FIJI INDEPENDENT COMMISSION AGAINST CORRUPTION

ANNUAL REPORT 2013

FIGHT CORRUPTION FOR
ECONOMIC PROSPERITY AND PROGRESS

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[FICAC]

2013 ANNUAL REPORT

Submitted to His Excellency, the President of the Republic of Fiji in accordance with Section 17 of the Fiji Independent Commission Against Corruption Promulgation No. 11 of 2007

FICAC
Fiji Independent Commission Against Corruption

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His Excellency, the President of the Republic of Fiji
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Suva

Your Excellency

FIJI INDEPENDENT COMMISSION AGAINST CORRUPTION 2013 ANNUAL REPORT

It is my honour and privilege to submit the Annual Report of the Fiji Independent Commission Against Corruption for the year ended 31 December 2013, pursuant to Section 17 of the Fiji Independent Commission Against Corruption Promulgation No. 11 of 2007.

Yours faithfully

George Langman
Deputy Commissioner

31 March 2014

Enclosure: Fiji Independent Commission Against Corruption Annual Report 2013 (2 copies)

FICAC

Fiji Independent Commission Against Corruption

The eye signifies FICAC as the Corruption Watchdog of Fiji

[vision,mission and values]

VISION

Ensuring the people of Fiji live a life free of corruption

MISSION

The Commission is committed to effectively combating corruption in order to promote transparency and accountability for the attainment of zero tolerance of corruption, set the foundation for good governance and create sustainable development for the benefit of all citizens of Fiji

VALUES

- Independence
- Professionalism
- Integrity
- Commitment
- Impartiality

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Pursuant to Section 17 of the FICAC Promulgation, it is my pleasure to present to you, on behalf of the Commission, our seventh Annual Report.

The activities carried out by the Commission in the fight against corruption have been covered by the previous annual reports, which has been printed and distributed. Consequently, this Annual Report reflects the activities and initiatives undertaken during the year 2013.

The Fiji Independent Commission Against Corruption experienced another year of increased activity across the organization and to elaborate on the Commission's achievements for 2013, I wish to highlight a few issues captured in this Report.

[message]

INVESTIGATION

In comparison to the previous year, the number of cases investigated in 2013 increased by thirty-two (32) bringing the total to 132 cases. Out of this, sixty-five (65) cases were brought forward from 2012 and the remaining sixty-seven (67) were new cases.

By the end of the year, the Commission disposed ninety-two (92) cases with the balance of forty (40) cases carried forward to 2014.

LEGAL

In 2013, a total of seventeen (17) new cases were prosecuted in Court with sixteen (16) of these cases concluded in the same year. Apart from the new cases, forty-four (44) pending cases from the previous year was carried forward to 2013. Of the forty-four (44) cases, thirty-five (35) are before the Magistrate & High Courts and six (6) before the Appellate Courts. In the same year, the Department assessed 520 complaints and 33 investigation files.

The Commission also obtained its first conviction in a Trial in Absentia in the High Court and won its first Supreme Court of Appeal case with a landmark judgment from the Fiji Court of Appeal.

COMPLAINTS

2013 recorded the highest number of complaints received by the Commission since its establishment in 2007. A total of 10,415 complaints were received, representing an increase of 598 complaints compared to the previous year.

Of the 10,415 complaints received, 477 was referred to the Assessment Section for evaluation and 9,938 were referred to the relevant authorities as the complaint did not meet the definition of corrupt conduct in the Promulgation and therefore did not warrant any Commission action.

CORRUPTION PREVENTION

The Commission continued with the implementation of corruption prevention programmes by providing public education and awareness creation; offering advisory services; enhancing integrity in the public service; promoting standards and best practices; building partnerships and coalitions against corruption and undertaking research on corruption and governance related issues.

During the year, the Commission hosted its first seminar on 'Public Sector Accountability and Integrity in Project Implementation and Procurement' which featured key speakers from Government Ministries and participants within the Government system.

With the assistance of the Malaysia Anti Corruption Commission, the Commission implemented the Corruption Prevention Risk Reduction Technology (CP2R). The CP2R was developed as a contribution to the fight against corruption by focusing on the methods organizations can adopt to **prevent corruption and reduce the risk.**

It is through the CP2R that paved the way for the restructure of the Corruption Prevention Department and the establishment of new Sections such as the Integrity Assessment Section and Policy Analysis Development. In addition, ten (10) Officers have attended training at the Malaysia Anti Corruption Commission on the use of the CP2R.

TRAINING

The training and development of Officers has continued to be a primary focus for the Commission. Through its commitment, a number of Officers were given the opportunity to attend overseas training programmes as well as participating in locally organized short courses in investigative skills, management, human resource management, procurement, administration and financial management.

For the period under review, a total of sixty-five (65) fully funded training sessions were offered by the Commission to its Officer with eleven (11) held in-house, forty-one (41) external and thirteen (13) overseas courses.

The Commission is grateful to the Malaysian Anti-Corruption Academy (MACA) for its continued assistance and facilitation of trainings for our Officers.

INTERNAL AUDIT & COMPLIANCE

To ensure transparency and accountability is maintained within the Commission, the Internal Audit & Compliance Section regularly monitors the Commission's procedures, risk and control frameworks, and its accountability requirements.

The Section also audits the following internal committees to ensure compliance of procedures and policies:

Board of Survey Committee	-	responsible for the maintenance, record keeping and movement of all equipment and furniture
Budget Strategy Committee	-	analyze and plan future budget requirements for the Commission
Compliance Committee	-	conduct internal audit of individual Department and other Committees to ensure procedures are adhered to
Corporate Services, Staff Review and Discipline Committee	-	monitor and ensure efficient and effective management of the Commission's administration and financial operations
	-	attend to all matters pertaining to human resources including development, grievances and disciplinary matters
Media Committee	-	plan and develop strategies for press releases and media queries including future developments of the media cell
Occupational Health & Safety Committee	-	attend to all occupational health & safety matters within the Commission
Staff Welfare Committee	-	responsible for all staff welfare matters and control of welfare accounts
Tender Board / Evaluation Committee	-	review and process all requests for the Commission tenders

CONDOLENCE

The Commission is saddened by the untimely departure of a dear friend and employee, Mr Aca Thomas from the organization. Mr Thomas was employed by the organization on 7 January 2013 and passed away on 21 February 2013 after a short illness. Mr Thomas is dearly missed by all Commission Officers and on behalf of the organization, I wish to extend our deepest sympathy to the Thomas family.

APPRECIATION

The Commission is grateful to the Government for providing the organization with the necessary funding to carry out its functions and operations.

A special thank you to His Excellency, the President of the Republic of Fiji, the Honorable Prime Minister, Honorable Attorney-General, Honorable Chief Justice, and Former High Court Judge, Justice Nazhat Shameem for their guidance and support of the Commission's functions.

The Commission also owes much of its success to its dedicated Officers for their continuous effort in fighting corruption. To all the Commission Officers, thank you for your loyalty, dedication and selfless contribution to the organization.

George Langman
Deputy Commissioner

[executive summary]

PROMULGATION

The Fiji Independent Commission Against Corruption is an independent institution established in 2007. The legal framework for the establishment of the Commission is the Fiji Independent Commission Against Corruption Promulgation No 11 of 2007 ("**FICAC Promulgation**") which sets out the responsibilities and scope of its activities.

Although the Commission is subject to the orders and control of the President under Section 5(1) of the FICAC Promulgation, its daily operations and employment of officers fall under the responsibility of the Commissioner and/or Deputy Commissioner.

Accordingly, the Commission is independent in that its investigations are not subject to the direction of any political party or government of the day. This independence is essential for the public to have confidence in the Commission's ability to deal with, investigate and prosecute matters pertaining to corruption and bribery.

ORGANIZATION

The Commission comprises of the Office of the Deputy Commissioner and five (5) functional departments, namely:

- Investigation
- Legal & Complaints
- Corruption Prevention
- Administration, Human Resources & Training
- Finance

RESPONSIBILITIES OF THE COMMISSIONER

Under Section 12 of the FICAC Promulgation, the Commissioner through the Deputy Commissioner and/or through his officers on behalf of the President shall:

a. receive and consider complaints alleging corrupt practices and investigate such of those complaints as the Commissioner considers practicable;

b. investigate:

(i) any alleged or suspected occurrence of an offence specified in paragraphs (a) to (d) of section 2A;

(ii) any alleged or suspected offence of conspiracy to commit any of the offences specified in paragraphs (a) to (d) of section 2A; and

(iii) any alleged or suspected attempt to commit any of the offences specified in paragraphs (a) to (d) of section 2A, or any alleged or suspected offence of aiding, abetting, inciting, counseling or procuring any of those offences

c. investigate any conduct of a prescribed officer which, in the opinion of the Commissioner is connected with or conducive to corrupt practices and to report thereon to the President;

d. examine the practices and procedures of Government departments and public bodies, in order to facilitate the discovery of corrupt practices and to secure the revision methods of work or procedures which, in the opinion of the Commissioner, may be conducive to corrupt practices;

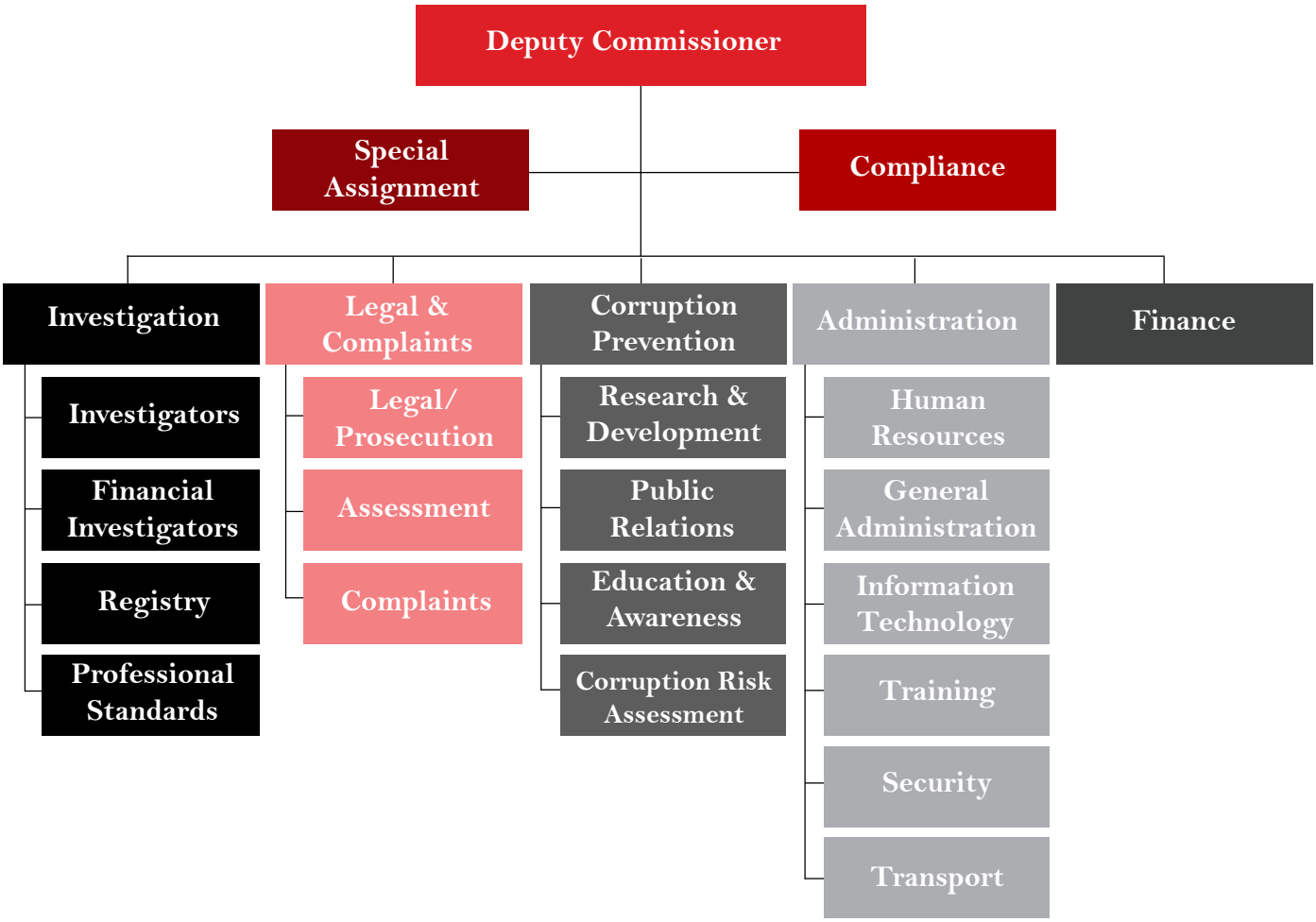
e. instruct, advise and assist any person, on the latter's request, on ways in which corrupt practices may be eliminated by such person;

f. advise heads of Government departments or of public bodies of changes in practices or procedures compatible with the effective discharge of the duties of such departments or public bodies which the Commissioner thinks necessary to reduce the likelihood of the occurrences of corrupt practices;

g. educate the public against the evils of corruption; and,

h. enlist and foster public support in combating corruption.

[organisation structure]



Central/Eastern Investigation Team

Investigators at a training

Investigation case briefing

Investigation Training

Registry Office

[investigation]

The primary function of the Investigation Department is to investigate offences of corruption and bribery in accordance with Section 12 of the FICAC Promulgation and Section 13 of the Prevention of Bribery Promulgation No. 12 of 2007 ("POBP").

Being the investigative arm of the Commission, the Department is the largest division with sixty-five (65) Officers.

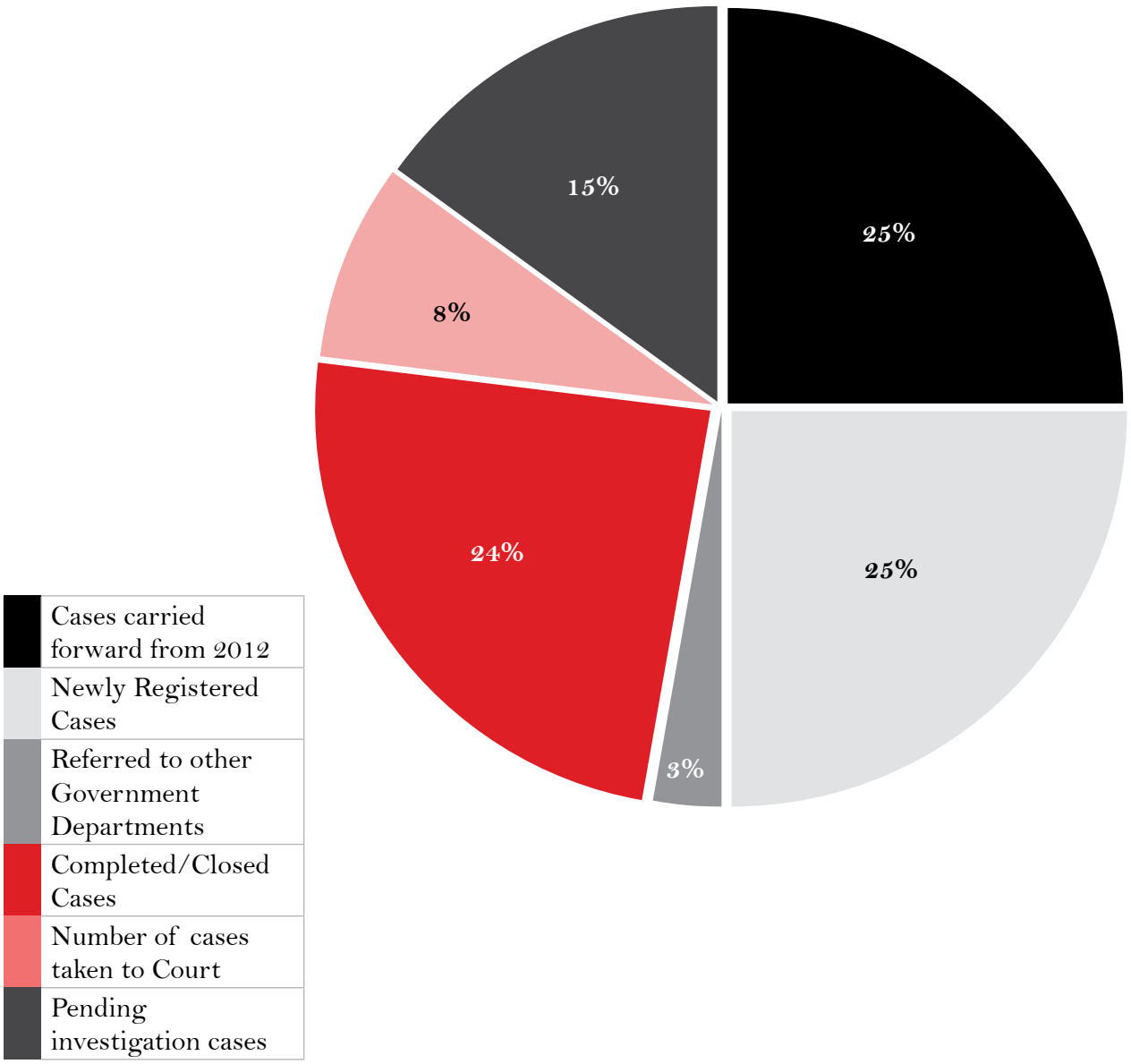
In 2013, a total of 132 cases were investigated by the Commission. Out of this, sixty-five (65) cases were brought forward from 2012 and the remaining sixty-seven (67) were new cases.

The breakdown of these cases is highlighted in **Table 1 & Figure 1.**

Table 1 - Breakdown of cases investigated by the Commission in 2013

	Total
Cases carried forward from 2012	**65**
Newly registered Cases	**67**
Number of cases under investigation	**132**
Referred to other Government Departments	8
Completed/Closed cases	64
Number of cases taken to Court	20
Pending investigation cases	40 (carried forward to 2014)

Figure 1 - Percentage of cases investigated in 2013

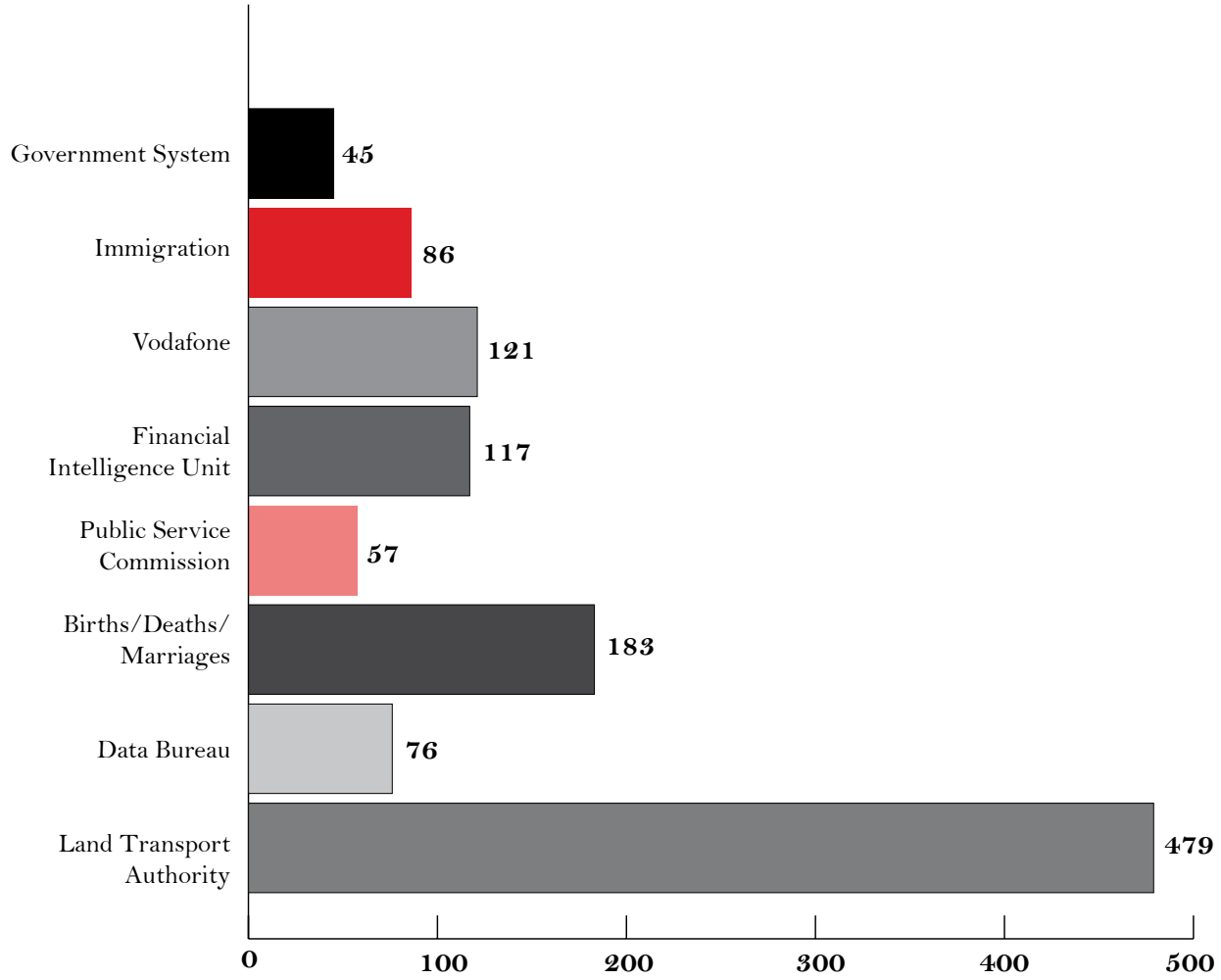


Accessing of Information

In the course of our investigations, assistance were sought from various institutions with regards to data and information pertaining to individuals and organizations investigated by the Commission.

For 2013, a total of 1,164 requests were sent to various organizations as shown in **Figure 2.**

Figure 2 - Summary of information requested from organisations in 2013



The Legal Department

Legal Officers Ms. Henrietta Matakitoga (left) and Ms. Elenoa Leweni

Legal Officer Ms. Rosemary Drau at a training in Russia

Legal Officer Ms. Temalesi Waqabaca at her desk

Mock Trial Session

[legal]

The role of the Legal Department is to provide sound legal advice to the Commission and prosecute cases on behalf of the Commission. The Department also assesses complaints received from the public and private sectors.

In 2013, a total of seventeen (17) new cases were prosecuted in Court with sixteen (16) of these cases concluded as shown in Tables 2 & 3 and Figure 3.

Apart from the new cases, forty-four (44) pending cases from the previous year was carried forward to 2013. Of the forty-four (44) cases, thirty-five (35) are before the Magistrate & High Courts and six (6) before the Appellate Courts.

In the same year, the Department assessed 520 complaints and 33 investigation files.

It is worth mentioning that the Commission obtained its first conviction in a Trial in Absentia in the High Court and won its first Supreme Court of Appeal case with a landmark judgment from the Fiji Court of Appeal.

Table 2 - New cases taken to Court in 2013

CENTER	ACCUSED	OCCUPATION	OFFENCE	REMARKS
Suva	Matorino Madogo Kautanagauna Raiqeu Selita Nabori	Former Post Fiji Employees	[**30 Counts**] • Theft	Case taken to Court on 27/03/13
Suva	Iniana Tabuwaiwai Timaima Mocevakaca	Nausori Town Council Rates Officers	[**32 Counts**] • Causing Loss	Case taken to Court on 28/03/13
Suva	Filimoni Cakobau	Senior Technical Officer - Ministry of Industry and Trade	[**7 Counts**] • Accepting Advantage – 2 Counts • Abuse of Office – 3 Counts • Falsification of documents • Conspiracy to defeat Justice and interfering with witnesses	Case taken to Court on 28/03/13
Lautoka	Mesake Beranaliva	Estate Officer at Itaukei Land Trust Board	[**2 Counts**] • Bribery	Case taken to Court on 07/06/13
Lautoka	Suliasi Sukanaivalu	Former Complaints Officer at FICAC	[**3 Counts**] • Soliciting an Advantage • Obtaining a Financial Advantage	Case taken to Court on 21/06/13
Labasa	Abdul Hamid Tevita Nalawa	Farmer/ Businessman Divisional Surveyor Northern	[**2 Counts**] • Obtaining Property by Deception • Abuse of Office	Case taken to Court on 27/06/13
Suva	Firoz Jan Mohammed Iliesa Turagacati Navitalai Sereivalu Tamanitoakula	Businessman Acting Project Accountant for Fiji Roads Authority Senior Accounts Officer for Fiji Roads Authority	[**5 Counts**] • Bribery for using influence in regards to contracts – 2 Counts • Obtaining a Financial Advantage • Abuse of Office	Case taken to Court on 02/08/13
Suva	Taniela Railala Tavenisa Tavaga Ana Laqere Amelia Vunisea Losalini Toroca Laisa Halafi Vaciseva Laqai Shelveen Narayan Sunil Devendra Raj	Employees of Public Works Department Director - Phoenix Hardware	[**6 Counts**] • Causing a Loss – 4 Counts • Obtaining a Financial Advantage – 2 Counts	Case taken to Court on 27/09/13
Suva	Jone Ratunidawasamu Toga Senibici	Military Officer	[**2 Counts**] • Bribery	Case taken to Court on 30/09/13

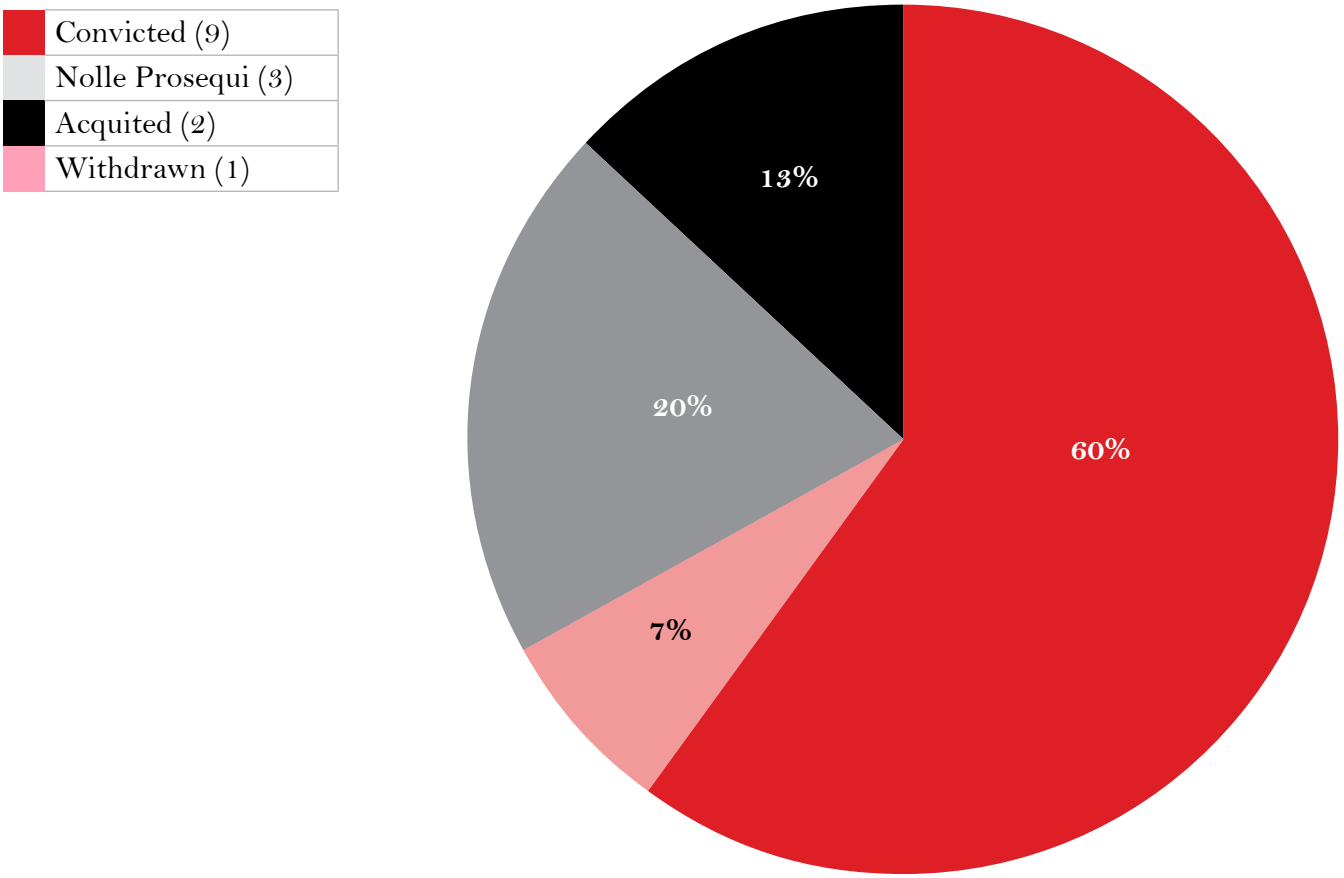
CENTER	ACCUSED	OCCUPATION	OFFENSE	REMARKS
Lautoka	Timoci Naulu	Acting Inspector for the Fiji Police Force – Nadi	[**2 Counts**] • Bribery	Case taken to Court on 28/03/13
Suva	Matai Matakitoga	Manager Finance at Bio Security Authority of Fiji	[**2 Counts**] • Theft	Case taken to Court on 11/10/13
Suva	Bimal Rajan	Storeman at Fiji Electricity Authority	[**2 Counts**] • Receiving Corrupting Benefit	Case taken to Court on 22/10/13
Labasa	Samuel Zinck	Private Salesman	[**3 Counts**] • Falsely pretending to be an Officer	Case taken to Court on 30/10/13
Suva	Setoki Taveta	Police Officer at Raiwaqa Police Station	[**3 Counts**] • Bribery	Case taken to Court on 05/11/13
Suva	Ana Laqere Navitalaui Tamanitoakula Amelia Vunisea Vaciseva Laqai Vilisi Tuitavuki Losalini Toroca Laisa Halafi Tavenisa Tavaga Taniela Railala Thomas Harvey Eparama Racumu Kiniviliame Taviraki	Employees of Public Works Department	[**27 Counts**] • Abuse of Office – 12 Counts • Causing a Loss – 14 Counts • Obtaining a Financial Advantage	Case taken to Court on 04/12/13
	Shalendra Kumar	Director - Professional Stationeries		
Suva	Ana Laqere Navitalaui Tamanitoakula Amelia Vunisea Vaciseva Laqai Vilisi Tuitavuki Losalini Toroca Laisa Halafi Tavenisa Tavaga Taniela Railala Thomas Harvey Kiniviliame Taviraki	Employees of Public Works Department	[**46 Counts**] • Abuse of Office – 11 Counts • Causing a Loss – 33 Counts • Obtaining Financial Advantage – 2 Counts	Case taken to Court on 05/12/13
	Salesh Bikash Roshni Lata	Director of Crazy and Entire Office Supplies		
Suva	Ana Laqere Navitalaui Tamanitoakula Amelia Vunisea Vaciseva Laqai Vilisi Tuitavuki Losalini Toroca Laisa Halafi Tavenisa Tavaga Taniela Railala Thomas Harvey Eparama Racumu Kiniviliame Taviraki	Employees of Public Works Department	[**47 Counts**] • Abuse of Office – 12 Counts Causing a Loss – 33 Counts Obtaining a Financial Advantage – 2 Counts	Case taken to Court on 10/12/13
	Shelveen Narayan Sunil Davendra Raj	Director of Ontime and Shavel Stationery Supplies		

Table 3 - List of cases disposed in 2013

ACCUSED NAME	OFFENCE CHARGED	OFFENCE CONVICTED / ACQUITTED	DATE OF SENTENCE	SENTENCE /RULING
Penisemani Rakanace	[**4 Counts**] • Abuse of Office • Forgery • Uttering Forged Documents • Fraudulent conversion	Convicted	18/02/13	Sentenced to 2 years imprisonment that is 1 year in custody and the remaining 1 year is suspended for 3 years.
Ashwini Lata	[**10 Counts**] • Embezzlement by Servant • Forgery	Convicted	22/03/14	Sentenced to 18 months imprisonment suspended for three years.
Apenisa Nodrayaca	[**2 Counts**] • Aiding and Abetting • Theft	Withdrawn	27/03/13	Case withdrawn under Section 169 2 (b) (ii).
Esiki Tukana	[**6 Counts**] • Conversion	Convicted	04/04/13	Sentenced to 18 months imprisonment, suspended for 2 years. In addition a fine of $500.00. In default, 50 days imprisonment.
Tevita Peni Mau Dhirendra Pratap	[**2 Counts**] • Abuse of Office	Acquitted	28/05/13	Case acquitted. Notice of Appeal filed on 25/06/13.
Bai Tuicaumia	[**2 Counts**] • Fraudulent Conversion • False Pretence	Convicted	28/06/13	Sentenced to 18 months imprisonment and given three months to pay $1,900. Should he fail to pay the full sum, 18 months imprisonment and if paid his sentence will be suspended for 2 years.
Sialeni Vuetaki Alipate Naiorosui	[**2 Counts**] • Abuse of Office	Withdrawn	19/06/13	Case withdrawn under section 169 of the Criminal Procedure Decree 2009.
Laisenia Qarase	[**2 Counts**] • Abuse of Office	Nolle Prosequi'	26/06/13	"Nolle Prosequi" under Section 49 of the Criminal Procedure Decree 2009.
Jone Koroi	[**2 Counts**] • Forgery • False Pretence	Nolle Prosequi'	27/06/13	"Nolle Prosequi" under Section 49 of the Criminal Procedure Decree 2009.
Shakti Singh Sebiuta Ravoka	[**2 Counts**] • Causing a Loss	Nolle Prosequi'	27/06/13	"Nolle Prosequi" under Section 49 of the Criminal Procedure Decree 2009.
Samuel Foster	[**1 Count**] • Obtaining Financial Advantage	Convicted	04/12/13	Sentenced to 18 months, 6 months in prison and the remaining 12 months is suspended for two years.
Seremaia Vueti	[**4 Counts**] • Abuse of Office	Convicted	06/09/13	Sentenced to 12 months imprisonment, suspended for 4 years.

ACCUSED NAME	OFFENCE CHARGED	OFFENCE CONVICTED / ACQUITTED	DATE OF SENTENCE	SENTENCE /RULING
Jacoro Kenatale	[**4 Counts**] • Abuse of Office	Convicted	06/09/13	Sentenced to 12 months imprisonment, suspended for 4 years.
Foana Nemani	[**2 Counts**] • Extortion by Public Officers • Abuse of Office	Convicted	20/09/13	Sentenced to 26 months imprisonment
Mahendra Motibhai Patel	[**2 Counts**] • Abuse of Office	Convicted in 2011 Appeal dismissed	26/08/13	Accused sentenced to 12 months imprisonment on 14/04/11.
Jese Vatuwaqa	[**4 Counts**] • Obtaining Money by False Pretence • Forgery - 2 Counts • Obtaining a building completion certificate by False Pretence	Acquitted	04/10/13	Case acquitted
Taniela Bolea		Convicted	18/10/13	Imprisonment

Figure 3 - Percentage of cases disposed in 2013



The Complaints Section

Mock Interview of witness

Criminal Investigators Qualifying Course participant Misa Vakaloloma

Complaints Officer with a complainant

Complaints Officers Ms. Miriama Seru and Ms. Akanisi Waqawai

[complaints]

The Commission is focused on addressing all complaints received and encourages the public to report corruption or any suspected corrupt practices to its Complaints Section or any of the Commission's offices. Alternatively, a complainant may contact the Commission through its toll free line (1322) or by letter to GPO Box 2335, Government Buildings, Suva.

Under the direction and supervision of the Senior Complaints Officer, the Complaints Section is the first point of contact for complaints received by the Commission.

All complaints received by the Complaints Section are registered on the case management database developed and tailored to the Commission's requirements.

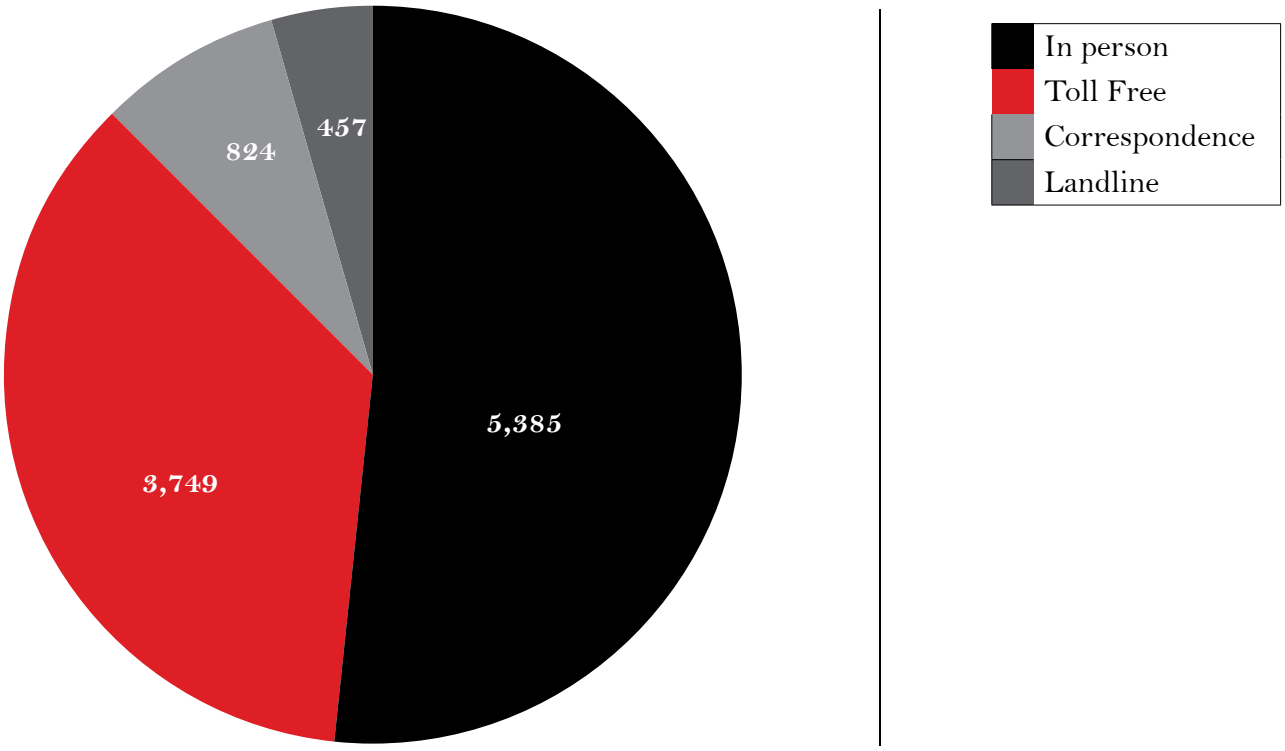
Complaints Officers are provided with the necessary training to handle complaints. Matters within the Commission's jurisdiction are referred to the Assessment Section comprised of Legal Officers, who determine how each complaint should proceed.

Complaints considered outside the boundaries of the Commission's jurisdiction are referred to the relevant authority and the complainants are advised accordingly.

Throughout 2013, the Commission received and managed a total of 10,415 complaints. This is the highest number of complaints received by the Commission since its establishment in 2007.

From the 10,415 complaints, 824 were received through correspondence, 3,749 through the toll free line, 457 through the official landline and 5,385 reported in person to the Commission as shown in **Figure 4.**

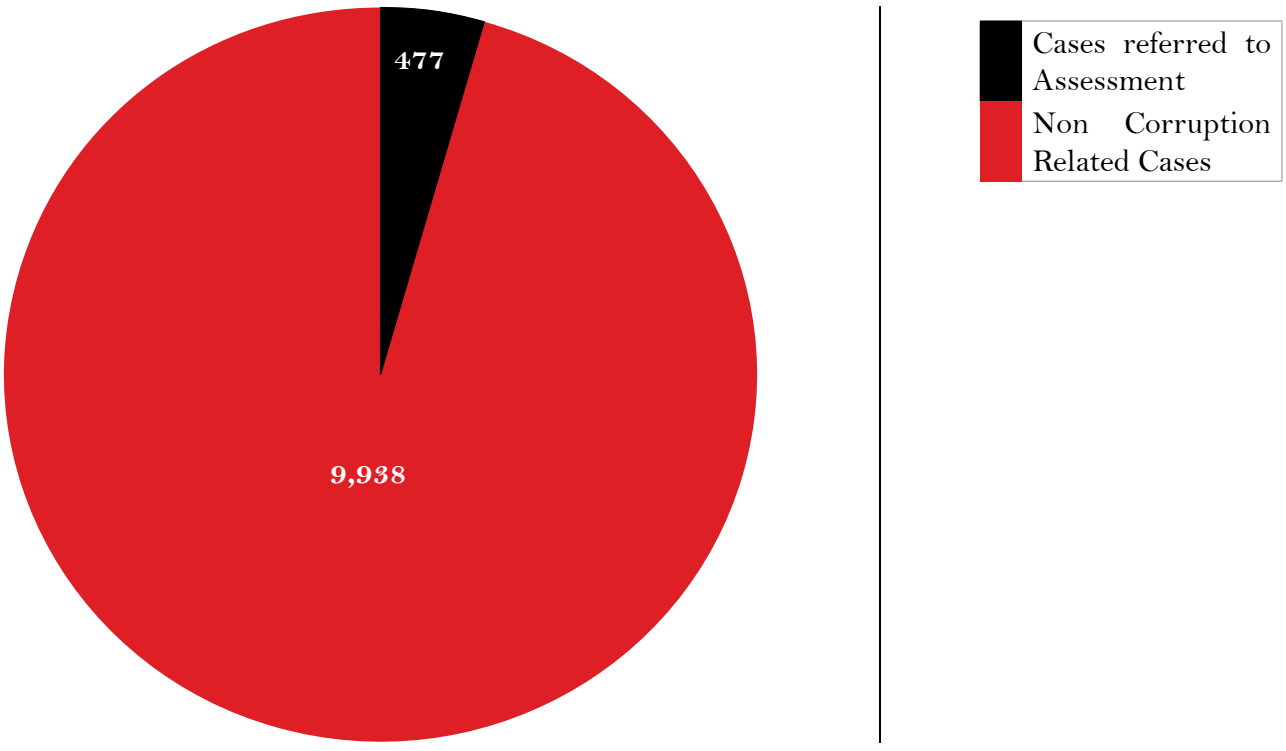
Figure 4 - Mode of reporting complaints



Classification of Complaints

Of the 10,415 complaints received, 477 were referred to the Assessment Section for evaluation and 9,938 were referred to the relevant authorities as the complaint did not meet the definition of corrupt conduct in the Promulgation and therefore did not warrant any Commission action as shown in **Figure 5.**

Figure 5 - Classification of complaints



Tables 4 - 6 & Figure 6 highlights the distribution of complaints received by the Commission for 2013 including complaints received through the Vodafone and Digicel Toll free line.

Table 4 - Category of Complaints received by the Commission (in-person, correspondence & official landline) from 1 January - 31 December 2013.

No	Complaints issue Against Relevant Institutions	Suva	Lautoka	Labasa	Total
1	Attorney General's Office	-	-	1	1
2	Air Pacific Limited	2	-	-	2
3	Airports Fiji Limited	3	5	-	8
4	Bio Security of Fiji	2	2	-	4
5	City Councils & Town Councils	40	28	4	72
6	Civil Aviation Authority of Fiji	-	-	3	3
7	Civil Issues	336	147	38	520
8	Commercial Banks	9	10	-	19
9	Consumer Council of Fiji	-	-	8	8
10	Department of Bureau & Statistics	-	-	1	1
11	Department of Energy	4	-	4	8
12	Department of Labour	95	65	26	186
13	Department of Lands & Survey	24	33	6	63
14	Department of Social Welfare	42	14	37	93
15	Director of Public Prosecution	2	-	-	2
16	Fiji Commerce Commission	2	-	2	4
17	Fiji Correctional Services	4	3	2	9
18	Fiji Dairy Limited	1	-	-	1
19	Fiji Development Bank	-	2	4	6
20	Fiji Electricity Authority	21	19	2	41
21	Fiji Hardwood	1	-	1	2
22	Fiji Human Rights Commission	1	-	-	1
23	Fiji Independent Commission Against Corruption	7	1	2	10
24	Fiji National Provident Fund	32	41	20	93
25	Fiji Pine	-	-	4	4
26	Fiji Police Force	133	99	124	356
27	Fiji Ports Authority	3	-	-	3
28	Fiji Public Trustees	6	2	14	22
29	Fiji Revenue & Customs Authority	8	2	4	14
30	Fiji Roads Authority	15	3	16	34
31	Fiji Sugar Corporation	2	9	10	21
32	Fiji Trade Investment Board	2	-	-	2
33	Fijian Holdings Limited	1	-	-	1
34	Housing Authority of Fiji	6	10	2	18
35	I-Taukei Land Trust Board	97	79	54	230
36	Labour Issues	254	228	-	482
37	Land Transport Authority	44	17	13	74
38	Legal Aid Commission	1	-	-	1

No	Complaints issue Against Relevant Institutions	Suva	Lautoka	Labasa	Total
39	Maritime Safety Authority of Fiji	3	1	2	6
40	Mineral Resource Department	1	-	-	1
41	Ministry of Defense	7	12		19
42	Ministry of Education	49	9	22	80
43	Ministry of Finance	3	-	-	3
44	Ministry of Foreign Affairs	-	-	1	1
45	Ministry of Health	31	13	19	63
46	Ministry of Information	1	-		1
47	Ministry of I-Taukei Affairs	2	1	4	7
48	Ministry of Justice	28	29	17	74
49	Ministry of Local Government	5	-	8	13
50	Ministry of Primary Industry	23	2	9	34
51	Ministry of Provincial Development & National Disaster Management	9	7	10	26
52	Ministry of Public Enterprises	1	-	-	1
53	Ministry of Sugar	2	-	-	2
54	Ministry of Trade & Commerce	1	-	-	1
55	Ministry of Works Transport & Public Utilities	4	2	4	10
56	Ministry of Youth & Sports	-	-	1	1
57	Multi Ethnic Affairs	-	-	4	4
58	National Fire Authority	1	-	-	1
59	Non deductions of FNPF contributions	-	67	-	67
60	Personal Disputes	576	671	64	1,311
61	Post Fiji	2	-	-	2
62	Prime Minister's Office	5	-	-	5
63	Private Company	570	174	211	957
64	Private Individuals	1	72	-	73
65	Public Rental Board	5	2	2	9
66	Public Service Commission	5	-	1	6
67	Real Estate Licensing Board	1	2	-	3
68	Reserve Bank of Fiji	1	-	-	1
69	Republic of Fiji Military Force	4	1	-	5
70	School Committee & Management	26	8	5	39
71	Seek Assistance and Advice	448	577	194	1,219
72	Telecom Fiji Limited	4	1	1	6
73	Tertiary Institutions	19	5	5	29
74	Unions & Associations	-	12	2	14
75	Unit Trust of Fiji	-	1	-	1
76	Water Authority of Fiji	64	49	39	152
	Total	**3,102**	**2,537**	**1,027**	**6,666**

Table 5 - Category of Complaints received through the Vodafone/Digicel Toll Free Line from 1 January – 31 December 2013

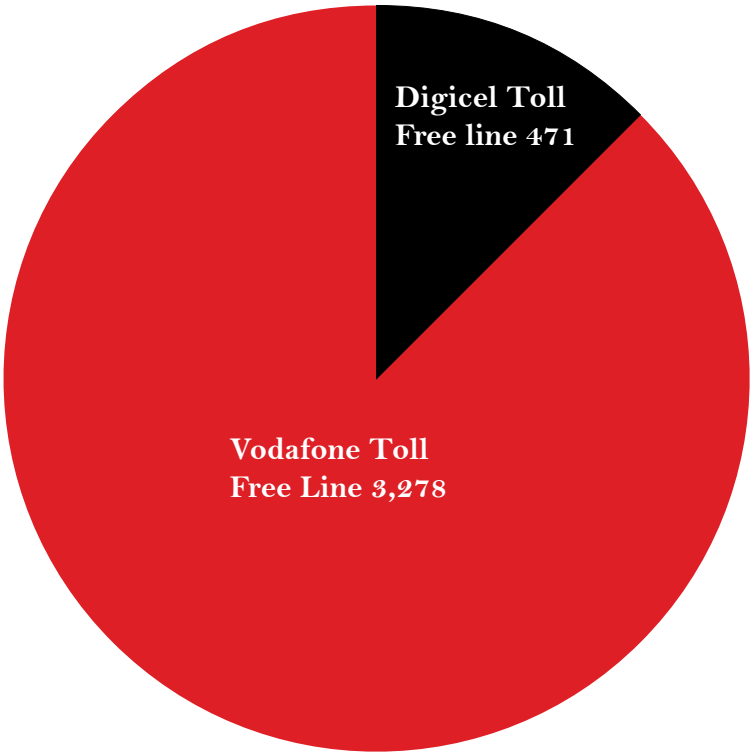
No	Complaints issue Against Relevant Institutions	Vodafone	Digicel	Total
1	Airports Fiji Limited	1	-	1
2	Bio Security of Fiji	1	-	1
3	City Councils & Town Councils	33	6	39
4	Civil Issues	220	31	251
5	Commercial Banks	11	1	12
6	Department of Energy	8	-	8
7	Department of Labour	111	15	126
8	Department of Lands & Survey	16	-	16
9	Department of Social Welfare	31	5	36
10	Fiji Commerce Commission	2	-	2
11	Fiji Corrections Services	4	-	4
12	Fiji Electricity Authority	68	9	77
13	Fiji Hardwood	5	-	5
14	Fiji Independent Commission Against Corruption	5	1	6
15	Fiji National Provident Fund	30	1	31
16	Fiji Ports Authority	1	-	1
17	Fiji Police Force	260	41	301
18	Fiji Revenue & Customs Authority	9	-	9
19	Fiji Roads Authority	16	1	17
20	Fiji Sugar Corporation	5	-	5
21	Fijian Holdings Limited	1	-	1
22	Housing Authority of Fiji	3	1	4
23	I-Taukei Land Trust Board	33	2	35
24	Labour Issues	267	53	320
25	Land Transport Authority	36	1	37
26	Legal Aid Commission	1	-	1
27	Maritime Safety Authority of Fiji	1	1	2
28	Ministry of Provincial Development & National Disaster Management	16	3	19
29	Ministry of Defense	3	-	3
30	Ministry of Education	35	3	38
31	Ministry of Finance	3	-	3
32	Ministry of Health	55	5	60
33	Ministry of I Taukei Affairs	3	-	3
34	Ministry of Justice	25	3	28
35	Ministry of Local Government	3	-	3
36	Ministry of Primary Industry	30	4	34
37	Ministry of Sugar	4	-	4
38	Ministry of Trade & Commerce	1	-	1
39	Ministry of Works & Public Utilities	3	-	3
40	National Fire Authority	1	-	1
41	Personal Disputes	538	90	628
42	Post Fiji	8	2	10
43	Prime Minister's Office	1	-	1
44	Private Companies	456	73	529

45	Public Service Commission	3	-	3
46	Republic of Fiji Military Force	3	-	3
47	School Committee/Management	19	-	19
48	Seek Assistance and Advice	741	110	851
49	Telecom Fiji Limited	2	-	2
50	Tertiary Institutions	6	1	7
51	Unions & Association	2	-	2
52	Water Authority of Fiji	129	17	146
	Total	**3,269**	**480**	**3,749**

Table 6 - Summary of Complaints received through the Toll Free Line from 1 January – 31 December 2013

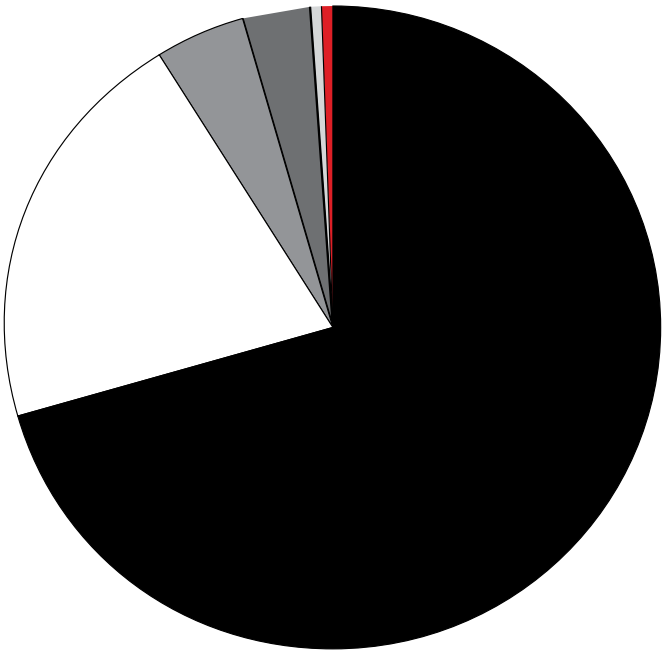
Month	Total Complaint through Digicel Toll Free line	Total Complaint through Vodafone Toll Free line	Total Complaints Received	Non –corruption related cases	Cases forwarded for Assessment	% of Cases forwarded for Assessment
1st Quarter	270	1,037	1,307	1,296	11	0.85%
2nd Quarter	79	864	943	918	25	2.66%
3rd Quarter	50	636	686	665	21	3.07%
4th Quarter	72	741	813	801	11	1.36%
Total	**471**	**3,278**	**3,749**	**3,681**	**68**	**7.94%**

Figure 6 - Graph showing the total number of complaints received through Vodafone/Digicel Toll Free Line from 1 January to 31 December 2013



When categorizing the total number of complaints received by the Commission for 2013, grievances against private organizations & individuals received the highest with 7,350, followed by Government Ministries & Departments - 2,167, Government Commercial Statutory Authorities - 455, Government Statutory Authorities - 349, Government Commercial Companies - 55 and Government Majority Owned Entities - 39 as shown in **Figure 7.**

Figure 7 - Categorization of complaints received by the Commission in 2013



Private Organisations and Individuals	**7,350**
Government Ministries and Departments	**2,167**
Government Commercial Statutory Authorities	**455**
Governement Statutory Authorities	**349**
Government Commercial Companies	**55**
Government Majority Owned Companies	**39**

Note: As provided by the Ministry of Public Enterprise:

- Government Majority Owned Entities are entities where Government holds more than 51% shares
- Government Commercial Companies are bodies governed by the Public Enterprise Regulation
- Government Statutory Authorities are bodies set up by law and authorized to enforce legislation on behalf of the state
- Government Commercial Statutory Authorities are same as Government Statutory Authorities but it is also a corporate body as they generate revenue for the Government and for themselves. Such authorities also have a board and the members are appointed by Government

"Meet the Press" Session

Awareness Session at Lautoka Muslim Secondary School

Annual Seminar Presentation Group

Corruption Prevention Staff

FICAC Officers at local Talkback show

Education & Awareness Team

[corruption prevention]

Maintaining its functions under Section 12 (d)-(h) of the FICAC Promulgation, the Corruption Prevention Department is responsible for:

a. examining the practices and procedures of Government departments and public bodies in order to facilitate the discovery of corrupt practices;

b. instructing, advising and assisting any person, on the latter's request, on ways in which corrupt practices may be eliminated by such person;

c. advising heads of Government departments or of public bodies of changes in practices or procedures compatible with the effective discharge of the duties of such departments or public bodies;

d. educating the public against the evils of corruption; and,

e. enlisting and fostering public support in combating corruption.

Focused on capturing the essence of its functions, the Department underwent a major restructure in the early part of the year. From Community Relations & Corruption Prevention Department, the Department was renamed Corruption Prevention.

The existing Sections within the Department; Community Relations, Public Affairs and Corruption Prevention were streamlined and identified as:

a. Integrity Assessment

b. Policy Analysis Development

c. Awareness

d. Public Affairs

National Annual Seminar:

"Public Sector Accountability & Integrity in Project Implementation & Procurement"

During the year, the Commission hosted its first seminar. Titled 'Public Sector Accountability and Integrity in Project Implementation and Procurement', the seminar featured key speakers from Government Ministries and participants within the Government system.

The methodologies deployed during the seminar included presentations, exchange of viewpoints, dialogue and distribution of printed materials. The main objective of this seminar was to:

a. identify Government Ministries with similar oversight functions and to reach a consensus as to how the provisions of the United Nations Convention Against Corruption could be implemented; and,

b. subsequently address the gaps that existed in the Procurement Process of Goods and Services within the Government machinery.

In the course of the seminar, a Communiqué that will form a working group comprised of representatives from the relevant stakeholders will work together towards the implementation of the above.

Corruption Prevention Risk Reduction (CP2R)

The Corruption Prevention Risk Reduction Technology (CP2R) was designed by Dr. Chris Saville of Malaysia. The CP2R was developed as a contribution to the fight against corruption by focusing on the methods organizations can adopt to prevent corruption and reduce the risk.

Introduced to the Commission by the Malaysia Anti Corruption Commission, the CP2R is based on the simple formula of; GREED + OPPORTUNITY = CORRUPTION RISK. The CP2R systematically identifies functions within an organization most susceptible to corrupt behaviors (i.e. the opportunities) and proposes a range of strategies to reduce the risk by eradicating, where possible, the opportunities.

It is through the CP2R that paved the way for the restructure of the Corruption Prevention Department and the establishment of new Sections such as the Integrity Assessment Section and Policy Analysis Development.

In addition, ten (10) Officers have attended training at the Malaysia Anti Corruption Commission on the use of the CP2R.

With the use of the CP2R, the Commission successfully conducted two (2) Corruption Prevention Risk Reduction (CP2R) Assessments with the following organizations:

a. Ministry of Lands and Mineral Resources (MLMR)

b. Fiji Commerce Commission (FCC)

Results and reports for the two (2) organizations have been presented to the respective organizations as follows:

a. MLMR – Report and results presented on 4 September, 2013

b. FCC – Report and results presented on 7 November, 2013

The Commission is also assisting and monitoring the progress of MLMR and FCC in implementing the recommended ideas for corruption prevention.

Educating on issues of corruption and fostering support on anti-corruption

Various approaches to educate the public in combating corruption have been carried out.

These approaches are constantly updated and enhanced regularly in order to maximize impact to target groups such as public officials, private organizations, students and the public.

The awareness activities carried out in 2013 are shown in **Table 7.**

Table 7 - Awareness activities for 2013

No	Activity	Target	Achieved Suva	Achieved Lautoka	Total
1	Anti - Corruption Workshop	3	12	4	**19**
2	Government Departments	6	35	40	**81**
3	Poverty Eradication	1	1	1	**3**
4	Statutory Bodies	1	1	1	**3**
5	Private Companies	1	1	1	**3**
6	Schools	6	10	5	**21**
7	I Taukei	5	17	0	**22**
8	Hindi	5	6	0	**11**

With a 100% achievement in 2013, the Awareness Section plans to review past activities and implement new approaches and strategies in order to effectively deliver the anti corruption messages to target audiences.

"Meet the Press" Session

In the course of fostering support from all levels of society, the Commission embarked on 'Meet the Press' approach with media representatives from both Government Ministries and Non-Governmental organizations.

The main objective of this session was to establish closer ties with the media and identify a common ground which the Commission and the media could develop in order to effectively fight corruption.

Talk back Shows

During the year, the Commission noticed a tremendous and positive improvement on its talk-back shows. It is worth mentioning that the public is aware of the existence of the Commission but require more information on the roles and functions of the organization, an area which the Commission intends to focus in 2014.

International Anti Corruption Day Celebration (IACD) 2013

Since the ratification of the United Nations Convention Against Corruption (UNCAC) in 2008 by the Fijian Government, the Commission continues to meet its obligations with UNCAC by celebrating the International Anti-Corruption Day (IACD) on 9 December every year.

For 2013, our celebration focused on visibility through the execution of a media campaign around the country. With the theme "Fight Corruption for Economic Prosperity and Progress in Fiji", Officers were deployed to various key locations around the country distributing promotional materials and engaging with the public.

During the course of this exercise, Officers had open interactive discussions with the public on corruption related matters.

Analysis of Complaints received by the Commission from January - December 2013

The primary function of the Policy Analysis Development Section is to render advisory services and examine work practices of Government departments and public bodies in order to facilitate the discovery of corrupt practices.

Apart from its primary focus, the Section also analyzed the number of complaints received by the Commission on a yearly basis. For 2013, the total number of complaints recorded by the Commission was 10,415, an increase of 598 complaints compared to the previous year. **Figures 8 - 11** highlights the assessment of complaints recorded for the year 2013.

Figure 8 - Total number of complaints received from January - December 2013

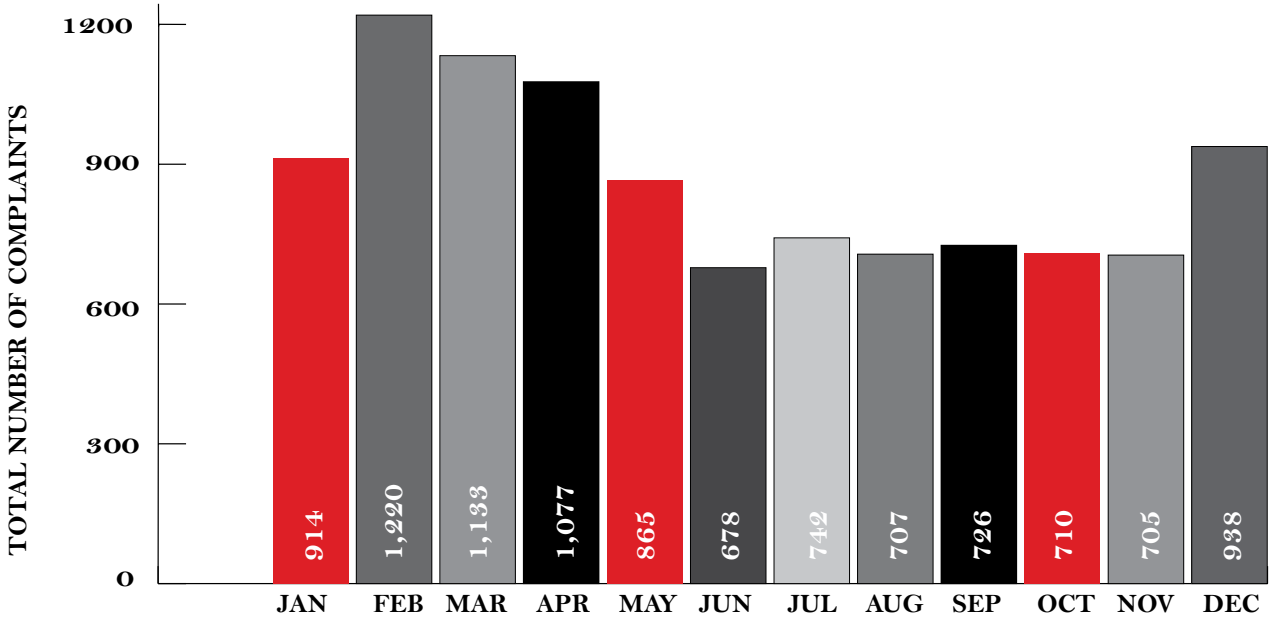


Figure 9 - Total number of complaints received in the different quarters of 2013

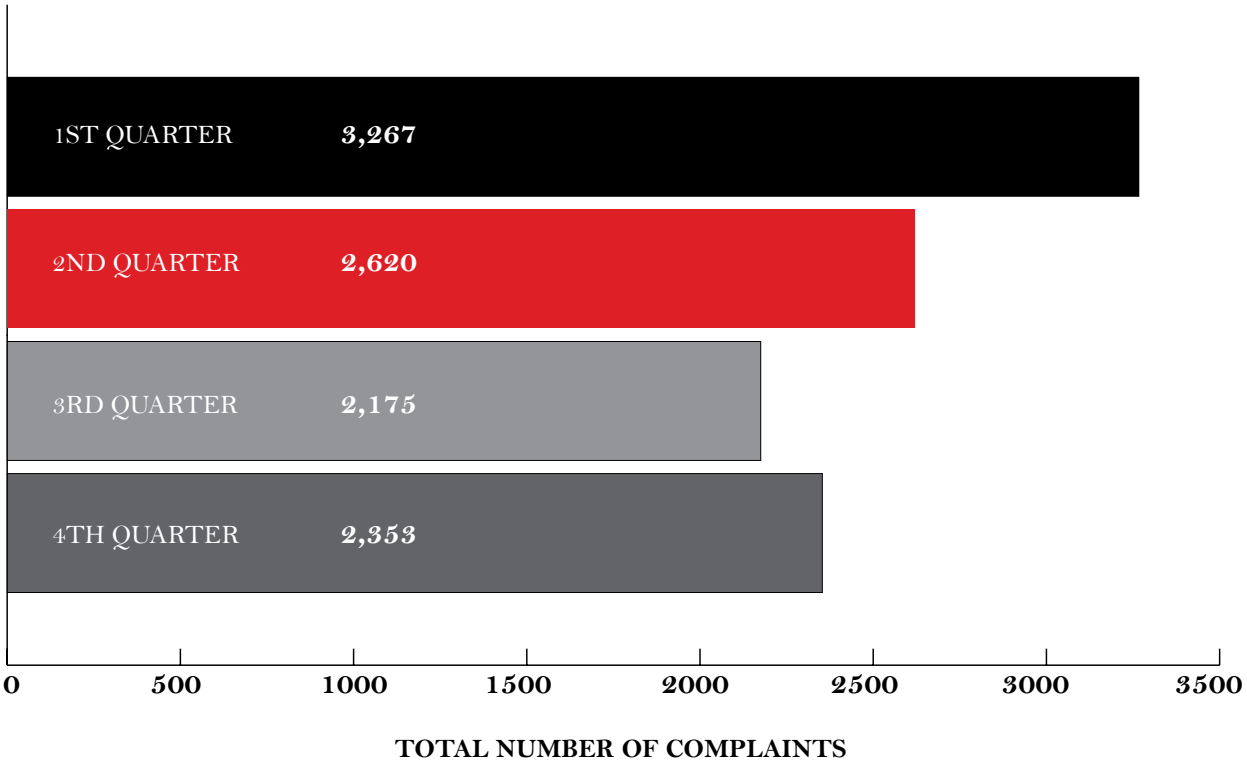


Figure 10 - Number of Corruption Related complaints received at the different divisions from the first – fourth Quarter of 2013

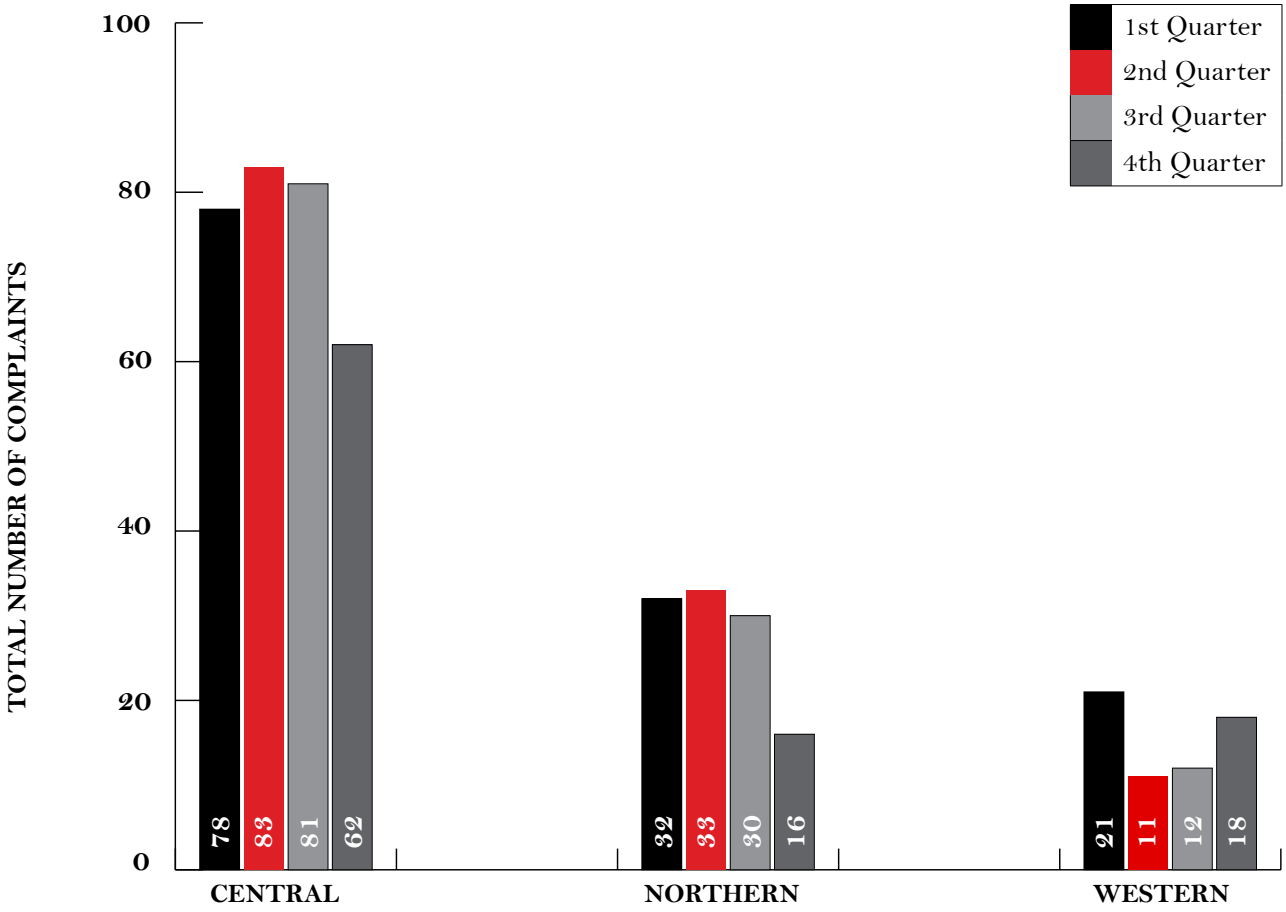
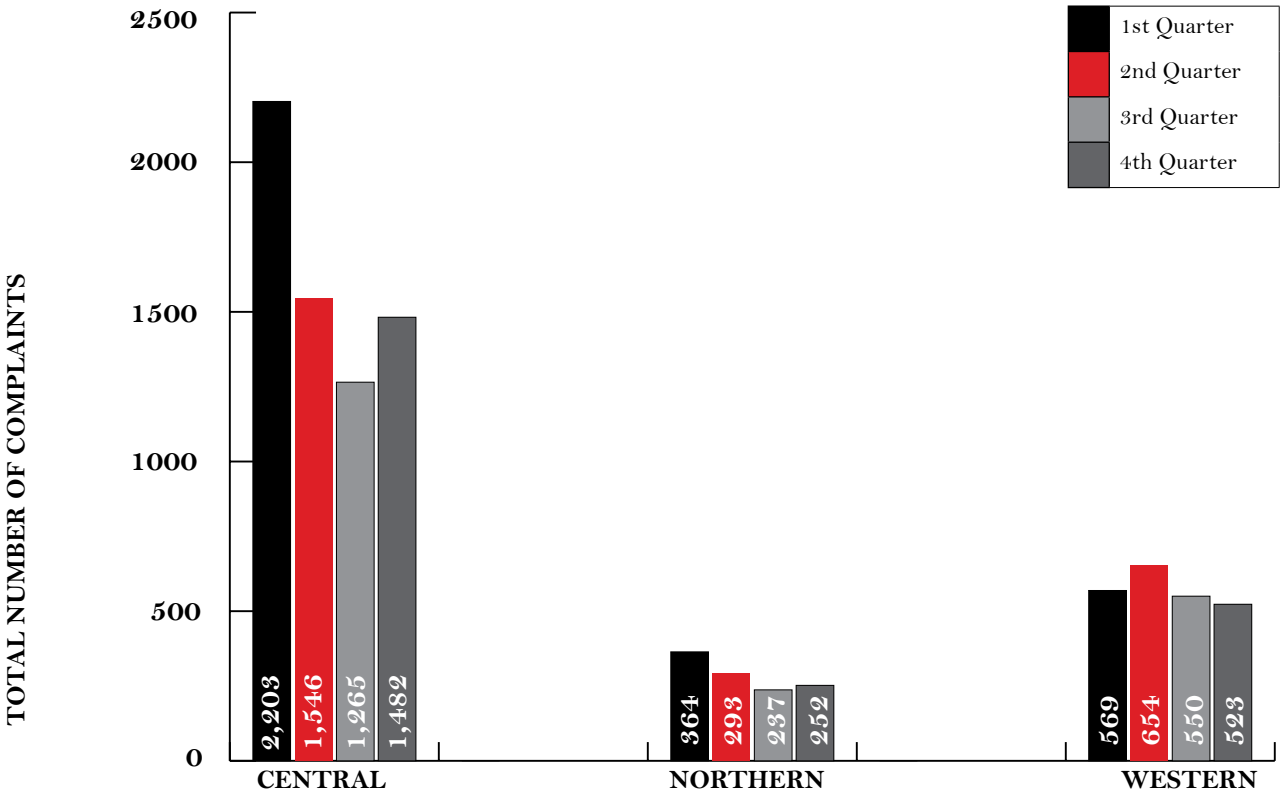


Figure 11 - Number of Non - Corruption related complaints received at the different divisions from the first – fourth Quarter of 2013



FICAC Course Participants in Malaysia

Security Officer on duty

Officers at Induction Training

Officers undergo Fingerprint training

Meeting Inventory Requests

Attending to Human Resource issues

[administration]

The Administration Department is divided into five sections – Training, Human Resources, Inventory, Compliance and Information Technology.

Under the direct supervision and control of the Manager Administration, the Administration Department is responsible for:

a. providing general office management which includes accommodation, travel and relocation of Officers to other Commission centers;

b. managing human resources which includes staff recruitment, training & development, staff remuneration and personnel administration;

c. procure and provide goods and services in respect of stationery, office equipment, furniture and servicing of vehicles. This includes maintaining an efficient and effective inventory system; and,

d. providing information technology & security support and cleaning of the Commission premises;

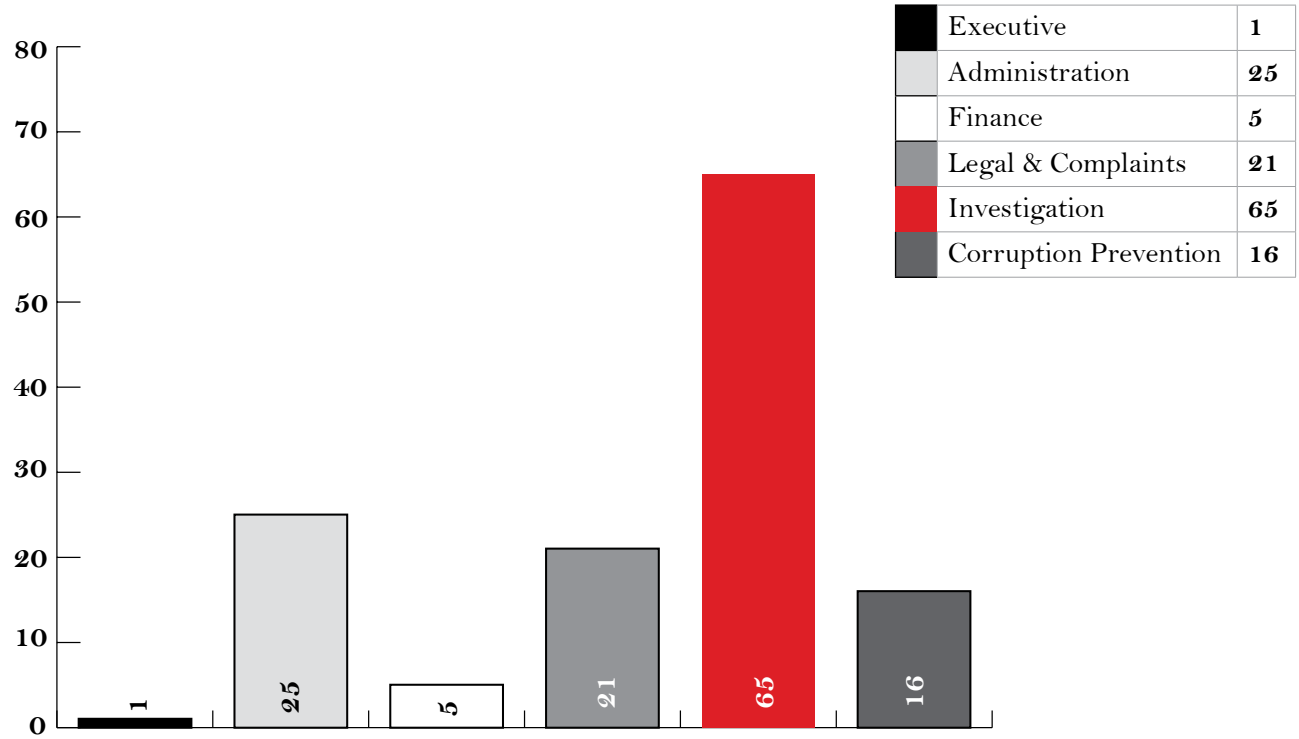
e. ensuring that all relevant procedures and processes are observed and adhered to by the Officers

In addition to its responsibilities, the Department also handles compliance matters and internal oversight.

Human Resources

The total number of Commission Officers in 2013 was 133 with the Investigation Department holding the largest number of personnel with sixty-five Officers followed by the Administration Department with twenty-five Officers, Legal & Complaints, Corruption Prevention, then Finance. **Figure 12** demonstrates the distribution of Commission Officers according to Department.

Figure 12 - Distribution of Officers per Department

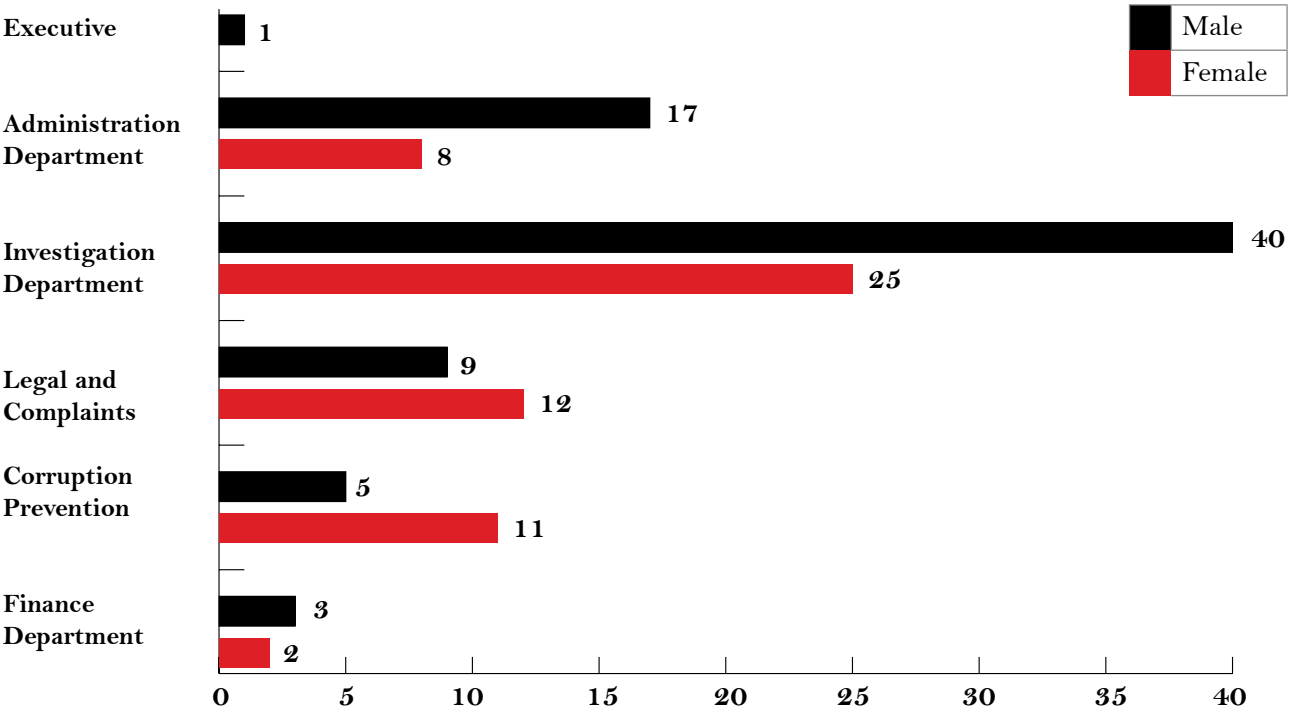


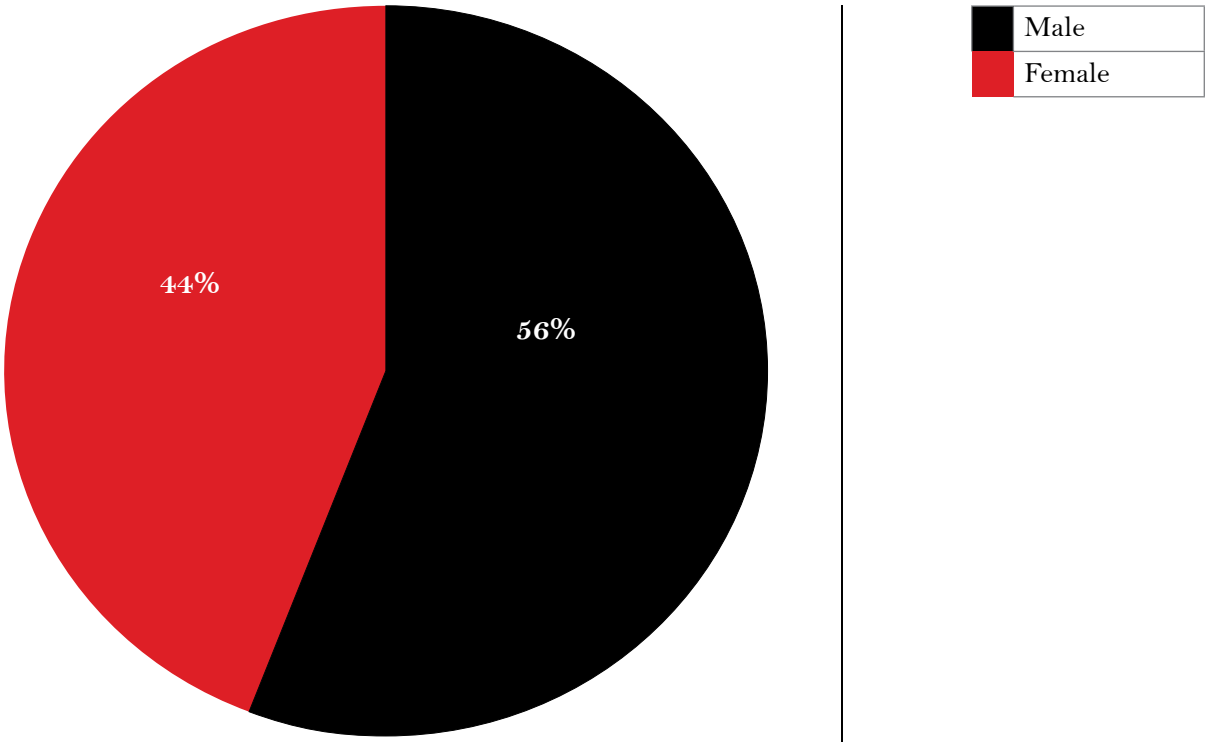
Gender Equality

The Commission ensures that Officers are treated equally regardless of gender thus promotes gender equality at the workplace.

Figure 13 highlights the number of male and female Officers in each Department. The pie chart that follows highlights the percentage of male and female Officers employed at the Commission.

Figure 13 - Number of Male & Female Officers in the Commission



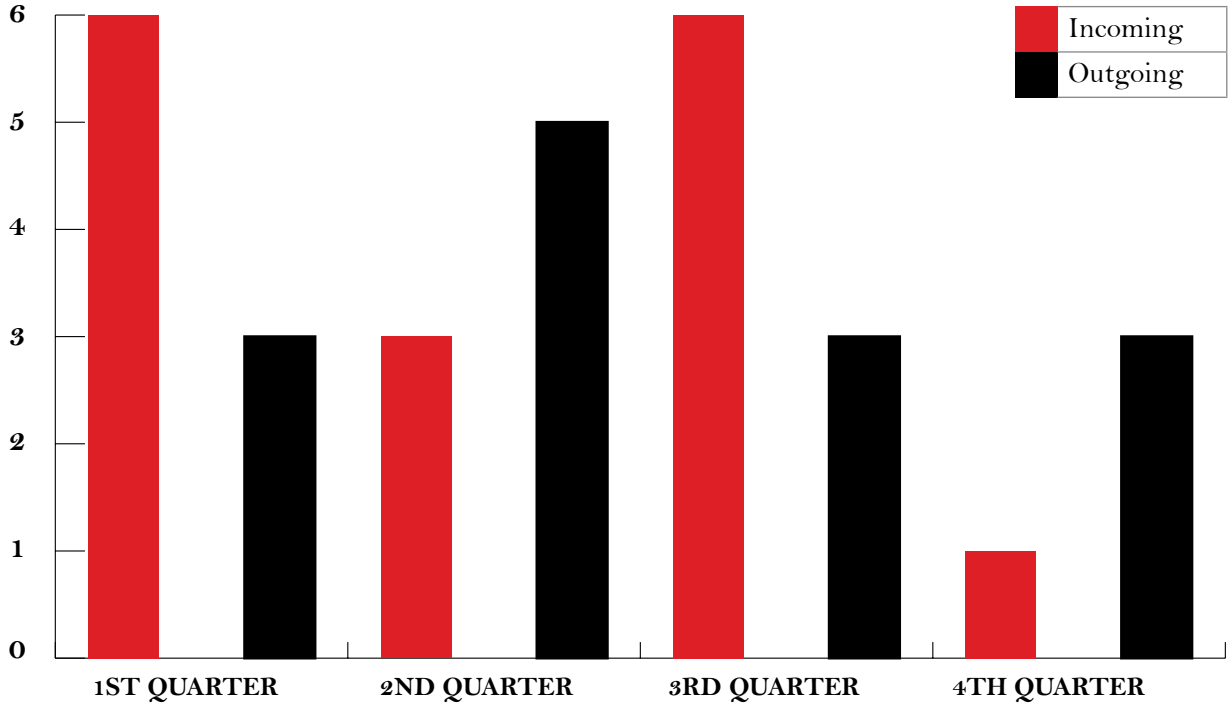


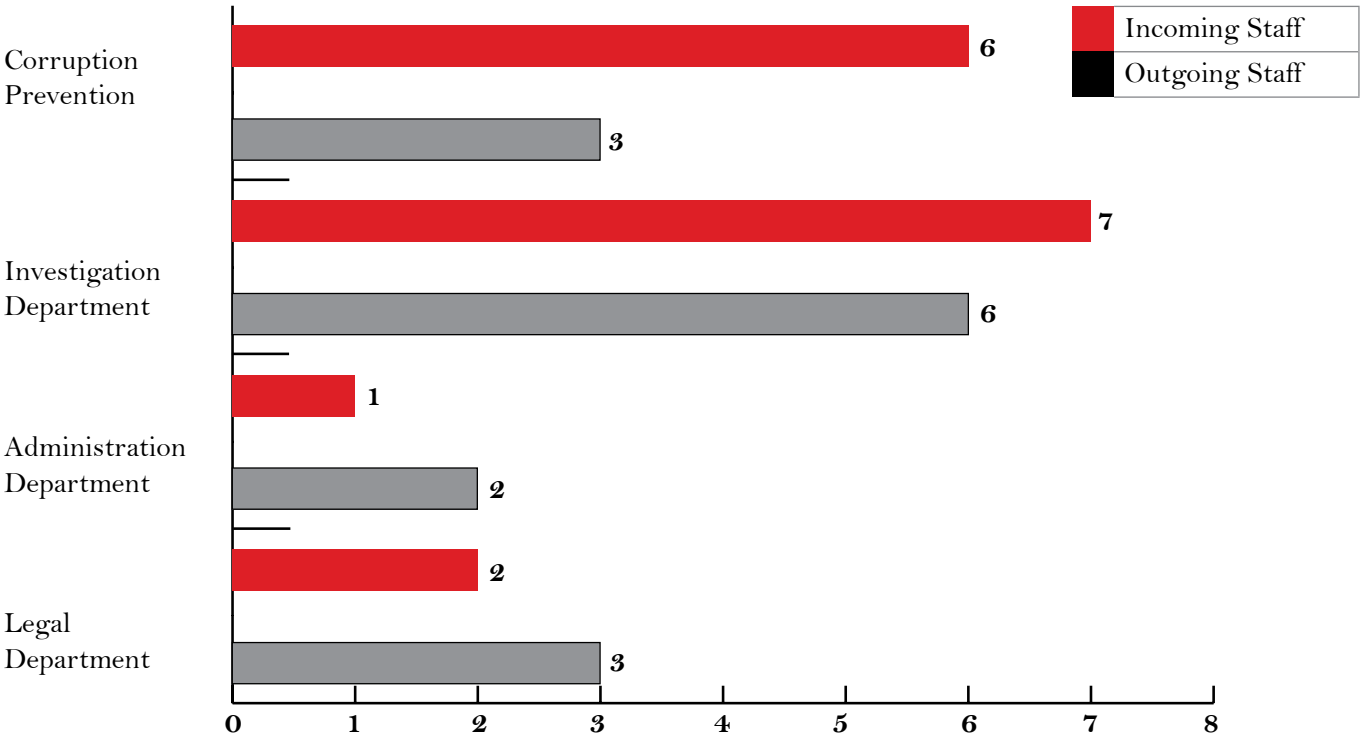
Staff Turnover

When reviewing the movement of Officers within the Commission, 2013 recorded the highest staff turnover since the establishment of the Commission.

During the year 2013, a total of sixteen (16) Officers were recruited and fourteen (14) Officers departed the Commission. **Figure 14** highlights the employee attrition rate on a quarterly basis and by Department.

Figure 14 - Employee attrition rate by quarters

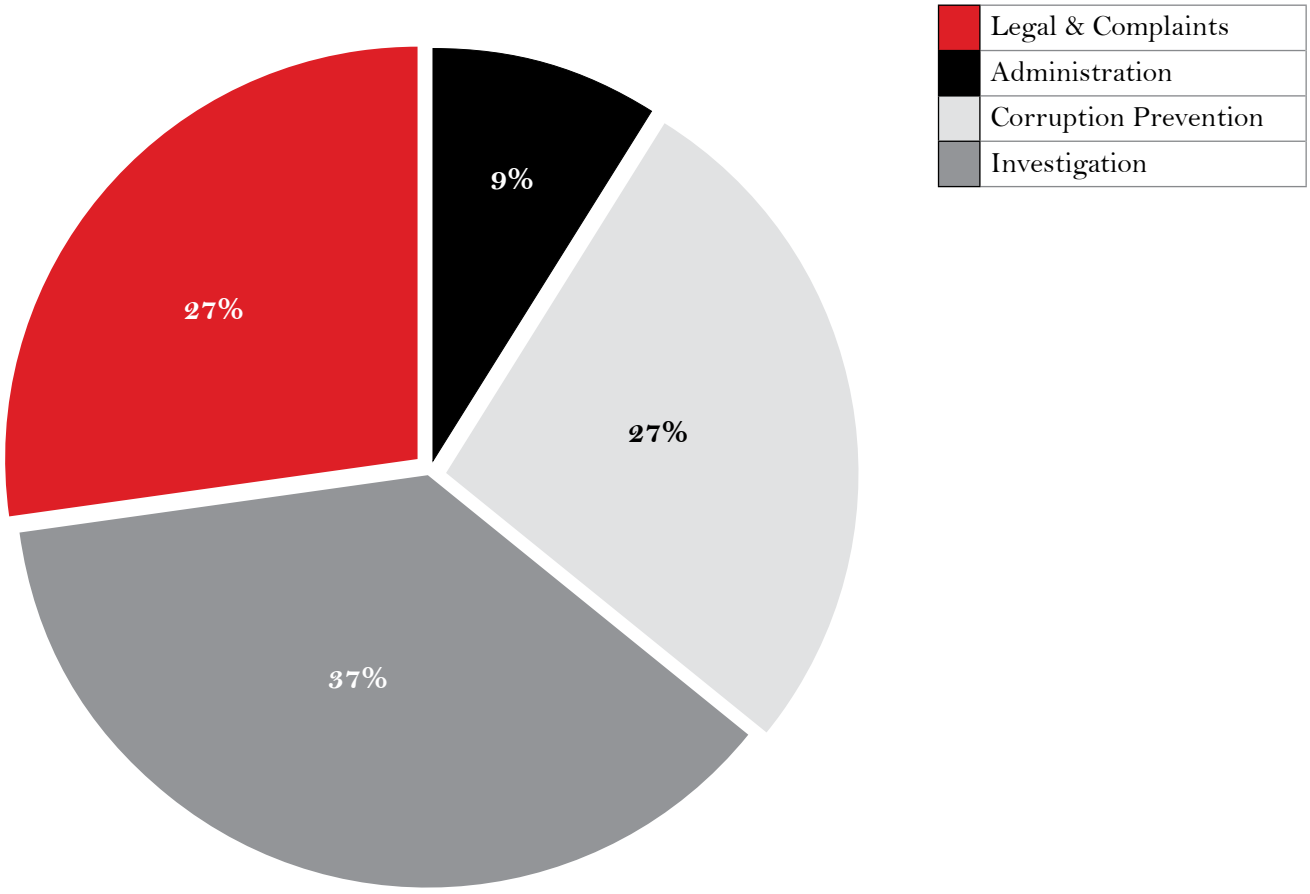




Promotions

During the year, a number of Officers were promoted as shown in **Figure 15**.

Figure 15 - Promotion of Officers by Department



Administration
Vehicle Fleet

In the year 2013, the Commission reduced its fleet of vehicles by two (2) vehicles bringing the number of vehicles to twelve (12). Of this, four (4) are lease and eight (8) are outright purchase vehicles.

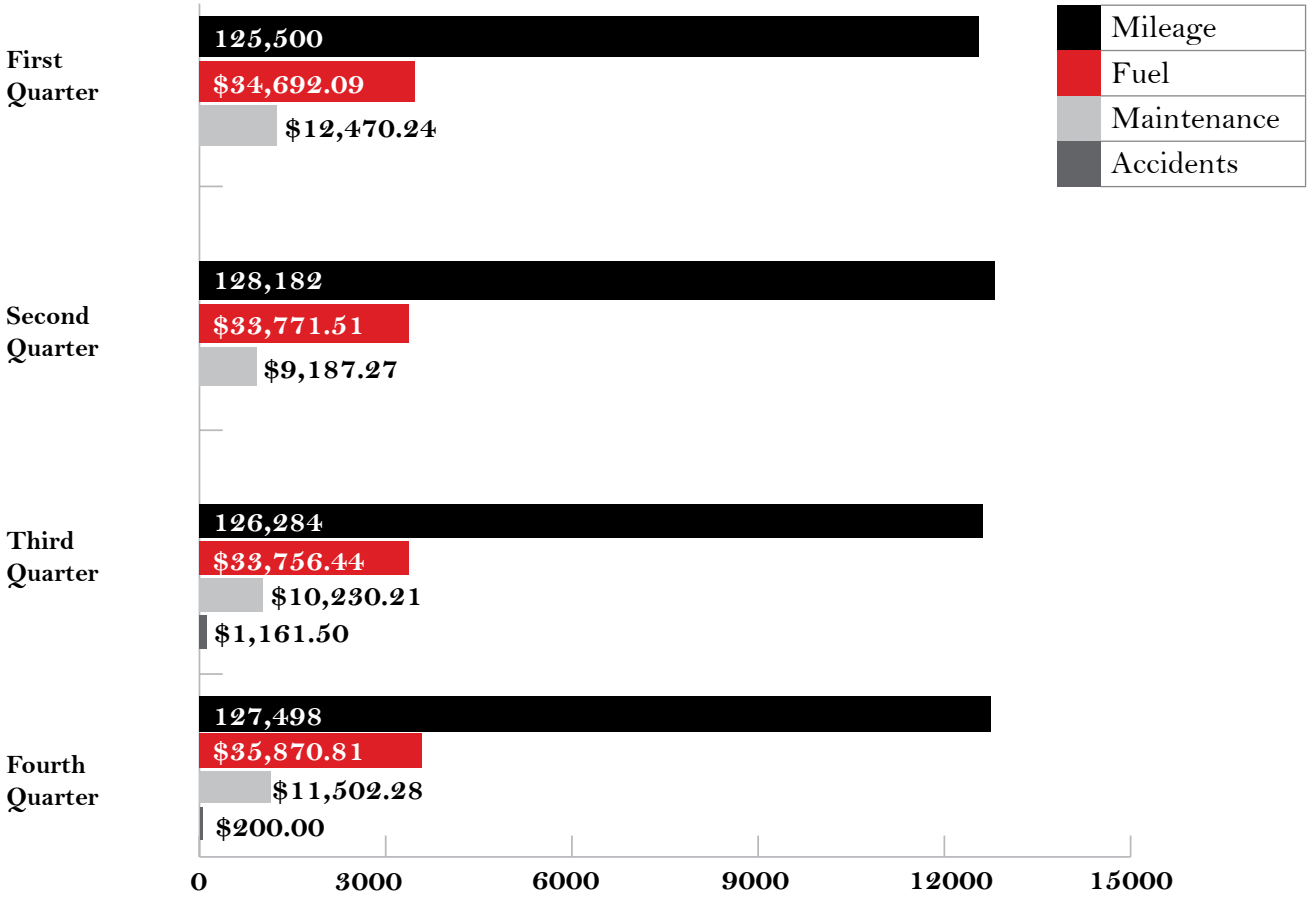
To ensure proper management of the Commission vehicles, every Driver is briefed on road safety rules, driving skills, servicing & maintenance and proper use of their vehicles. Each vehicle is also mounted with a tracking system and is monitored regularly on speed, location and movement of vehicle.

With a fleet of twelve (12) vehicles (four leased and eight outright purchased), the total vehicle usage/mileage for 2013 is shown in **Table 8** and **Figure 16**.

Table 8 – Table illustrating the usage (km) and vehicle costs for 2013

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	TOTAL
Fuel	$34,692.09	$33,771.51	$33,756.44	$35,870.81	$138,090.85
Maintenance	$12,470.24	$9,187.27	$10,230.21	$11,502.28	$43,390.00
Accidents	$-	$-	$1,161.50	$200.00	$1,361.50
Mileage	125,500	128,182	126,284	127,498	507,410

Figure 16 – Usage and fuel consumption of Commission vehicles



Policies and Procedures

The Commission policies and procedures are continuously reviewed and updated to ensure compliance with legislative requirements including its Promulgations.

For 2013, the Commission introduced its Writing Standards Manual which formed part of its Commission Standing Orders.

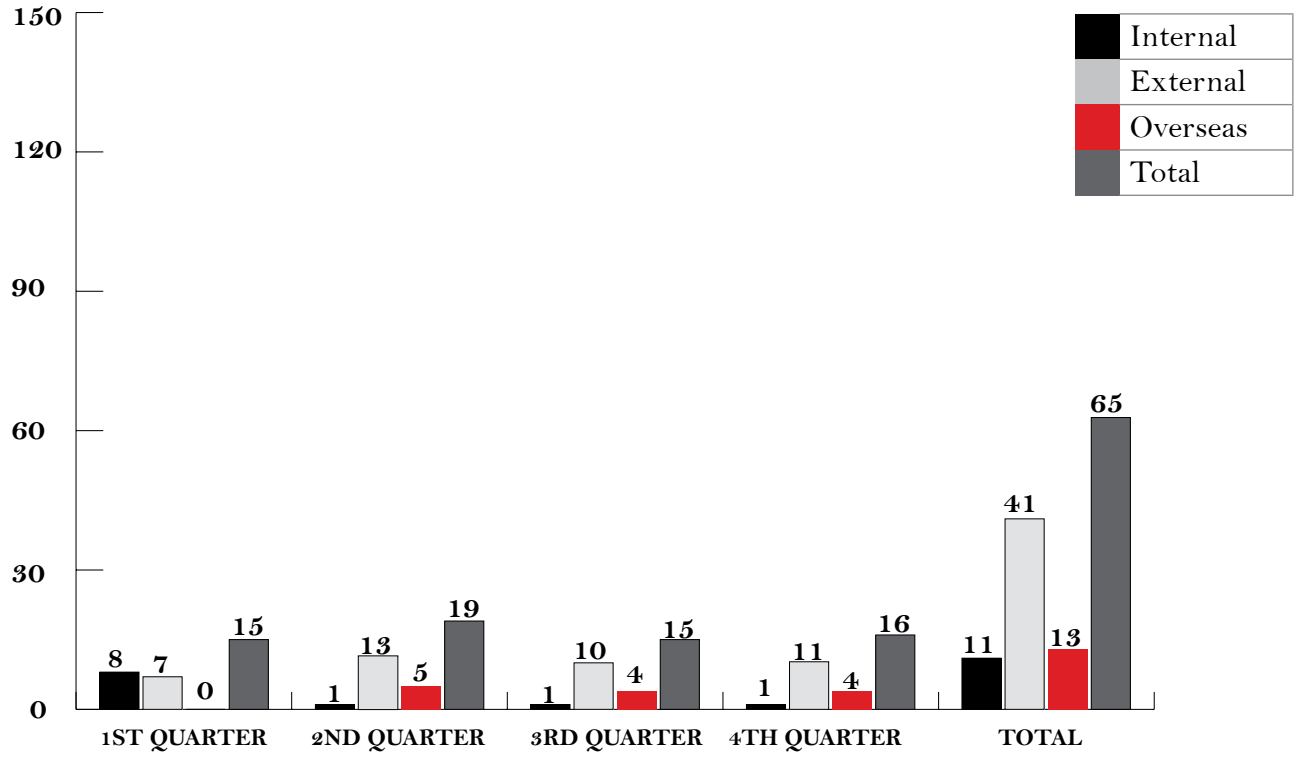
Training & Development

Training and Development of Officers has continued to be a primary focus for the Commission. Through its commitment, a number of Officers were given the opportunity to attend overseas training programmes as well as participating in locally organized short courses in investigative skills, management, human resource management, procurement, administration and financial management.

For the period under review, a total of sixty-five (65) fully funded training sessions were offered by the Commission to its Officer with eleven (11) held in-house, forty-one (41) external and thirteen (13) overseas courses as shown in **Table 9.**

Table 9 – Distribution of training sessions offered by the Commission to its Officers.

Courses	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	TOTAL
Internal	8	1	1	1	11
External	7	13	10	11	41
Overseas	0	5	4	4	13
	15	**19**	**15**	**16**	**65**



Internal Trainings & Workshops

Throughout the year, eleven (11) in-house courses were conducted to Commission Officers with the objective of enhancing knowledge, and professionalism among the Officers. List of in-house courses organized are highlighted in **Table 10.**

Table 10 - List of In-House Courses Conducted

Date	Course	Venue	No. of Attendees
14 -15 January	Annual Induction Training	Novotel Hotel, Lami	122
16 -18 January	Investigators Training Performance Enhancement	Novotel Hotel, Lami	50
16 January	Security Awareness	FICAC Suva	15
16 January	Handling of Complaints, Communication & Report Writing	FICAC Suva	18
13 February	Induction training for new recruits	FICAC Suva	6
27 February	Registry Procedures	FICAC Suva	4
28 February	Taking of Fingerprints & Photographs	FICAC Suva	18
21 March	Induction training for new recruits	FICAC Suva	3
1 May	Induction training for new recruits	FICAC Suva	2
30 July	Induction training for new recruits	FICAC Suva	5
8 October	Induction training for new recruits	FICAC Suva	1

Induction Training

All new recruits of the Commission are required to undergo Induction training for the purpose of gaining knowledge on the operations and functions of individual Departments. In 2013, eleven (11) new recruits successfully completed the Induction training.

External Trainings & Workshops

In addition to courses offered by the Fiji National University, Public Service Commission, and the Fiji Police Academy, the Commission secured workshops facilitated by Fiji Revenue & Customs Authority, the Fiji Institute of Accountants and the Institute of Internal Auditors.

The Commission was fortunate to receive the assistance of Interpol in February when its Officers attended a four (4) day training workshop with Mr. Jaganathan of the Interpol of France, Mr. Om Chhatwal, Mr. Pendyla and Mr. Raguthalli resource persons of the India Intelligence at the Tokatoka Resort in Nadi. Provided in **Table 11** are the list of external trainings and workshops attended by Officers for 2013.

Table 11 - List of external trainings and workshops

Date	Course	Venue	No. of Attendees
11-15 February	Training of trainers - Module 1	Fiji National University, Naviti Centre	3
13 - 15 February	Project Management Fundamentals	Fiji National University, Nasese	2
19 - 20 February	Individual Work Plan Training	Public Service Commission Training Division	2
20 - 22 February	Project Management Fundamentals	Fiji National University, Naviti Centre	1
28 Feb -1 March	Managing Teams	Fiji National University, Nabua	1
12 - 14 March	Induction- Module 1	Public Service Commission Training Division	2
14 March	Awareness on Outlaw Motor Cycle Gang	Fiji Revenue & Customs Authority Headquarters	2
8 - 12 April	Training of trainers - Module 2	Fiji National University, Naviti Centre	3
15 - 19 April	Management Development Programme - Module 1	Fiji National University, Nabua	3
23 April	Bridging the Gap	Reserve Bank- Level 11/IIA	10
29 April - 10 May	Financial Investigation Awareness Workshop	Fiji Revenue & Customs Authority Headquarters	2
26 April	Energy Managers Workshop	Holiday Inn	1
13 - 15 May	Train the Trainer - Financial Investigators Awareness	Fiji Revenue & Customs Authority Headquarters	2
23 - 24 May	Managing People	Fiji National University, Nabua	1
27 - 28 May	Analyzing & Interpreting Data	Fiji National University, Nasese	3
28 - 29 May	Managing People	Fiji National University, Naviti Centre	3

Date	Course	Venue	No. of Attendees
3 - 5 June	OHS Modules 1 & 2	Public Service Commission Training Division	4
10 - 14 June	Supervision	Fiji National University, Nabua	3
10 - 14 June	Management Development Programme – Module II	Fiji National University, Nabua	3
24 - 28 June	Supervision	Fiji National University, Naviti Centre	3
8 - 12 July	Interpol Training	Tokatoka Resort, Nadi	54
11 - 12 July	Training of trainers - Module 3	Fiji National University, Naviti Centre	3
20 August	Fiji Institute of Accountants Unexplained Wealth	Fiji Reserve Bank	6
22 - 23 August	Purchasing and Resource Management	Fiji National University, Nasese Campus	1
26-27 August	Exceptional Customer Services	Fiji National University, Nasese Campus	2
29 - 30 August	Employee Relations	Ministry of Youth Conference Room	1
10 Sep	Audit Report Writing	Fiji National University, Nabua	2
9 Sept – 11 Oct	Investigators Qualifying Course	Fiji Police Academy	1
17 Sep	Managing Office Productivity	F	4
30 Sept - 1 October	Forensic Accounting	Fiji National University, Nasese Campus	4
14 October	Bank Reconciliation and Petty Cash Basic	Fiji National University, Nasese Campus	1
14 - 15 October	Emotional Intelligence	Fiji National University, Nabua Campus	4
16 October	Constitution Workshop	Notovel Hotel, Lami	73
17 - 18 October	Professional Development for Secretaries	Fiji National University, Nabua Campus	1
23 - 25 October	Training of trainers - Module 4	Fiji National University, Namaka Campus	3
15 - 17 November	IIA 2013 Annual Conference	InterContinental Resort and Spa	3
27 Oct - 15 Nov	Investigators Course - Level 3	Fiji Police Academy	2
13 November	Training for Stakeholders / Partner Agencies on "Conducting Background & Credibility Checks"	Fiji Financial Intelligence Unit	2
6 - 7 December	AGs Conference 2013	InterContinental Resort and Spa	8
18 November - 19 December	Investigators Course - Level 2	Fiji Police Academy	2
25 November - 20 December	Prosecution Course	Fiji Police Academy	1

In addition to the yearly trainings in Malaysia, the Commission Officers attended overseas trainings and workshops as follows:

- **Mr. Isireli Tagicaki** - Advanced Security Cooperation Course in Honolulu, Hawaii. Mr Tagicaki was unable to complete the course due to the Government of Fiji's withdrawn of its public officials from the course.

- **Mr. Waisea Rabuli** - work attachment with the Forensic Office, Malaysia Anti Corruption Commission. Mr Rabuli successfully completed the three (3) weeks work attachment in Information Technology.

- **Ms. Anaseini Lomani** - attended the 2013 Asia Pacific Group on Money Laundering (APG) and Eurasian Group Against Money Laundering and Counter Financing of Terrorism (EAG) Typologies and Capacity Building Workshop in Mongolia. This was an extended invitation from the Fiji Financial Intelligence Unit.

- **Ms. Temalesi Waqabaca** - attended the Inaugural General Meeting Asset Recovery Interagency Network-Asia Pacific in Seoul, Korea.

- **Mr. Niko Bukarau** - attended the Australian Public Sector Anti-Corruption Conference 2013. This was the first for FICAC.

- **Ms. Arti Naidu** - attended the seminar on the "Best of Robert Klitgaard" at the International Anti Corruption Academy, Austria.

- **Mr. Peniasi Mualaulau** - attended the Anti-Corruption Strategy Training, Singapore.

- **Mr. Dalveer Singh** - attended a three (3) months IT training program offered by the India Technical and Economic Cooperation (ITEC), Bangalore, India sponsored by the Indian High Commission.

Listed in **Table 12** are overseas trainings, workshops and work attachment for 2013.

Table 12 - List of overseas trainings, workshops and work attachment

Date	Course	Venue	No. of Attendees
3 April – 8 May	Advanced Security Cooperation Courses (Withdrawn by Government on 26/4/13)	Asia-Pacific Centre for Security Studies (APCSS) – Honolulu, Hawaii	1
22 - 26 April	Intelligence Based Investigation Program	Malaysia Anti - Corruption Academy (MACA) - Kuala Lumpur, Malaysia	1
22 April - 11 May	Forensic on job work attachment	Malaysia Anti - Corruption Commission (MACC) - Kuala Lumpur, Malaysia	1
10 -14 June	Corruption Prevention & Risk Management Workshop	Malaysia Anti - Corruption Academy (MACA) - Kuala Lumpur, Malaysia	2
24 - 28 June	Senior Executive Course on Strategic Management	Malaysia Anti - Corruption Academy (MACA) - Kuala Lumpur, Malaysia	1
10 - 11 July	"Best of Robert Klitgaard" Seminar	International Anti - Corruption Academy (IACA) - Luxembourg, Austria	1
8 - 12 September	International Association of Prosecutors 2013 Conference	Moscow, Russia	1
11 - 18 September	Singapore Anti-Corruption Strategy	Singapore	1
23 - 27 September	2013 APG/EAG Joint Typologies and Capacity Building Workshop	Ulaanbaatar, Mongolia	1
21 October - 1 Nov	Certified Integrity Officer Program for International Participants	Malaysia Anti - Corruption Academy (MACA) - Kuala Lumpur, Malaysia	2
4 Nov 2013 - 24 January 2014	Certificate course in Networking (A+N+MCITP, CCNA)	Bangalore, India	1
19 - 20 November	Inaugural General Meeting Asset Recovery Interagency Network-Asia Pacific	Seoul, Korea	1
26 - 28 November	Australian Public Sector Anti-Corruption Conference 2013 Vision. Vigilance. Action	Sydney, Australia	1

INTERNAL AUDIT & COMPLIANCE

The objective of the Internal Audit & Compliance Section is to provide independent assistance to the Commission by overseeing and monitoring the Commission's procedures, risk and control frameworks, and its accountability requirements.

In 2013, the Section commenced its activities with:

a. the audit of the complaints process;

b. the audit of the Northern office stores;

c. Search & Seizure procedures/Investigation File compilation, Notebook & Identification Entries

d. Punctuality of Officers

e. Board of Survey

Audit of the Complaints Process

The primary purpose of the audit was to ensure Complaints Officers were adhering to Commission policies when handling complaints. During the initial planning of the audit, a risk analysis was conducted to identify, evaluate and prioritize the risks associated with the management of complaints.

The audit findings revealed discrepancies which the Commission instigated an immediate realignment of responsibilities amongst the Officers.

Audit of Stores

The audit of the Stores was conducted in the early part of the year. The audit findings revealed discrepancies in the maintenance of records which the Commission instigated an immediate realignment of responsibilities amongst the Officers.

This is an activity which the Section will continue to undertake to ensure stores are properly managed and accurate records are maintained at all times.

Search & Seizure procedures/Investigation File compilation, Notebook & Identification Entries

The above audit was conducted for Lautoka and Labasa offices. The purpose of the audit was to ensure compliance on the Investigators Notebook & Diary Entries, Investigation File Compilation and Search & Seizure processes and procedures stipulated in the Investigation Manual, Routine Orders and Directives.

The main findings of the audit indicated an improvement in the search and seizure process, Notebooks & Diary entries and Investigation file compilation. However, some non compliance issues were highlighted in areas relating to conformity to the organisational standard norms which continue to be rectified.

Punctuality of Officers

The purpose of this audit was to identify the punctuality of Officers for the period between 1 January – 31 December 2013. The Commission's normal working hours are 8:00 am - 4:30 pm Monday to Thursday and 8:00 am - 4:00 pm on Fridays.

The main findings of the audit indicated that some Officers were not adhering to office standards pertaining to punctuality and stringent measures have been implemented to address this matter.

Board of Survey

Since its establishment, the Commission has had a series of office equipment and furniture boarded and disposed. The audit of the Board of Survey Committee was to ensure:

a. procedures were followed;

b. review the Board of Survey policy;

c. disposal methods applied are in accordance with the disposal policy;

d. disposed items were update in the Inventory software;

e. provision of an estimation of total costs of items that have been disposed; and

f. provision of recommendations if necessary.

The audit report highlighted some discrepancies within the Board of Survey which the Committee members were directed to rectify. A follow-up on the audit findings will be reviewed in the new year.

INFORMATION TECHNOLOGY

To ensure that the Commission functions effectively in-line with the technological advancement, a large portion of its budget is invested in the development of its Information Technology project.

The project entails procurement of computers, investigative equipment and software to assist Officers in carrying out their duties effectively.

The activities of the Information Technology Section for 2013 are highlighted in **Table 13**.

Table 13 - Activities of the Information Technology Section for 2013

No.	Activities for 2013	Status
1.	• Improve Finance & Human Resources information & data management through: - the upgrading of Finance & Human Resources database from the 2005 version to the latest version to accommodate increase in data storage & feature capabilities	• Finance & Human Resources information & data management have been optimized by upgrading the database from MS SQL 2005 to MS SQL 2008 R2 thus enhancing the data storage capability and accommodating new functional features
2.	• Improve turnaround time in restoring IT services after an operational incident through the: - setup of a system that monitors the performance of IT structure and alert IT officers via phone of the incident and timeframe which the issue is to be rectified	• Restoring the IT services subsequent to an incident has been reduced by setting up adequate monitoring of performance and management of the IT infrastructure. The system would generate alerts and promptly notify IT officers via SMS so issues can be resolved without significant delay
3.	• Ensure effective use of forensic devices by: - testing all forensic devices before recommending purchase - purchasing of forensic devices specific to the operations of the Commission - training Officers on the proper use of the device.	• Efficiency and effectiveness on the use of forensic devices have been improved through the: - testing of all forensic devices in the Forensic lab before recommending for purchase - purchase of forensic devices specific to the requirements of the Commission - training Officers
4.	• Fully operational Case Management System (CMS): - test the latest changes to the Case Management System - include new module to the Case Management System - provide proper training to Officers on the use of the Case Management System	• Additional module (Manager Investigations) tested and incorporated into the production environment • Entire Case Management System is completed and tested • Currently training Investigators on the proper use of the additional module

No.	Activities for 2013	Status
5.	• Ensure data is readily available to Officers & Users through: - User survey on a quarterly basis to evaluate the effectiveness of IT services within the organization - Implement a helpdesk tool to assist users with IT issues and alert IT of such problems • Maintaining a record of work pending & completed	• The quarterly system User Survey along with the check List for system performance has been completed • Help Desk tool for the users to create tickets while facing system related issues has been created, tested and ready for implementation • Reports on completed and incomplete or pending calls can be generated through this tool
6.	• Ensure secure communication systems for the organisation by: - reviewing the current system in place - identifying means of having systems outsourced to be hosted in-house - testing new systems and implement - Antivirus server & Client Upgrading • Data Recover Site installation	• The review of the current secure communication System has been successfully completed • IT is currently working on hosting the Web Site and E-mail system in-house. This assignment will be completed in the new year. Extra Assignments Completed: • The anti-virus updated on both server and client front due to security concerns • Installation of the Data Recovery site (designed internally) has been completed by the vendor
7.	• Develop an IT asset inventory by working with the Inventory Section to identify IT equipment purchased & owned by the Commission.	• IT inventory listing completed and will be updated regularly to include new items
8.	• Develop & implement a centralised printing system for the purpose of proper management of printing and reduction of unnecessary purchase of printers and wastage of resources & costs • Upgrade Email Server • Common Internet Access	• Centralized printer installed and configured for Officers Extra Assignments Completed: • Email server upgraded to the current version on both server and World client • Fine tuning of the email server • Installing common internet computers for all Departments and all branch offices

No.	Activities for 2013	Status
9.	• Improve security of data and information through: - upgrade of servers and computers with the latest technology to cater virus attacks • Identifying compatible servers and upgrade antivirus server & clients from 4.0.4 to latest version	• System upgraded to the latest version to protect virus attacks
10.	• Develop a Disaster Recovery and operations plan through: - 'real time' back-up system to avoid loss of data during disasters • Test & implement the back-up system and monitor on a 'real time' basis	• All necessary work has been completed. Necessary hardware for disaster recovery site have been purchased and installed • Updating of data has already been initiated and is in the process of fine tuning. This will be completed in the first quarter of 2014
11.	• Overall improvement of information technology software and hardware usage	• Total additions effected : - No of additional servers installed :2 - No of additional storage installed :1 - No of additional switches installed:1 - No of additional software installed:1 - No of additional PABX hardware purchased:12 • With the installation of additional hardware and software the work efficiency of the entire IT Section will substantially improve in the coming months. • In addition to the new purchase of IT equipment, the existing computers where were suitably serviced and made to function efficiently
12.	• Upgrade & install the PABX telephone system to the latest market version	Partially Completed: • Testing and demonstration of the PABX system completed • Awaiting supply of the new PABX system from the supplier before IT commences its fabrication of the Commission's own PABX machine

Payroll Officer Mr. Rohit Prasad at his desk

Accounts Officers Ms. Karishma Naidu (left) and Ms. Loreen Singh

Accounts Assistant Mr. Nawal Kumar at work

[finance]

The Department provides all financial assistance to the organization including budget submission to Government through the Attorney General for its operational activities.

The Government provides a (1) one line budget to the Commission through the Ministry of Finance. The Commission is registered as a separate employer with the Fiji National Provident Fund and (reference number 16858/k) and Fiji Revenue Customs Authority (TIN 90 – 00084 – 0- 7). The Commission is also registered with the Fiji National University.

Financial Report 2013

The Commission is obligated under Section 17(1) of the Promulgation to submit to the President on or before 31 March each year, the Commission's audited accounts highlighting its activities of the previous year.

In 2013, the Commission was provided with an approved budget of $8,000,000.00. The budget was also absorbed in facilitating the following activities:

a. increase in the personnel emolument of Officers
b. relocation of the Lautoka office
c. relocation of the Corruption Prevention Department
d. upgrading of the Registry and Exhibit rooms
e. engagement of Overseas Legal Counsels
f. officers training (local & overseas)
g. purchase of specific information technology investigative equipment
h. television & billboard advertising – anti corruption awareness

In accordance with the Promulgation, the audited financial report from the Office of the Auditor General is provided below.

REPUBLIC OF FIJI

OFFICE OF THE AUDITOR GENERAL

8th Floor, Ratu Sukuna House,
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Excellence in Public Sector Auditing

FIJI INDEPENDENT COMMISSION AGAINST CORRUPTION
ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2013
INDEPENDENT AUDIT REPORT

I have audited the accompanying financial statements of the Fiji Independent Commission Against Corruption which comprise the statement of financial position as at 31 December 2013, the statement of revenue and expenditure, statement of changes in accumulated funds and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information as set out on pages 7 to 8.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the International Financial Reporting Standards for Small and Medium Sized Entities and the requirement of the Fiji Independent Commission Against Corruption Promulgation 2007. This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies, and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I have conducted my audit in accordance with the International Standards on Auditing. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on my judgement, including assessment of risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, I consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Qualifications

Fiji Independent Commission Against Corruption (FICAC) is a Government statutory body and the financial statements are required to be prepared in accordance with the International Financial Reporting Standards for Small and Meduim Entities ("IFRS for SMEs"). FICAC is yet to comply with IFRS for SMEs as required for general purpose financial statements.

Accordingly, I am unable to determine the impact on the financial statement of FICAC if any, adjustment which may be necessary if the financial statements were prepared under IFRS for SMEs.

Qualified Audit Opinion

In my opinion, except for the matters described in the qualification paragraphs, the financial statements give a true and fair view of the financial position of the Commission as at 31 December 2013, its financial performance and its cash flows for the year then ended in accordance with the basis of accounting adopted as stated in Note 1 of the accounts and the Fiji Independent Commission Against Corruption Promulgation 2007.

Tevita Bolanavanua
AUDITOR GENERAL

20 March 2014

AUDITOR--GENERAL
FIJI

FIJI INDEPENDENT COMMISSION AGAINST CORRUPTION
STATEMENT OF CHANGES IN ACCUMULATED FUND
FOR THE YEAR ENDED 31 DECEMBER 2013

	Notes	2013 ($)	2012 ($)
Balance 1 January 2013		796,633	1,177,127
Add: Adjustment for prior year		-	(131,752)
		796,633	1,045,375
Net (loss)/surplus for the year		(474,866)	(248,742)
Accumulated fund at 31 December 2013		**321,767**	**796,633**

The accompanying notes form an integral part of this statement of changes in accumulated fund .

FIJI INDEPENDENT COMMISSION AGAINST CORRUPTION
BALANCE SHEET
AS AT 31 DECEMBER 2013

	Notes	2013 ($)	2012 ($)
CURRENT ASSETS			
Cash	4 (ii)	458,175	947,562
Receivables	2	203,382	97,467
		661,557	1,045,029
CURRENT LIABILITIES			
Creditors and other accruals	3	339,790	248,396
Total Liabilities		339,790	248,396
NET ASSETS		321,767	796,633
ACCUMULATED FUNDS		321,767	796,633

The accompanying notes form an integral part of this balance sheet .

COMMISSION'S STATEMENT

In our opinion, the financial statements have been properly drawn up so as to give a true and fair view of the Commission's operations and its state of affairs for the year ended 31 December 2013.

Deputy Commissioner

Date: 20/03/2014

Manager Finance

Date: 18/03/2014

FIJI INDEPENDENT COMMISSION AGAINST CORRUPTION
STATEMENT OF REVENUE AND EXPENDITURE
FOR THE YEAR ENDED 31 DECEMBER 2013

	Notes	2013 ($)	2012 ($)
REVENUES			
Government grants		6,858,083	6,388,803
Total Revenue		**6,858,083**	**6,388,803**
EXPENDITURES			
Salaries & Wages		3,943,997	3,501,029
Travelling - Local/Overseas		234,690	204,394
Communication		205,735	191,568
Repairs & Maintenance		24,159	24,783
Operations		141,238	132,667
Electricity		228,062	207,122
Stationery		45,416	28,636
Advertising		132,910	104,266
Office Equipment		429,560	371,129
Legal Fees - Overseas		409,000	216,000
Office Renovation		191,128	135,696
Other Administration costs		1,106,517	907,236
Travelling - Expatriate		76,780	77,012
Accomodation & Meals - Expatriate		15,779	42,399
Purchase of Motor Vehicle		48,459	425,415
Taxes		99,519	68,193
Total Expenditures		**7,332,949**	**6,637,545**
Net Profit/(Loss) for the year was:		**(474,866)**	**(248,742)**

The accompanying notes form an integral part of this statement of revenue and expenditure .

FIJI INDEPENDENT COMMISSION AGAINST CORRUPTION
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2013

	Notes	2013 ($)	2012 ($)
Cash flows from Operating Activities			
Receipts of grants		7,886,795	7,347,124
Payment to employees and suppliers of goods and services		(8,376,182)	(7,626,101)
Net cash provided by operating activities	4 (i)	**(489,387)**	**(278,977)**
Net increase/(decrease) in cash & cash equivalents		**(489,387)**	**(278,977)**
Cash & cash equivalent at the beginning of the year		947,562	1,226,539
Cash and cash equivalent at the end of the year	4 (ii)	**458,175**	**947,562**

The accompanying notes form an integral part of this statement of cash flow.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Set out hereunder are the significant accounting policies adopted by the Fiji Independent Commission Against Corruption in the preparation of the financial statements for the year ended 31 December 2013.

a) Basis of Accounting

The semi-accrual basis of accounting was adopted for all financial transactions.

b) Functional and Presentation Currency

The financial statements are presentated in Fiji dollars, which is the entity's functional currency.

c) Acquisition of Assets

Assets are expensed at the time of acquisition and stores are charged to relevant budget items at the time of purchase. The control over assets is exercised through inventories and stores quantities, but not of value.

d) Value Added Tax

The statement of revenue and expenditure have been prepared so that all components are stated exclusive of VAT.

e) Comparatives

Where necessary, comparative balances have been adjusted to conform with changes in the presentation in the current year.

NOTE 2: RECEIVABLES

	2013 ($)	2012 ($)
Receivables - Visa Card Deposit	10,000	-
Receivables - VAT	193,382	97,467
	203,382	97,467

NOTE 3: CREDITORS AND OTHER ACCRUALS

Accruals and leave entitlements	125,202	135,263
Creditors	214,588	113,133
	339,790	248,396

FIJI INDEPENDENT COMMISSION AGAINST CORRUPTION
NOTES TO AND FORMING PART OF THE ACCOUNTS (CONT'D)
FOR THE YEAR ENDED 31 DECEMBER 2013

	2013 ($)	2012 ($)
Note 4: NOTES TO THE STATEMENT OF CASH FLOW		
(i) **Reconciliation of net cash provided by operating activites to net surplus**		
Net surplus/(loss) for the year	(474,866)	(248,742)
Net cash provided by operating activites before changes before changes in Assets and Liabilities	**(474,866)**	**(248,742)**
Change in assets and liabilities:		
Decrease/(Increase) in receivables	(105,915)	(38,770)
(Decrease)/Increase in payables	91,394	8,535
Net cash Inflows from Operating Activities	**(489,387)**	**(278,977)**

(ii) **Cash and cash equivalents**

For the purpose of the statement of cash flows, cash comprise of cash on hand and at bank. Cash as at end of the financial year as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

Cash at Bank	457,792	947,087
Cash on hand (Petty Cash)	383	475
	458,175	**947,562**

NOTE 5: LEGAL FEES EXPATRIATE

Expatriate Legal Counsel were hired by the Commission to reperesent FICAC in High Court Trials and provide consultation services.

NOTE 6: PURCHASE OF NEW VEHICLES

The Commission purchased one new vehicle in 2013 being replacement for vehicles on lease.

NOTE 7: PRINCIPAL ACTIVITY

The Fiji Independent Commission Against Corruption (FICAC) was established on the 4th of April 2007 to investigate acts of corruption by Public Officers, employees of Government and Government-related organisations. The Commission is governed by the FICAC Promulgation 2007 to maintain its independence and it reports directly to His Excellency the President.

NOTE 8: CLIENT LOCATION

The Commission's Headquaters is located at Reverend John House,Saint Fort Street and Vinod Patel Building, Stewart Street , Suva. The Western Division Office is located at 30 Namoli Avenue, Lautoka whereas the Northern Division Office is located at top floor of Post Fiji Building, Naseakula Road, Labasa.