

# PSC CIRCULAR

Public Service Commission, Berkley Crescent, P. O. Box 2211  
Government Buildings, Suva. Telephone 3-314-588

## PSC Circular No. 6 /2009

**To:** All Permanent Secretaries and  
Heads of Departments

**File:** 29/299/12

**Subject:** ESTABLISHMENT OF THE MINISTRY  
OF NATIONAL PLANNING

**Date:** 26/01/09

---

- 1.0 This is to inform you that effective from 1<sup>st</sup> January 2009 the National Planning Office is a fully fledged Ministry.
- 2.0 The Ministry of National Planning [MNP] reports directly to the Prime Minister. This will ensure improved and better coordination of national development efforts, particularly in the formulation of policies, effective implementation and monitoring of Government initiatives, and the implementation of the Peoples Charter.
- 3.0 To strengthen co-ordination of National Development, in particular the implementation of the Peoples Charter and enhancing the decision making process of Government, the following measures have been identified.
  - That decision makers are regularly briefed on all aspects of developments issues;
  - That policy decisions are made quickly as external and internal situations change;
  - That collective decisions are based on sound analysis and carefully weighed options;
  - That there is maximum co-operation and co-ordination among government agencies in the formulation of government policies and programmes;
  - That there is transparent policy making process with participation and inputs by private business and non governmental organizations [NGOs]. Policy papers will be publicly available, which highlight policy options under consideration, before presentation to Cabinet or a Minister. This will be done to obtain public comment before a Cabinet or Ministerial decision on policy paper produced by Government for public consumption was the final Bill presented to the House of Representatives, which did not signify an open and transparent Government. Policy advice to Cabinet will of course remain confidential; however, it is important that the public is made aware of the policy considerations under discussion;

- That capital project are duly appraised and decided upon, according to criteria of maximum social and economic returns.

**4.0** You are requested to note the key responsibilities of the Ministry of National Planning which has been allocated additional roles which were previously undertaken by other central agencies including the following:

- The creation of specific positions within the MPN for members of non-government organizations to assist in policy analyses and formulation on development issues particularly in areas such as governance;
- Improved capacity for coordinating and monitoring all development efforts;
- Being responsible for the formulation of the Development Budget;
- Coordinating the Government's reform agenda with relevant Ministries/Departments and stakeholders to ensure proper sequencing and harmonization;
- Responsible for national manpower planning particularly in the identification of priority areas and needs.
- Chairing the Development Sub Committee;
- Coordinating, facilitating and monitoring implementation of the Peoples Charter for Change, Peace and Progress; and
- Reviewing and providing technical and policy advice on all Cabinet Papers on Policy and Development issues to ensure consistency, coherence and compatibility of government policies.

**5.0** Permanent Secretaries and Heads of Department are requested to cooperate fully with the Ministry of National Planning and note its responsibilities and ensure that all staff in respective organizations is informed of this new arrangement.



**Taina Tagicakibau [Mrs.]**  
**Permanent Secretary for the Public Service**