20th GOVERNING BOARD MEETING

28 February – 1 March 2019

Grand Mercure Hotel, Auckland, New Zealand

Agenda item no. : 13

Title of the paper : PASAI Secretariat travels report (July - December 2018)

Purpose of the paper :
To inform Board members of the travels of PASAI including the Secretariat staff for the six months period July - December 2018.

Strategic Plan reference: SP 1 - 5

Background:
The Board agreed in its 'Board only session' in August 2016 that the Chief Executive would provide a six-monthly update to the Governing Board on actual travel details of the Secretariat and PASAI programs.

Key Issues:
Secretariat staff travelled 29 times (previous - 17 times) during the 6 months July to December 2018, an average of 5 trips per month (3 in previous periods). The travels include both international and domestic travels. These travels were to facilitate/participate in various PASAI, IDI programs and/or represent PASAI region to regional or international forums. Total travel days were 171 days (136 days in the previous 6 months) an average of 6 days per trip per person (8 days in the previous 6 months).

The overall cost for these travels was NZ$84,968 (NZ$65,636 in previous six months), an average staff travel cost of NZ$2,930 per trip (NZ$3,861 per trip in previous six months) A summary of staff travel days and costs for the reporting period is shown in the table below with details in the table annex below. Cost of travel includes accommodation, air fare, and per diem.

As shown in the table below, the Secretariat travels in the six months period July to December 2018 was more than the travels in the previous six months (January – June 2018). The main reason is due to more visits required to some programmes especially the SAI PNG and SAI Nauru programmes. Also the resumption of duty of the Director Technical Support also contributed increase. It should also be noted that the number of travel days is also influenced by the limited available flights to particular destinations, such as Nauru. Some of the travel was one-off events, such as some of the global meetings.

Though the total cost of travel in the reporting period is higher than the previous period, the average cost is lower in the current period. This is mainly due to some of the travel costs being funded and directly paid by IDI to the related third party. Those IDI direct funded travels are shown with no amount due to the direct payment by IDI and such information is not available

for PASAI. Only those travel costs that were paid by PASAI and reimbursed by IDI are known and shown with amounts. About 86% (85% in previous 6 months) of the travel was within the Pacific region for programs delivered to our member SAIs' countries.

Name	No. of trips *(current)*	No. of trips *(previous)*	Total travel days *(current)*	Total travel days *(previous)*	Average days per trip *(current)*	Total travel cost (NZ$)	Average cost per trip (NZ$)
Tiofilusi Tiueti	6	5	41	34	7	28,192	4,699
Agnes Tuiai-Aruwafu	9	0	42	0	5	24,003	2,667
Sina Palamo-Iosefo	6	4	48	44	8	13,260	2,210
Natalie Price	1	0	6	0	6	2,477	2,477
Jill Marshall	1	0	6	0	6	2,373	2,373
Eroni Vatuloka	4	2	24	17	6	12,584	3,146
Claire Kelly	1	4	1	35	1	582	582
Robert Buchanan	1	1	3	2	3	2,488	2,488
Tina Vaka	-	1	-	4	-	-	-
TOTAL	**29 trips**	**17 trips**	**171 days**	**136 days**	**6 days**	**84,968**	**2,930**

Recommendation:
The Governing Board is invited to **note** the report on PASAI travels for the six month period July - December 2018.

Submitted by : Tiofilusi Tiueti

Date: 7 February 2019.

PASAI Secretariat Travels : July - December 2018

Staff	Name/Purpose of Event	SP Ref	Place of Event	Duration	Funded by	Costs (NZ$)
1. Tiofilusi Tiueti (CE)	1. SAI Leadership and Stakeholder Meeting: Contributions to SAI to the 2030 Agenda and the SDGs	3	New York, USA	17-23 July 2018	IDI	IDI
	2. F.A.S.T.S Program - Nauru SAI: Review & Exit Meeting	3	Nauru	24-30 July 2018	ADB	5,055
	3. 19th Governing Board Meeting & 21st Congress	5	Queensland, Australia	25-31 August 2018	PASAI	2,477
	4. INTOSAI CBC & IDSC Meetings	5	Kuwait	01-10 September 2018	PASAI	10,494
	5. PNG SAI Technical Support: M&E	3	Port Moresby, PNG	28 October-04 November 2018	ADB/PASAI	6,738
	6. SPMR Programme: Operational Planning Workshop	4	Rarotonga, Cook Islands	25 November-02 December 2018	PASAI	3,428
	Sub-total			**41 days,** ***7 days per trip***		***28,192*** ***4,699 per trip***
2. Agnes Tuiai-Aruwafu (DTS)	1. PNG Technical Support - Progress Review Meeting	3	Port Moresby, PNG	02-04 August 2018	ADB	3,201
	2. 19th Governing Board Meeting & 21st Congress	5	Queensland, Australia	26-30 August 2018	PASAI	900
	3. Tonga PFM Symposium	3	Nuku'alofa, Tonga	01-07 September 2018	DFAT Tonga	3,122

	4. PASAI Staff Planning Meeting	5	Auckland, New Zealand	08-15 September 2018	PASAI	3,042
	5. F.A.S.T.S Program - Nauru SAI: M&E I	3	Nauru	16-19 September 2018	ADB	2,936
	6. ACAG ASC & FRAC Meetings	3	Melbourne, Australia	11-12 October 2018	PASAI	1,284
	7. PNG SAI Technical Support: M&E	3	Port Moresby, PNG	30 October-03 November 2018	ADB	3,810
	8. Regional Quality Assurance Workshop	3	Port Vila, Vanuatu	07-17 November 2018	IDI	2,493
	9. F.A.S.T.S Program - Nauru SAI: M&E II	3	Nauru	18-23 November 2018	ADB	3,225
	Sub-total			**42 days,** ***5 days per trip***		***24,013*** ***2,668 per trip***
3. Sinaroseta Palamo-Iosefo (DPD)	1. SPMR Course Development	4	Oslo, Norway	28 July-06 August 2018	IDI	IDI
	2. 19th Governing Board Meeting & 21st Congress	4	Queensland, Australia	25-31 August 2018	PASAI	2,477
	3. PNG Scoping Visit for Strategic Planning Workshop	4	Port Moresby, PNG	02-06 September 2018	ADB	3,794
	4. Regional Quality Assurance Workshop	4	Port Vila, Vanuatu	07-17 November 2018	IDI/PASAI	2,290
	5. SPMR Programme: Operational Planning Workshop & PNG Strategic Planning Meeting	4	Rarotonga, Cook Islands	21 November-02 December 2018	PASAI	4,699

	6. IDI SPMR - Product Development Meeting for Monitoring & Evaluation	8	Oslo, Norway	07-15 December 2018	IDI	IDI
	Sub-total			**48 days,** ***8 days per trip***		***13,260*** ***2,210 per trip***
4. Natalie Price (OC)	1. 19th Governing Board Meeting & 21st Congress	5	Queensland, Australia	25-31 August 2018	PASAI	2,477
	Sub-total			**6 days,** ***6 days per trip***		***2,477*** ***2,477 per trip***
5. Jill Marshall (CA)	1. 19th Governing Board Meeting & 21st Congress	5	Queensland, Australia	25-31 August 2018	PASAI	2,373
	Sub-total			**6 days,** ***6 days per trip***		***2,373*** ***2,373 per trip***
6. Eroni Vatuloka (PFMC)	1. Phase 2 3i Program Tonga SAI: PA Workshop	3	Nuku'alofa, Tonga	29 June-06 July 2018	DFAT Tonga	2,674
	2. 19th Governing Board Meeting & 21st Congress	5	Queensland, Australia	25-31 August, 2018	PASAI	3,614
	3. Tonga PFM Symposium	3	Nuku'alofa, Tonga	01-08 September 2018	DFAT Tonga	2,844
	4. PASAI Staff Planning Meeting	5	Auckland, New Zealand	10-15 September 2018	PASAI	2,451
	Sub-total			**24 days,** ***6 days per trip***		**11,583** ***2,896 per trip***

7. Claire Kelly (PAC)	1. 19th Governing Board Meeting & 21st Congress	5	Queensland, Australia	26-27 August 2018	PASAI	582
	Sub-total			**1 day,** ***1 day per trip***		***582*** ***582*** ***per trip***
8. Robert Buchanan (LC)	1. 19th Governing Board Meeting & 21st Congress	5	Queensland, Australia	26-29 August 2018	PASAI	2,488
	Sub-total			**3 days,** ***3 days per trip***		**2,488** ***2,488*** ***per trip***
	TOTAL		**29 Trips**	**156 days** ***6 days/trip***		**84,968** ***2,930*** ***per trip***