

FMR CHANGE LEADERS BRIEFING

FMR IMPLEMENTATION UPDATE

(For Information)

1.0 Introduction

- 1.1 This paper provides an update of the FMR implementation progress for the month of May 2005, focusing on the major components of FMR.

2.0 Finance Manual

- 2.1 The first two (2) Finance Manuals have been finalised and are now ready for issue. This is for Ministry of Health and Ministry of Provincial Development and the FMR team expects an additional ten (10) finance manuals to be finalised and issued by the end of May 2005.

- 2.2 The ten (10) ministries and departments who are expect to finalise their Finance Manual are as follows:

- ITC
- Public Service Commission
- Ministry of Tourism
- Ministry of Transport & Civil Aviation
- Ministry of Youth & Sports
- Ministry of Local Government
- Ministry of Commerce
- Office of the Attorney General & Solicitor General
- Ministry of Lands
- Ministry of Agriculture & Land Resettlement

The rate with which they finalise their Finance Manual is dependent on how soon they insert the amendments. The FMR Team is making every effort to get these ministries and departments to finalise their manuals by 31st May 2005.

- 2.3 In total the FMR team expects forty nine (49) finance manuals to be issued upon completion. Currently only (5) ministries and departments have yet to submit the 1st draft of their finance manual. These are:

- Presidents Office
- Judicial

- ❑ Ministry of Home Affairs
- ❑ Ministry of Justice
- ❑ Fiji Military Forces

There has been some progress made by these ministries and departments in the drafting of outstanding manuals. The Finance Ministry has written to PSC highlighting the issue and stating its concern on the delays.

- 2.4 The other ministries and departments that have submitted the first draft of their finance manual, are in the various stages of review. Some manuals have been reviewed twice depending on the errors and the level of omissions in the draft finance manuals received. The response time is important if ministries wish to get their finance manual issued.

3.0 Performance Budgeting

- 3.1 Budget division is currently taking a lead role on Performance Budgeting and setting the direction as it is slowly introduced across government.

- 3.2 Ministries and departments need to agree on the output specification and performance targets. They will be required to complete the Portfolio Performance Statements (PPS) and are being assisted by the respective desk officers.

- 3.3 Budget Division has set 30th June as the deadline for completing the exercise.

4.0 Change Management

4.1 Communication

4.1.1 Newsletter:

The fourth issue of the FMR newsletter for March /April 2005 has been printed and circulated. The FMR team is compiling the May/June issue and would request articles from the members of the committee.

4.1.2 FMR Awareness Program

The team made two (2) presentations during the past month as follows:

- ❑ Fiji Australia Law Sector Reform workshop at the Southern Cross. This workshop was on performance measures in which the team made a presentation on the progress of the reform with emphasis on performance budgeting. The presentation was done with the Budget team.

- Ministry of Fisheries & Forest presentation was part of their annual quarterly meeting. This was held at the Forestry Training Centre in Colo i Suva.

4.2 Training

4.2.1 Budget Focus Group Training

4.2.2 The course outline for the budget focus group has been finalised and agreed to by Budget Division. In addition, some examples from ministries budgets and case studies will be part of the course content. To assist in the training, USP has also been provided with the relevant pro formas Budget submission and past corporate plans as resource materials for the course.

4.2.3 The course is expecting 150 participants and USP proposes to run two (2) parallel sessions on 24th - 26th May i.e. six (6) courses by 25 participants. The list of the course participants has been finalised.

4.3 Training Evaluation

4.3.1 An analysis of the courses conducted by USP was undertaken based on the evaluation forms submitted by participants. These were for the Financial Instruction and Finance Manual 1 and Finance Manual 2 courses. A sample of 143 evaluation forms were taken from all the centres in which the courses were held, (Suva, Western & Northern) and analysed.

4.3.2 The analysis was to determine and evaluate, based on the evaluations received, how effective and relevant were the courses conducted. The result of the findings were as follows:

- 105 participants rated the course as excellent
- 32 participants rated the course as good
- 6 participants rated the course as satisfactory

This concludes that the courses undertaken by USP are relevant in regards to the reform training requirements.

4.4 Delegation of Authority

4.4.1 The delegation of authority will be done on a progressive basis with priority given to ministries and departments that have completed their finance manual. This will be effective from 1st June 2005 for those ministries and departments that have completed their finance manuals.

5.0 FMIS

The FMIS Progress report for the month of April to date is attached.

6.0 Recommendation

6.1 The FMR Change Leaders are invited to:

(i) note the progress as highlighted in the paper.

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