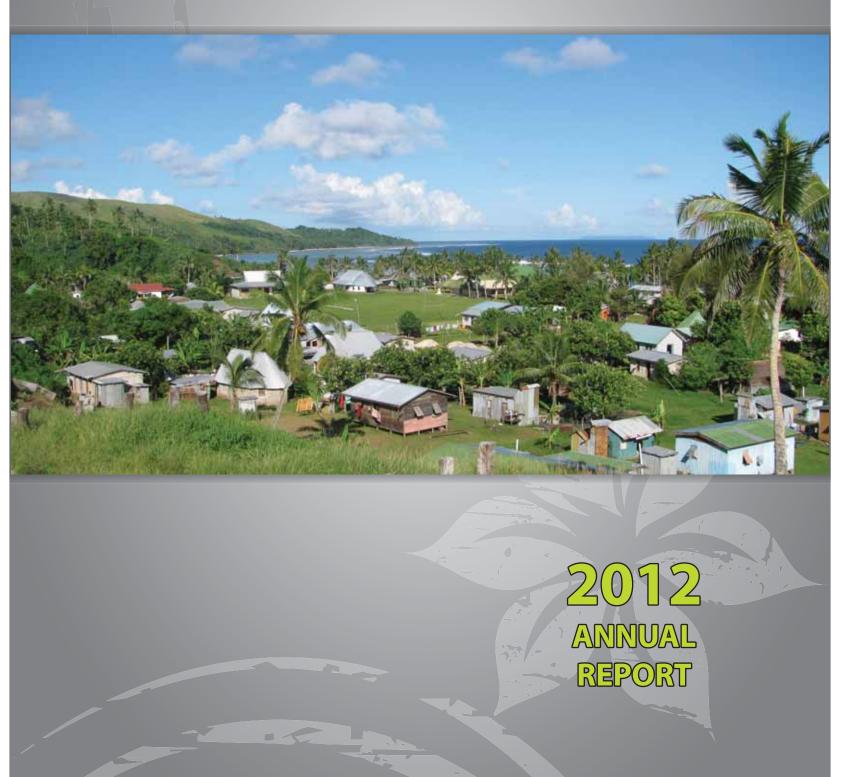
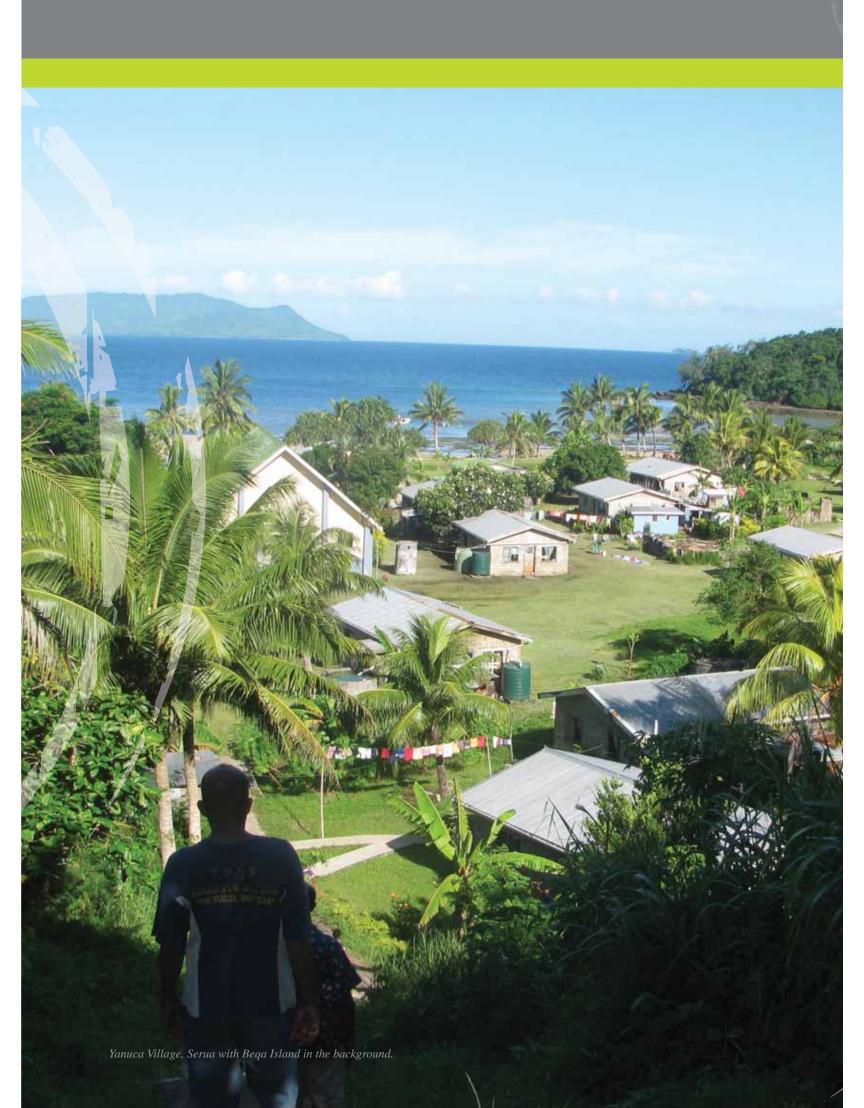
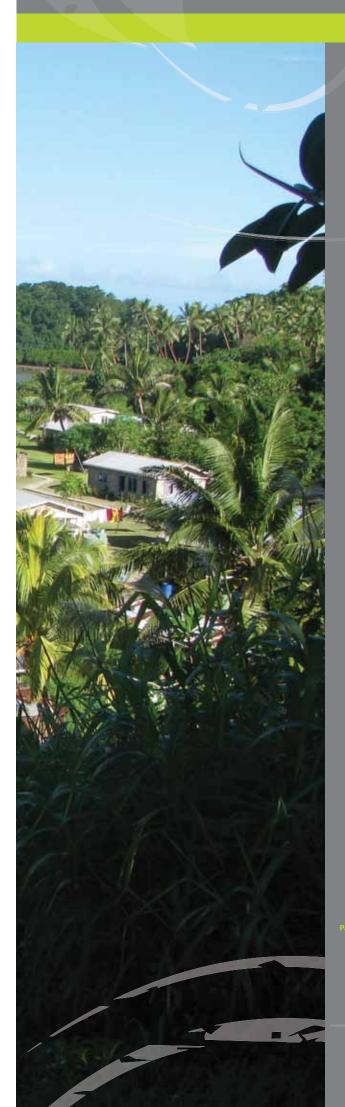


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Communities achieving equitable, holistic and sustainable livelihoods.







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#### Partners In Community Development Fiji 2012

Edited by: Roger Singleton

Cover Design, Layout, Concept & Design: Filipe Waqairagata

Cover: Mabula Village, Cicia Island, Lau.

# **MISSION STATEMENT**

### Mission

Working in partnership with communities to empower and assist with informed decision making for their own future development.

## Vision

Communities achieving equitable, holistic and sustainable livelihoods.

## Values

We are not just a non-governmental organisation; we are of the community and for the community.

We constantly endeavor to remain true to our values of justice, partnership and stewardship, manifested by our culture of:

- being sensitive to social, environmental and economic realities.
- being a learning organisation, able to learn from our mistakes, review and adapt our position and methods to maintain performance.
- distinctive competence through costeffective use of resources.
- adopting an integrated approach by working in partnership with existing formal and informal local governance systems.
- sharing lessons learnt and practices with our primary stakeholders.

Partners in Community Development Fiji (PCDF) have been working with communities in Fiji for over 30 years.

PCDF specialises in working with isolated rural communities. Taking a 'bottom-up' approach, we empower them to prioritise their challenges and aspiration's and act upon them to become more resilient, sustainable and prosperous.

We support community leaders and demonstrate the effective inclusion of women, young people and minority groups, building local capacity to understand issues, take action and lead change.

Our activities cover training and capacity building in natural resource management and good governance. Taking a holistic approach, we integrate environmental, social and economic issues to help deliver our 4 objectives:

- Promoting good governance and gender balance
- Protecting the environment
- Increasing self-reliance in rural communities
- Promoting healthy living

We work in partnership with Government, Provisional Councils and a wide range of International Agencies to deliver targeted impacts at the local level.

As well as delivering long-term projects, we maintain our partnership with communities beyond funding cycles. As part of the PCDF family, communities receive ongoing support, advice and guidance to ensure they maintain and build upon their progress.



Working in partnership with communities to empower and assist with informed decision making for their own future development.

3

## FOREWORD FROM THE PATRON



### Greetings my brothers and sisters,

t is a privilege and honour to be Patron of Partners in Community Development Fiji (PCDF), where a number of communities, people and staff are happy to call home. I am also pleased with our 2012 Annual Report which is a testament to the work PCDF is doing to enhance community wellbeing, maintain and enhance our natural and built environment and deliver positive outcomes on behalf of all our communities.

PCDF 2009-2015 strategic plan delivers the outline we are following to provide for our growing communities population, strengthen our communities, manage our environment, and support economic growth through its income generating projects in communities. Working in partnership with other levels of stakeholders and government

departments, PCDF has responded to the challenge of balancing the old and the new for the benefit of current and future generations.

Encouraging people to become more involved in their local community is important to PCDF. We have many groups and organizations that make a wonderful contribution to our communities and they help to make Fiji the way the world should be.

Looking back on the events of the past year, it is important to acknowledge the efforts of the Chairman and members of the Board of Directors, Executive Director and Staff of PCDF for another flourishing year.

With best wishes and God Bless you all.

tatace

Archbishop Petero Mataca

## **MESSAGE FROM THE BOARD OF DIRECTORS**

### Greetings to you all.

On behalf of the Board, I am pleased to present Partners in Community Development Fiji (PCDF) Annual Report for the period 1 October 2011 until 30 September 2012.

Thank you for your keen interest in reading our annual report which reflects the outcome of PCDF's work in our communities.

Over the past months we have conducted a comprehensive review of our business strategy, focusing on those initiatives that best support our business goals. Our strategic themes are covered in some detail within this report.

Our total income for this reporting period was FJD609,239 and we had expensed a total of FJD779,157. Funding has dropped in 2012 but expecting to increase in 2013.

We actively manage sustainability by focusing on economic, social and environmental issues across the country and within our communities. Last year saw our approach to strengthen our programmes and our collaboration which we believe will this year lead to an improvement in our sustainability performance. Our focus on real and meaningful sustainability will continue to grow as we refine our approach to drive better management of our natural resources and a greater degree of integration into the communities.

Successful implementation of PCDF projects has attracted existing donors to continue their support of our work in the coming years. We would like to invite potential donors to partner with PCDF using our new Approach which was established through the implementation of the MORDI project.

The MORDI Approach is widely use by

PCDF and is now known with us as "The Partners Approach".

Two additional Board Members have been appointed with effect 1st April 2012. I welcome them to the board and look forward to their future contributions.



Mr Ilaitia Tamata and Rajeshwar Singh. I also thank Ms Monika Raghwan for the support she has provided to the board this last year.

On behalf of the board, I would like to express our gratitude to all those who have contributed to our programmes sustainability and success in 2012. This includes our Staff, Funders, Stakeholders, Business partners, and the Communities where we operate.

My Board colleagues have made a significant contribution in guiding the organisation during challenging times and I thank them for that and look forward to their ongoing support.

Our people, as always, have made perhaps the greatest contribution through their unwavering commitment and passion for our work in their communities and I thank them for this. They are our greatest asset and our foundation for the future. With their dedication and support, PCDF is well positioned for future growth and success.

Thank You.

Henry

Sashi Singh C Board Chairman

## **MESSAGE FROM THE EXECUTIVE DIRECTOR**



Bula Re

The past 12 months have been focused on effectiveness prompted by the reviewing of the 2011 and previous year's achievement. Three institutional reviews were commissioned by our major donor partners, namely; UNDP, AusAID and EED. These reviews directly helped PCDF; to understand our strengths and weaknesses (challenges), work within and build our own capacity to progress effectively to towards our goals.

Partners in Community Development Fiji (PCDF) support for integrated development initiatives is a key pillar in responding to the wider needs and problems of rural and remote communities in Fiji.

This actually occurs when international and local donors, implementing partners and stakeholders work together to support PCDF to implement projects which targeted local rural and remote communities. Responding to Fiji's changing economy and supporting the potential to promote innovation is a significant step for rural and remote communities from poverty, which is part and parcel of delivering effective efforts together.

Addressing the challenges of Fiji's rural sector through targeted community projects will require continued dedication and successes. Working to ensure sustainability in the management of local resources will contribute to the achievement of the MDGs, and towards sustainable and resilient communities.

Through productive attitudes to improved alternative sources of income, employment and enterprise opportunities, and the reduction of barriers to market entry for local producers; opportunities are created and lives improved. Productivity and supporting innovations in what communities do, can help build resilience and create capacity to run sustainable community projects. Capacity building within the communities, CSOs and partner government agencies work towards strengthened rural and remote community governance structure. PCDF is a learning organisation and will continue to work on improving, strengthening and adapting to the development changes and challenges by incorporating lessons learnt and good practices that directly contribute to an effective community development programme. I commend the excellent selfless commitment of each staff member, volunteer, funding partner and stakeholders. My hope that the work of PCDF will inspire many more to come forth and support this important work we do.

I congratulate the organization on its achievement and I wish the Trustees, members, board of directors, staff and volunteers more success in the future.

Vinaka.

Tevita Tauni Ravumaidama Executive Director

# ACKNOWLEDGEMENT

PCDF would like to thank and recognize our Donors, without whose support PCDF cannot be facilitators for change in the community. Contributions were received from the following towards our activities in 2012:

- Australian Aid (AusAID)
- American Bar Association through UNDP
- Evangelischer Entwicklungsdienst Church Development Services (EED)
- Global Network for Disaster Reduction
- International Fund for Agricultural Development (IFAD)
- Pacific Leadership Programme through FSPI
- Plan Austratlia

We would also like to recognize the contribution and support of our partner communities, for their willingness to work with PCDF:

- 1. **Kubulau District, Bua:** Villages of Kiobo, Waisa, Navatu, Kilaka, Raviravi, Natokalau, Nadivakarua, Namalata, Nakorovou, Nasaisaivua.
- Wailevu District, Cakaudrove: Villages of Nakoso, Vuadomo, Vatulele, Vunidawamoli, Valeni, Laucala, Naiqaqi, Nasareci, Natuvu, Naviavia, Keka, Vunibuabua, Nasavu, Nakorokacivi, Natua, Dawara.
- 3. **Batiki District, Lomaiviti:** Villages of Mua, Yavu, Naigani, Manuku
- 4. **Moturiki District, Lomaiviti:** Villages of Niubasaga, Uluibau, Naicabecabe, Yanuca, Navuti, Daku, Savuna, Nasauvuki, Wawa, Nasesara
- 5. **Cicia District, Lau :** Villages of Tarukua, Mabula, Naceva, Natokalau, Lomati
- 6. **Moala District, Lau :** Village of Keteira
- 7. Sigatoka District, Nadroga: Village of Nayawa
- 8. **Veinuqa District, Namosi:** Villages of Nasoqo, Wainilotulevu, Burotu, Wainiyavu, Vunidavo
- 9. **Serua District, Serua:** Villages of Culanuku, Yanuca, Serua, Naboutini, Vunaniu, Namaqumaqua, Navutulevu
- 10. **Mataso and Navitilevu, Ra:** Narikoso, Nakorovou, Nayavuira, Navuniivi, Nasau, Veidrala

PCDF is a learning organisation and will continue to work on improving, strengthening and adapting to the development changes and challenges in Fiji by incorporating lessons learnt and good practices that directly contribute to an effective community development programme.

## **OVERVIEW OF PROJECT ACTIVITIES**

iji comprises of an archipelago of 322 islands, of which 106 are permanently inhabited; in addition there are some 522 islets. Fiji has a land mass of 18,376 square km and a tropical climate. There are four large islands, Viti Levu, Vanua Levu, Taveuni and Kadavu.

In 2012, PCDF carried out community based projects in districts of Viti Levu, Vanua Levu and some districts of Lomaiviti and Lau. PCDF has delivered a wide range of project activities across 9 districts and has directly and indirectly benefitted over 10,000 people in these remote and vulnerable communities. PCDF projects work towards addressing 4 main focus areas of the organization. These thematic areas are:

- i. Education and Capacity Enhancement (ECE)
- ii. Natural Resource Management (NRM)
- iii. Health Improvement
- iv. Institutional Development

These activities have covered areas of land care and marine resource management, income generation, disaster management, community capacity building, life skills, water and sanitation, and nutrition improvement.

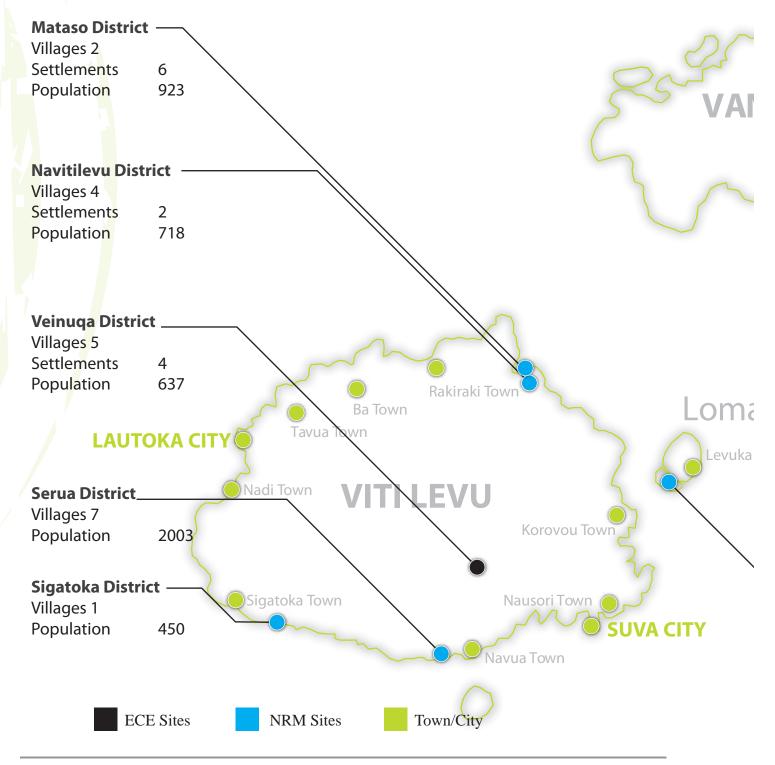




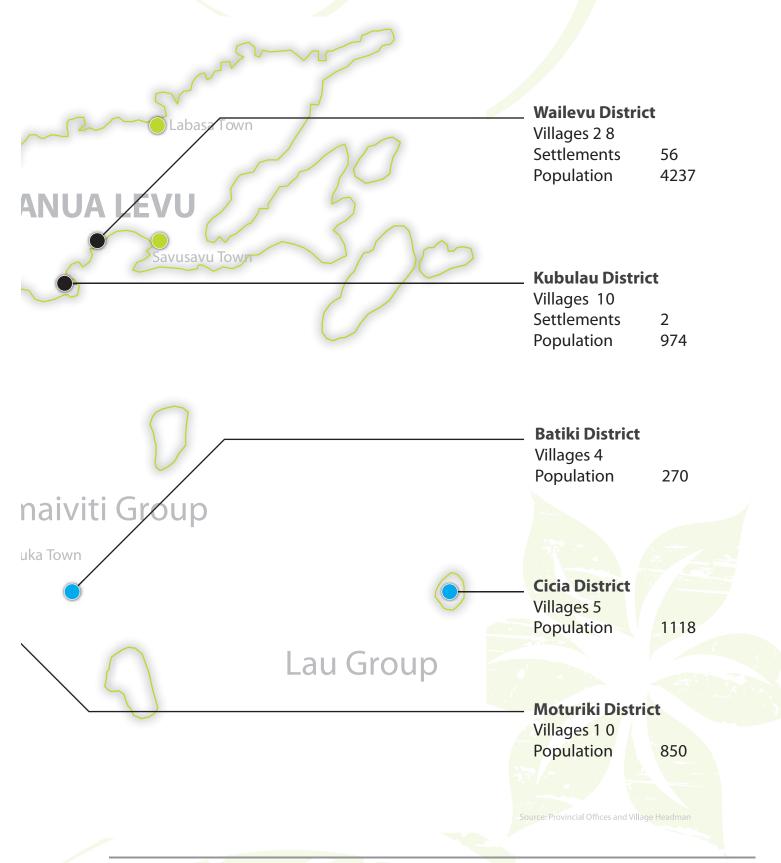
Development sheds light into our daily lives and opens up opportunities

Navitilevu Circuit Methodist Church Minister, Rev. Taniela Sigarara.

## Partners in Community Development Fiji Project Sites







**66** Every message shared by the facilitators must be taken back to the women and youth in their own communities.

Lessons learnt must be maintained for the benefit of Kubulau district.

Tui Kubulau, Kubulau, Bua



Α.

# EDUCATION AND CAPACITY ENHANCEMENT (ECE) PROGRAMME

CDF ECE works to promote sustainable livelihoods and increase the self-reliance of detached vulnerable communities.

This is done by providing assistance with infrastructure development, conducting educational workshops and supporting innovative ideas of individual community members to enable them to start their own income-generating projects.

ECE comprises workshops in Good Governance, Business, Management, Finance, Disaster Relief and Participatory Learning and Action (PLA), as well as assistance with writing and designing Community Development Plans.



Youths of Kubulau District, returning from collecting firewood.

# 1. Mainstreaming Of Rural Development Innovations (MORDI)

he Mainstreaming of Rural Development Innovations programme was designed to support innovative, sustainable livelihood opportunities for vulnerable and isolated communities. The MORDI program is solely focused on communities in the district of Veinuqa in Namosi, Kubulau in Bua and Wailevu in Cakaudrove, covering more than 33 communities, including the settlements and schools in these rural, remote and vulnerable communities. This helps focus on the youth and women as the main target audience in project development processes, infrastructure and trainings.

The programme is funded by the International Fund for Agricultural Development (IFAD) and runs across several Pacific Island nations, to contribute to halving poverty in the Pacific by 2015 in line with the MDG's.

MORDI has been working with the same districts since 2006. The programme focuses on the most vulnerable groups within the community, such as women and youth. The key to the success is that the communities are made drivers of their own development; they are involved at every stage of the project and are required to make a small financial contribution towards development activities. Not only implementing projects for developments, they are also trained in various skills. These skills include disaster management & first aid, business & management, fish handling & warden duties, financial literacy, good governance & leadership, agricultural, nutrition, bee keeping, rural women basic skills etc. to uplift their skills, broaden their knowledge and change their traditional mind set to benefit their household living and their community as a whole.

## Looking Back At 2012

MORDI is committed to furthering the development of young people. Over the years, many schools have been helped through the provision of water tanks and electricity to ensure that nothing stands in the way of the children's education. In addition, communities that were quite behind in regards to development, food security and infrastructure were also included.

The Business and Management training that MORDI provided has empowered many villagers to generate their own sources of income. In some cases, this has led to the creation of new businesses.

The Community and District Facilitators have made huge progress in their performance capabilities and are now often engaged by other NGOs, private sectors, organisations, government departments and outside communities to assist with their work.



More than 52 women in the district of Kubulau, 72 women from Wailevu and 24 women from Veinuqa attended the last training "Rural Women Basic Skills Package" training, that was conducted by the Ministry of Women (Suva), the Dorcas Society (Wainunu), Secretariat of the Pacific Community (SPC) and PCDF. The training was conducted to identify and promote talents & skills of these women and to revive the traditional cultural ways of making handicrafts (mats, baskets and fans etc.) that are being lost with the passing of elder generations. In addition, training on food handlings, presentation (cook & bake), storage and preservation, the process of knitting scarfs and hair bands, making of Virgin Coconut Oil was also taught to broaden, enlighten and widen their knowledge of traditional ways of preparing foods that the iTaukei people are well known for.

The Small Engine Repair & Maintenance, in conjunction with the Agricultural and Livestock training encompassed a total of 139 participants with 30 from Veinuqa, 52 from Kubulau and 57 from Wailevu district. This training was conducted by the Ministry of Agriculture (Animal Health and Production Unit) from Navua and Labasa branch. The training was very flexible, with more time focused on practical application; where participants were taught how to repair faulty generators, brush cutters, sewing machines, washing machines and other electrical & manual appliances. They were taken through agricultural farming concepts; the farming skills, farming processes and marketing. Livestock farming such as feeding time, feeding patterns, facility requirements & amenities, packing and marketing of product.

Training, Awareness and Workshops conducted to MORDI communities were directly focussed on livelihoods and development. Communities were taught at all stages of training to incorporate their originality where their identity as the iTaukei, their ancestors type of work and living that have been lost with modernization. This training has uplifted and empowered individual participants to utilize their idle land through agricultural and animal farming, to manage their resources, build a market shed beside their village roadside and some communities have managed to buy a truck to transport their produce to the nearest market centre.

After 6 years, MORDI has seen the communities develop their potential and change the way they think about development. It has changed their mentality of development. The Community Facilitators have provided their time, committed and dedicated themselves to their communities development by working with villages that know little about development; training these communities and settlements to improve their lifestyle and by changing their way of thinking. Many of these communities are already planning and working on future projects. The work of MORDI should be an example of what can be achieved in even the most detached communities, with a little encouragement and a lot of determination.

### **Key Achievements**

- 14 flush toilets and sanitation project for Valeni village (Wailevu).
- 148 women from Veinuqa in Namosi, Kubulau in Bua and Wailevu in Cakaudrove province were trained on Rural Women Basic Skills Package training. The training was developed to revive the traditional method and processes of weaving mats (using kuta and pandanus leaves), the traditional method of cooking and baking, floral arrangement, screen printing, crochet and other skills that the iTaukei women are well known for.
  - 139 men and youth from Veinuqa, Kubulau and Wailevu districts were trained on "Small Engine Repair and Maintenance" and "Agricultural and Livestock Farming" training.
  - 135 women and men including the chiefs, village leaders, village headman, women's club leader, youth club leader and their wives were trained in Good Governance and Leadership for Veinuqa, Kubulau and Wailevu district communities.
- 4 primary schools were provided with text and library books ranging from classes 1
  - 8 for schools in Wailevu, Cakaudrove and in Veinuqa, Namosi.

- A Dawara village farmer, Mr. Jone Vakacegu was selected to represent Fiji Youth in Rome at the Annual Youth Agricultural Show as well as the Farming Skills Trade Conference. He attended 2 weeks of training & conferences amongst other Pacific Island and Asian countries. This is a big move for MORDI as a participant from the Agricultural and Livestock training was provided an opportunity to represent MORDI and Fiji at the conference in Rome. Mr. Vakacegu manage to disseminate the information he learnt to his fellow friends and relatives in his village for the improvement of their own household and community livelihoods.
- of The Mainstreaming Rural Development Innovation Program came to an end on March 2012 after 6 years of working with rural, remote and vulnerable communities in Veinuqa, Kubulau and Wailevu districts with more than 33 communities. Now, the 33 -40 communities are able to create their own village development plans, form development committees, formulate & prepare their project papers, implement, monitor & evaluate their own projects as well as take ownership of their own village developments.

### **Challenges/Lessons Learnt**

- The poor road conditions in Kubulau are a major problem due to logging and land developments taking place in the district. This spoils the natural environment, delays transportation/supply of produce to the market, access to nearest main centers, schools and other communities.
- Community facilitators were engaged by government departments and other NGO's for other developments, trainings and awareness in the community as they were trained to be resource or key personnel from their community for other non MORDI programs.
- Communities in Veinuqa, Wailevu and Kubulau district were able to source funds via proposal writing to donors and other stakeholders for future projects for their own community development.

- Women's group and Youth group have managed to look after the welfare and business activities of their own groups project ranging.
- Women's group products; virgin coconut oil, honey, mats, traditional masi & kuta, hand weave fan ,baskets, bed sheets, pillow cases, dress, shirts and also the marine resources ('sasalu') were sold to nearest hotels, resorts, companies and villages in Savusavu as means of earning income for their household living.

# 2. CIVICUS Participatory Governance Project

he specific objectives of the project are to:

- Enhance Pacific citizens, traditional and modern governments, and civil society organization's knowledge and learning of participatory governance principles, benefits, strategies and critical issues, including power dynamics and inclusive participation.
- Assist Pacific citizens, governments and civil society organizations to acquire the practical skills and tools they need to effectively promote participatory governance.
- Build bridges between civil society and government practitioners and strategic networks for the promotion of participatory governance.

The project is for 1 year which is from May, 2012 to April, 2013 and it is funded by the Pacific Leadership Programme through our regional network FSPI.

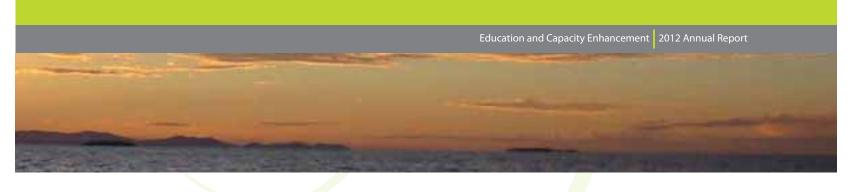
The projects promotes participatory governance in every decision making process and this will help communities in reaching decisions that would affect the whole community either for development, or individual community group projects. The project will also assist incorporating the views of youth, women, the marginalized, elderly and disabled groups in the communities.

Despite a recent wave of democratization around the world, traditional systems of representative democracy are in crisis. Citizens both in the North and South express growing disillusionment with their governments, citing lack of transparency, responsiveness and accountability. The past decades have seen citizens and states questioning how democracy has been delivered.

In the Pacific, effective democracy has been affected by various factors. Some of these factors are deeply embedded in political and social issues such as the structure of governance, the quality of leadership and the capacity of civil society to hold government accountable.

Issues include leadership styles and principles adopted by the different countries within the region. There is perceived conflict between the western style leadership and governance structure and the traditional structures. In some countries, the adoption of modern governance structure with disregard of the powerful traditional system has been a hindrance to development and participation

The project primarily targets local leaders at the community level and also at the national level.



Community leaders includes; women's leaders, youth leaders, village headman, district head, local chief's, village chairman, other village committee leaders, whereas at the national level it mainly targets the officers at the provincial office.

The target groups mentioned above are chosen because the project focus which is "participatory governance" need to be emphasized to these leaders in order to promote participatory governance.

## **Key Achievements**

#### Community Leadership Inception Workshop

The workshop was conducted on the 15th and 16th of October, 2012 with a total of 21 participants from the districts of Mataso and Navitilevu. There were 10 female and 11 male attendees that participated in the workshop. Other stakeholders involved included the provincial office and the community of Nawairuku as examples of empowered community representatives.





Participants of a Community Leadership Inception Workshop held in the districts of Mataso and Navitilevu, Ra Province

## **3.** Micro Insurance

he Micro Insurance project is focused on providing affordable financial protection for members in low-income rural communities who are generally excluded from public and private schemes.

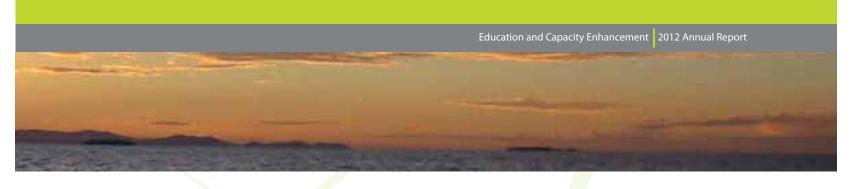
The scheme involves the payment of premiums ranging from \$14 to \$70 per annum by community individuals with corresponding coverage beginning at \$1,000 up to \$5,000. These are paid out to families in the event of the death of the insured. The purpose is to diminish the severe financial burden of a funeral and provide starting capital to a family, who may have lost their sole breadwinner.

Micro-insurance arises out of Article 1 of the Millennium Development Goal of eradicating extreme poverty and hunger. It is an initiative of the Pacific Financial Inclusion Program (PFIP - UNDP), with PCDF and Life Insurance Corporation of India (LICI) jointly piloting the scheme in the district of Wailevu, Cakaudrove. The plan is that Micro-insurance will eventually expand to other PCDF communities and around the country.

The project was launched on 16th May 2012 at Urata village, Wailevu. The scheme is open to all members of communities in Wailevu, with ages ranging from 18 to 60 years. PCDF will be the



Anne Nacola of the Pacific Financial Inclusion Program on UNDP with the people of Wailevu.



master policy holder with members insured under a group insurance cover. Community Facilitators (CF's) performs the work within the village community as sales and collection agents for PCDF.

A total of 18 Community Facilitators attended a 3 day training conducted by the stakeholders, PFIP, LICI and PCDF, after which they were presented with Certificates on 17 May 2012. To reinforce the message, a Financial Inclusion day was held at Wailevu District School (Nakorovatu) on 17 August 2012. To date, sixty one (61) members have paid premiums for the micro-insurance scheme.

## Challenges

- Micro insurance is still a new concept for rural communities. It will take time and repeated awareness exercises for its worth to be understood and appreciated.
- The involvement of CF's as sales representatives to sell micro-insurance in the communities; as this can conflict with their roles within these rural environment.
- ▶ There is currently limited funding for this work. However, Micro insurance has the potential to have a significant impact in the communities; but for that we need to generate more awareness for it and this will need the allocation of funds. Increased funding would significantly improve awareness of the scheme and allow further expansion of the potential benefits.



Anne Nacola of the Pacific Financial Inclusion Program from UNDP at the launch of the micro insurance project in Wailevu.

## **4.** Community Participation For Peace

unded by the American Bar Association through its fund for Justice and Education on behalf of its rule of law initiative and PCDF in August 2012. This project known as Community Participation for Peace which operates in all PCDF projects sites for the year 2011 and 2012. It assisted community people in 9 districts of 73 villages and settlements to understand the reasons for making a new constitution.

To discuss and share issues affecting community especially youths, women and disabled. Youths, women and disable people in the 73 villages and settlements were encouraged to put forward and express their views to the Constitution Commission. It was conducted in a participatory approach to involve everyone in a community, including the most vulnerable. By working together with the communities, they were able to identify and make decisions about their community issues and were able to voice their issues openly without fear. These activities enable the rural communities to make their submission to the constitution commission for the drafting of Fiji's New Constitution.

This project was able to conduct trainings and community discussions in several PCDF target communities:

- Serua district 8 villages
- Veinuqa district 5 villages
- Batiki district 4 villages
- Moturiki district 10 villages
- 9 district in Bua province 46 villages and 2 settlements, two district in Cakaudrove 32 villages and 5 settlements
- Cicia district 5 villages



Participants of Naboutini Village, Serua



Participants of Korovisilou Village, Serua



## **Key Achievements**

- Able to conducted training and community discussions in 117 communities and settlements (project target – 73 communities and settlements)
- All 117 communities and settlements were able to make submission to the constitution commission.

## Challenges

- Remoteness of target communities One month was not long enough to effectively implement the work
- Communication with remote communities can be a major problem given their isolation this is supported well through trained Community facilitators (MORDI sites)



Participants of Lomati Village, Cicia, Lau.



Participants of Natokalau Village, Cicia, Lau.



# B. NATURAL RESOURCE MANAGEMENT (NRM) PROGRAMME

The NRM program is focused on improving the standards of living in Fiji's rural communities by promoting the sustainable utilization and management of natural resources. Our coral reefs, coastal and forest ecosystems play a key role in supporting our economic development. However, these are under enormous pressure from overexploitation, as communities resort to destructive practices that negatively impact on their health and prosperity. In addition to this, communities are faced with other issues such as the need for steady income generation, the effects of climate change, and waste management which compound their situations and further degrade ecosystem functions and services.

Through our program, an integrative ridge to reef approach on sustainable resource management is taken to ensure that these could be addressed while also considering how they impact on other ecosystems. The integration of traditional knowledge and practices that promote sustainable land and marine resource utilization, with modern concepts and practices ensure that practical and workable solutions are identified for communities to ensure sustainability.

We engage with government departments, NGOs and local practioners to deliver capacity building programs and trainings for our projects. The involvement of resource owners also ensures that a wider stakeholder network is consulted, in our efforts to empower vulnerable communities to take a more proactive approach in addressing their challenges and other development needs.



Participants of a Waste Management Workshop held in Naboutini Village, Serua.

### Looking Back At 2012

This has been a year of learning, rekindling and strengthening partnerships for the team. We had the opportunity to be part of local and regional training programs that focused on climate change, coastal resource assessments, project design and monitoring and project management. With support from Church Development Services-EED, we were able to review our project management systems and worked towards identifying for our projects, and ultimately for PCDF, the standard guiding principles for impact oriented interventions. With the support also of SPC's Coastal Fisheries Programme, our team was able to review our coastal monitoring methods in our efforts to ensure that our tools of implementation were credible and compatible to methods used in the region by our counterparts. This year saw the closure of our major project 'community-based protection of coral reefs' which has been implemented for the last four years with the support of Church Development Services-EED. Though intense, the project also brought about some key lessons and best practices that the NRM team will take on as learnings for future projects.



PCDF's Ilisoni Tuinasavusavu deploying a temperature logger in Batiki, Lomaiviti.

In our efforts to strengthen our relationship with partners, we also rekindled traditional partnerships with regional and international agencies. We saw this as a platform for potential robust collaborative initiatives as the learning generated from these would benefit the organisation and the communities we work in partnership with. With the issues of climate change, resilience and adaptation to climate change impacts and disaster risk management being intensely discussed within the networks and communities also raising their concerns, we have consulted and secured support from regional institutions and international agencies to partner with us on addressing some of these pressing challenges that local communities are constantly experiencing. While some of our projects were not specifically focused on climate change adaptation, there were initiatives planned within that addressed some adaptation measures and building the communities capacity to manage their resources. Technical trainings and advice were provided to the programme and we see this as an area that we will constantly need capacity support in.



Fishwardens training participants conduction a mock session on confronting poachers.

Being a learning organisation with a focus on community development, empowerment and sustainability, we realise the need to continuously review our approaches, tools and methods of delivery to the communities and the key stakeholders we work in partnerships with for a more impact oriented delivery. So as a programme, we are and will continue to consult with institutions like the University of the South Pacific's (USP) Pacific Centre for Environment and Sustainable Development, Secretariat of the Pacific Community's (SPC) Fisheries Division, regional partnerships like the Foundations of the Peoples of the South Pacific International (FSPI) and our stakeholders in the provincial administrations, government departments and the communities, to ensure that our approaches meet the ever-changing local dynamics, and the local communities capacity and ability to respond to their situations.



Yanuca fishwardens deploying bouys to demarcate the boundaries of their marine protected areas.

# 1. Community Based Protection of Coral Reefs Project

his year our team focused on bringing to a close the above project which has been funded by Church Development Service EED. The project aimed to address rural poverty and resource degradation by strengthening capacities of our target communities and strengthening the participation of women and youth in the conservation of coral reef ecosystems and the sustainable management of land based activities that impact on the health of coral reefs. We had been working with 4 districts across the country, with coverage of 28 villages and around 4000 people. The project was initiated in response to the growing economic pressures on communities to overexploit their resources, particularly marine resources. The project worked with the districts of Moturiki, Serua since 2009 and expanded to include Batiki and Cicia in 2011.



Participants of a Fishwardens Training Workshop held on Serua Island, Serua.

### **Key Achievements**

#### Turtles return to Yanuca Island

At the beginning of this year, the headman of Yanuca Island in Serua, Sireli Kuga, excitedly informed us that turtles have returned to their island to nest. According to the elders of Yanuca, it has been more than 30 years since a turtle was seen on the island. Sireli reported that a total of 13 turtles came ashore to nest and forage for food around the village grounds. The community of Yanuca believes that this is a direct result of the Tabu or no-fishing areas they had established around their fishing grounds about 7 years ago. The community has unanimously agreed to protect the turtles and their nests so as to provide a sanctuary for them.

#### Fish wardens' trainings expanded to nearby districts

The team worked at completing the project with the various trainings and workshops that were required. This included fish wardens' refresher trainings for Serua, which was conducted in collaboration with the Department of Fisheries, the Serua Provincial office and the Fiji Police Force. This training has become effective for our target communities as it has helped them to effectively monitor their fishing grounds, with the help of the community Police Posts. As a result, the Serua Provincial Offices requested PCDF to conduct the workshop, for the districts of Deuba and Batiwai who were also interested in managing their fishing grounds but were struggling with the increasing number of poachers in their waters. A total of 27 individuals were selected for this training and received their fish wardens' cards from the Department of Fisheries.

#### Batiki Women sell Virgin Coconut Oils

The women of Batiki continue to sell their virgin coconut oils. Several cartons of these were sold from our office. They have also become popular in the Western division also. The women have managed to generate more than \$1000 dollars from the sales of their VCO.

#### Training

The team has also been part of various training programs conducted during the year through our NGO network partners and government departments. In collaboration with the Department of Fisheries, 3 of our staff participated in a 1 month training with SPC's Fisheries division in Vanua Levu on a new method of invertebrate assessment which SPC are adopting to standardize assessment methods in all SPC member countries. This method will be used by the program from next year to ensure that our data is usable and compatible with the Fisheries Department and other marine research based NGOs for comparative and analysis purposes.

We also received training on climate change impacts and vulnerability assessment, project design and management, which have come in at an opportune time as the program attempts to improve our project deliveries for more impact oriented work. At the same time, our communities have been continuously challenged this year with adverse weather conditions that threaten their safety and livelihoods. The trainings will help us improve and strengthen future climate change projects interventions in our efforts to work with communities to reduce their vulnerability.

#### Project evaluation

We also had an end of project evaluation performed by a team from Natural Solutions Pacific, a local consultant company. This was conducted over a period of 2 months. The evaluation included community site visits and meetings with stakeholders. both government and non-government. The entire process was a great learning curve for the team as the evaluation took on a very consultative approach. The final report with its recommendations would be extensively used as a guiding document for future NRM projects, to ensure that best practices are taken forward with challenges and lessons learnt taken into account.

## Challenges & Lessons Learnt

- While we focused on achieving the objectives of the project, we realised that a lot of work required completion in this last year and the team worked at delivering this. This resultantly prevented us from attending some capacity building trainings that could have benefitted the team overall. We realised that we needed to commit more time also in our program's yearly workplan for such trainings and also some 'rest and recuperation' time for the team members, for the benefit of the programme.
- The biggest challenge came about during • systems development process. our We were challenged with having to critically review our current tools and processes of project implementation and management and to identify alternative approaches and methods that could ensure sustainability of the interventions and also create lasting impacts in Fiji's communities. This proved to be a very long and time consuming process as the team held in-house sessions over the months to review our implementation approaches, documentation, monitoring systems and plans, reporting systems and project planning and design. While some processes had become 'the practice' for quite a number of years for us, it was quite a challenge to few the above from a different perspective, one that focused on impacts and sustainability even at the initial stage of pre-planning.



PCDF's Watisoni Lalavanua during a survey in Batiki Island, Lomaiviti.



Police Inspector Josaia Naimasi during a fishwarden workshop in Serua Village, Serua Island.



Participants during a fishwarden workshop in Serua Village, Serua Island.



PCDF's Ilisoni Tuinasavusavu while delivering the seedling for the Yanuca Island community.



PCDF's Tiriseyani and EED representative Nives Konik, during a site visit in Yanuca Island, Serua district.



PCDF NRM team along with the 'mata ni tikina' of Batiki district during a survey in Batiki.

# 2. Children Centered Climate Change Adaptation Project (4CA)

his project started later in the year. It was funded byAusAID and coordinated by Plan Australia and FSPI secretariat and focused on raising awareness on the impacts of climate change amongst the children and youth in the villages and schools (3 primary & 1 secondary) of Mataso and Navitilevu districts in Ra Province. The focus of the project was to educate children and youth on the effects of climate change and how they could contribute to reducing and managing the risks associated with it. The project will also attempt to address cross cutting issues on child protection, participation and gender to emphasize the importance of inclusiveness and community participation in the whole process.

4CA emphasizes the development of locally appropriate climate smart solutions that will consider the effects of climate change on children and youth.

This year the project had focused on implementing a series of awareness programs with the districts and schools. It is also working with the village and district leaders on the development of comprehensive and workable community plans that would identify strategies to address climate change and disaster related challenges experienced by each community.

This year it has conducted baseline profiling of its target communities, conducted awareness sessions for the schools and communities and implemented disaster management and first aid trainings for 2 schools and villages. The project continues to collect information from its communities and consultation meetings and forums, both at national and provincial level, to enable it to develop awareness materials in the vernacular for rural communities and schools.

The project continues to consult with the Ra provincial office and other stakeholders to ensure that there will be a possibility of sharing good practices and learning from the project with other vulnerable communities in the province. It also plans to network with other NGOs working in the province on the possibility of collaborating on raising the awareness of climate change and building resilient communities, for a strengthened effort towards reducing vulnerability and a more effective approach to sharing of good practice and lessons.

### **Key Achievements**

On July 14th, 2012; PCDF and Ra Provincial Council Office reached a mutual working relationship to establish a working network. Networking with government departments and private sector organizations working in Ra, follows on from the agreement reached with the Provincial Office on the day.



- On 16 July, 2012, PCDF conducted a 2 week feasibility study, village profiling, survey & assessment for the 6 villages, 4 schools and 8 settlements in the 2 districts of Navitilevu and Mataso.
- Conducted two 3 day awareness training on "Disaster Management and First Aid" in Mataso Primary School (8-10 August) and Bayly Memorial School (13-15 August), with assistance from Aid for Peace through their PCIDRR (Pacific Community focused Integrated Disaster Risk Reduction ) project. These 2 primary schools managed to formulate their School Disaster Management Plan and also formed their School Disaster Committees at the end of the 3 day training. There were 172 students and 10 teachers that took part in this training.
- The Mataso Primary School went to attend the Annual Girl Guide Camp in Kadavu hosted by the Central Division Girl Guide team. The camp theme "Share a safe resilient environment". The 6 Girl Guides from Mataso shared 4CA & DRR via poetry and skits to their fellow girl guides during the one week camp. Students and teachers from over a hundred schools from around the country attended the camp.
- In October, Mataso Primary School celebrated the Environment Week together with their Annual School Fundraising and World Teachers day. The theme of the week was "Grow Green". Officials from the Ministry of Education and FSPI were also present to witness and observe the event and activities by Mataso students.



PCDF's staff with Assistant Roko Tui Ra Timoci Ratu.



Students of Mataso Primary School with their certificates after a Disaster Workshop held in the school.

### **Challenges/Lessons Learnt**

- Limited time for 4CA team to conduct more awareness sessions in schools and the protocols that need to be followed through with the Ministry of Education.
- Collaboration between PCDF and other relevant stakeholders (e.g. NDMO, PCIDRR, Climate Chnage Unit) needs to be strengthened.



Yams of Natokalau Village, Cicia Island in the Lau group.

# HEALTH IMPROVEMENT

# 1. Yanuca Island Water Project

Through financial support from AusAID, via its Direct Aid Programme (DAP), PCDF implemented a water project for Yanuca Island in the Serua District. Yanuca is exclusively dependent on rain water and often hard hit when a prolonged dry season is experienced in Fiji.

The situation on Yanuca was critical in 2011, with a longer than usual dry season and emergency water supplies had to be transported to the island by the provincial office every few weeks. The Ministry of Education had intervened in the school in 2011 to improve the school's water supply as the situation could breed health problems. The school potentially faced closure until the situation was improved.

Two project staff worked with the village men and youth to construct concrete stands, install new guttering and the six water tanks.

The six 5,000L tanks funded through DAP, provided extra water storage facilities for Yanuca. Four tanks were connected to the village church catchment while two were placed at the community school.

Awareness sessions with the school students were also conducted on the importance of this precious resource and how they could individually contribute to the proper management of the school's water resources. A similar session was carried out with the rest of the community to emphasize the importance of proper management of water resources and ensuring minimal wastage.

At the same time, the youth and men in the village received hands on practical training during the construction/plumbing works on how to continuously conduct maintenance work on the tanks.



### **Challenges & Lessons Learnt**

The main challenge to the completion of this project was the difficulty in delivering the tanks and equipment to the island. The work was conducted during Fiji's rainy season and thus the rough Yanuca-Beqa passage made it difficult to transport the tanks and construction equipment. Unfavourable weather conditions delayed the installation of water tanks as the team was pressed for time to deliver this project.



The arrival of the first two water tanks.



The 'turaga ni koro' of Yanuca with PCDF's Setefano Nauqe gets to work with the foundation of the water tank.



Villagers come out in numbers to help.



The official opening ceremony by Ratu Deinavanua Latianara

# 2. Mental Health

PCDF first started off as an organisation that implemented health related projects into rural and remote villages. We have just started our Health Program and since it is still in it's early stages, we are still working at building this program. We have previously implemented a success a Mental Health Project and we realised our projects or programs often worked in isolation. This year, we're committed to integrating our projects and programmes for a more holistic approach to community capacity development and ensured sustainability.

Currently within Fiji, mental health is seen as a low priority. This could be due to many reasons; however, it is an issue that should not be ignored. We plan to contribute to addressing mental health issues by educating the people within the communities to be aware of how mental health can affect the lives of our community members. With the help of an AusAID Volunteer, PCDF staff have received mental health awareness training which will be incorporated into future project work.

### **Key Achievements**

- Trained staff on basic mental health issues within Fiji and Mental Health.
- Staff trainings on the importance of stress management and looking after yourself at work. Purpose was to educate, promote awareness of mental health and other related health issues, which in turn would help with future projects at PCDF and educate staff about health and mental health issues.
- Networks established with important organisations that address mental health issues within Suva including St Giles Hospital, Youth Champs, Mental Health Hub, and C.R.O.P.
- Assisted in fundraising for continuation of Youth Mental Health Program.
- Network established with Salvation Army to address mental health issues currently within Fiji. Presentation

was delivered to the employees to gain awareness about issues that could raise at the shelters where they work.

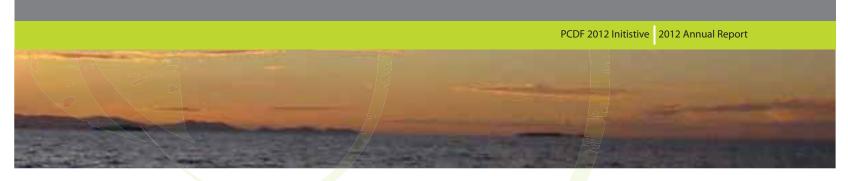
- Presentation for a Special School, issues addressing mental health/autism and coping strategies for carers.
- Media release and articles written for Fiji Times about DVD Launch for mental health carers (Hope for Recovery).
- Work performed with Youth Champs at promoting awareness about mental health and suicide prevention. Youth Champs are a group of young people who are passionate about empowering people with mental health issues. An event was organised to promote awareness but also act as a fundraising event.

Production of a DVD manual for carers hope for recovery, which is a resource made to go along with a manual booklet for carers. After producing both book and DVD for carers of mental health a launch showcased both resource materials so it was accessible for the public, also a support group of carers was formed. Health communication officer media were invited and attended the launch, along with important key stakeholders within the mental health sector within Fiji. Interviews were given to Fiji Times and other media outlets about the purpose of launch day and objective of resource materials.

The day included stakeholders and public to attend the morning session of a preview of DVD then the afternoon was dedicated to the carer's which was aimed at initiating a support group. Stress management presentation was involved within this workshop.

### **Challenges/Lessons Learnt**

- Communication can be difficult among organisations within Fiji. Organisations need to come together to tackle the issues or mental health within Fiji.
- There is no current specific health project at PCDF; however ground work is needed to establish networks and contacts to ensure that a sustainable project is implemented.
- While there are currently many projects at PCDF. There is no single health related project. It must be noted that health comes into many of the projects that already exist. Projects currently have elements of health related issues that need to be addressed within communities.



# **PCDF 2012 INITIATIVES**

A. This year, PCDF also made contributions to a few local communities in response to the national call for assistance to communities around the country that were affected by the flooding in March. In partnership with the youth and families of Calvary Temple in Suva, the Nadrogra/Navosa Provincial Administrator, National Disaster Management Office (DISMAC), Fiji Red Cross, Fiji Police Force and the Fiji Military Forces, we were able to transport a truckload of clothing, food, and home ware to the villages of Mavua, Raiwaqa upper Sigatoka River and to Ba Mission Church who were distributing assistances to families in the Ba area.

We're thankful to DISMAC for providing transportation and for the donations collected, and representatives from the above mentioned agencies and church institutions who accompanied us to the communities, our families, friends and networks who all made contributions towards this cause.



Youths of AOG Samabula who accompanied the PCDF staff.



Unloading of cartons in Raiwaqa Village

B. PCDF also distributed boxes of library books and stationery to Wainimakutu Primary and Nakavika Primary Schools (Namosi Province), Wailevu West Primary School, Saint Paul Primary School and Vuniyasawa Primary School (Cakaudrove), Toga District School (Rewa), Muaira District School (Naitasiri), and to the kindergarten for Natokalau village in Ovalau.



Natokalau Village children with their new books.

Partners In Community Development Fiji 🛛 2012 Annual Report

BALLANDANANA DESERT

Nives Konik of EED with PCDF staff during an in-house session on PME

Nives

# D. INSTITUTIONAL DEVELOPMENT

# 1. Developing PCDF's Planning, Monitoring & Evaluation Systems

With support from our funding partner Church Development Services-EED, we were able to carry out a 9 month project that focused on developing PCDF's PME Systems, where we would adopt a structured system to PME processes as the standard approach for improved project management. This would generate meaningful monitoring information to guide future project implementation, oriented towards impact. The project began on 01 March, 2012 and ended on 31st December. This project was part of PCDF's commitment to continue strengthening its internal management system so as to make it more efficient, and thus making our project delivery to the communities more effective.

Several members of the PCDF management and project teams attended an introductory session on impact oriented project management organized by EED. The workshop highlighted the need to manage projects in a way that allows community development organizations to make real impacts in our work. PCDF has always strived to improve its project delivery and realizing the real benefit of impact oriented project management on our communities, we have committed to this process of learning and re-organizing our systems for more impactful results.

Our programs and finance team underwent an in-house introductory session that kick started the series of workshops on project planning, monitoring and evaluation in March. This was facilitated by the Regional Capacity Building Advisor for EED and ran for three days. After attending a training session on impact oriented project monitoring, our PME process leader led members of the project teams in a three day session to review the organization's current monitoring practices and worked together to strengthen the systems to ensure that they captured the impact our work. This included reviewing and re-developing the project reporting templates.

Part of this process was the end of project evaluation for our 'community based protection of coral reefs' project which was conducted by two independent consultants from Natural Solutions Pacific. Following this, the PCDF team took three days out of the office to reflect on the evaluation findings and discuss ways in which lessons learned can be incorporated into PCDF's future work. Our teams are now employing a more collaborative and systematic approach to project planning. New 'impact oriented' reporting templates have been developed through the contributions of all PCDF team members. These templates have been designed to better capture the real results of our project work.

The entire process concluded with the development of PCDF's PME policy that would now be the benchmark by which all our future projects would be designed and measured against.

"Even though we have the evacuation plan in place in school, it is not well understood by students due to lack of practicing the plan with the students, now the students will be able to follow and act upon the school evacuation and disaster risk management plan after this Disaster Management & First Aid training."

49 years old, Bayly Memorial School Head Teacher, Mr. Jagdish Ram

Communities of Yanuca Island selling their products to tourist



# FINANCIAL STATEMENT

Partners in Community Development Fiji Financial Statements For the year ended 30th September, 2012.

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#### Partners in Community Development Fiji (PCDF)

#### Statement by Board of Directors

We, the Board of Directors of Partners in Community Development Fiji (PCDF), state that in our opinion, the accompanying financial statements of the entity set out on pages 3 to 16 are drawn up so as to present fairly the state of affairs of the entity as at 30 September 2012 and the results, changes in accumulated funds, financial position and cash flows of the entity for the year then ended.

#### Events subsequent to balance date

There has not arisen in the interval between the end of the financial year and the date of this report any item, transaction or event of a material and unusual nature likely, in the opinion of the directors of the entity, to affect significantly the operations of the entity, the results of those operations, or the state of affairs of the entity, in subsequent financial years.

Dated at

this February day of

1

2013.

Signed in accordance with a resolution of the Board of Directors.

Chairman

**Executive Director** 



#### INDEPENDENT AUDITOR'S REPORT

#### TO THE DIRECTORS OF PARTNERS IN COMMUNITY DEVELOPMENT FIJI

We have audited the accompanying financial statements of Partners in Community Development, Fiji which comprise the statement of financial position as at 30 September 2012, statement of comprehensive income and accumulated funds and statement of cash flows for the year then ended, and accounting policies and explanatory notes as set out on pages 6 to 16.

#### Management's Responsibility for the Financial Statements

Management are responsible for the preparation of financial statements that give a true and fair view in accordance with International Financial Reporting Standards for Small and Medium-sized Entities and for such internal control as the directors and management determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing. Those standards require that we 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 the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of financial statements that give a true and fair view 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 the management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### Opinion

In our opinion, the financial statements present fairly in all material respects, the financial position of Partners in Community Development as at 30 September 2012 and of the statement of comprehensive income and accumulated funds and its statement of cash flows for the year then ended in accordance with International Financial Reporting Standards for Small and Medium-sized Entities.

KPMG

Suva, Fiji 4 Morch , 2013 KPMG Chartered Accountants

### Statement of comprehensive income and accumulated funds For the year ended 30 September 2012

	Note	2012 \$	2011 \$
Revenue		Ť	Ť
Grant income – all programs	2	278,592	350,842
Rental income	3	3,835	18,750
Other income		326,812	456,755
		609,239	826,347
Expenses			
Program expenses – Fiji and Regional	5	271,260	306,576
Administration and operating expenses	5	507,897	455,509
		779,157	762,085
(Deficit) /Surplus for the year		(169,918)	64,262
Accumulated funds at the start of the y	ear	685,012	620,750
Accumulated funds at the end of the ye	ar	515,094	685,012

The statement of comprehensive income and accumulated funds is to be read in conjunction with the notes to and forming part of the financial statements set out on pages 6 to 16.

# Statement of financial position For the year ended 30 September 2012

Current assets	Note	2011 \$	2010 \$
Cash at bank	6	480,292	530,093
Receivables	7	64,262	(49,801)
Other Assets	8	4,269	1,504
Total current assets		87,689	353,520
Non current assets			
Property, plant and equipment	9	483,409	527,840
Total non current assets		483,409	527,840
Total assets		571,098	881,360
Current liabilities			
Borrowing	10	-	53,627
Employee Entitlement		9,017	9,068
Creditors and accruals	11	46,987	133,653
Total current liabilities		56,004	196,348
Total liabilites		56,004	196,348
Net assetes		515,094	685,012
Accumulated finds			
Retained earnings		515,094	685,012
Total accumlated		515,094	685,012

For and on behalf of the board of directors

enyb

**Executive Director** 

Chairman The statement of financial position is to be read in conjuction with the notes and forming part of the financial statement set out on pages 6 to 16.

# Statement of cash flows for the year ended 30 September 2012

	Note	2012 \$	2011 \$
Operating activities		φ	Φ
Cash receipts from donors		496,086	593,591
Cash receipts from other operating activities		23,307	89,059
Cash paid to suppliers and employees		(719,873)	(737,147)
Interest and other costs of finance paid		(1,048)	(3,358)
Cash used in operating activities		(201,528)	(57,855)
Investing activities			
Acquisition of property, plant and equipment		-	(107,401)
Proceeds from sale of property, plant and equipment		-	22,500
Cash used in investing activities - (84,901)			
Net decrease in cash held		(201,528)	(142,756)
Cash at the beginning of the financial year		267,434	410,190
Cash at the end of the financial year	15	65,906	267,434

The statement of financial position is to be read in conjuction with the notes and forming part of the financial statement set out on pages 6 to 16.

#### Statement of cash flows for the year ended 30 September 2012

# **1. Statement of significant accounting** policies

Partners in Community Development Fiji (PCDF) ('the entity') is an entity domiciled in Fiji, under the Fiji Charitable Trust Act (67). The entity's principal place of business is at 8 Denison Road, Suva. The financial statements were authorised for issue by the Board of Directors on <u>25</u> February 2013.

A summary of the significant accounting policies which have been adopted by the entity in the preparation of the financial statements are:

#### Statement of compliance

These financial statements have been prepared in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities. The effect of the transition to IFRSs for SMEs, which has affected the reported financial position and financial performance of the entity is disclosed in note 18.

#### (a) Basis of preparation

The financial statements are presented in Fiji dollars, rounded to the nearest dollar. The financial statements have been prepared on the basis of historical costs and do not take into account changing money values or current valuations of non-current assets. The accounting policies have been consistently applied and except where there is a change in accounting policy, are consistent with those of previous years

#### (b) Income recognition

The entity receives specific grants to fund its various programs and an administrative grant. Grant income is initially recognised as deferred grant income in the statement of financial position and is released to profit or loss as expenditure is incurred on programs or on a straight line basis over the grant income period.

Rental income from property is recognised as revenue on a straight line basis over the term of the lease.

Consultancy income is recognised as income in the profit or loss as services are performed.

#### (c) Income tax

Partners in Community Development Fiji (PCDF), is exempt from income tax under section 17(5) of the Income Tax Act.

#### (d) Foreign currency transactions

Grants received in foreign currencies are translated into Fiji dollars at the foreign exchange rate ruling at the date of receipt. Monetary assets and liabilities denominated in foreign currencies at the balance sheet date are translated to the Fiji dollar at the foreign exchange rate ruling at that date. Foreign exchange differences arising on translation are recognised in the profit or loss.

#### (e) Property, plant and equipment

#### (i) Owned assets

Items of property, plant and equipment are recorded at cost less accumulated depreciation and impairment.

#### (ii) Depreciation

Depreciation is charged to the profit or loss on a straight line basis over the estimated useful lives of property, plant and equipment. Principal annual depreciation rates applied are as follows:

- Buildings 2.5%
- Motor vehicles 20%
- Furniture and fittings 10%
- Office equipment 20%

#### (iii) Subsequent expenditure

Expenditure incurred to replace a component of an item of property, plant and equipment that is accounted for separately, is capitalised only when it increases the future economic benefits embodied in the item of property, plant and equipment. All other expenditure is recognised in the profit or loss as an expense as incurred.

#### (f) Employee entitlements

Employee entitlements are short term benefits that relate to amounts expected to be paid to employees for annual leave. Current wage rates are used in the calculation of the entitlement. Increases or decreases in this obligation are recognised in the profit or loss.

#### (g) Receivables

Receivables are measured at amortised cost using the effective interest method. At the end of each reporting period, the carrying amounts of trade and other receivables are reviewed to determine whether there is any objective evidence that the amounts are impaired. If so, an impairment loss is recognised in profit or loss.

#### (h) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, cash at bank and bank overdraft. Bank overdrafts that are repayable on demand and form an integral part of the entity's cash management are included as a component of cash for the purpose of the statement of cash flows.

#### (i) Creditors and other payables

Creditors and other payables are obligations on the basis of normal credit terms and do not bear interest. They are measured at amortised cost using the effective interest method.

#### (j) Principal activities

The principal activities of Partners in Community Development Fiji (PCDF), are to work with the peoples of Fiji in programs that assist in human and environmental development.

#### (k) Comparative figures

Where necessary, amounts relating to the previous financial year have been reclassified to facilitate comparison.

#### 2. Human Resource Development

	2012	2011
	\$	\$
Mainstreaming of Rural Development Innovations (MORDI)	65,445	16,361
Canada fund schools in MORDI sites	3,000	15,485
Community Participation for Peace	40,821	-
CIVICUS Participatory Governance Project	8,089	-
	117,355	31,846
Natural Resource Development		
Evangelischer Entwicklungsdienst e.V. (EED)	148,503	318,996
Yanuca Island Water Project	12,734	-
	161,237	318,996
Total grant income for programs	278,592	350,842
3. Other income		
Rental income	3,835	18,750
AUSAID grant for administrative activities	304,575	336,680
Capital & infrastructure funding - AUSAID	-	87,597
Gain on sale of property plant and equipment	-	22,500
Consultancy and other income	22,237	9,978
	326,812	456,755
Total administration and operating income	330,647	475,505

#### 4. Statement of functional income and expenses by program

\$	\$	\$	Expenses \$	Excess of income over expenses \$	Excess of income over expenses \$
117,355	31,846	(159,974)	(184,198)	(42,619)	(152,352)
161,237	318,996	(111,286)	(122,378)	49,951	196,618
330,647	475,505	(507,897)	(455,509)	(177,250)	19,996
509,239	826,347	(779,157)	(762,085)	(169,918)	64,262
1	61,237 30,647	61,237 318,996 30,647 475,505	61,237 318,996 (111,286) 30,647 475,505 (507,897)	61,237       318,996       (111,286)       (122,378)         30,647       475,505       (507,897)       (455,509)	61,237       318,996       (111,286)       (122,378)       49,951         30,647       475,505       (507,897)       (455,509)       (177,250)

#### 5. Statement of functional expenses by program

	Programs			Administration	
	Human Resource Development \$	Natural Resource Development \$	Total Programs \$	Administration and operating expenses \$	Total 2012 \$
Personnel expenses	9,074	26,993	36,067	327,931	363,998
Training expenses	132,691	57,804	190,495	7,673	198,168
Travel expenses	18,209	26,489	44,698	23,895	68,593
Property expenses	-	-	-	19,718	19,718
Other expenses	-	-	-	68,360	68,360
Audit fees	-	-	-	14,841	14,841
Interest expense	-	-	-	1,048	1,048
Depreciation	-	-	-	44,431	44,431
Totals	159,974	111,286	271,260	507,897	779,157

#### 5. Statement of functional expenses by program (continued)

	Programs			Administration	
	Human Resource Development	Natural Resource Development	Total Programs	Administration and operating expenses	Total 2012
	\$	\$	\$	\$	\$
Personnel expenses	3,411	40,9222	44,333	328,758	373,091
Training expenses	160,492	49,884	210,376	6,172	216,548
Travel expenses	17,343	29,697	47,040	12,504	59,544
Property expenses	2,952	1,875	4,827	8,497	13,324
Other expenses	-	-	-	59,224	59,224
Audit fees	-	-	-	7,061	7,061
Interest expense	-	-	-	3,358	3,358
Depreciation	-	-	-	29,935	29,935
Totals	184,198	122,378	306,576	455,509	762,085

#### 6. Cash

	2012	2011
	\$	\$
Petty cash	200	200
PCDF General	45,282	6,494
MORDI General	-	85,471
Administration (Services) account	3,871	-
PCDF HRD programme	2,930	115,734
NRM programme	5,057	13,960
MORDI Community Support Fund	-	15,687
Evangelischer Entwicklungsdienst e.V. (EED)	5,644	77,061
Youth Champs for Mental Health	2,922	6,454
	65,906	321,061
7. Receivables		
Other receivables	11,414	11,211
Allowance for doubtful debts	(6,446)	(6,446)
Advance to employees	1,891	2,962
Employee business advance	10,655	23,228
	17,514	30,955
8. Other assets		
Refundable deposits	4,269	1,504

#### 9. Property, plant and equipment

	Land and Buildings \$	Furniture & fittings \$	Motor Vehicles \$	Office equipment \$	Total \$
Cost					
Balance as at 1 October 2010	462,474	29,606	100,775	187,902	780,757
Additions	-	-	61,655	45,746	107,401
Disposals	-	(7,200)	(44,775)	(177,535)	(229,510)
Balance as at 1 October 2011 and 30 September 2012	462,474	22,406	117,655	56,113	658,648
Accumulated depreciation					
Balance as at 1 October 2010	80,413	19,609	51,308	179,053	330,383
Depreciation charge for the year	7,436	2,241	13,255	7,003	29,935
Disposals	-	(7,200)	(44,775)	(177,535)	(229,510)
Balance as at 1 October 2011	87,849	14,650	19,788	8,521	130,808
Depreciation charge for the year	7,437	2,241	23,531	11,222	44,431
Balance as at 30 September 201	2 95,286	16,891	43,319	19,743	175,239
Carrying amount					
At 1 October 2010	382,061	9,997	49,467	8,849	450,374
At 30 September 2011	374,625	7,756	97,867	47,592	527,840
At 30 September 2012	367,188	5,515	74,336	36,370	483,409
				2012 \$	2011 \$
10. Borrowings					
Current					
Administration (Services) ad	ccount - Bank	overdraft		-	53,627
				-	53,627

The above overdraft facility is secured by a registered first mortgage over the Lot 6 and Lot 8, Denison

Road properties in Certificate of Title No. 7119 and 7147 respectively. The overdraft accrued an interest rate of 9.20% (2011:9.20%) and is subject to an annual review.

#### **11. Creditors and accruals**

	2012 \$	2011 \$
Trade creditors	25,145	24,730
Deferred grant income	21,842	108,923
	46,987	133,653

#### 12. Summary of program grants

#### **Human Resource Development**

These grants promote programs that improve community support for rural education, human rights and good governance:

- Mainstreaming of Rural Development Innovations (MORDI)
- Canada fund schools in MORDI sites
- Community Participation for Peace
- CIVICUS Participatory Governance Project

#### **Natural Resource Development**

These grants assist programs geared towards the preservation of tropical rainforests and marine ecosystems, better management and utilisation of existing natural resources and small business development:

- Evangelischer Entwicklungsdienst e.V. (EED)
- Yanuca Island Water Project

#### **13. Commitments and contingent liabilities**

As at 30 September 2012, there were no commitments or contingent liabilities (2011: \$Nil).

#### 14. Number of employees

There were 21 employees as at 30 September 2012 (2011: 19).

#### 15. Notes to the statement of cash flows

#### **Reconciliation of cash**

For the purposes of the statement of cash flows, cash includes cash on hand and at bank, term deposits, and bank overdraft. Cash as at the 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:

	2012 \$	2011 \$
Cash at bank	65,906	321,061
Bank overdraft	-	(53,627)
	65,906	267,434

#### 16. Events subsequent to balance date

There has not arisen in the interval between the end of the financial year and the date of this report any item, transaction or event of a material and unusual nature likely, in the opinion of the directors of the entity, to affect significantly the operations of the entity, the results of those operations, or the state of affairs of the entity, in subsequent financial years.

#### **17. Related parties**

#### **Identity of related parties**

The names of the directors during the financial year and at the date of this report are:

- Mr. Sashi Singh Chairperson
- Mr. Tevita Ravumaidama Executive Director
- Mr. Lionel Gibson
- Mr. Ilaitia Tamata
- Mr. Rajeshwar Singh
- Mrs. Monica Raghwan

#### Key management personnel

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any Director (whether executive or otherwise) of that entity.

During the year the following person's were the executives identified as key management personnel, with the greatest authority and responsibility for the planning, directing and controlling the activities of the entity:

Name	Title
Tevita Ravumaidama	Executive Director
Annie Madden	Office Manager

The aggregate compensation of key management personnel comprises of short-term benefits and is set out below:

	2012 \$	2011 \$
Salaries and other short-term benefits	70,665	64,050

Non executive directors did not receive any remuneration during the financial year.

#### **18. Explanation of transition to IFRS**

As stated in Note 1(a), these are the first financial statements prepared in accordance with IFRS for SMEs.

The accounting policies set out in Note 1 have been applied in preparing the financial statements for the year ended 30 September 2012, the comparative information presented in these financial statements for the year ended 30 September 2011, and in the preparation of an opening IFRS statement of financial position at 1 October 2010 (the entity's date of transition under IFRS for SMEs).

In preparing its opening IFRS for SMEs statement of financial position, the entity has adjusted amounts previously reported in financial statements prepared under previous Fiji Accounting Standards (FAS). The adjustments involve two types of changes: those concerning presentation and disclosure of items in the financial statements; and those concerning recognition and measurement of items in the financial statements.

An explanation of how the transition from previous FAS to IFRS for SMEs has affected the entity's financial position and financial performance is set out in the following table and the notes that accompany the table.

(a) Comparative information

Comparative data for the year ended 30 September 2011 has been prepared under

IFRS for SMEs. Adjustments were made at 1 October 2010 to restate the opening financial position to a position consistent with Accounting Policies specified in Note 1. The main adjustments needed to make comparative information conform to IFRS for SMEs are listed below:

(i) The asset revaluation reserve of \$140,458 as at 30 September 2010 has been reclassified to retained earnings on adoption of the IFRS for SMEs. The entity adopted the cost model in its measurement of property, plant and equipment. Property, plant and equipment is subsequently measured based on cost less accumulated depreciation and impairment (refer to Note 1(e)). The asset revaluation reserve balance forms part of the retained earnings balance as at 30 September 2011.

(b) Analysis of effect of transition on retained earnings as at 30 September 2010.

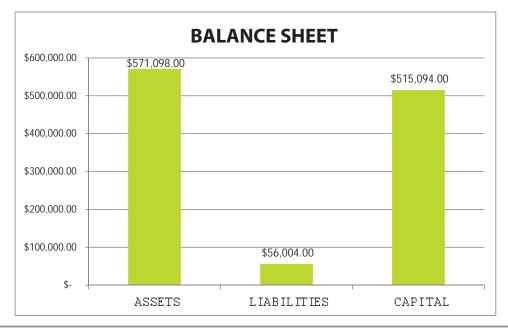
Retained earnings	\$
Retained earnings as reported under FAS – 30 September 2010	480,292
Adjustments on transition to IFRS for SMEs:	
Reclassification of asset revaluation reserve to retained earnings	140,458
Restated opening balance - 1 October 2010	620,750

#### (c) Opening balance sheet as at 1 October 2010

Current assets	FAS \$	1 October 2010 Effect of transition \$	IFRS for SMEs \$
Cash	455,030	-	455,030
Receivables	3,673	-	3,673
Other assets	1,520	-	1,520
Total current assets	460,223	-	460,223
Non-current assets			
Property, plant and equipment	450,373	-	450,373

Total non-current assets	450,373	-	450,373
Total assets	910,596	-	910,596
Current liabilities			
Borrowings	44,840	-	44,840
Employee entitlements	11,101	-	11,101
Creditors and accruals	233,905	-	233,905
Total current liabilities	289,846	-	289,846
Total liabilities	289,846	-	289,846
Net assets	620,750		620,750
Accumulated funds			
Retained earnings	480,292	140,458	620,750
Asset revaluation reserve	140,458	(140,458)	-
	620,750	-	620,750

The effect of the transition on the balances reported at 30 September 2011 under the previous reporting standard was a reclassification of \$140,458 from the asset revaluation reserve to the retained earnings balance. Accordingly, at 30 September 2011 the retained earnings balance under IFRS for SMe's was \$620,750 and the asset revaluation reserve balance was nil.





Appendices 2012 Annual Report

# APPENDICES

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# PCDF BOARD OF DIRECTORS

n our effort to ensure good governance is not just preached but practised at PCDF, a group of people from a wider section of our community in Suva, form PCDF's Members.

The Members select the Board of Directors at its annual meetings where audited financial accounts and programme reports are presented. Therefore, the Board is answerable to the Members who monitor the performance of the Board against PCDF's Constitution.

The Board in turn appoints the Executive Director and monitors the operations of PCDF via the operational handbook and policy guideline of the organisation.

### Patron:

Archbishop Petero Mataca

# **Trustees**

- Verona Lucas
- Adi Laufitu Malani
- Susana Tuisawau

## **Board of Directors**

- Mr. Sashi Singh Chairperson
- Mr. Tevita Ravumaidama Executive Director
- Mr. Lionel Gibson
- Mr. Ilaitia Tamata
- Mr. Rajeshwar Singh
- Monica Raghwan

### Members

- (1) Mr. Sashi Singh
- (2) Mr. Lionel Gibson
- (3) Mrs Alisi Daurewa
- (4) Mr Laitia Tamata
- (5) Ms Monica Raghwan
- (6) Mr Rajeshwar Singh
- (7) Mr Radike Qereqeretabua
- (8) Verona Lucas
- (9) Adi Laufitu Malani
- (10) Susana Tuisawau

# PCDF 2012 STAFF



#### Administration and Finance Team

Tevita Ravumaidama	Executive Director
Ferine Bano	Personal Assistant to Executive Director
Annie Madden	Office Manager
Sereana Rakai	Accounts Officer
Feke Serau	Programme Accounts/Admin Assistant
Ilisapeci Whippy	Project Accounts Assistant
Seruwaia Hoyte	Receptionist
Susana Lewanituva	Admin Support Staff
Rachel Strapps	AYAD Volunteer
Roger Singleton	2 Way Volunteer
Kenneth Gortz	IT
Filipe Waqairagata	Graphic Desig <mark>ner</mark>
Cema Maravu	Finance Attache'
Moala Volau	Caretaker
Marika Tuvasu	Security
Luke Sivo	Security
Education and Capacity Enhancement	
Iliapi Tuwai	MORDI Coordinator
Talica Anderson	Training, Monitoring & Evaluation Officer
Natural Resource Management	
Matilita Kedrayate	NRM Coordinator
Tiriseyani Naulivou	Women & Youth Coordinator
Ilisoni Tuinasavusavu	Programme Technical Officer
Watisoni Lalavanua	Programme Technical Officer

Setefano Nauqe ...... Senior Community Trainer

Peni Seru...... Volunteer

# **ACKNOWLEDGEMENT OF PARTNERS**

PCDF would also like to recognize and applaud the contribution of our partners. The following Institutions, Government Ministries and Departments, Media and Commercial Enterprises were directly involved in helping deliver our work in 2012.

• Australian Foundation for Peoples of Asia

and the Pacific Limited (AFAP)

- Bua Provincial Office
- Bligh Water Shipping
- British American Tobacco (BAT)
- Cakaudrove Provincial Office
- Centre for Appropriate Technology and

Development (CATD)

- Commissioner Central
- Commissioner Eastern
- Commissioner Northern
- Commissioner Western
- Consort Shipping
- Department for Environment
- Department of Energy
- Department of Youth and Sports
- European Union (EU)
- Fiji Sun
- Fiji TV
- Fiji Broadcasting Corporation
- Foundation Development Corporation of Australia (FDC)
- Foundation of the Peoples of the South Pacific (FSPI)
- Integrated Human Resource
   Development Program (IHRDP)
- International Union for Conservation of Nature (IUCN)

- Koronivia Research Station
- Lau Provincial Office
- Live & Learn
- Lomaiviti Provincial Office
- Nadroga Provincial Office
- Namosi Provincial Office
- Ministry of Education
- Ministry of Finance and National Planning
- Ministry of Fisheries and Forests
- Ministry of Primary Industries
- Ministry for Social Welfare, Women & Poverty Alleviation
- National Center for Small Micro Enterprises
   & Development (NCSMED)
- National Disaster Management Office
- Pacific Islands AIDS Foundation (PIAF)
- Pacific Islands Financial Inclusion Program (PFIP)
- Patterson Shipping Limited
- Ra Provincial Office
- Safeway Marine
- Secretariat of the Pacific Community (SPC)
- Shreedhar Motors
- South Pacific Applied GeoScience Commission (SOPAC)
- United Nations Children's Fund (UNICEF)
- Water Authority of Fiji Rural Water & Sanitation

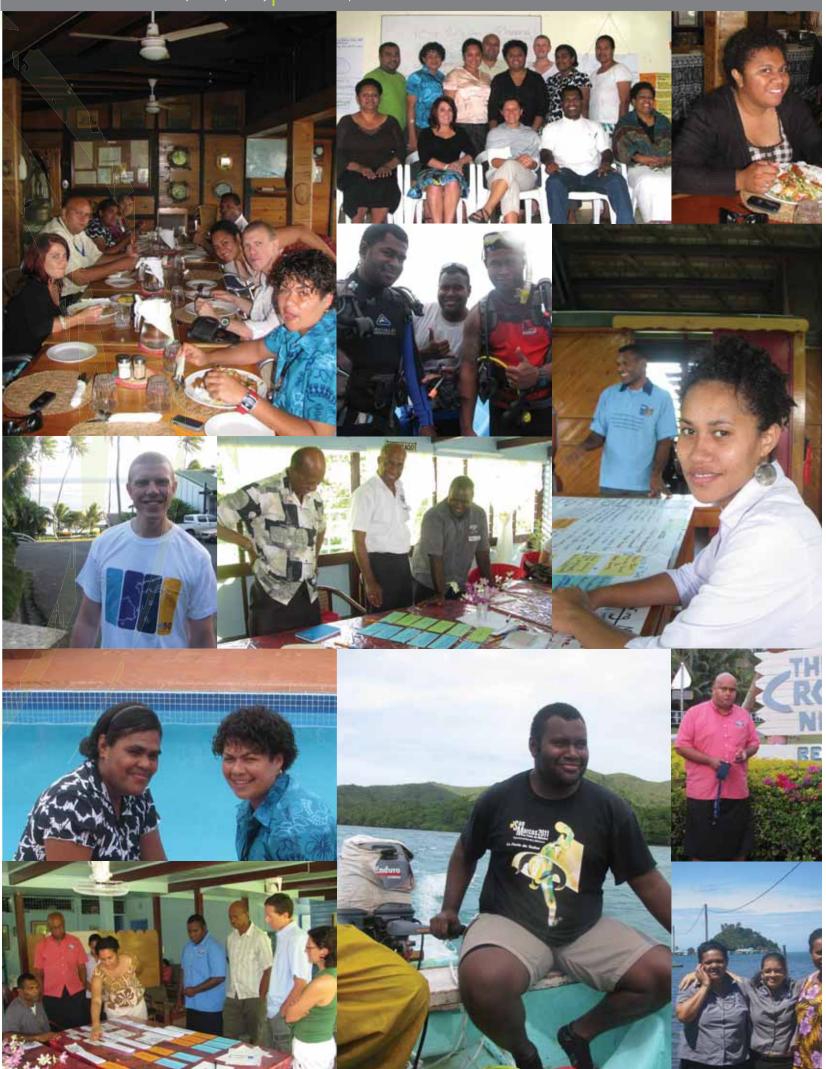
- Wildlife Conservation Society (WCS)
- World Wide Fund for Nature Pacific Program (WWF)

# PARTNERS IN COMMUNITY DEVELOPMENT IN HISTORY

#### 1979 - F.S.P. FIJI registered

- 1982 Komiti for the Advancement of Nutrition and Agriculture (KANA) project
- 1983 Ra Maternity Hospital Project
- 1987 Village Health Project
- 1989 Boarding School Meals Project
- 1994 Sustainable Harvesting of Pine Plantations
  - Kadavu Rural Health Project
- 1996 Kadavu Rural Health Project - Regional Forestry Project
- 1997 Navosa Rural Health Project
- 1998 Marine Environment Projects Coral Gardens and Wetlands
  - School Health and Nutrition (with schools in business)
- 1999 Capacity Building for Education
- 2000 Coral Gardens Project -Waibulabula (Living Waters) Project
- 2001 Voices & Choices: Gardening Good Governance and Democracy in the Pacific
- 2002 Appoint first local Director - Restructure FSP Fiji – close Lautoka Office
- 2002 Partners In Community Development Fiji registered
  - DRAMA
  - Human Rights Act Project
- 2003 Community Awareness & Media Project

- DISASTER Project
- Grassroots Opportunities for Action &
- Leadership (GOAL)
- Youth, Mental Health & Violence
- 2004 Qelebulabula (Living Soils)
  - Blue Forests
- 2005 PRO POOR
  - Good Governance
  - Cakaubulabula
  - Nairai & Batiki Conservation Initiative
- 2006 Mainstreaming of Rural Development Innovations (MORDI) Programme
  - Healthy Reef Project
  - Corals for Conservation
  - Community Based Protection of Coral Reefs
- 2008 Capacity Building for Education
  - Just Water 1 Project
  - Maiwai Water Awareness & Management
  - Cuvu Community Environmental Initiative
- 2009 Just Water 2 Project
  - Grassroots Fiji Project
  - Civic Education (UNDP NICE Project)
  - 3 H Project March
- 2010 Core Funding
  - Mental Health
  - Keteira Village Good Governance And Rural Water Project
- 2011 Yanuca Water Project



...our perceptions have changed. We are able to look ahead and plan for the future for the sake of our children...

Aisea Vereti – Manuku, Batiki (75 years old)



www.pcdf.org.fj

## Partners In Community Development Fiji

8 Denison Road, P.O Box 14447, Suva, Fiji Islands **Phone:** (679) 3300-392/ 3314-160. **Fax:** (679) 3304-315 **Email:** admin@pcdf.org.fj **Website:** www.pcdf.org.fj