

	<b>United Nations Development Programme</b> <b>Pacific Office in Fiji</b>	<b>BACK TO OFFICE REPORT (BTOR) for North Pacific Scoping mission - FSM</b>
		Submitted by: Nasantuya, Tevita and Vinay Date Submitted: 12 <sup>th</sup> June 2019
<b>Expected Key Outputs of this Mission</b>		
<ol style="list-style-type: none"> <li>1. Successfully completion of 6 national recruitment and offer letter given to successful candidate.</li> <li>2. Negotiate a possible office space within government and setup needs or scope for office space in countries if government allocated space is not available.</li> <li>3. Networking and getting to know key stakeholders including meeting the UN agency presence to know and document some of the challenges and risk</li> <li>4. Get key requirements from each country on tax compliance and regulatory compliance to opening bank account.</li> <li>5. An assessment report for future operational support, inception and capacity building mission which would be undertaken when the project managers and other officers are hired.</li> </ol>		
3. Mission Period (incl. of travel \days):		
From: 17 <sup>th</sup> May 2019- 8 <sup>th</sup> June 2019.		
RMI - 20- 24 <sup>th</sup> May 2019		
FSM - 27- 31 <sup>st</sup> May 2019		
Palau - 3- 6 <sup>th</sup> June 2019.		
This report covers period from 26 to 31 May for Federated States of Micronesia component of the mission.		
<b><u>Summary of findings of scoping mission:</u></b>		
Operating environment seemed to be more favourable in FSM, given the capacity, facilities and resources available in the country.		
<b>Human Resources:</b>		
Country Office received four applications for 2 national positions: Procurement/Logistics Officer and Finance/Administrative Officer and interviewed three applicants while in Pohnpei and another one from Koror, Palau, as the applicant was on mission to Palau.		
All applicants met the minimum qualification requirements and were successful in their interviews. There are clear frontrunners for both positions and there are fallback second recommended candidates for both positions (three alternates recommended for Finance position).		
<b>Office Space and associated requirements, i.e. internet, furniture, equipment:</b>		
At first introductory meeting with DECCEM, its Deputy Director noted that there is serious deficiency in term of space clearly indicating that DECCEM doesn't have office space to house the project.		
Joint Presence Office (JPO) office has somewhat limited space but seems there is a possibility of housing one or two project staff. Based on this assumption, the scoping mission explored three alternative options (One World Plaza, 2 private individuals' properties) for the office space and wishes to recommend the office which was previously occupied by the JPO and which is in the building next to the JPO. Space is sufficient for the project and can even share with one or two other project personnel.		
However, at the debriefing meeting the Director of DECCEM Mr. Andrew informed the mission that he highly recommends the project team to be housed in the premises of DECCEM to allow greater co-operation between different projects implemented by DECCEM. The office space to be given to the project would be in the conference room, which is frequently used by DECCEM for		

meeting and Emergency Operations Room and move to different hot desks while meetings are held in the conference room. The team felt that this option may not be a very viable one. Thus we would like to recommend two options: First and preferred option is to rent a separate office space for four staff stationed in Pohnpei and two to three hot desks for staff visiting from Suva, Bangkok and meeting space; and second option, which is a less preferred option of having Deputy Project Manager located at JPO, Country Project Coordinator (CPC) having desk at JPO and three staff, including CPC, to be housed at DECCEM but request the Director to provide with separate seating space.

The team also explored internet, office furniture, office equipment and is to report that there are various options for internet: it is recommended to have business option ranging from USD 100 to 500/month. For office furniture, it is recommended to purchase from the AXE furniture shop, which has broad variety of office furniture, i.e. desks, filing cabinets, chairs. Choices might be limited, and shipment might take maximum 2 months to arrive. Office equipment, it is recommended to pursue purchase of laptops through Fiji Office from LTA holders while other office equipment such as printer, projector etc. procure locally from MCS Computer – IT Supplier on ground floor of JPO building.

#### **Regulatory framework, tax exemptions:**

The government counterparts: MoFA (Deputy Secretary), Customs/Ministry of Finance (Chief of Customs) confirmed that all consignments procured under the project will be customs duty/tax exempt in line with the signed SBAA. At the time of shipment and prior to the arrival of goods to ports, the project is required to submit Tax Exemption request letter to the Ministry of Foreign Affairs, which will facilitate the clearance. Usual timeframe for processing tax exemption certificates is 7 working days but MOFA officials (Acting Secretary and Multilateral relations focal point) reassured the team that they will expedite and try to release within 3-4 working days. The project team needs to be aware of strict quarantine requirements in case of importing aggregates, sand and gravel, which requires Quarantine personnel to travel from FSM of the port of dispatch to conduct physical examination and clearing the good for loading and dispatch. However, after consulting with local authorities and some suppliers, the mission notes that these materials are readily available in the country and likelihood of importing from overseas is low.

#### 4. Type of Mission

- Oversight/Monitoring  
 Event Related  
 Resource Person  
 Training/Knowledge sharing  
 Others (specify): Scoping mission

#### Mission Member(s)

Nasantuya Chuluun  
 Vinay Sharma  
 Tevita Cokanasiga

#### Key counterpart (s) and persons you met: FSM

- Director, DECCEM.
- Deputy Director, DECCEM
- Deputy Secretary/MoFA
- Chief, Customs and Taxation Administration, Ministry of Finance
- Chief, Labour and Immigration, Ministry of Justice
- Counselor, Japan Embassy
- Chief, Fire Department Pohnpei State
- Programme Manager, Department of Resources and Development (Quarantine Requirement)
- Manager, Bank of Guam
- Vendors, suppliers and office space landlords

**Date and time:** 26<sup>th</sup> May 2019, Sunday  
 9:30 am – 3:30 pm

The mission members (Noud, Nasa and Tevita) conducted skype interviews for Project Manager and Deputy Project Manager positions. The panel also included Karin Takeuchi, DRR a.i. and Kevin Petrini, RSD Team Leader from Suva, Fiji.

**Date and time:** 27<sup>th</sup> May 2019, Monday

10.00- 11.30am.

**Meeting with Ms. Elina Akinaga, Deputy Director, DECEM**

Venue: DECEM EOC, Capitol Complex, Palikir

Courtesy visit to DECEM to discuss the project document and the purpose of the mission.

The mission team provided them with the detailed updates on each activity with national and the 4 state.

They were also informed on the operations and logistics that the operations colleagues are to accomplish such as having an office space, bank setup and recruit staff so that the project can be implemented within this timeframe. Deputy Director Ms. Akinaga also noted that the department is implementing a number of projects concurrently which is space allocation within DECEM and hs limited options to offer at EOC.

**Telecommunication Company 12.20pm**

Met with the sale representative to discuss the various internet plan available for business use.

There are both WIFI and Fibreoptics available however we could discuss on choice depending on the office location. Further discussion would be needed with Manager once the office space is worked out. The same is for phone lines.

There are business plans which ranged from USD 100- 500 per month.

Credit Terms: Application form was shared which once approved would give 30days term.

The experience showed that the WIFI in hotel and JPO office are not stable and have regular outages leaning towards fiberoptic option.

**Meeting with Japanese Embassy**

**Date and time:** 3.00pm – 4.00pm

Persons met: Mr. Hitomi Obata, Counselor

Mr. Kenji Maki, Second Secretary

The scoping team did a courtesy visit to the Embassy of Japan and updated them on the mission and thanked the Government of Japan for the funds and selecting UNDP as partner to implement the projects in the Northern Pacific.

They were appreciative of the visit and are very delighted to be partnering with UNDP in implementing this project. The Counselor was clear that UNDP was chosen as a deliberate partner for these projects.

The mission updated on the prodoc including the steps taking for setup of the office, governance structure, planned actions, reporting timelines and staffing. The Embassy was also informed that in order to expedite the recruitments were also held on weekends to gain time for expeditious processing of project personnel, which was very appreciated by the Embassy.

The Embassy was briefed on the progress and processes until now. They were also briefed on the operations scoping work that includes recruitment, logistics, office space and procurement plans.

The counsellor assured the team that they are there to support if required by the project.

**Date and time:** 28<sup>th</sup> May 2019, Tuesday  
9.15am- 9.30am

**Meeting with MCS Computers/Networking suppliers**

Person met: Donovan email: majurohelpdesk@gmail.com

Looked around their shop to explore IT items and other items available that would be needed for office setup in Pohnpei.

The shop has printers, laptops, overhead projected and some other office equipment, which is readily available in the shop.

They would be able to purchase any IT items, supplies or equipment within 2-3 weeks of official order/purchase order issuance.

They are also IT supports which includes services like networking and cabling.

**Meeting with Pohnpei Fire Department**

**Date and time:** 10.00am- 11.30am

Person met: Patrick Carl, Chief

The scoping team visited the Fire Department.

The team was taken around the facility and shown the limited items and equipment they have

The chief was updated in detailed on the mission, the project documents and the procurement plan for each states and national government, an update on proposed setup of the office and staffing.

The Fire department has clearly identified fire track specifications.

**Visited: One world plaza- Office space**

**Date and time:** 12.00pm – 1.00pm

Person met: Danny Sonden, Manager

Visited One World Plaza to explore available office space (which was very conveniently located at level 3 of building which was newly built one)

The size was over 2100 square feet (USD1/sq ft) – which ideally would suit the whole of the JPO and Project office need. Approximately 12- 15 staff. Unfortunately, the landlord wouldn't dissect the rooms to smaller units to fit the project needs and would rent out as is.

The Manager mentioned that there was another space which he privately owns which is situated on ground floor of building which houses the JPO office.

Met Danny Sonden at 5.00pm to see the space, however this was not preferred due to the incomplete status and the size was over 1900 square feet which is quite big for this 4- 5 staff. From security compliance standpoint, the premises would also require quite a bit of work

**2.00pm – 4.00pm**

The mission members conducted interviews for 2 positions: Finance and Administration and Procurement and Logistics Officers for FSM. One candidate wasn't available and interview was scheduled to be conducted in Palau, where she was on mission.

**Date and time:** 29<sup>th</sup> May 2019, Wednesday

9.15am- 9.40am

**Meeting with Bank of Guam**

Person met: Mary Simmering, Manager- [mary.simmering@bankofguam.com](mailto:mary.simmering@bankofguam.com)

- Discussed on the implementation of the new project in FSM and the reason to visit is to seek information on banking options.
- Also briefing on some of the difficulty faced in doing financial transactions- transfers to northern pacific territories due to various intermediary banks involved before the funds reach the beneficiaries' account.
- Also asked on the requirement for opening a bank account:
  - Letter from government – MoFA supporting the application
  - Any documents such as the agreement with government (SBAA) and approved project documents
  - Employer identification ID from the Social Security office
  - Valid photo ID of the signatories
  - Audited financial Statement
  - Minimum Deposit amount – approx. \$100.00
- Even if the accounts are in Bank of Guam- identification on application is not allowed. The recipient must have a bank account with them.
- Wells Fargo is the intermediary bank for Bank of Guam.
- There are following fee structures, which was not negotiable locally:
  - Incoming wire transfers – USD 5/transaction.
  - Outgoing – min USD 75.00
- Normal transfer timelines- if this is done within Guam Bank- same time and 3-5days with other banks.
- Other banking facilities which are available are – letter of credit.
- Online banking facilities are available but there is a compliance requirement which would be shared once the account is opened, which includes audited financial statements etc.

29th May 2019 10.00am – 10.45am

### **Meeting with Labour and Immigration**

Person met: Ricky A Falcam, Chief ([imhq@mail.fm](mailto:imhq@mail.fm))

The chief was briefed on the upcoming UNDP project in FSM and different states in FMS and that the meeting with him was to understand the FSM Labour and Immigration process and procedures in the state and national government as UNDP would be recruiting 2 international and 2 local staff.

He was also briefed that UNDP has a Standard Basic Assistance Agreement with the Government of FSM and that the project has been signed off by the Secretary for DECAM.

For local recruitment: there were no restriction or issue from hiring any state and the project can hire according to their working condition.

Any person with valid visa can stay and work upto 30 days. However, if stay is longer then 30 days then work visa permit would be required.

For international recruitment: the staff member needs to have a J1 government cleared visa (working visa permit), this would be given for the period of the contract. It is recommended that the staff member has this visa before travelling to FSM as otherwise there would be issues at the airport or fine for converting visitor visa to work permit visa.

If the staff member is travelling on tourist visa (E1 – long term visitors and E2-short-term visitors) then they cannot start work until the J1 work permit is issued.

The chief will be the person who would be clearing and signing off the work permit visas. He was happy for our visit and was supportive of the UNDP initiative with this assistance.

He would be able to clear the approval process within 7 days if the required documents are in order.

For a J1 visa the followings are the requirements:

- Staff members contract
- Full medical report
- Criminal background check (from police department of country where staff lived for last 6 months)

Application fee of \$5.00 for J1 visa.

If the person is already in the country on another visa (i.e. E1) and wishes to convert to J1 visa there is a penalty/fee of USD1,000.00. This was also confirmed during our informal meeting with USAID Regional Coordinator.

29th May 2019 11.00am – 11.45am

### **Meeting with Customs and Tax Administration Chief**

Person met: Salvador Jacob, Chief ([salvadorjacob@hotmail.com](mailto:salvadorjacob@hotmail.com))  
Anderson Peter, Operations Manager

The chief was briefed on the UNDP new project in FSM and in the different states in FSM and that the meeting with him was to understand the FSM custom and tax process and procedures and all other compliance requirements at national and state levels. National government and state level entities, UNDP contractor would be implementing construction and importing building materials and other items in different states.

He was also briefed that UNDP has a Standard Basic Assistance Agreement with the Government of FSM and that the project has been signed off by the secretary for DECAM. Copy of SBAA was emailed to the Chief at his request.

He mentioned that the process of importation for all the states are the same and that his staff looks after each state. Any request submitted to them are channeled to the states level customs officials.

The following documents are required for processing importation request:

- Manifest,
- Bill of lading
- Vendor invoices and
- Packing List.

Email requested can be send to him and the processing time if everything is in order should take 1-2 days and maximum of 3 working days.

He was not clear on the importation of items for international staff, as he mentioned that it depends on the approval from Ministry of Finance and Ministry of Foreign affairs, otherwise all items would be changed tax on their tax brackets.

The calculation of taxes is done on the CIF @4% and when the items are used then a price determination are done by their staff.

There are taxes on sales ranging from 2% to 7% for general merchandise to importation of car.

He also mentioned that a shipping agent or broker can act on our behalf.

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### Meeting with Department of Resources and Development on Quarantine Requirement

**Person met:** Marlyter P Silbanuz, Programme Manager, Agriculture unit  
([msilbanuz@fsmrd.fm](mailto:msilbanuz@fsmrd.fm))

**Date and time:** 11.30- 12.00pm

Ms. Marlyter was briefed on the purpose of the visit and that the meeting was to obtaining information on the local process and procedures on bio-security and quarantine laws. She mentioned that if items such as sand, aggregate or timber are imported to FSM then their officer need to visit the site and certify the items before importing the country. Cost of such mission by her staff is to be borne by importing entity.

All states have quarantine officer present at the wharf and the process is the same.

She shared a quarantine form which the consignee needs to fill on each importation request and a fee of \$15.00 applies irrespective of the value of the importation.

For importation of lumber (timber product) they need certification on the treatment before import permit would be given.

Onsite quarantine and fumigation would also be done should any bio-security threat are identified which would be charged to the consignee.

Cement and construction blocks are not subject to quarantine requirements

The processing time is around 3-5 days.

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### Meeting with Ministry of Foreign Affairs

**Person met:** Mr. Samson E. Pretrick, Deputy Secretary ([samson\\_pretrick@outlook.com](mailto:samson_pretrick@outlook.com))

**Date and time:** 29 May 2019, 14:00 to 14:40

- The Ministry of Foreign Affairs representatives were briefed by Nasa on UNDP's scoping mission and the meetings which have been carried out by the team with the respective government departments which we will be working together on some of the deliveries for this new Japan funded project for the Federal State of Micronesia. The Deputy Secretary was advised that our visit was a courtesy and we would also like to get some clarification on the national regulations on purchase of equipment's, recruitment of international staff and work permits. It was also highlighted that the project was also looking for office space and if there was any office space available within the government departments which could house 4 project staff.
- The Deputy Secretary was also advised that we did speak with Elina (DECAM) on the need for an office space, but she advised that they were already fully staffed and there was no space for their own staff. The Deputy Secretary suggested that we speak with Evelyn (JPO Coordination Specialist) in which Nasa responded that she has sent her an email, but she is yet to respond as she is away on mission.
- The Deputy Secretary was also briefed on the team's meetings earlier with the banks and he noted that it was important to open an account with the Bank of Guam based in FSM. Vinay advised the Deputy Secretary that the decision to open bank account for UNDP is centralized at HQ and also mentioned that the requirements of opening a bank account were challenging. Should UNDP decide to open an account here if the MoFA could assist the Project by providing a supporting letter to open a bank account with Bank of Guam. There are benefits of having a local bank account to serve the three countries and before we move forward with the request that we were going to need to get clearance first from our UNDP HQ.
- There were also a few queries discussed but the Deputy Secretary advised that he need to clarify. These were;
  1. Spouse Employment
  2. Purchase of personal vehicles for international staff

3. Dependents permits
4. Available Office Space

- The team also clarified the process of facilitating purchase of equipment's which were agreed with DECAM and the Deputy Secretary advised that it was correct, and we needed to go through our focal point in DECAM and if we had any issues or delays we could seek MoFA's support through the UN Desk officer.
- The team thanked the Deputy Secretary for the Federal State of Micronesia support and timely contribution to the local office (GLOC) and issued them with the 2019 invoice. The team also requested if the Deputy Secretary was available for the mission debrief on Friday, if he could join the meeting at 10.00am.

**Date:** 30<sup>th</sup> May 2019, Thursday

**Time:** 6:30 am – 10:00 am

The mission members (Noud, Nasa and Tevita) conducted skype interviews for Country Project Coordinators positions for FSM. The panel included Thomas Jensen from Suva, Fiji. Interview minutes were finalized immediately on the same day

**Time:** 12:00 pm – 3:30 pm

The mission members (Noud, Nasa and Tevita) conducted skype interviews for Country Project Coordinators positions for RMI. The panel included Thomas Jensen from Suva, Fiji. Interview minutes were finalized immediately on the same day

**Met with Vendor** Ace Office Supplies (by Vinay)

**Person met:** Denise Boylan, Store Manager

**Date and time:** 9.00am – 9.30am

- Went around the shop, found that this vendor has huge range of office supplies, stationery and furniture and fittings on site.
- Met with Denise to discuss the possibility of opening a credit account
- Explained the current project and the payment process from Fiji.
- They agreed to open the credit account however in the past, they had incurred transaction expenses when EFT are done. Normally they must add this cost to the invoices so that it is paid otherwise only invoice amounts are paid.
- Advised that UNDP would need to have an account as we pay vendors from Fiji and it would take time and the need for an account.
- UNDP would be giving official Purchase Order and payment would be done once items are delivered.
- They also have property for office rental and accommodation

**Met with Vendor** Ace Hardware

**Person met:** Bill Pendergraft and Cherry Guese, Accountant and the Floor Manager

**Date and time:** 9.30am – 10.00 am

- Ace Hardware and Ace Hardware are subsidiary companies.
- Similar to Ace office supplies, they had huge range of Hardware and building materials on site.



- Met with Accountant (Cherry) to discuss the possibility of opening a credit account
- Explained the current project and the payment process from Fiji.
- They agreed to open the credit account, details and requirement would be provided on email upon request.
- They also have a branch in Majuro.
- Advise that UNDP would need to have an account as we pay vendors from Fiji and it would take time and the need for an account.
- UNDP would be giving official Purchase Order and payment would be done once items are delivered.

### Meeting with Pohnpei Hardware Inc.

**Person met:** Lynn  
**Date and time:** 10.00am- 10.30am

- Visited the hardware store and noted that they have quite a range of Hardware and building materials on site.
- Could not meet the Manager Ernie as she was in another meeting.
- Further details on credit application to be communicate via email

**Met with Vendor** **True Value**  
**Person met:** Patrick Deleon, Manager – [pcdeleon1121@gmail.com](mailto:pcdeleon1121@gmail.com)  
**Date and time:** 10.45– 11.10am

- Met with Manager explained the current project and setup of office in FSM and to discuss the possibility of opening a credit account.
- Explained the current project and the payment process from Fiji.
- They agreed to open the credit account, details and requirement would be provided on email upon request.
- Advised that UNDP would need to have an account as we pay vendors from Fiji and it would take time and hence the need for an account.
- UNDP would be giving official Purchase Order and payment would be done once items are delivered.

**Meeting with** **CTSI logistic Company**  
**Date and time:** 11.30am- 12.00pm  
**Person met with:** Ray Musada, Station Manager. ([ray\\_musada@ctsi-logistics.com](mailto:ray_musada@ctsi-logistics.com))

- Met Mr. Ray and advise him on the purpose of the visit and that the meeting was to obtain information and understanding on the process and procedure on importation of goods to FSM and whether they would be able to provide this total logistic services and solution in all the FSM state.
- They are the agents for some of the shipping companies
- Credit terms can be provided upon completion of credit application form and approval process. All the fees and charges (customs, quarantine and port) can be paid on behalf of the consignee but a 10% finance fees apply.
- The charges are calculated on the weight and size which are calculated upon receiving commercial invoices and bil of lading and manifestos.

**Meeting with Federated Shipping Co. Ltd****Date and time:** 11.30am- 12.00pmPerson met with: Verna Gin. Email address: [FederatedShippingco@gmail.com](mailto:FederatedShippingco@gmail.com)

- Met Ms. Verna and advise her on the purpose of the visit and that the meeting was to obtain information and understanding on the process and procedure on importation of goods to FSM and whether they would be able to provide this total logistic services and solution in all the FSM state.
- She was not as informed but tried to assist.
- They do not provide credit terms and prepayment has to be done.
- Their charges are calculated on the weight and size which are calculated upon receiving commercial invoices and bil of lading and manifestos.
- Payment must be done in Cash or Cheque, this cost ranges from USD100- \$200.00
- The items can be at the wharf for 4 days free of charges and 5days at the consignee site before charges would apply.
- All the fees and charges (customs, quarantine and port) are to be done at different government agents.

**Meeting with Gabriella Soswe – Office Space****Date and time:** 5.10- 5.20pmPerson met with Gabriella: Email address: [Gsoswe@bofsm.fm](mailto:Gsoswe@bofsm.fm)

- Met Ms. Ganriella owner of the former JPO office to discuss on the office space need.
- She is currently using this space for personal business, however she is willing to rent this out to UNDP projects.
- Did a site inspection and the space is quite sufficient to house 5 staff and also space for conference/meeting room.
- Current there are some fittings (window bars, separation walls) which were left behind by JPO office and which can still be used.
- The property has 2 air conditioning unit and she is willing to put an additional one at her cost and also to do some modification should the project need.
- The likely rental amount is approximately USD600- \$700.00 depending on the modification required.
- This space is currently available for rental.

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**Date:** 31st May 2019, Friday**International Organization for Migration (IOM)**

Date and Time: 8.30am- 9.30am

Person Met: Nathan Glancey – Chief of Party

The mission team briefing and updated the Chief on the meeting with his Deputy chief - Ryan Mcvey in RMI and updated on the project in FSM.

The team informed the Chief that the main reason to our visit him was to seek his advice and comment on some of the related work at IOM has undertaken in their prior projects in the 4 states and thus if any valuable advice / lessons learnt from their project.

Also, since this project is a short term the team needs to ensure that the activity is not duplicating the work already done or create any redundancy due to incompatibility of the communication system which would be purchased and with the existing communication equipment that the state has.

The meeting was to also find out some of the challenges they faced in implementing their projects in all states and thus find out ways in which they can collaborate to bring synergy and avoid duplication and to avoid cost on items that are already been provided by IOM.

The chief mentioned that main radio stations had improved, they procured 18 HF radios for outer islands with SOPs being developed for all states.

He provided useful advice on the communication equipment's and some of the challenges they faced in getting contractors in some states and getting the work done. Most HF has to be marine-grade. Don't use Chatty-beetles (costly- \$2,000 per unit, bulky and getting dated) instead use Enrich (Garmin run technology) which is easier to use, portable, easily and readily available, and now camera ready (\$300 per unit with \$50/annum subscription – might go higher depending on usage and requirements).

Logistics for outer islands is complicated and expensive. There are not many contractors who would work in outer islands. Yap has 1 construction company. Pohnpei has aggregate, sand and other materials.

Following the meeting, the Chief also shared specifications of their equipment procured and used. He also mentioned that all states are different and have different dynamics and mostly Chuk and Yap, it is difficult to get the right contractors and those bidding are quite expensive. One needs to be mindful that engineers had to be onsite all the time to monitor to ensure quality.

It would be great if GIS could be better utilized by the current staff and what UNDP would

Another area that they can assist is training national capacity on communication as these skills are lacking in all states and they need work with technical colleges in organizing this training on operating the emergency equipment and also maintenance.

Fiberoptics are new to the region: Yap and Chuuk are connected.

The chief also mentioned that they have some of the resources such as boats and vessels which the project can use.

He mentioned that they had constructed over 150 houses in Yap using international building code, as FSM does not have a building code.

### **Debriefing at DECCEM/EOC**

Venue: DECCEM EOC, Capitol Complex, Palikir  
 Date and Time: 10.00am- 11.45am  
 Person Met: Andrew Yatilman, Director ([oeemdir@gmail.com](mailto:oeemdir@gmail.com))  
 Elina Akinaga, Deputy Director, DECCEM  
 Mr. Kenji Maki, Second Secretary

The mission team provided an update on the Prodoc and the progress so far to the chief and DECCEM staff.

Each activity was explained in the signed project.

The team also thanked them for the support received during the mission and mentioned that there was a very strong ownership from the national and state counterparts met during the mission.

The chief while acknowledging the work carried out had some observations and reservations:

- 1) He was of strong opinion that the Country Project Coordinator is to report to him in general and is to be responsible to him for progress made under the project. He had referred to the coordination mechanisms of other projects which DECCEM manages and expressed view that they were not involved thus far to extent he wishes to be involved. This pertains to recruitments which UNDP is undertaking. He felt that if detached they would not be able to make decisions or provide policy directions (on local complexity) and if any queries are received DECCEM would not be able to explain to the states or ministers. He also felt that once the project is completed they would not have local capacity to take over as the project is led by international staff.
- 2) Regarding the telecommunications equipment he confirmed the position that the radio stations need to be renovated considering marine grande requirements. The existing ones should be maintained as a back-up for ensuring redundancy. If needed, he mentioned that there are ways of cutting costs, i.e. use of existing equipment, such as antennas and towers. Suggested to go for Enrich equipment for DECCEM, while Chatty Beetles could be good for remote islands.
- 3) He also wanted the project to be housed at the government complex, more specifically within the EOC premises, and operate under his direction and guidance. This was discussed at length, the team stated that the first preference was to have the project set up in the government building or space provided by government but the impression from prior meetings with the counterpart was that DECCEM would not be able to accommodate the project. Thus the scoping team had explored at various options, including within the JPO office or nearby rented premise. It was agreed to continue the discussion.
- 4) On governance structure he noted that national party in Project Board will engage representatives from the four State Governments. Agreed to quarterly reporting: substantive and financial but requested a permanent report by the project team. Agreed to use the UNDP reporting templates, to which he is familiar since these are used by other UNDP initiatives to report project progress.