the Ministry for Revenue (MFR) for assessment of the businesses' submitted lists of imports for consideration as "approved goods".

As noted in previous years, a small number of applicants are applying each year to utilize the Code 121 Scheme, despite the Ministry's efforts to increase awareness of this Scheme through the Ministry's Awareness days, newspaper advertisements, Ministry website and e-newsletters. Most business operators that fall under the Code 121 scheme are unable to meet the current VAGST threshold of $130,000, which makes their small operations ineligible to receive assistance under the Code 121. The Ministry has worked closely with the MFR to revise the eligibility criteria for the Code 121 Scheme, including lowering the threshold to below $130,000 with an emphasis placed on assisting Small, Medium Enterprises. Unfortunately as at the end of the financial year, the above proposed changes have yet to be included in the Customs Tariff Act 1975.

EXPORT DEVELOPMENT SCHEME

Whilst it was intended that the Export Development Scheme will be implemented in this financial year, further consultations with members of the Export Development Scheme Committee and feedback from the relevant commercial banks has resulted in the launching of the Export Development Scheme being further delayed.

The following are concerns from the relevant commercial banks causing delay in the implementation of the programme:

- Limited duration of the guarantee for only 12 months (which was unacceptable to some banks) especially if the amount borrowed is above $20,000 or up to the stated limit of the guarantee which is $100,000;
- Limited scope of the Scheme i.e. to be applied only to Packaging and Transport Costs; and
- Possible suggested changes to some terms of the current Deed of Guarantee (e.g. Guarantee deed lapsing after 2 weeks of the guarantee being called up for the default loan, monies to be repaid to the bank to be inclusive of all interests and charges up to the date and time that the Guarantee is paid to the bank etc.)

There were also concerns from MFAT on the nature of the programme as an Export-oriented Scheme with its key eligibility criteria being contingent upon export performance, raised potential issues with Samoa's WTO obligations and in particular the WTO's Subsidies & Countervailing Measures Agreement.

Monitoring and Evaluation (including Employment Opportunities created)

The Ministry conducted two (2) inspections to twenty seven (27) beneficiaries within the financial year to ensure their compliance with the conditions of the Duty Concession and Code 121 Schemes.

The inspections also followed up on the progress of each development project in terms of employment, progress to date and whether materials imported under the Schemes are used for the purpose for which they were approved.

It was noted that the majority of projects inspected were compliant with the requirements of the Schemes and imported materials were used in accordance with the purpose for which they were approved. That is, all approved projects were fully compliant (100 % compliance) with the requirements of the Assistance schemes. However, only one of the approved Tourism development projects had not commenced operations by the end of the financial year due to the lengthy delay in resolving some legal issues pertaining to the leasing of land for the Project. This positive compliance record is therefore consistent with previous financial years whereby no instances of non-compliance were affirmed.

Employment Creation

In comparison with the previous financial year, an increase in the number of employment created by these projects was noted with an **increase by 15.6** % that is, from 1,112 to 1,286 as depicted in Table below:

Industry/Sector	Number of Employment in the Qualifying Projects Inspected FY2016-2017	Number of Employment in the Qualifying Projects Inspected FY 2017-2018
Manufacturing Sector	874	906
Tourism Sector	161	303
Aviation Sector	24	24
Code 121 Qualifying Businesses	14	53
TOTAL	**1,112**	**1,286**

The increase in the number of employment created by these private investments is an indication of how Government's assistance programmes are benefitting the wider community with regards to employment creation, income generation and others.

Trade, Commerce and Industry Board

Three (3) meetings of the main TCI Board were held and facilitated by the Ministry during the financial year. This was mainly due to the complexity and technicality of submissions from the Private Sector on Trade, Commerce and Industry matters, requiring sufficient time for the Secretariat to consider and assess before submission to the Board for discussion.

In addition to the main TCI Board Meetings, several meetings were also held by a Sub-Committee of the TCI to consider submissions received from the Private Sector on issues pertaining to improving compliance and Government revenues collected at the border. The TCI Sub-Committee consisted of representatives from the Ministry, MfFR (Customs), SPA, MAF (Quarantine Division), SCCI and the SAME.

Other main issues discussed by the TCI Board during the year include the following:

- Pacific Island Countries Trade Agreement (PICTA) Trade issues, Tariffs Review, Time Release Study (at Customs);
- Duty Reduction on imported materials – as the Private Sector raised the importance of the cost of duty on imports, which significantly impacts on production costs since for most products, raw materials must be imported due to not being available locally.
- High cost of finance for exporters – which the SAME sought to alleviate by re-launching its submission for a Concessionary Finance Scheme (CFS). The objective of the CFS is to improve access to finance and lower costs of finances by providing a mechanism to support economic growth and encourage investment in the export productive sector.
- Exports market access and the need for bilateral trade agreements

IMPROVE INDUSTRY PRODUCTIVITY THROUGH INNOVATION AND CREATIVITY

The World Intellectual Property Day is celebrated every year on the 26th April. The theme this year is "Powering Change: Women in Innovation and Creativity", celebrates the brilliance, ingenuity, curiosity and courage of women who have are still contributing to the world of Innovation and Creativity. For Samoa, the Ministry in collaboration with the SROS and NUS, hosted the 2nd Science Fair Competition for Secondary School. The main objective is to encourage innovation and creativity of young potential scientists and inventors. Fifteen (15) Secondary Schools participated with 13 Schools from Upolu and 2 schools from Savaii.

The caliber of the science fair projects was of high standard and the judges have seen so much potential and talent in our young people. The organizers are exploring the possibility of incorporating other areas such as artistic designs and other sciences and are confident that with the number of sponsoring interests and support, they believe that this will be realized in the nearest future.

SCIENCE FAIR CATEGORIES RESULTS			
Science Project/Invention Category	1st Place	Vaiola College	Project – extraction of DNA
	2nd Place	Vaiola College	Solar Oven Invention
	3rd Place	Leifiifi College	Extraction of Essential Oils
Exhibition/Display Category	1st Place	St Mary's College	
	2nd Place	Robert Louis Stevenson School	
	3rd Place	Vaiola College	
Essay Writing Category	1st Place	Robert Louis Stevenson School	
	2nd Place	Robert Louis Stevenson School	
	3rd Place	Le Amosa College	

COMPETITION AND CONSUMER PROTECTION

The Competition and Consumer Act 2016 (the Act) officially came into effect on the 3rd July 2017. The Cabinet accepted the ADB consultant's report and recommendation to establish a Competition and Consumer Commission to administer the new Act.

Recommendations include:

- The Commission to have only two appointed members together with the Regulator to administer the new legislation for the first 3 years.
- The Commission will work on a part time basis based on the bulk of work needed and can be flexible based on the nature of the work and the budget.
- Members are paid on a part time (allowance) similar to any other Government Committees and Boards.
- The Ministry under the Fair Trading Division to continue hosting the Commission for the first 3 years and provide financial support for all expenses. The Commission will be reviewed after the three years and to be referred to Cabinet for a decision.

In January 2018, Cabinet approved the recruitment of two new Commissioners, Mr. Nonu Lemauga Saleimoa Vaai who is the Chairman of the Commissioner and Mr. Charles Sweeney who is the Deputy Chairman. The Chief Executive Officer of the Ministry was appointment to be the Commission's CEO for the first 3 years whilst the Commission prepares to be an independent body in the near future. Cabinet also approved to start operation of the Commission in February 2018.

Since the commencement of the Act, the majority of work progress of the Commission was mainly on the administrative preparations. Work Plan is in place to guide the work of the Commission for the three years. Fees Regulation is now with the Cabinet for endorsement before it comes into effect.

Two awareness programmes was carried out in Asau and Saleaula and one television advertisement is currently aired until December 2018.

The General Price Order No.2.2017 which came into force on 3rd April 2017 is still valid and will expire on the 3rd July 2019. This is due to operation of transitional clauses in the Act. The law intends to open the market for competition and would there see the removal of price controls. Price controls can be re-introduced for specific goods if the Commission believes that there is no effective competition in the market for those goods.

At the end of this financial reporting, total number of traders increased to 1065 compared to previous financial year. Compliance of traders was monitored through weekly inspections.

METROLOGY - CALIBRATION OF PETROL PUMPS AND PETROL ADJUSTMENT

The calibrations and adjustments of Petrol Stations around Upolu and Savaii were conducted during the financial year to check the accuracy of petrol pumps in the country and also to inform Petrol Owners on fees for servicing there pumps and other administrative stuffs has been enforced on the 1st July 2017. All petrol stations tested were in compliance with certain standards required by law. All suppliers of weighing equipment (scales) have been registered and given certificate of approval to manufacture, sell and repair.

FOOD ('AVA) REGULATIONS 2018 AND AVA STANDARD 2018

Samoa's first Ava Standards was officially launched on the 25th May 2018, at Tanoa Tusitala Hotel.

The aim of the Ava Standard is to ensure that Samoan Ava is produced and stored accordingly to good hygiene standards while maintaining its quality, so that it is safe for consumption and is internationally recognized as a quality product. This standard was initiated by SAME and put together by the SNCC to assist Ava producers and suppliers in Samoa to produce high quality Ava production for the benefits of customers.

It is indeed a major milestone in view of the recent event that led to the banning of Ava exports from Samoa and the Pacific. The Ministry encourages producers, farmers and exporters to ensure compliance with the Act to increase exports of Ava products to overseas markets contributing to the growth of our economy.

Following the launch of the Ava Standard, the Ministry together with Government Ministries was tasked in carrying out awareness programmes for the Standard for all 'ava growers and the community in Upolu and Savaii. Planting materials of 40,000 were also distributed evenly to all 'ava growers in both islands. The awareness was a great avenue in providing a summary of the standard given out to all ava growers as well as presentations from other Government Ministry such as MOH, MAF and SROS who were also involved in the process of Ava standard

DAYLIGHT SAVING TIME

The Ministry conducted a survey to understand the attitudes of the business community and the public towards Daylight Saving Time (DST) which has been implemented over the past seven years. 1,500 questionnaires were distributed and 1,110 responses received. The survey results showed that 55 % of those surveyed supported the DST and 45 % are against the DST. Those in support of the DST are in business ventures such as restaurants, recreational activities, petrol stations and retailers. Those against the DST were mainly concerned with the time school starts and that children are at risk catching transport at the early hours of the morning and rush hours in the morning and a strong opposition from consumers and businesses who experience little benefit of DST in terms of saving electricity.

Cabinet approved DST to September 2018 based on the recommendation provided by the Ministry on the DST Report 2018. These dates can be extended according to advise from the Ministry after a survey of traders and service providers as well as consumers.

End Date	Time	Start Date	Time
		24 September 2017	3:00am to 4:00am
1st April 2018	4:00am to 3:00am		
		30 September 2018	3:00am to 4:00am

OTHER ACHIEVEMENTS

Inspections

Seven hundred and four (704) traders were inspected including follow up inspections during the reporting period. During these inspections, traders were advised and made aware of their obligatory roles. Ninety (90) % of traders complied with their roles. Non-complied traders were given warnings and monitored by follow up inspections.

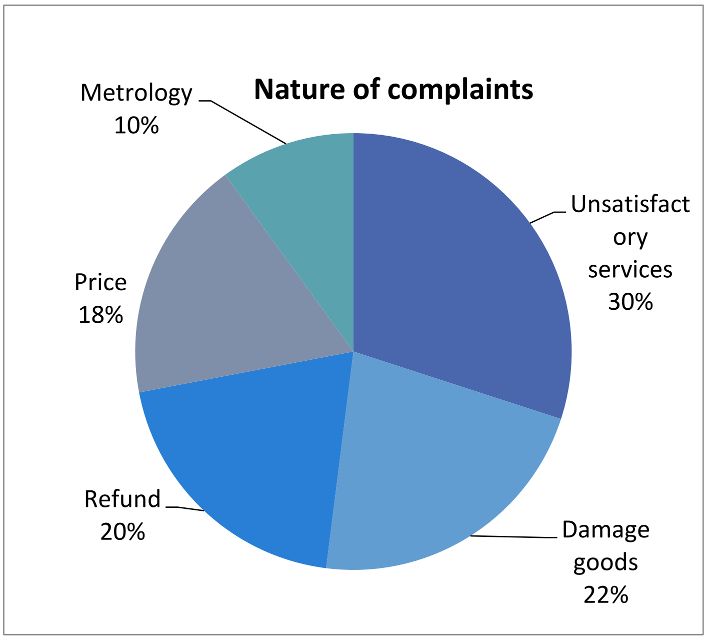
Enquiries

The Division recorded 75 enquiries. Most of the enquiries recorded related to clarification of the Acton consumer protection specifically unfair trade practices and consumer guarantees. Other enquiries were on clarification of Metrology issues.

Complaints

Forty (40) complaints were recorded. These complaints received through telephone, email and in person. Ninety (90) % of these complaints were lodged by consumers as opposed to 10 % lodged by traders against other traders.

The graph presented the nature of complaints. The highest number of complaints fell under unsatisfactory services category include complaints against car dealers, electronic companies and carpentry markets. Complaints relating to damaged products involved faults occur to products experienced after sales. Other complaints were on refund, high pricing and on Metrology issues. As a result, all these complaints were resolved within the period. The vast majority of complaints were resolved on the spot while others were investigated and through to the conciliation process.



World Consumer Rights Day

This is the twentieth year since WCRD was celebrated in Samoa on 15 March every year. The Ministry conducted a public awareness in Saleaula - Itu o Tane, Savaii to honour the special day. Representatives from counterparts including Government Ministry and Corporations were invited to attend. The programme was successful with the high number of participants from the business community and the public in the Itu o Tane. It was an effective avenue to create more awareness and publicize functions of the Ministry and other collaborated partnership particularly in enabling business environment and the protection of people of Samoa in terms of trade.

MCIL SAVAII BRANCH

The Ministry continued to serve its Savaii office since the establishment in 2012 and maintain its objective as a gateway for all matters relating to the Ministry as a whole in the big island of Savaii. It was noted that the number of people visiting the office on enquiries and lodgment of complaints increased mainly in the areas of industrial relation and registries of companies/incorporation due to other new legislations requirements. Savaii office was also hosting a number of consultations/meetings on industrial grievances and seasonal employment using the mini conference as well as the Parliamentary Committee Savaii Inspection. The following activities were conducted during the reporting period:-

a. 361 traders was recorded and inspected on a weekly basis in Savaii during the reporting period including follow-ups. A decrease in total was noted compared to previous year due to the increase in the number of retail businesses with Asian connection, locals were travel overseas for good and some have change in their business activities.

b. Overall, a compliance rate of more than 88% of traders has been observed with all the various obligations under Competition and Consumer Act 2016. 12% represents traders that have not complied mainly in the areas of overpricing, not displaying GPO and sales of goods below approved standards.

c. 443 enquiries received and recorded which shown a rapid increase compared to the previous year (251). Majority of enquiries are related to matters pertaining to the entire Ministry as well as issues for referring to other Ministry such as Revenue, Health, Works and Gambling. The increase was due to the new legislation under the Gambling Control Authority which required the business communities to register under the incorporated societies and charitable trust as well as the increase in the number of people enquired and complained on industrial relations issues.

d. 73 out of 443 were complaints, a total of 38 complaints on industrial relations & labour matters and 35 for over pricing of goods. All cases on Fair Trading matters were resolved while others on labour issues were refered on time to the responsible Division(s).

e. On-going petrol adjustments on a monthly basis and the calibration on a quarterly basis of **eight (8)** petrol stations in Savaii. The team was also involved in the Petroleum Task Force site visit to Savaii on a quarterly basis.

   1. Miriama Petrol Station (Lalomalava)
   2. Amataga Trading (Salelologa)
   3. Amataga Trading (Lalomalava)
   4. Sasaai Petrol Station (Sasaai)
   5. Souls of Samoa (Saleaula)
   6. Leota Lu II Petrol Station (Saleaula)
   7. Siasau Petrol Station (Asau)
   8. Ala ole Mativa Petrol Station (Taga)

1.4 EMPLOYMENT CREATION OPPORTUNITIES FOR LOCAL WORKFORCE AND A SAFE AND A HEALTHY ENVIRONMENT FOR EMPLOYEES AND EMPLOYERS

Strengthening Labour and employment markets supply and demand to improve employment opportunities, and partnerships with development partners and key stakeholders of other key services providers to expand employment opportunities to other trades overseas through the Apprenticeship and the Recognized Seasonal employment schemes. Facilitate employer-employee relationships through effective social dialogue on industrial and employment relations, foreign employee employment permits and occupational safety and health matters.

APPRENTICESHIP SCHEME EMPLOYMENT SERVICES & LABOUR MARKET

At the end of December 2017, we recorded one hundred and thirty-three (133) apprentices under the Training Programme. In the duration of the calendar year, which is January to December 2018, sixteen (16) apprentices left the programme for overseas and personal matters prior commencement of Apprenticeship School Calendar Year. Thirty-nine (39) new entrants were approved to enter the Apprenticeship Training Programme for the 2018 calendar year, making up the total of apprentices at 116 as of end of FY 2017-2018. The decrease is mainly due to students who did not meet the selection criteria. Twenty six (26) Year 4 apprentices successfully completed the programme requirements and graduated in December 2017 in the following trades:

1. Motor Mechanic 5
2. Fitting and Machining 1
3. Electrical 5
4. Plumbing 6
5. Carpentry/Joinery 7
6. Refrigeration/Air Cond 2

Inspections

Routine inspections conducted on new and existing apprentices to ensure full compliance on the requirements under Apprenticeship Act 2014 and Apprenticeship Regulations 2015. Follow up inspections were conducted to reconfirm employment of current apprentices. The set target of combined routine inspections and follow-ups is achieved as reflect in the Apprenticeship Scheme and Labour Market Performance Measures/Indicators in **Appendix 2**

EMPLOYMENT & LABOUR MARKET

Employment Service

Four hundred and eighty four (484) jobseekers was recorded at the end of the period under review, compared to the three hundred and sixty (360) in the previous financial year. A decrease in the number of jobseekers referred to employers for job interviews is due to limited information on jobs available or job offers being advertised on the media such as TV, Radio, Newspapers and internet. Job Placement is out of the jurisdiction of the Ministry as placement is up to the discretion of the employers. To increase the employability of the unemployed youths and job seekers, the Ministry conducted Jobseekers training for those seeking jobs in the labour force. The training include how to prepare a CV, completing of a Job application letter and job application form and trainees are given the opportunity to carry out a practical interviewer/interviewee scenarios.

Employment Vacancies

The number of employment vacancies recorded through the media is 78 which exceeds hundred (100%) percent of the set target of 60. About 30 vacancies lodged and came through the Employment Service. The division have identified the need to explore more options, to gauge and to extract more information on employment vacancies and job offers within workplaces and in the labour market.

Half Yearly Employment Survey/Periodic Survey of Employment:

This activity was carried out in parallel with the implementation of the 2016 Labour Market Survey. The survey reveals the three (3) top industries that have highest average weekly earnings in comparison to the outcome of the 2013 Labour Market Survey which are as follow;

- The Financial and insurance activities has the highest average weekly earnings of 1373.4 compare to 198.8 in 2013.

- Public Administration and Defense; compulsory social security is 2nd to the highest which is 986.88 compare to 316.8 in the 2013 survey.

The dramatic change was mainly due to the continuous growth and increase in terms of profits gained from the two top industries namely Financial and Insurance activities and Public Administration and Defence; compulsory social security. One of the factors that contributes to the significant change is the calibre of employees who are employed at these specialized areas with matching of skills demands and supply within these industries. The consistency for the increase of productivity and the achievement of projected and targeted outputs each year is also considered as one of the contributing factor.

Trainings and Awareness Programmes

A combined programme for Jobseekers Training and Industry Awareness was held in Savaii. The objective of the combined programme was to increase and promote awareness of clients, stakeholders and the community of the Apprenticeship Training Scheme and the Employment Services and to provide training for jobseekers. More than hundred representatives from the villages' youth and churches and college students attended the awareness programmes. From the post evaluation, it showed the participants are fully aware of the entry requirements for the Apprenticeship Training Scheme, as well as the Trade Tests Scheme and how to prepare themselves in applying for suitable job vacancies.

SEASONAL EMPLOYMENT SCHEME

The transfer of the Seasonal Employment Scheme to the Ministry in July 2017 was an important step in efforts to increase labour export. Importantly, the re-organization allows for synergies to be realized between SEU and employment services expertise that already exists within the Ministry. Preparing seasonal workers prior to their contract engagement in both Australia and New Zealand remains a critical component of the work undertaken by SEU. It is anticipated the role and function of the SEU will expand to include not only seasonal employment but also looking at other potential industries such as professional services, sports and trades. Since the establishment of the SEU, there have been significant changes to the magnitude and extent of the work of SEU. To date key changes to the programme are as follows:

Recognized Seasonal Employers Scheme (NZ): Horticulture and Viticulture Industry

Samoa became the overall second biggest source country for the RSE scheme with registered growth in numbers and have successfully engage more than five new employers. At the end of the period under review, total number deployed for seasonal work in NZ is 1,878 an 11 % increase compared to previous financial year and engaging a total of 39 Employers. The contributing factor to this success is the active role of the Liaison officer in New Zealand who is pushing for more employment opportunities in the RSE Scheme with employers. **Appendix 3** shows RSE numbers by countries by financial year since Samoa joined in 2007.

Seasonal Workers Programme (Australia): Horticulture and Agriculture Industry

Five hundred and twenty-seven (527) seasonal workers were deployed for the SWP (close to 70 % increase compared to previous period) and engaging eight (8) Employers. The Ministry is foreseeing an expansion in the role of the SEU with the possible recruitment of a Liaison officer in Australia to actively market and engage with employers for more employment opportunities for our local citizens. **Appendix 3** shows how Samoa stands with other Pacific Countries under the SWP.

Pacific Trade Initiative (PTP) NZ: Trades/Carpentry

As part of its steadfast commitment to champion efforts for job creation opportunities for Samoan citizens, the Government through the Pacific Trade Partnership with NZ recruited 14 skilled Carpentry/Joinery tradesmen to assist with the Canterbury Rebuild Employment programme and engaged four (4) Employers. It is important to note the successful recruitment of the first female in the programme. The initiative provides a valuable opportunity for the Government to work collaboratively with other local industries and agencies to be part of an endeavor that contributes to the socio-economic development of individuals and families.

Future Work of the SEU

Preliminary discussions are also underway in relation to extension of scope of the current schemes thus enabling more Samoan citizens to take up employment opportunities in other sectors outside Agriculture and Horticulture. This includes a pilot programme for the Tourism industry and fishing industry in NZ and the Pacific Labour Scheme for Australia to enable citizens of Pacific Island countries to take up low and semi-skilled work opportunities in rural and regional Australia for up to three years. The PLS is expected to commence by the end of 2018 and will focus on sectors and industries that generally match employment projections in Australia and Pacific skills sets in the accommodation and food services industry, health care and social assistance industry and non-seasonal agriculture, forestry and fishing industries.

INDUSTRIAL RELATIONS, FOREIGN EMPLOYEE EMPLOYMENT PERMITS & OCCUPATIONAL SAFETY AND HEALTH

INDUSTRIAL RELATIONS

Inspections and complaints

In the period under review, the Industrial Relations Unit (IR) prioritised its regulatory role to businesses and organisations recorded having been subject to a complaint of grievance. The number of inspections is relatively modest each year with 69 inspections conducted for this reported period, compared to the 62 inspections during the previous financial year. Inspections are generally based on identified risk-based compliance to avoid proactive inspections given the limited resources. In the current financial year, 138 grievances were lodged with 92 % resolved compared to the previous financial year with 132 grievances lodged with the Ministry and 81 % were resolved.

Promotion and social dialogue

Twenty (20) awareness programmes were held including public workshops and one-on-one sessions to 400 participants. This is an increase from the 13 awareness-raising programmes delivered to an audience of 325 in the previous financial year. The main purpose of these programmes is to influence compliance through promotion and information sharing.

International Labour Standard Reporting

Samoa has an obligation as a member State of the International Labour Organisation (ILO) to report on the legal implementation of ILO Conventions which Samoa has adopted since becoming a member State in 2005. Two ILS Reports (C100 Equal Remuneration Convention and C111 Discrimination and Occupation Convention were submitted to the ILO, Geneva fulfilling our obligation for this financial year. The Ministry has commenced taking steps within this financial year to assess the need for Samoa to ratify the Labour Inspection Convention, 1947 (No. 81) to make its practices consistent with the requirements of the ILO.

FOREIGN EMPLOYEE EMPLOYMENT PERMIT

The Employment Permit team under the Industrial Relations Employment Permit Occupational Safety & Health Division is responsible for assessing and issuing of FEEPs. Further, they are mandated to conduct inspections to ensure compliance. This financial year saw an increase of foreign workers by 0.6 % with a total of 583 FEEPs approved compared to 579 issued in the previous financial year, thus contributing to a 2 % increase of Non Tax Revenue of $649,450.00 collected compared to $636,130.00 for FY2016-2017.

Appendix 3 provides a breakdown of FEEPs issued by countries and industries that rely heavily on the recruitment of foreign talent. Of the total number of FEEP issued, 38 % are female and 62 % are male. The increase in male percentage correlates to high number of FEEP issued to the Construction, Tourism & Hospitality, Special Trades, Wholesaling and Retailing Industries. An estimate of 54 percentage of employment permits were issued to Fijian and Chinese citizens working within the construction, tourism & hospitality, and domestic industries.

The Employment Permit team conducted sixteen (16) awareness programmes to inform employers and employees of their obligations with regards to abiding with renewal of FEEPS upon expiration. This has been a challenge as there continues to be evidence of non-compliance identified through monthly inspections. Furthermore, the *'Foreign Employee Employment Permit Policy 2017'* was approved and endorsed by Cabinet in December 2017 and came into force on the 1st of July 2018.

ENFORCEMENT OF OCCUPATIONAL SAFETY AND HEALTH

The OSH Unit's performance of key performance indicators achieved 83 % for FY2017-2018 in comparison to that of the previous financial year (67 %). The Unit's KPIs were revised to be more realistic reflecting the current practices and available resources. Nonetheless, as a result of regular workplace inspections and awareness programmes compliance has increased by 23 % for FY2017-2018 (82 % compliance overall) in comparison to the average percentage in FY2016-2017 (overall 59 %).

Inspections

A total of 112 initial inspections and 103 follow up inspections conducted for businesses, Ministry and corporations for FY2017-2018. As an overall measurement based on the total number of private sector, Government Ministry and SOE's, it is estimated that a monthly target of at least 10 inspections to be undertaken and completed from each sector. However, to enable this will entail an increase in staff numbers. In addition, a more formalized monthly submission of reports by the assessed categories could be another possibility to increase awareness and to improve general information gathering within the sectors.

Investigations

For the FY2017-2018 a total of 17 accidents was reported to the Ministry, 65 % was resolved in the period under review. Severe accident reporting still requires improvement to ensure the Ministry is informed when such events occur. Assessment of the current reporting framework needs to be assessed to create a more efficient and seamless information gathering, inspection and resolution framework. The severe accident reporting pathway could be considered for a one stop shop solution. It would be ideal that the report be received by the Ministry and that the Ministry circulates this file for review with other partner SOE's and Ministry to improve efficiency.

Promotion and social dialogue

Awareness campaigns have improved significantly for the sector which is reflected by the improved accident and incident reporting. There have also been increased requests by 30 % initiated by industry to gain more insight into the requirements of the respective legislation. This validates the significance that stakeholders place on the Ministry as a source of important and useful information.

Professional development

Improvements have been noted with general staff performance of duties as their understanding of OSH increases, however there is a need for secondment training to gain practical experience on OSH implementation may be a consideration in the future for staff showing long term commitment in the role.

Samoa National Occupational Safety and Health Task Force

The formulation of the National OSH Task Force in February 2017 contributed immensely in the development of the Samoa National OSH Framework *('Framework')*. The Framework paves the strategic direction for promoting and improving both health and safety. For the period 2018-2019 to 2022-2023 the Taskforce has identified the following sectors/industries as a priority for OSH improvement: Construction, Manufacturing, Electrical and Agriculture.

The following health-related issues have been prioritised by the Task Force for the first quinquennial component, for assessment of OSH impact and their management in protecting the ongoing health of workers; Use of chemicals in workplaces, Mental health, Lifestyle and Ergonomics.

SECTION 2 OUR PEOPLE

At the end of the financial year, there were 86 staff members; 39 (45 %) are males and 47 (55 %) are females servicing the Ministry from the Management team to officer level in both Upolu and Savaii. Nine (9) are Senior Executives including the CEO, who take the leadership role in managing and leading nine (9) different divisions of the Ministry.

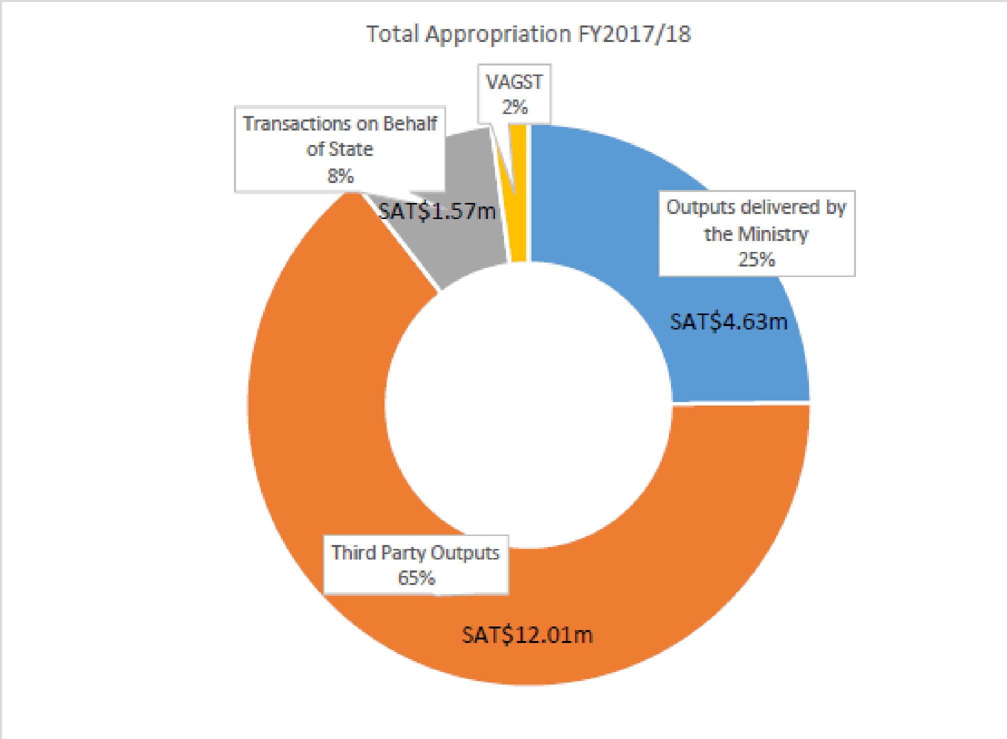
The Ministry places high value in recruiting qualified and competent staff to perform and deliver its services effectively and efficiently. The Ministry supports personal and professional development of its staff, therefore the Management team and staff are given the opportunity to pursue higher tertiary qualifications at the National University of Samoa and the University of the South Pacific. Staff members are given the chance to participate in relevant courses and trainings locally and internationally to up skill their skills and knowledge of the changing global environment the Ministry is operating in. Understanding these global changes enables staff and the Ministry to formulate and adopt new policies that will comply with these changes at the same time enhances its service delivery.

The Ministry was invited to attend a total of 52 trainings, meetings and conferences overseas in the financial year. Fifty-five (55) staff members (28 males and 27 females) were fortunate to attend these international meetings and trainings. The Ministry was invited to attend 12 (5 males and 7 females) in-country training sessions. Staff members who had attended these trainings/meetings/conferences presented on lessons learnt during our weekly Knowledge Sharing Sessions. The Ministry was also invited by the National University of Samoa to present on the application of various legislation mandating the roles and functions of the Ministry, as well as on issues related to professional and code of ethics in the workplace.

In terms of education level, 86 % of the staff members have attained graduate level and higher qualifications and 14 % of the staff had completed high school level. The Ministry ensured that these staff members have on the job training and were included in the nomination of representatives for local and overseas trainings and meetings depending on their area of work. The Ministry continuously supports the development and recognition of its staff through its annual Staff Awards.

SECTION 3 FINANCIAL PERFORMANCE

The funds appropriated for the Ministry for financial year 2017-2018 is highlighted in **Chart 1.** Of the total approved appropriation for the financial year of **SAT$18.6m 25%** were for **Outputs Delivered by the Ministry** for its yearly operations and staff salaries and benefits, **65% were for Grants to Third Parties** under the sector (STA & SBEC), and **10% were for Transactions on Behalf of State** such as Membership fees to International Organizations, Government contribution to the private sector and rent and lease charges for office spaces.



The approved funds for the Ministry in FY 2017-2018 increased by 21% compared to FY 2016-2017 due to the one-off citizenship promotion trip planned out to Papua New Guinea, the slight increases in grants and subsidies to Third Parties and other minor additions to the majority of divisional budgets.

EXPENDITURE

At the end of the financial year, the Ministry utilized **95%** of the $4.6m appropriated for the **Outputs delivered by the Ministry**. The lowest spending output was the Apprenticeship and Employment division due to unutilized allowances provisions for the Apprenticeship Council and Examiners for Trade Test examinations budgeted under Personnel and funds from Operations were not utilized within the payment timeframe.

One hundred per cent (**100%**) of **Third Party Transactions** was distributed to STA and SBEC for the financial year. For the **Transactions on Behalf of the State**, only **77%** of the funds were utilized. The Investment Mission to Papua New Guinea was suspended due to prioritization of recovery work for Cyclone Gita that hit the country in February 2018. This has impacted on the VAGST provision with only 60% was collected from goods and services as well as from rent/leases activities. The support rendered by the Government under the Apprenticeship Training Scheme still perpetuates to upgrade trade skills of men and women for a productive workforce.

REVENUE COLLECTION

Non Tax Revenue projection has increased by 23% with a total of SAT$1.55m compared to the previous financial year projection of SAT$710,371.00. The increase is due to fees for the Citizenship by Investment Programme which was expected to collect more revenue, however, one application received was later withdrew. One application was approved to be an Agent and the fee of SAT$50,000 was paid. Overall, the Ministry has collected 99% of its revenue projections for the financial year 2017-2018. The high collection were from revenue sources for the calibration of weights and scales and petrol stations, issuance of foreign employee employment permits and registration of companies and intellectual properties.

The Ministry's financial performance is outline in its **Statement of Receipts and Expenditure Appropriation Account** f**or the Financial Year 2017-2018** prepared by the Ministry of Finance in the next page.

STATEMENT OF MINISTRY RECEIPTS BY REPORTING CATEGORY ***SCHEDULE 2.5***

AND EXPENDITURE BY OUTPUT

APPROPRIATION ACCOUNT

for the financial year ended 30 June 2018

COMMERCE, INDUSTRY & LABOUR		Notes	2018 $	Original Estimate $	Final Estimate $	(Over)/Under $	2017 $
RECEIPTS							
Ordinary Receipts							
Other Revenues							
	Fees & Other Charges		1,140,406	1,155,041	1,155,041	14,635	935,605
TOTAL RECEIPTS			1,140,406	1,155,041	1,155,041	14,635	935,605
PAYMENTS							
Outputs							
1.0	Policy Advice to the Responsible Minister		842,785	861,835	875,668	32,883	680,903
2.0	Seasonal Employment Unit		352,274	358,947	368,169	15,896	0
3.0	Management of Investment Promotion & Industry		509,791	538,278	547,500	37,710	526,176
4.0	Enforcement of Fair Trading and Codex Development		700,805	736,746	743,932	43,127	688,345
5.0	Administration of Apprenticeship Scheme & Employment Services		549,214	598,239	612,072	62,858	497,141
6.0	Enforcement of Labour Standards & Work Permits		508,558	517,960	529,026	20,468	464,601
7.0	Enforcement of Occupational Safety & Health Standards		297,088	292,851	303,917	6,829	271,081
8.0	Management of the Registries of Companies & Intellectual Properties		636,052	631,473	648,264	12,212	586,957
Total Outputs			4,396,567	4,536,327	4,628,550	231,983	3,715,205
Third Party Outputs							
Samoa Tourism Authority (STA)			11,410,431	11,410,451	11,410,451	20	9,048,424
Samoa Business Enterprise Centre (SBEC)			600,000	600,000	600,000	0	450,000
Total Third Party Outputs			12,010,431	12,010,451	12,010,451	20	9,498,424
Transactions on Behalf of State							
Membership Fees							
	International Labour Organisation		10,462	11,142	11,142	680	10,046
	International Organisation for Consumer Union		1,325	6,200	6,200	4,875	1,330
	World Intellectual Property Organisation(WIPO)		7,405	12,000	12,000	4,595	8,407
	World Association of Investment Promotion Agency		13,311	14,500	14,500	1,189	7,597
	United Nations Industry Development		2,097	11,560	11,560	9,463	1,665
	Corporate Registry Forum		1,023	1,065	1,065	42	0
			35,622	56,467	56,467	20,845	29,045

Government Policies / Initiatives					
Contribution to Private Sector	200,000	200,000	200,000	0	200,000
Apprenticeship Training Provider NUSOT	133,405	178,000	178,000	44,595	151,670
Citizenship Investment Act 2015	0	150,000	150,000	150,000	0
	333,405	528,000	528,000	194,595	351,670
Rents and Leases					
ACB Building Rent/Lease	673,771	704,977	704,977	31,206	681,382
Yazaki Rent/Lease	232,008	928,033	232,009	1	696,024
Rent - Fair Trading Division Office in Savaii	4,070	5,616	5,616	1,546	3,256
Rents & Leases for Home and Office of the Samoa Liaison Officer (NZ) for RSE	28,614	39,312	39,312	10,698	0
	938,463	1,677,938	981,914	43,451	1,380,662
VAGST Output Tax	233,827	380,505	391,201	157,373	283,098
Total Transactions on Behalf of State	1,541,317	2,642,910	1,957,582	416,265	2,044,475
TOTAL PAYMENTS - COMMERCE, INDUSTRY & LABOUR	17,948,314	19,189,688	18,596,582	648,268	15,258,104
RECEIPTS OVER PAYMENTS	(16,807,909)	(18,034,647)	(17,441,541)	(633,633)	(14,322,499)

GOVERNMENT DEVELOPMENT PROJECTS

		2018	**Original Estimate**	**Receipts**	**Payments**	**Opening Balance**
		$	**$**	**$**	**$**	**$**
Grants - GDP						
Enhanced Integrated Framework Trade (UNDP)		1,144,604	4,252,468	1,873,529	1,586,953	858,028
Private Sector Investment Programme (NZ)	*e*	0	445,550	0	0	0
TOTAL GOVERNMENT DEVELOPMENT PROJECTS		1,246,430	4,698,018	2,114,911	1,726,508	858,028

Notes

e Projects not on Finance One. Estimates declared by donor for FY2018 as per Budget Book.

Additional Financial Information

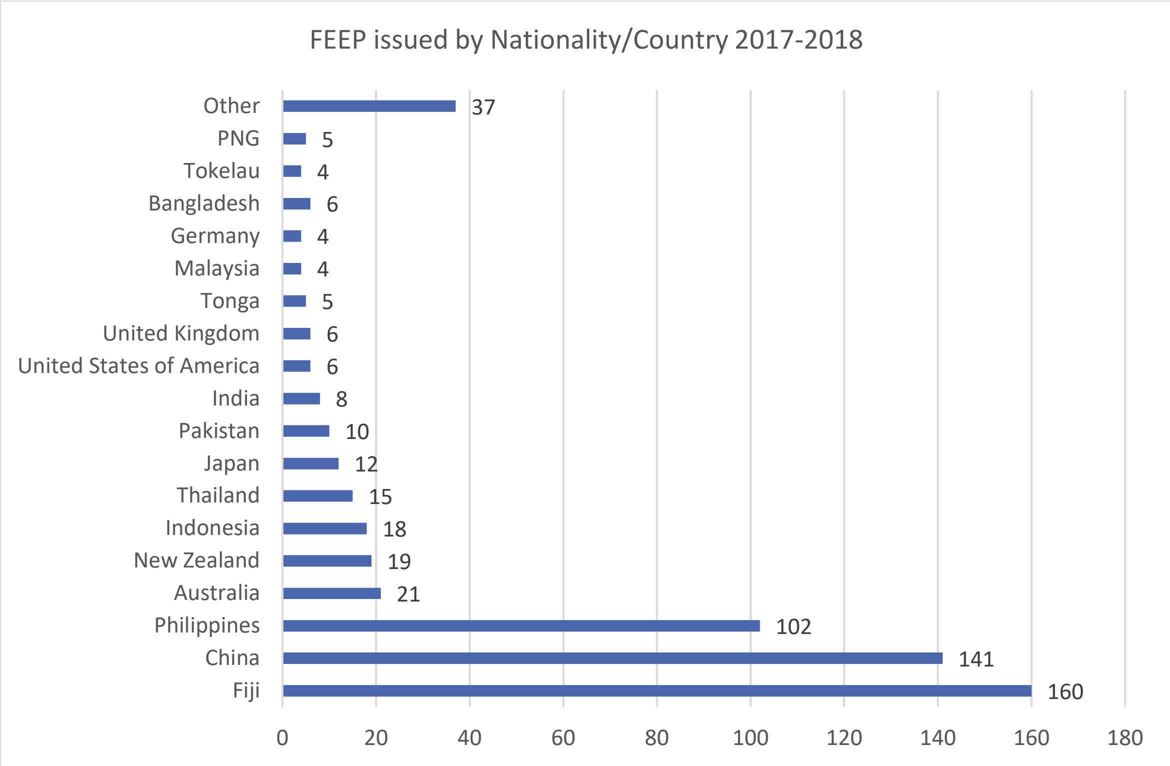
	FY2018	FY2017
	$	$
1 Schedule 6 - Statement of Receivables		
Government Ministries Receivables	2,230	3,525
2 Schedule 9 - Statement of Fixed Assets		
Confirmed Total Assets Balance	2,002,485	1,824,705

APPENDICES

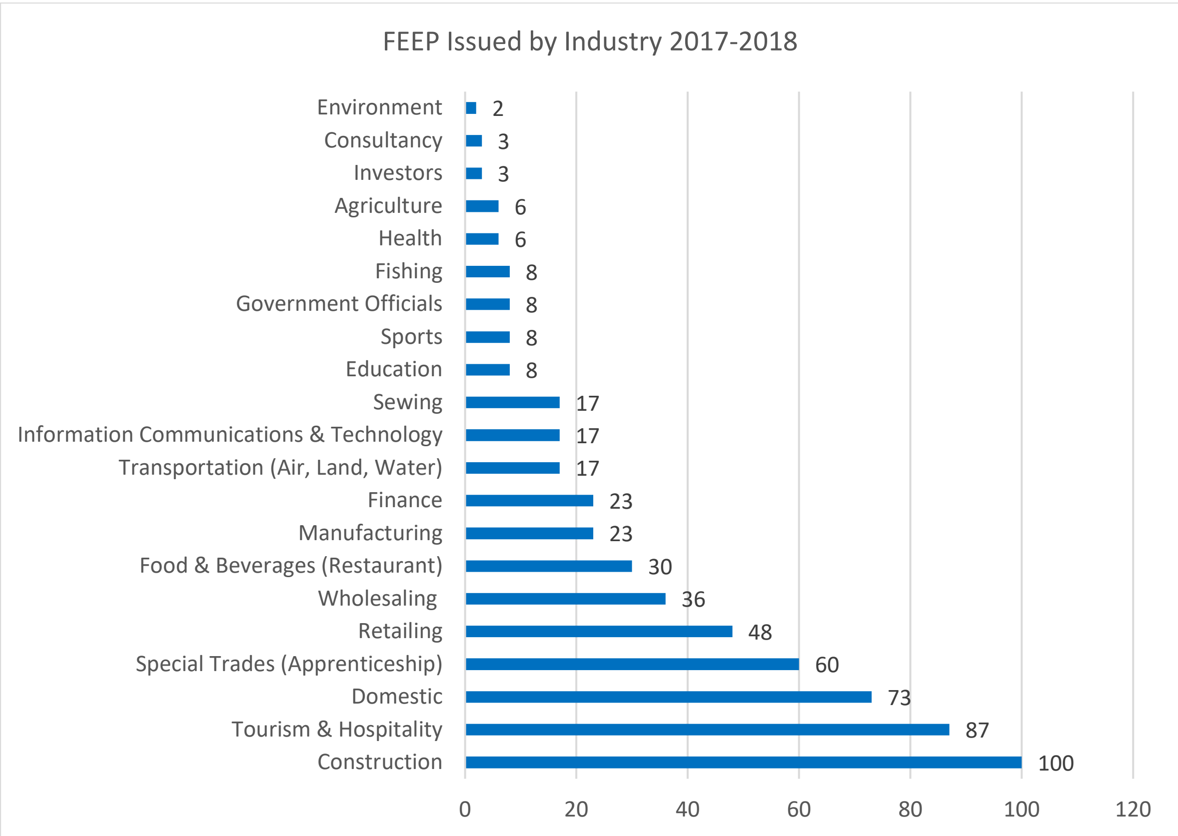
Appendix 1: LEGISLATION and REGULATIONS

1	Apprenticeship Act 2014	17	Incorporated Societies Regulations 1973
2	Apprenticeship Regulations 2015	18	Intellectual Property Act 2011
3	Charitable Trusts Act 1965	19	Intellectual Property Regulations 2015
4	Citizenship Investment Act 2015	20	International Date Line Act 2011
5	Citizenship Investment Regulations 2016	21	Labour and Employment Relations Act 2013
6	Companies Act 2001	22	Labour and Employment Relations Regulations 2015
7	Companies Regulations 2008	23	Metrology Act 2015
8	Competition and Consumer Act 2016	24	Occupational Safety and Health Act 2002
9	Cooperatives Societies Ordinance 1952	25	Occupational Safety and Health Regulations 2014
10	Cooperatives Societies Regulations 1954	26	Personal Property and Securities Act 2013
11	Copyright Act 1998	27	Public Holidays Act 2008
12	Credit Union Act 2015	28	Receiverships Act 2006
13	Daylight Saving Act 2009	29	Securities Act 2006
14	Foreign Investment Act 2000	30	Trade Commerce and Industry Act 1990
15	Foreign Investment Regulations 2011	31	Transitional Provisions Act 2006
16	Incorporated Societies Ordinance 1952		

Appendix 2: FEEP Data from 1 July 2017 – 30 June 2018



****Other Countries**: Brazil, Chile, Czech Republic, France, Ireland, Italy, Lebanon, Mauritius, Myanmar, Netherlands, Nigeria, Peru, Poland, Solomon Islands, Spain, Sri Lanka, Trinidad & Tobacco, Vanuatu



Appendix 3: Recognized Seasonal Employment and Seasonal Workers Programme

Table 1: RSE (NZ)

Country	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
Fiji								30	92	355
India	41	77	25	40	15	25	28	27	35	35
Indonesia	249	271	271	304	299	303	305	313	321	323
Kiribati	69	38	48	149	142	138	127	136	162	189
Malaysia	364	374	406	375	317	273	308	333	335	321
Nauru	0	0	0	0	0			20	20	17
Papua New Guinea	0	0	0	6	6	31	58	96	68	121
Philippines	80	76	75	74	74	68	68	67	67	66
Samoa	647	1228	1021	1219	1162	1137	1169	1238	1454	1690
Solomon Islands	238	311	256	252	407	423	491	511	590	593
Taiwan	195	12	54	31	31	34	34	20	20	20
Thailand	805	684	727	827	658	565	588	624	637	634
Tonga	99	1355	1142	1411	1398	1573	1538	1563	1687	1822
Tuvalu	1698	49	54	51	88	56	71	70	64	80
Vanuatu	0	2342	2137	2352	2412	2829	3070	3435	3726	4171
Vietnam		1	0	0	0	1				
Grand Total	**4485**	**6818**	**6216**	**7091**	**7009**	**7456**	**7855**	**8483**	**9278**	**10437**

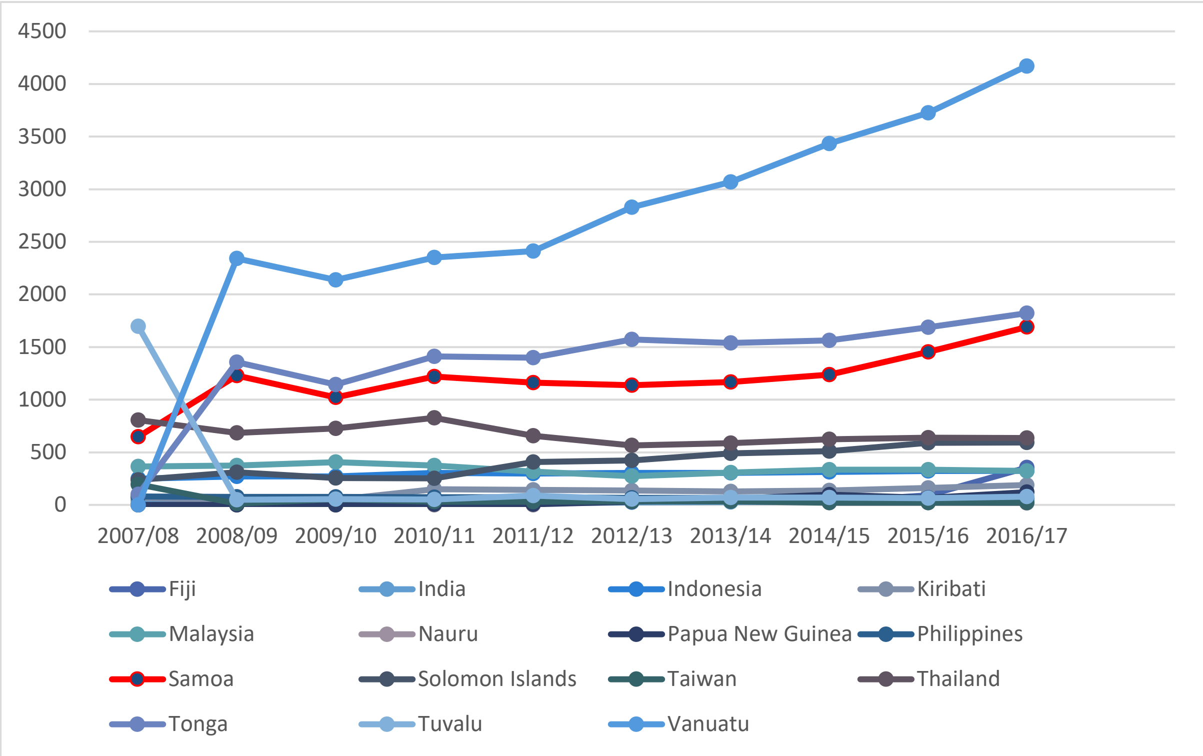
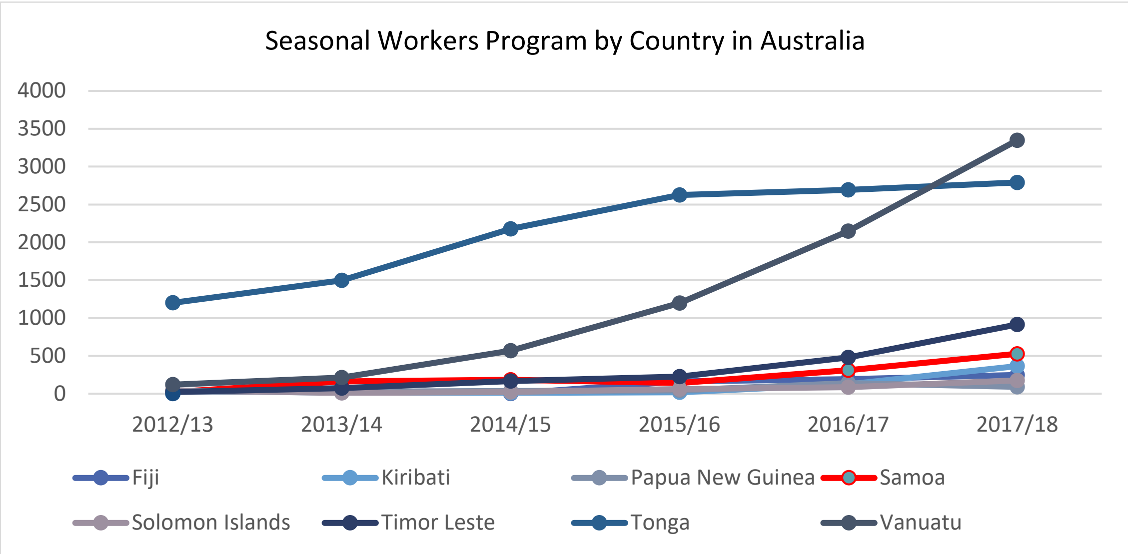


Table 2: Seasonal Workers Programme Participation by Nationality

Country	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
Fiji			<5	160	190	247
Kiribati	34	14	11	20	124	364
Papua New Guinea	26	26	35	42	139	92
Samoa	22	162	185	140	309	527
Solomon Islands	42	9	21	61	87	175
Timor Leste	21	74	168	224	477	914
Tonga	1200	1497	2179	2624	2691	2790
Vanuatu	119	212	567	1198	2149	3348



Appendix 4: Annual Review of the Performance Measures/Indicators for Financial Year 2017/18

OUTPUT 1 POLICY ADVICE TO THE MINISTER OF COMMERCE INDUSTRY AND LABOUR

	Baseline Data	2016-17	2017-18		
Performance Measure/Indicator	**Baseline (Base Year)**	**Estimated Actual**	**Budget Standard or Target**	**Traffic Light Progress Indicator**	**Output Manager's comments on progress towards achievement of the Target they have been funded to deliver, including what corrective actions are being taken**
2016/2017 annual report tabled in parliament	N/A		June 2018	Completed/ Achieved	The Parliamentary Committee - Economic Sector have completed the discussion of the Annual Report and recommendations will be tabled in the next Parliamentary session
Annual HR report for PSC and Procurement report for MOF submitted on time	N/A	3 quarterly HR report to submit within FY16-17. 3 quarterly Procurement report to submit within FY16-17	3 quarterly HR and Procurement reports to submit within FY17-18	Completed/ Achieved	All reports were submitted on time
Share of Commerce and Manufacturing Sector to the National Gross Domestic Product	New Measure	new measure	40% of GDP	Completed/ Achieved	41.03% of GDP. Commerce sector made up 33.29% of GDP with a value of ST636.6 million. Manufacturing sector (including food and beverage manufacturing) comprised 7.4% of GDP with a value of ST148.1 million. Both sectors contributed ST784.7 million (41.03% to GDP. GDP is valued at ST1.912 billion for this reporting period
2 x legal trainings for staff on new legislations	New Measure	June 2017	June 2018	Completed/ Achieved	
Provide legal advice on at least 3 existing legislation	New Measure	June 2017	June 2018	Completed/ Achieved	

Provide legal support for review of at least two service contracts and tender documents	New Measure	new measure	June 2018	Completed/ Achieved	

OUTPUT 2: SEASONAL EMPLOYMENT UNIT

	Baseline Data	2016-17	2017-18		
Performance Measure/Indicator	**Baseline (Base Year)**	**Estimated Actual**	**Budget Standard or Target**	**Traffic Light Progress Indicator**	**Output Manager's comments on progress towards achievement of the Target they have been funded to deliver, including what corrective actions are being taken**
Number of workers screened and deployed: New Zealand and Australia	1200 (2010-2011)	1600 400	1600 400	Completed/ Achieved	Record increase in number of workers deployed for seasonal work in both NZ and Australia. Total number for RSE /NZ is 1878 (11% increase). Total number for Australia is 527 (close to 70% increase).
Number of Employers recruiting from New Zealand and Australia	28 (2010-2011)	36 7	36 7	Completed/ Achieved	The target number of employers for both main schemes for FY 17/18 were achieved: RSE (45), Australia (8). A number of key determinants were the active role of Liaison Officer based in NZ in driving marketing activities, SEU directly marketing to employers in Australia, growth in business for employers and the positive impact of Samoan seasonal workers on current employers.
Capacity building: Number of trainings, site visits secondment for staff in: New Zealand, Australia	N/A	15 15	15 15	Completed/ Achieved	As part of ongoing efforts for SEU personnel to boost their knowledge and capacity to actively engage in labour mobility related activities and discussions, staff participated in a number of forums, trainings and workshops regionally and locally.

Number of pre-departure orientations and debriefings conducted for workers.	1	200	200	Completed/ Achieved	Preparing seasonal workers prior to their contract engagement in both Australia and New Zealand remains a critical component of the work undertaken by SEU. For RSE, content of pre-departure pack for workers was revised and updated to reflect important topics to all stakeholders.
Liaison Officer (NZ based): Number of monthly reports submitted to CEO and Unit.	N/A	24	36	Completed/ Achieved	The Liaison Officer (LO) based in Hawkes Bay NZ is continuing with direct reports to the CEO and SEU in relation to incidents where intervention is required and updates following visit to employers and SEU workers. The Samoa LO portfolio also now includes an employer within the meat works industry (AIP Scheme)
Conflict Resolution: Number of complaints/cases handled by the unit with regards to existing policies (eg. Stand down/village ban) and processes (eg. Worker recruitment).	New Measure	50	50	Completed/ Achieved	12 cases were referred to SEU for FY, with 97% resolution rate. As part of its revised grievance handling process, the Ministry's legal team is also now engaged in the resolution process
Information Management System: Website and Electronic Labor Mobility System (ELMS) Database to be fully operational.	New Measure	Nov-16	Nov-17	Completed/ Achieved	
Satisfaction of employers and other agencies with Units service delivery as measured by findings from end of season survey.	New Measure	100%	100%	Incomplete	Survey inconclusive thus far as only 45% of employers have responded. Some employers awaiting the return of their Samoan groups in September before sending feedback.

OUTPUT 3: MANAGEMENT OF INVESTMENT PROMOTION AND INDUSTRY DEVELOPMENT

	Baseline Data	2016-17	2017-18		
Performance Measure/Indicator	**Baseline (Base Year)**	**Estimated Actual**	**Budget Standard or Target**	**Traffic Light Progress Indicator**	**Output Manager's comments on progress towards achievement of the Target they have been funded to deliver, including what corrective actions are being taken**
The number of new applications, and requests for additional goods & extension of the concessional period received and approved under the Duty Concession Scheme (Tourism & Manufacturing Development)	15 (FY2009/2010)	10	10	Completed/ Achieved	
A total of 10 new applications were received in this financial year (2 approved, 2 declined with 1 declined application re-submitted to the Investment Committee for re-consideration of previous decision, 3 pending IC decision and 3 in progress awaiting further information from applicants.) 4 from Tourism sector, 5 from Manufacturing sector and 1 from a Bottled Water sole trading business that did not meet the requirements for a Qualifying Manufacturing Development Project. **REQUESTS FOR EXTENSION OF TIME FOR INCENTIVES**: Four (4) requests were received for extension of timeframe (3 approved and 1 declined) **REQUEST FOR ADDITIONAL GOODS:** Two (2) requests received for additional goods (both approved) **OTHER ACTIVITIES**: 4 Investment Committee meetings were held and attended for the reporting period. 2 Inspections were conducted to qualified projects within this reporting period (1 in Upolu, 1 Savaii)					
Date by which the Duty Concession Scheme 6 monthly progress reports are submitted to Cabinet through the Minister of Commerce, Industry & Labor	N/A	1st report- 30 September 16 2nd report- 24 December 16 3rd report- 31 March 17 4th report- 30 June 17	1st report - 30 June 2017 2nd report - 24 December 2017	Incomplete	Due to there being no substantial changes in the 6 monthly DCS reports and to better align with the Annual Reporting period, it was decided that the DCS Reports will be done once annually. Hence the 6 months to 24th December 2017 will be included in the one DCS Annual Report for the financial year ending 30th June 2018

The number of small operators applying for duty exemption received and approved under the Code 121 Scheme (Manufacturers - agricultural, handicraft, elei and garment; commercial poultry farmers)	5 (FY2008/2009)	5	5	Incomplete	3 applications were received and assessed under the Code 121 Scheme; all 3 were Categorized under the "Commercial Manufacturers of Agricultural Products for Export and Import Substitution" Category and were duly approved. The low number of applications received was due to the threshold of $130,000 which most of the small and medium enterprises do not meet.
Date by which further review of the eligibility criteria (threshold) will be completed for Code 121.	N/A	31 December 2016	31 December 2017	Incomplete	Ministry for Revenue agreed in January 2018 on several changes to the current Eligibility Criteria for the Code 121 Scheme, including lowering the threshold to below $130,000 and a particular emphasis on assisting Small, Medium Enterprises. However, still written awaiting confirmation from the MFR for the agreed changes to be formalised into the relevant law i.e. required amendments to the Customs Tariff Act 1975
Date by which the Export Development Scheme (EDS) programme is implemented	New Measure	July 2016 - December 2016 for implementation. Programme will be ongoing	July 2017 - December 2017 for implementation. Programme will be ongoing	Incomplete	Intention for EDS Programme to be launched and implemented by year end June 2018 not achieved due to further issues raised (as briefly summarised in the Annual Report narratives), following further consultations with EDS Committee members and with relevant banks in March 2018, which requires further review and consideration before the EDS can be launched.
The number of applications received, assessed and approved by the EDS Committee and Cabinet.	N/A	3	3	Incomplete	No applications received as EDS Programme is still under review and is yet to be launched.

The number of public awareness programmes on all schemes conducted including the Citizenship Investment Programme to be conducted on tv/radio/newspaper and with various private sector associations.	N/A	6	6	Completed/ Achieved	15 public awareness programmes were conducted to promote investment and the available schemes. 2 - MCIL awareness programmes conducted in Savaii (Itu Asau & Itu o Tane), 3 - SBEC roadshows Upolu (Falelatai, Falealili, Sapunaoa), 3 - Trade/Career Fests (Guangdong, SBEC & SQA), 2 Non-compliance Awareness Programmes and 1 - through Facebook posts, 1 Public Service Day There have also been 3 public notices on newspaper to advise and remind all FIEs of their obligations to annual renewal of their FICs and submission of annual status reports as required under the FIA 2000
Date by which the Investment Mission is to be carried out to promote the Citizenship Investment Act	New Measure	January 2017	July 2017	Incomplete	Put on hold as per Cabinet Directive of FK (18)11 suspending all funded Government overseas travels as Samoa under goes rebuild works from after effects of cyclone Gita. The Ministry will look at having this mission in FY2019/2020.
The number of new, renewals and amendment applications received and approved for foreign investment registrations.	37 (FY2009/2010)	60	80	Completed/ Achieved	A total of 312 applications received, assessed and approved: New Applications: 66 for the following sectors; (Professional Services - 25, Manufacturing - 5, Tourism - 4, Restaurant - 6, Wholesaling and Retailing - 14, Exporting and Importing - 6, Air Services - 2, Information Technology - 1, Construction - 1 & Agricultural Farming - 2) Amendment Applications: 100 for the following; Additional Activities- 31 Removal of Activities: 26 Additional Branches- 8 Other Amendments- 35 (this includes changing other areas of the business such as names, locations, removal of activities, changing ownership form, etc.) Renewals: 146

The percentage of foreign investors complying with requirements of the Foreign Investment Amendment Act 2011 (based on monthly monitoring/enforcement site visits).	N/A	90%	90%	Completed/ Achieved	3 registered FIEs were inspected with the following findings: i) 61% (57) were found to be full compliant ii) 12% (11) were found partial-compliant iii) 6% (6) were found non-compliant v) 11% (10) yet to commence operations vi) 10% (9) confirmed close down of business. In summary, 73% of inspected FIEs were compliant (full and partial) and although it is below the target of 90%, but target is still considered achieved as 10% have closed down and 11% yet to commence operations (new registered FIEs are to start operations within 2 years from date of registrations) with only 6% non-compliant.
Date by which the Annual Foreign Investment report is submitted to the Minister of Commerce Industry & Labour	N/A	24 December 2016	24 December 2017	Completed/ Achieved	The Annual Foreign Investment Report for FY2016/2017 was submitted to the Minister on 18th December 2017. The Annual Foreign Report for FY2017/2018 will be submitted to the Minister by 24th December 2018.
The number of TCI Development Board meetings on private sector issues.	5 (2010/2011)	12	6	Completed/ Achieved	3 TCI Board Meetings were held during reporting period, with 3 other meetings also held by the TCI Board Sub-Committee that was convened to consider Private Sector submissions regarding improving compliance & Govt revenues collected by Customs.

The number of foreign investment promotion activities and tools developed (e.g. social media as FB, update video clip on website and investment mission)	N/A	3	3	Completed/ Achieved	Facebook and the Ministry's website are the main social media forums used to promote investment opportunities and awareness on existing foreign investment policy and legislation. An Investment Mission was scheduled in April 2018 to promote the Citizenship Investment Programme and investment opportunities in Samoa was put on hold by a Cabinet Directive to prioritize Government recovery works from Cyclone Gita. Participation in the following Awareness Programmes: i) 2 MCIL Day awareness programmes ii) 3 SBEC roadshows iii) 3 Trade/Career Fests iv) 3 Newspaper Notices v) 1 - PSC Day vi) 1 Facebook post vii) 2 Non-Compliance Task Force Awareness Workshops
To complete the review of the National Investment Policy Statement (NIPS) and Samoa Investment Guide (SIG) and update Samoa Investment Video	N/A	24 December 2017 (SIG) 31 March 2018 (NIPS) 30 June 2017 (Investment Video)	24 December 2017 (SIG) 31 March 2018 (NIPS)	Incomplete	Samoa Investment Guide - review has completed in March 2018. National Investment Policy Statement - review will be done in December 2018 as it is renewed on a two-year basis. Investment Video - More work needed on editing and will be ready by first quarter of the new FY2018/2019
The percentage of registered Foreign Investment Enterprises that have successfully established and set up their businesses.	N/A	60%	60%	Completed/ Achieved	89 (61%) of the 145 registered FIEs from FY2015/2016 and FY2016/2017 have successfully set up within 2 years after registration and this have been confirmed from site visits and FIC renewals for this reporting period. The other remaining 39% (56) will be reminded through ongoing monitoring work as well as media reminders through newspaper notices and Facebook

The number of Citizenship Investment applications received, assessed and approved by the Citizenship Investment Committee	N/A	N/A	2	Completed/ Achieved	4 applications were received under this programme for the reporting period. 1 application received for citizenship but the applicant later withdrew with no fees being paid. 3 applications received to be agents and promoting the programme. (Minister has already approved 1 as an agent whilst the other 2 are pending assessments until all required information are submitted before submission to the Minister through the Citizenship Investment Committee for approval.) These applications will be finalized upon receiving additional information in the new FY2018/2019.

OUTPUT 4: ENFORCEMENT OF FAIR TRADING, CONSUMER PROTECTION AND COMPETITION, METROLOGY AND CODEX DEVELOPMENT

	Baseline Data	2016-17	2017-18		
Performance Measure/Indicator	**Baseline (Base Year)**	**Estimated Actual**	**Budget Standard or Target**	**Traffic Light Progress Indicator**	**Output Manager's comments on progress towards achievement of the Target they have been funded to deliver, including what corrective actions are being taken**
Number of food safety standards to be developed and approved by the National Codex Committee. Food Standards to be enforced by MOH.	1 (2010)	2	2	Incomplete	Ava Standard was launched on 25th May 2018. Ava Regulations 2018 is now in its transition period of 12 months and will commence next year June 2019. Cocoa Standard is still in progress.
Percentage of trader compliance in using accurate weighing and measuring equipment (mass, volume and length) in accordance with the Metrology Act 2015, for the protection of consumer interest.	93% (2013)	85%	90%	Completed/ Achieved	91% of traders' compliance. Out of the 1088 traders visited, 995 complied. 1088 traders included 1065 retail/wholesale outlets and 23 petrol stations. All weighing equipment used for trade were verified and updated on the database. Follow up inspections were conducted for all non-complied traders.

Percentage of trader compliance in the obligations under the Competition and Consumer Act 2016	86% (2013)	90%	90%	Completed/ Achieved	90% of traders' compliance. Out of 1065 traders visited, 974 traders complied. Non complied traders were given warnings and monitored by follow up inspections
Percentage of complaints received from traders on anti-competitive practices and/or resolved as per Competition and Consumer Act 2015	N/A	new measure	60%	Completed/ Achieved	36 complaints received on anti-competitive issues. All (100%) were successfully resolved.
Number of awareness programmes on Competition and Consumer Act 2016 and Metrology Act 2015	N/A	new measure	2	Completed/ Achieved	3 awareness programmes were conducted to inform the business community, consumers and the public of their roles and obligations under the Competition and Consumer Act 2016.
Number of complaints and enquiries received and/or resolved by Upolu and Savaii offices per year.	114 (2013 Upolu only)	300	350	Completed/ Achieved	A total of 558 complaints and enquiries received in Upolu and Savaii. Out of the 558, 115 enquiries and complaints were recorded for Upolu. 75 enquiries and 40 complaints. Most of the enquiries recorded were about price issues and clarification of the CCA 2016 and a few on Metrology issues. All of the 40 complaints (36 on Competition issues & 4 on Metrology) were investigated and resolved. For Savaii, a total of 443 complaints and enquiries received related to fair trading (73), industrial relations, registry of companies, job seekers, seasonal workers scheme (370). All complaints were resolved and referred to main office in Upolu on a daily basis.
Number of Consumer Information Guide (brochure or video) to be developed on specific products or services for protection on Consumer	1 (2011)	1	1	Completed/ Achieved	2 information guides were developed - a billboard and a television advertisement specifically targeting the attention of the public and the traders on the significance of the good quality of goods and services.

OUTPUT 5: ADMINISTRATION OF THE APPRENTICESHIP SCHEME, EMPLOYMENT SERVICES AND LABOUR MARKET

	Baseline Data	2016-17	2017-18		
Performance Measure/Indicator	**Baseline (Base Year)**	**Estimated Actual**	**Budget Standard or Target**	**Traffic Light Progress Indicator**	**Output Manager's comments on progress towards achievement of the Target they have been funded to deliver, including what corrective actions are being taken**
Number of existing Apprentices	111 (2009/2010)	160	165		80% achieved of the set target. 133 existing Apprentices currently in the Apprenticeship Programme from Year1-Year 4. (Motor Mechanic - 30, Plumbing & Sheet Metal - 30, Refrigeration & Air Conditioning - 14, Fitting & Machining - 4, Electrical - 33, Welding & Fabrication - 6, Carpentry & Joinery - 16)
Number of Apprentices Terminated	20 (2009/2010)	5	4		28 apprentices failed to attend lectures due to personal reasons
Number of inspections for Apprentices to ensure full compliance of parties involved in the Apprenticeship					
Inspections	300 (2009/2010)	360	370	Completed/ Achieved	A total of 694 routine inspections & Follow Ups conducted for FY2017/2018
Follow Ups	300 (2009/2010)	270	260	Completed/ Achieved	
Number of training and awareness programmes to increase the employability of local trades	New Measure	3 (2 Upolu & 1 Savaii)	3 (2 Upolu & 1 Savaii)	Completed/ Achieved	One Awareness Programmes conducted by the division in Savaii in March 2018 plus 2 ONE MCIL Awareness Programmes collectively implemented by the ministry
Number of Apprenticeship Council Meetings	4 (2009/2010)	4	4	Completed/ Achieved	4 Apprenticeship Council Meeting held
Number of new trades added under the Apprenticeship Scheme to extend scope of Programme	New Measure	2	2	On going	NUS and SQA are jointly working on these areas

Number of new apprentices entered into the Apprenticeship Training Scheme	50 (2009/2010)	80	85	Incomplete	47 new apprentices entered the training programme. Some applied but did not meet the selection criteria/requirement
Percentage of Apprentices graduated from the Apprenticeship Scheme	New Measure	80-90%	80-90%	Completed/ Achieved	82% (Year 4) graduated from the Apprenticeship Scheme
Review of the National Competency Standards (NCs) to match with require standards within Trades Industries	New Measure	Ongoing	Ongoing	On going	SQA and NUS are continued reviewing NCSs of all trades under the Apprenticeship programme
Number of Jobseekers Registered/Refer/Place					
Registered	121 (2009/2010)	150 registered	`150 registered	Completed/ Achieved	483 jobseekers registered both Online and Manual Systems
Refer	47 (2009/2010)	85%	85%-90%	Incomplete	164 tentative number of referrals
Placement	35 (2009/2010)	50%	50%-60%	Incomplete	Placement is with the discretion of the Employer
Number of Vacancies lodged and advertised through:					
Employment Services	23 (2009/2010)	50	60	Incomplete	30 vacancies through the Employment service
Samoa Observer/Media	20 (2990/2010)	65	65	Completed/ Achieved	78 vacancies through the Media
Number of half yearly employment survey returns collected from employers	385 (2009/2010)	500	450-500	Completed/ Achieved	This activity was carried out in parallel with 2016 Labour Market Survey
Number of jobseekers trained successfully to receive certificates	14 (2009/2010)	80	85	Completed/ Achieved	80-90 jobseekers were trained during the combined activity by AELM in February 2018
Industry Awareness Day					

Number of Senior Schools attended	8 (2009/2010)	15	10	Completed/ Achieved	This activity was held in Savaii on the 2nd half of FY2017/2018
Number of Students participated	80 (2009/2010)	120	120	Completed/ Achieved	100-120 participants attended
Number of Presenters	8 (2009/2010)	12	12	Completed/ Achieved	Employment and Apprenticeship Staff presented on this combined activity
Date the Labour Market and Employment Periodic Information Surveys are conducted	150 (2009/2010)	December 2016	December 2017	Completed/ Achieved	The Labour Market Survey 2016 Report completed and distributed. Also available on the ministry's website

OUTPUT 6: ENFORCEMENT OF LABOUR STANDARDS AND ASSESSMENT OF FOREIGN EMPLOYEE EMPLOYMENT PERMITS

	Baseline Data	**2016-17**	**2017-18**		
Performance Measure/Indicator	**Baseline (Base Year)**	**Estimated Actual**	**Budget Standard or Target**	**Traffic Light Progress Indicator**	**Output Manager's comments on progress towards achievement of the Target they have been funded to deliver, including what corrective actions are being taken**
Date the Review of the Labour and Employment Relations Act 2013	N/A	New Measure	By June 2018	Completed/ Achieved	Review commenced in April and completed in June through the support of the Samoa Technical Assistance Facility ('Facility'). TA review report submitted and endorsed by SNTF. Concept note for Phase 2 to implement recommendations of report by TA submitted to Facility for funding and implementation for FY 2018/2019
Number of awareness programmes conducted to strengthen social dialogues and networking between employers and employees on all labour and employment relations working terms and conditions	5 (2008/2009)	3 public seminars on priority labour / employment issues by the end of June 2017	2 public seminars on the review of the Labour and Employment Relations Act 2013 by	Completed/ Achieved	A total of 20 Awareness Activities 10 awareness activities conducted through the Nofotane Project, 2 MCIL Awareness in Savaii, 2 Awareness Programmes conducted in both Upolu and Savaii to further educate employers and employees on LERA,

		80 networking sessions with employers / employees on LERA requirements	December 2017 2 Consultations (Upolu and Savaii) for the Foreign Employee Employment Permit Policy by December 2017.		6 one-on-one sessions with employers and staff and 853 Issues and Advise informing clients of current labour law
Number of reports consulted with the Samoan National Tripartite Forum on policy and/or best practise initiatives concerning labour and employment relations	3 (2009/2010)	SNTF approval of the Working Conditions and Entitlement Manual before December 2016 Foreign Employee Employment Permit Policy approved by July 2016 SNTF approval of Grievance Manual by August 2016	SNTF approval and Cabinet approval of WCE for private sector by June 2018 Review report on Labour and Employment Relations Act 2013 to be endorsed by July 2017 SNTF and Cabinet approval of Grievance Manual by	Completed/ Achieved	1. Working Conditions and Entitlements completed however on hold given to LERA is in review, 2. Review of LERA has been commenced works within the last quarter of the FY planning to continue to the next round when report of Phase 1 has been approved. 3. Draft for Grievance Manual is completed however on hold given to LERA is in review. 4. All 4 quarterly reports has been conducted and ready to be discussed in the SNTF meetings.

		Quarterly reports submitted on labour issues to the Forum	December 2017 Quarterly Reports submitted on labour and employment issues		
Number of International Labour Standard Reports submitted on the progress of ratified conventions	N/A	Submission of two (2) International Labour Standards Reports on progress/implementation of ratified conventions Conduct 2 seminars on ILS requirements	Submit 2 International Labour Standard reports by September 2017. (a) C100 Equal Remuneration Convention (b) C11 Discrimination (Employment and Occupational Convention)	Completed/ Achieved	2 ILS reports on C100 Equal Remuneration and C111 Employment Discrimination (Employment and Occupation) were submitted within the FY
Percentage of labour/employment grievances and disputes lodged are successfully resolved by 30 June 2018	9 (2008/2009)	Between 80%-90%	80%-90%	Completed/ Achieved	92% of cases lodged have been resolved within the FY (138 cases received , 127 resolved)
Number of foreign employment permits are assessed and issued in line with the labour workforce demand and supply and the requirements of the LERA Act 2013	375 (2880/2009)	Assessment and issuance of 500 FEEPs	60%-90%	Completed/ Achieved	Issued a total of 583 FEEPs

		Develop a customer centered e-system for FEEP			
Number of M & E conducted to ensure: - **Employers/employees effectively implement relevant provisions of the LERA;** - **Identified and address common issues of the LERA**	92 (2009/2010)	6 M & E conducted by June 2017	6 M & E conducted by June 2018	Completed/ Achieved	7 total M & Es conducted within the FY
Number of trainings conducted to enhanced capacity of staff on Labour and Employment Relations requirements, best practices and International Labour Standards	N/A	5 by end of June 2017	5 by end of June 2018	Completed/ Achieved	2 Overseas trainings, 4 Professional Development and 1 ILS Sessions (In House)
Date by which an on-line FEEP is initiated and endorsed by Cabinet	N/A	New measure	By June 2018 a proposal for a customer center e-system for FEEP application is approved by Cabinet	Completed/ Achieved	Part of the ONE MCIL system on line integrating FEEP process. However a FEEP Policy has been approved by Cabinet in December 2017. Implementation to commence on 1st February 2018

OUTPUT 7: ENFORCEMENT OF OCCUPATIONAL SAFETY & HEALTH STANDARDS

	Baseline Data	2016-17	2017-18		

Performance Measure/Indicator	Baseline (Base Year)	Estimated Actual	Budget Standard or Target	Traffic Light Progress Indicator	Output Manager's comments on progress towards achievement of the Target they have been funded to deliver, including what corrective actions are being taken
Number of M & E conducted to ensure: - **Employers/employees effectively implement relevant provisions of the OSH Act 2002;** - **Identify and address common issues of the OSH Act 2002**	300 (2009/2010)	80% compliance	6 M & E conducted by June 2018	Completed/ Achieved	6 M & E for the following; **Private Sector**: 2 M& Es conducted for; i. Service station (Upolu & Savaii) and ii. Accommodation in Savaii **Government Ministry:** 2 M&Es conducted for; i. Upolu Offices and ii. Savaii Offices **State Owned Enterprises**: 2 M & Es conducted for; i. Upolu Offices and ii. Savaii Offices
Percentage of workplace accidents, incidents and illnesses actually reported by employers to the Ministry	40 (2009/2010)	Between 70%-80%	70%-90% of businesses/companies/organisations inspected by June 2018	Completed/ Achieved	Total number of Inspections = 112 Total number of follow-up inspections = 103 Overall Total % Compliance per sector is as follows; i. SOE = 15% ii. GM = 7% iii. PS = 60% Details per sector is as follows; **State Owned Enterprises** Total no of SOE inspected = 20 Total number of Follow-up inspections = 21 **Government Ministry** Total no of GM inspected = 21 Total number of Follow- up inspections = 14

					Private Sector Total no of PS inspected = 59 Total number of Follow-up inspections = 63 (including 6 cf from FY1617)
Percentage of all investigations on all workplace accidents, incidents and illnesses reported are resolved in-line with the OSH Act 2002	70 (2009/2010)	Between 70%-80%	70%-90% of reported work place accidents investigated and closed by June 2018 1st draft of an investigation manual by December 2017	Incomplete	Total number of Inspections = 112 Total number of follow-up inspections = 103 Overall Total 65% Compliance per sector is as follows; i. SOE = 15% ii. GM = 7% iii. PS = 60% Details per sector is as follows; **State Owned Enterprises** Total no of SOE inspected = 20 Total number of Follow-up inspections = 21 **Government Ministry** Total no of GM inspected = 21 Total number of Follow- up inspections = 14 **Private Sector** Total no of PS inspected = 59 Total number of Follow-up inspections = 63 (including 6 cf from FY1617)
Number of awareness programmes to enhance understanding of employers and employees on all OSH legislative requirements and practice	3 (2009/2010)	3 public seminars on high priority areas (Construction/Manufacturing/ Hospitality) by the end of June 2017	2 Consultations (Upolu and Savaii) for the OSH Policy by June 2017 3rd Samoa OSH Stewardship	Completed/ Achieved	The Samoa National OSH Framework 2018 was successfully endorsed by Cabinet on the 9th May 2018 and launched on 12th June 2018 The2nd OSH Stewardship Awards 2018 was conducted on 30th April 2018 A total of 8 OSH Awareness conducted for OSH Legislation to the following; I. Government Ministry & SOE in November 2017 ii. ADRA Samoa in July 2017

			Awards 2017 by April 2018		iii. Krissy company Ltd in July 2017 iv. ONE MCIL in September 2017 v. Samoa First Union in September 2017 vi. Krissy company Ltd in January 2018 vii. ONE MCIL Day in March 2018 viii. PFL in May 2018 A total of 6 workshops for the National OSH Framework 2018 conducted by Professor Mike Capra & OSH Team to the following in June 2018; i. Construction representatives ii. Manufacturing representatives iii. Electrical representatives iv. Health representatives v. Agriculture representatives vi. Education representatives
Number of reports consulted with the Samoa National Tripartite Forum on policy and/or best practice initiatives concerning OSH	N/A	National OSH Policy Framework approved and implemented by December 2016	Commence ratification process for C81 Labour Inspection Convention to be endorsed by SNTF	Completed/ Achieved	SNTF approved to ratify C81 Labour Inspectorates. Framework endorsed by Cabinet in June 2018 Quarterly updates presented during SNTF
Enhanced capacity of staff on OSH practices and International Labour Standards	N/A	4 trainings on OSH Act 2002 and Regulations 2014 1 training for ILS Reporting	5 by end of June 2018	Completed/ Achieved	OSH Staff participated in the following Trainings (10) ; i. ILS Reporting Training conducted on the 3rd November 2017 by ACEO ii. ILS Reporting Training conducted in June 2018 by TA Ms. Anne Boyd iii. 1 Internal PD conducted for IREPOSH on Unit Processes iv. 1 Internal OSH PD on Management System v. 1 OSH Training on Occupational Health by Professor Mike Capra vi. 1 OSH Training on Chemicals and Toxicology by Professor Mike Capra

	vii. 1 OSH Training on Risk Management by Professor Mike Capra vii. 1 Internal PD on the Academy of Rural Development ix. Knowledge Sharing on Forum Fisheries Agency Crewing Workshop x. Knowledge Sharing on Rural Academy Development

OUTPUT 8: MANAGEMENT OF THE REGISTRATION OF COMPANIES AND INTELLECTUAL PROPERTIES

	Baseline Data	2016-17	2017-18		
Performance Measure/Indicator	**Baseline (Base Year)**	**Estimated Actual**	**Budget Standard or Target**	**Traffic Light Progress Indicator**	**Output Manager's comments on progress towards achievement of the Target they have been funded to deliver, including what corrective actions are being taken**
Number of applications received: **1.1 Companies**	N/A			Completed/ Achieved	138 company registrations received
Public, Private, Overseas		New Measure	100		
Incorporated Societies		New Measure	10	Completed/ Achieved	37 Incorporated societies application received
Charitable Trusts		New Measure	5	Completed/ Achieved	136 Charitable Trusts applications received
Cooperatives		New Measure	5	Completed/ Achieved	94 Cooperative Societies applications received
Credit Unions		New Measure	1	Incomplete	No application received

Personal Property & Securities		New Measure	50	Completed/ Achieved	280 applications received
<u>1.2 Intellectual Properties</u>					
- Designs		7	2	Completed/ Achieved	12 Applications received
- Marks & Collective Marks		260	200	Incomplete	175 applications received (88% achieved). The number of registration each year is often out of the control of staff as this is a private choice by proprietors
- Geographical Indications		new measure	1	Incomplete	no applications received
- Patents & Innovative Patents		15	1	Completed/ Achieved	2 Applications received
- Plant Breeder's Rights		new measure	1	Incomplete	no applications received
- Layout Designs of Integrated Circuits		new measure	1	Incomplete	no applications received
Number of new registrations : **<u>Companies:</u>**	(2008/2009)				
Public, Private, Overseas	60	210	100	Completed/ Achieved	138 Companies registered
Incorporated Societies	10	27	10	Completed/ Achieved	37 Incorporated societies registered
Cooperative Societies	3	5	5	Completed/ Achieved	94 Cooperatives Societies registered due to the Gambling Control Authority requirement under the Act
Charitable Trust	5	12	5	Completed/ Achieved	136 Charitable Trusts registered due to the Gambling Control Authority requirement under the Act

- Credit Union	1	5	1	Incomplete	no applications received
Personal Property & Securities		new measure	50	Completed/ Achieved	280 applications for PPSR registered
Intellectual Properties:					
- Designs	2	7	1	Completed/ Achieved	7 Registered designs registered
- Marks & Collective Marks	140	260	200	Incomplete	132 registered Trademarks 66% achieved. Process needed review to facilitate examination and publication of marks. These have been modified appropriately
- Geographical Indications	N/A	new measure	1	Incomplete	no applications received
- Patents & Innovative Patents	4	15	1	Completed/ Achieved	1 Registered Innovative Patent
- Plant Breeder's Rights	N/A	new measure	1	Incomplete	no applications received
- Layout Designs of Integrated Circuits	N/A	new measure	1	Incomplete	no applications received
Number of Re-registrations / Renewals / Annual Returns / Continuations / Restorations: **Companies:**		New Measure			
- Public, private, Overseas	600	970	700	Incomplete	644 Annual Returns filed
- Incorporated Societies	200	121	120	Completed/ Achieved	146 Financial statements filed
- Cooperative Societies	-	-	10	Completed/ Achieved	11 Cooperative Societies filed
- Credit Union	50	6	2	Completed/ Achieved	2 Financial statements received

Personal Property & Securities	-	New Measure	1	Completed/ Achieved	10 PPSR re-registered
<u>Intellectual Properties:</u>					
Designs	-	New Measure	-	Completed/ Achieved	2 Designs renewed
Marks & Collective Marks	80	210	250	Incomplete	220 Trademarks renewed
Patents & Innovative	-	New Measure	-	Completed/ Achieved	4 Patents maintained
Number of Removals from the Registers (incl Abandoned Marks & Collective Marks)					
<u>Companies</u>		New Measure			
- Public, Private, Overseas	20	30	1	Completed/ Achieved	109 companies removed for non-compliance with legal requirements. This was an ongoing issue from the previous years due to non-compliance. The team has taken a different approach this time round and is cleaning the register of non-compliant companies. There should be little or none removed in the coming financial year
- Incorporated Societies	10	24	none	Completed/ Achieved	
- Cooperative Societies	-	New Measure	none	Completed/ Achieved	
- Charitable Trusts	-	New Measure	none	Completed/ Achieved	
- Credit Unions	-	New Measure	none	Completed/ Achieved	

- Personal Property & Securities	-	New Measure	10	Completed/ Achieved	
<u>Intellectual Properties</u>					
Designs	-	new measure	none	Completed/ Achieved	no designs removed
Marks & Collective Marks	101	145	none	Completed/ Achieved	20 Trademarks removed
Patents & Innovative	-	new measure	none	Completed/ Achieved	none removed
Number of Awareness Programmes(Trainings, workshops) conducted	N/A	new measure	Companies - 4, Intellectual Properties - 4, World Intellectual Property Day-3	Completed/ Achieved	More than 20 trainings and awareness conducted for Companies & Intellectual Properties for Upolu and Savaii
Number of media advertisements (Awareness and Registration Processes)	N/A	new measure	Companies - 5, Intellectual Properties - 100	Completed/ Achieved	More than 30 trainings and awareness conducted for Companies and Intellectual Properties for Upolu and Savaii
Number of Registry Searches conducted	N/A	new measure	Companies - 100, Intellectual Properties-50	Completed/ Achieved	16,816 company searches online and 55 searches for Intellectual Properties Registries
Number of Examinations conducted	N/A	new measure			
- Designs			5	Completed/ Achieved	
- Marks & Collective Marks			50	Completed/ Achieved	
- Patents & Innovative			1	Completed/ Achieved	

Number of Complaints Received	new measure	Companies & Others - 50, Intellectual Properties - 50	Completed/ Achieved	12 complaints were for Companies & Other Entities. 15 complaints received for Intellectual Properties
Number of Inspections/investigations Conducted	new measure			
Companies		**Inspections**		
- Public, Private, Overseas		100	Completed/ Achieved	585 Inspections conducted
- Incorporated Societies		50	Completed/ Achieved	145 inspections conducted for Incorporated Societies
- Cooperative Societies		10	Completed/ Achieved	33 Inspections conducted for Cooperative Societies
- Charitable Trusts		10	Completed/ Achieved	58 inspections conducted for Charitable Trusts
- Credit Unions		5	Completed/ Achieved	2 Inspections conducted for Credit Union as there are only two active Unions in the register.
		Investigations - 5	Completed/ Achieved	10 investigations conducted for new registered companies location and activities
Intellectual Properties		**Inspections**		
- Designs		40	Completed/ Achieved	50 Inspections conducted
- Marks & Collective Marks		40	Completed/ Achieved	100 Inspections conducted
- Copyrights & related		40	Completed/ Achieved	100 Inspections conducted

		Investigations - 5	Completed/ Achieved	6 Investigations conducted
Number of staff Capacity Building Activities	New Measure			
Local (incl In House) meetings, trainings				
- Companies & Others		6	Completed/ Achieved	7 Local Trainings attended by Companies Staff
- Intellectual Properties		6	Completed/ Achieved	10 In House meetings and trainings attended by Intellectual Properties staff%
International/Regional Meetings, Trainings				
- Companies & Other		2	Incomplete	No international trainings attended by the Companies staff
- Intellectual Properties		2	Completed/ Achieved	7 International trainings attended by the Intellectual Properties Staff