



SOLOMON ISLANDS GOVERNMENT

Ministry of Police, National Security and Correctional Services
Annual Work Plan 2019/2020

***CAPABILITY TO ENDURE CHANGE FOR A SAFE, SECURE AND
PROSPEROUS NATION***

Foreword

The Ministry of Police, National Security and Correctional Services Annual Work plan (AWP) 2019/2020 sets out the Ministry's key business and organisational priority for 2019 to 2020. The AWP aligns to the Ministry's **Corporate Plan 2017-2019** and key policy objectives of the Democratic Coalition Government for Advancement (DCGA).

The theme of the 2019/ 2020 AWP remains '**Capability to Endure Change for a Safe, Secure and Prosperous Nation**'. The theme resonates the ongoing endeavour of the Ministry and the two agencies RSIPF and CSSI to brace ourselves amidst organisational changes and society expectations and continue to ensure the safety and security of Solomon Islands.

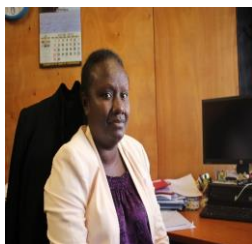
The AWP 2019/2020 is framed with important factors in mind. The National General election and the formation of a new government in the 2nd quarter of the 2019 and the major operational duties of RSIPF and CSSI in relation to this event; the lapse of the Ministry's Corporate Plan 2017-2019. In light of these important events the priorities of the AWP 2019/2020 is more on completion and continuity of programs. The major priorities of the AWP 2019 / 2020 are:

- i. Development of National Security Policy and Review of Border Agreements
- ii. Supporting the Development of the Operational Capabilities and Corporation functions of RSIPF and CSSI
- iii. Supporting the RSIPF Crime Prevention Strategy and Community Policing
- iv. Develop Infrastructures/ Properties of RSIPF and CSSI
- v. Review of the Parole Regulation and the Liquor Act
- vi. Rehabilitation and Reintegration of Prisoners and Review of Corrections Development program
- vii. Strengthening links with International Security and Intelligence Agencies and establish Cooperation with law enforcement agencies in Solomon Islands.
- viii. Support the Establishment of Explosive Ordnance Demolition Centre facility
- ix. Strengthening Border Monitoring and Surveillance

To achieve positive outputs of the AWP 2019/2020, the Ministry encourages cluster divisions in the Ministry headquarter and the agencies to be proactive and collaborative in the planning and implementation of their assigned work programs.

With much pleasure and honour, I present the Ministry of Police, National security and Correctional Services Annual work plan 2019/2020.

Permanent Secretary



Karen Galokale
Ministry of Police National Security and Correctional Services

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Introduction

The AWP 2019/2020 is similar in structure to the previous AWP. The AWP is centred on the development of six (6) key results areas (KRA) of the Corporate Plan 2017-2019:

- i. Corporate Support, Administration and Human Resources Management & Development
- ii. Finance and Accounts management and development
- iii. National Security Policy Development and Coordination
- iv. Property and Infrastructure Development and Management
- v. Strategic Planning, Policy implementation and Management
- vi. Coordination of Stakeholders partnerships on sectoral policies/Development

These 6 KRA's are implemented under the 5 divisions of the Ministry including major programs/ policies of the executive government. The AWP 2019 is updated quarterly to ensure targets and outputs for 2019 and government priorities are achieved.

1. Responsibilities of the Ministry of Police, National Security and Correctional services

The responsibilities of the Minister of Police, National Security and Correctional was set out in *Gazette No: 141* of 2014 which includes the following areas -: Police and Correctional Service and Training; National Fire Service; Traffic Policing; Bomb Disposal; Law and Order; National Security; Naval surveillance; Defence and Security Planning; Firearms Licensing; Community Policing; and Parole Board.

In carrying out responsibilities under these areas the Ministry is mandated:

- to implement government policies assigned to the Ministry
- To provide advice to the Minister and related partners on National Security, Policing and Correctional Matters
- To facilitate and support the development of RSIPF and CSSI mechanisms that strengthen and maintain law and Order with ensuring perseverance for peace, protection of life and property and the enforcement of Solomon Island laws.
- To initiate and provide policy guidance, budgetary services, Coordination and oversight of activities and programs of the RSIPF and CSSI
- To strengthen and improve Corporate Support Services across the Ministry and agencies for the purpose of improving service delivery.

In the *National Development Strategy 2016 to 2035*, MPNSCS is expected to deliver on NDS objective 5- *Unified nation with stable and effective governance and public order*. The target of the Ministry is to implement medium term strategy (MTS) 15- *Improve National Security, Law and Order and Foreign Relations*. Key programs in this plan that contributes towards the achievement of MTS 15 are: Development of the National Security Policy, Strengthening of the Operational capabilities of the RSIP and CSSI including

infrastructure developments, Review of the Parole regulations and Liquor Act, Rehabilitation and Re-integration programs and specialized facilities for offenders, and Strengthening of international links.

The Ministry has been through an internal major re-organisation in 2017 where three additional Units and established positions were created. These are the: National Security & Foreign Relations Unit, Infrastructure/Property Unit and Strategic Planning & Policy Unit. With the increase in supporting resources the departments hope to provide tailored support and cooperation with the Executive of the Ministry and other working partners to deliver the mandate of the Ministry and to improve corporate support and human resource services. Important to this development as well is the recruitment of the right human resources to deliver on the strategic aspirations of the Ministry.

The main component of Annual Work Plan (AWP) 2019/2020 are the policies of Democratic Coalition Government for Advancement. The Senior Management, and other supportive arrangements in the ministry and staff will be fully committed in engaging themselves to ensure progress of the work plan. We trust, the ongoing support of the Government and donor Partners will enable the Ministry to carry on its functions and the RSIPF and CSSI to continue maintaining law and order.

2. Key Activities of the Ministry

MPNSCS Headquarter: SUMMARY OF THE MINISTRY'S KEY ACTIVITIES	
Policy guidance Planning Coordination, Monitoring and Reporting	<p>Advise Minister on Ministerial and sector activities</p> <p>Formulate and draw up cabinet papers</p> <p>Prepare Corporate, Business and Development plans</p> <p>Evaluate plans, activities and goals against policy objectives</p> <p>Carry out and monitor policy implementation</p>
Administrative and financial support	<p>Guidance on government policies</p> <p>Report to Cabinet through Minister</p> <p>Prepare staff establishment, staff development plans and provide personal services to the Agencies</p> <p>Provide financial support services to the Ministry and agencies and Ministerial Tender Board.</p>

Liaison and coordination of donor support	<p>Liaise with agencies and Ministry of Development Planning and Aid Coordination to ensure delivery and effective coordination of donor projects Align donor activities with government objectives and monitor its progress.</p>
Infrastructure and asset Management	<p>Liaise with relevant key stakeholders to ensure that requirements for donor support are met</p> <p>Liaise with relevant government agencies to ensure timely execution of police and Correctional Services Infrastructure projects</p> <p>Monitor project implementation at respective project sites/locations throughout the Country</p> <p>Develop a housing manual/regulation for the management of RSIPF and CSSI houses</p> <p>Prepare infrastructure plans and proposals</p>
Policy Development	<p>Formulate initial policies for Executive consideration</p> <p>Plan , facilitate and conduct consultation</p> <p>Provide Policy advisory analysis, administration and coordination of donor funded development assistance programs and projects of the Ministry</p> <p>Provide advice and implementation of government policy</p> <p>Collaborate with RSIP on its consideration of other areas of Development</p> <p>Render Corporate Support to RSIPF on programs.</p>

3. Vision.

To be a robust and competent agent in the development and coordination of National security, Law and Order and Foreign relations matters through effective management of policy mechanisms; and delivery of efficient corporate services to RSIP and CSSI in enabling a safe environment that enhances quality living and the protection of life and property, while upholding the constitutional rights of all citizens.

4. Mission

As an agency of the Executive government, the mission of the Ministry of Police, National Security and Correctional Services is to ensure that trusted policy advice on National Security, law and Order and Foreign relations is rendered to the Executive; and that the Ministry exercises its duties of policy implementation and coordination effectively and efficiently through sound management and fiscal administration

5. Values

These are the values that will guide all staff of the Ministry towards achieving its vision and mission. As agents of the Executive, we are appointed to serve the people of Solomon Islands through the Executive government. We need to hold and practice these values in the provision of our service. The performance of all staff will be measured against these values.

RESPECT:	We respect others and value their contribution
COMMITMENT:	We are committed and focused on achieving outcomes
INTEGRITY:	We are honest and accountable for our actions
PROFESSIONALISM:	We are competent in fulfilling our duties
OPENNESS:	We are committed to a shared open relationship with all departments and agencies of our Ministry
SERVICE:	We value other departments, stakeholders and communities we serve by meeting their needs while together we build and maintain proper means of communication between each division and the head quarter.
EXCELLENCE:	We are committed to trust and have confidence in ourselves to act responsibly by undertaking duties with competence and efficiency

6. MPNSCS Annual Work plan for 2019 to 2020

THEME: Capability to Endure Change for a Safe, Secure and prosperous Nation

Strategic objective Ref.to CP & DCGA Policy	Programs/ Projects	Action/ Tasks Sub-Action/ Tasks	Year Quarter	2019				2020				Unit/Division & Responsible person	Key Performances Indicator					
				I	II	III	IV	I	II	III	IV							
KRA 1: CORPORATE SUPPORT, ADMINISTRATION & HUMAN RESOURCES MANGEMENT.																		
Goal: Deliver a Responsive and Efficient corporate Support in Human Resource Services to MPNSCS, RSIPF and CSSI																		
1.1 [5.2.3.7](m) Improve terms and conditions of service for police and correctional service officers;	1.1.1. Review salary package, terms and conditions of service and develop scheme of service for police and correctional service.	i. Develop proposal on Entry points for CSSI & RSIPF.	Plan										HR/CS (MPNSCS) HR/CS (RSIPF) HR/CS (CSSI)	Proposal on Entry point submitted to cabinet				
			Actual															
	1.1.2 Review regulations on various allowances for police and correctional service.	ii. Review Regulations s of various RSIPF & CSSI allowance	Plan											HR/CS Divisions, HRM of agencies	Reviewed regulation on Allowances submitted to Cabinet			
			Actual															
		iii. Develop scheme of service for police and correctional service	Plan															i. Discussion of scheme of service happened with authorities. ii. Scheme of service drafted
			Actual															
	1.1.3. Civilianization of strategic support areas in the agencies and implementation of long term study for middle and higher ranks.	I. Work with agencies to identify position for civiliansation in strategic support position in finances, ICT, Strategic planning & management	Plan													i. Strategic support positions identified with proposals to MPS. ii. Two middle/high rank officers (RSIPF & CSSI) prepared for long term study in 2021		
			Actual															

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Strategic objective Ref.to CP & DCGA Policy	Programs/ Projects	Action/ Tasks Sub-Action/ Tasks	Year	2019				2020				Unit/Division & Responsible person	Key Performances Indicator
			Quarter	I	II	III	IV	I	II	III	IV		
KRA 2: Finance and Accounts Management.													
Goal: Promte Transparent and Accountable Financial Management Practices, quality Budget Planning and Execution of Budget in accordance with procedural/legal Requirements in the Ministry & Agencies													
2.1: Improve internal procurement process in line with SIG F1	2.1.1: Establish procurement unit-recruit qualified procurement staff	i. Work with HR/CS Unit-recruit procurement officer.	Plan									HR/MPNSCS	Procurement officer I successfully recruited and carry out responsibilities.
			Actual										
	2.1.2 :Develop/internal Procurement guideline/procedure	i.Team consultation in finance cluster group to develop procurement guideline/procedure	Plan									MoFT,FC/MPNSCS and RSIPF/CSSI Accounts	Internal Procurement Guideline/Procedure approved by authority.
			Actual										
2.2: Improve internal Financial Controls	2.2.1 : Develop internal imprest policy	Work with Finance/Accounts cluster group to develop imprest policy	Plan									FC and Accounts officers - MPNSCS,RSIPF & CSS1	Imprest policy is socialise to officers of the ministry
			Actual										
	2.2.2 : Review Audit on all divisions of MPNSCS	Consult with division Heads on their Audit reviews	Plan									Internal Audit	Audit report on all divisions forwarded to excutive team
			Actual										
	2.2.3: Annual Audit of Accounts. -Investigation on Alleged Corrupt & Fraud Practices		Plan									Internal Audit	Annual Audit report presented to authority
			Actual										

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Strategic objective Ref.to CP & DCGA Policy	Programs/ Projects	Action/ Tasks	Year	2019				2020				Unit/Division & Responsible person	Key Performances Indicator
		Sub-Action/ Tasks		Quarter	I	II	III	IV	I	II	III		
KRA 3: National Security and Border security development and coordination													
Goal 3: Finalise the national security Strategy & Review Border Security Arrangements													
3.1 Support the implementation of the national security strategy and establish relevant mechanism include the establish of an institutional intelligence Agency; ([5.2.3.7(c)])	3.1.1 - Develop a Road Map for the implementation of the NSS.	i. Road map on implementation developed	Plan									MPNSCS,OPMC	A road map to implement the NSS be finalised by Q4, 2019
			Actual										
	3.1.2 - Phased (1) implementation of the NSS Road map.	i. initial implementation of preliminary tasks.	Plan									MPNSCS,OPMC	Identify, and implement initial projects of the NSS as outlined in roadmap
			Actual										
	3.1.3: Develop guidelines for the establishment of the Solomon islands national assessment intelligence Agency	i. Work on guideline for establishing SI National assessment agency	Plan									MPNSCS, OPMC,RSIPF	Initial guideline for establishment of SI national Assessment and intelligence Agency available by Q4 2020
			Actual										
	3.1.4: Undertake initial consultations to establish the Solomon Island National assessment and intelligence Agency	Engage in consultations with stakeholders	Plan									MPNSCS, MFAET, OPMC,RSIPF	Initial consultation on the SI National Assessment intelligence agency to take place by Q4, 2020.
			Actual										
	3.1.5. Development of a national security bill	Consultations with stakeholders on bill	Plan									MPNSCS, OPMC,MJLA	Develop a guideline for the drafting of the National Security Bill.
			Actual										

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Strategic objective Ref.to CP & DCGA Policy	Programs/ Projects	Action/ Tasks	Year	2019				2020				Unit/Division & Responsible person	Key Performances Indicator
		Sub-Action/ Tasks	Quarter	I	II	III	IV	I	II	III	IV		
KRA 4: Property and Infrastructure Development.													
Goal 4: Development and support the Mininistry, RSIPF and CSSI(Infrastructure) development Projects/Programs													
4.1 Support the development of specialized facilities for young offenders, mentally ill prisoner and immigration detainees. [5.2.3.7](K)]	4.1.1 Develop specialized facilities for young offenders, mentally ill prisoners and immigration detainee	i. Land clearance of proposed site. ii. Implmentation of project phase 1	Plan									MPNSCS	Completed
			Actual										
4.2: Strengthen and support RSIPF and CSSI (Infrastructure) Development Programs	4.2.1: Prepare the infrastructure plan, including implmentation road map of the infrastructure plan	i. Prepare infrastrurture plan for submission to cabinet. ii. Prepare infrastrurture plan implementation roadmap to submit to cabinet	Plan									D/Infrastructure, JIG	Infrastructure plan & implementation road map submitted to cabinet is yet to be completed. By December it should be complete.
			Actual										
	4.2.2 Repair maintenance & project completion of residential building for RSIPF & CSSI in locations around the country i. Rove Q1194 ii. Rove Q1193	i. Naha CSSI - 6 houses upgrade ladders. ii. Renovation Seghe. iii. Defects at Tatamba police house and police post. Vi. Upgrade of Power supply at Kukum Police Station.	Plan									D/Infrastructure, JIG	Completion will be done in December 2019
			Actual										
	iii. RSIPF Tulaghi (1) v. RSIPF Naha, tetere vi. RSIPF Rove, Zone 6 vii. CSSI Naha viii. CSSI Naha 4 viii. MHQ Kariki (All capex)	All these houses will expected to complete by the end of December 2019	Plan									D/Infrastruture, JIG	Completion will be done in December 2019
			Actual										
	4.2.4 Repair, maintenance & project completion of non-residetial buildings for RSIPF & CSSI in locations around the country.	i. Termite Treatment at Tulagi (5 Police Houses) and Termite Treatment at Tatamba police House and Police post.	Plan									D/Infrastructure JIG, MPNSCS, RSIPF & CSSI	A total of 5 residential buildings for RSIPF & CSSI are completed by Q4 of 2019 Tatamba will be also be treated because of termite.
			Actual										
	ii. CSSI - Tetere	Jurvenile is on hold now as the cost for the back filings has increased to 11m.	Plan									Ongoing	The jurvenile project will be an on-going untill completion. If SIG funded will be 6 years before completion.
			Actual										

	iii. MHQ iv. Kariki - Land Acquisition iii. MHQ Lambi- Land (2) (All capex)	The agreement for the lease is yet to be finalised for the landowners and SIG to sign	Plan Actual		Director/PS	The lease agreement needs to be signed in order for the land Acquisition officer to begin with his work.
4.3: Strengthening ICT use in service delivery/infrastructures	4.3.1 Set up wireless access point(WAP) devices for MPNSCS/RSIPF/CSSI Conference rooms.	i. Work with Ministry and agencies to set up WAP in their conference rooms	Plan Actual		ICT Officer, MPNSCS, ICTSU, RSIPF, CCSSI.	WAP Devices installed and service used in MPNSCS and the two agencies
	4.3.2 Acquire Hardcat AMS for MPNSCS/RSIPF/CSSI Conference rooms	i. Attend Hardcat training Software ii. Set up AMS (Hardcat)	Plan Actual		ICT Officer, MPNSCS, ICTSU, RSIPF, CCSSI.	AMS Set up for MPNSCS and agencies to use
	4.3.3: Support RSIPF on M&E of ICT needs in provincial stations	Provide M&E report to RSIPF on ICT needs in provincial stations.	Plan Actual		ICT Officer, MPNSCS, ICTSU, RSIPF, CCSSI.	Provincial stations/ centres that meet the requirement
	4.3.4: Draft in-house ICT Policy/Guideline for MPNSCS		Plan Actual		ICT Officer, Mmpnscs, ICT, MPS (GO)	In - House ICT policy endorsed by Executive

Strategic objective Ref.to CP & DCGA Policy	Programs/ Projects	Action/ Tasks	Year	2019				2020				Unit/Division & Responsible person	Key Performances Indicator
		Sub-Action/ Tasks		Quarter	I	II	III	IV	I	II	III		
KRA 5. Strategic Planning, Policy implementation and Management													
Goal 5: Effective planing, Monitoring and Reporting on MPNCS, RSIPF and CSSI Activities													
5.1 Effective Planing	5.1.1: 2019 AWP Tracking Report	Collect Inputs from HoDs	Plan									Planning & Policy Division	Report endorsed by HoD.
			Actual										
	5.1.2 : Review AWP2020 and Outline work programs according Government Objectives	Inputs from HoDs	Plan									Planning & Policy Division	i. Review AWP 2020 endorsed in HoDs meeting. ii. Printed copies of AWP 2020 circulated to Divisions. iii. HODs provide quarterly updates on their 2020 AWP
			Actual										
	5.1.3: Launch MPNCS Corporate plan/Strategic plan 2020 - 2024	Collect Inputs from HoDs and agencies on Strate	Plan									Planning & Policy Division	MPNCS Strategic/ CP 2020 launched and began implementation
			Actual										
5.2: Effective Monitoring & Reporting	5.2.1: Monitor & Evaluate projects/policies and write reports to government stakeholders	Collect Inputs from HoDs and project implementing divisions.	Plan									Planning & Policy Division, MPNCS	Submission of timely monitoring reports recipients.
			Actual										
	5.2.2: Identify issues highlighted in M&E reports and make submissions on issues to relevant HODs/PS.	Produce briefs to executive on M&E recommendations.	Plan									Planning & Policy Division	Submission with recommendations/ way forward presented to HoDs/ Ps and other recipients.
			Actual										
	5.2.3: Report on CP 2017-2019 and Annual Report 2019	Planning & Policy Division	Plan									MPNCS	Report on CP 2017 -2019 endorsed by HoDs.
			Actual										

Goal 6: Effective Implementation and delivery of government policies

6.1 : Review and update laws and regulations relevant to law and order, criminal investigations, national security,parole and Liquor,[(5.2.3.7) (a)]	6.1.1: Appoint Legislation review working group in RSIPF & CSSI	i. Formal appointment of legislation review teams in the ministry and agencies	Plan														MPNSCS,MJLA, RSIPF,CSSI	Respective Legislation review working groups in RSIPF & CSSI appointed Policy guideline & proposals to review existing legislations and formulation of new bills for submission to cabinet
			Actual															
	6.2.2 - Legislation review working group develop policy.Guideline/proposal for the review and update of laws and regulations relevant to law and order, criminal investigation and national security	ii. Initial work on review guidelines. iii. Consultation on bills & legislation reviews	Plan														MPNSCS,CSSI	
			Actual															
	6.2.3 - Support the functions.responsibilities of parole Board	i. Establish Parole board and office	Plan														MPNSCS, RSIPF	
			Actual															
	6.2.4 - Review of Liquor Act	iv. Work with MHMS,MHA to progress Liquor Act Review	Plan														MPNSCS MHMS,MHA	Cabinet endorse the review Liquor (Amendment) bill
			Actual															

Strategic objective Ref.to CP & DCGA Policy	Programs/ Projects	Action/ Tasks	Year	2019				2020				Unit/Division & Responsible person	Key Performances Indicator
		Sub-Action/ Tasks	Quarter	I	II	III	IV	I	II	III	IV		
KRA 7: Coordination of Stakeholders Partnerships on Delivery of Sectoral Policies/Development													
Goal 7: Establish and maintain Effective Partnership with agencies, key Government, Non-government and Community Stakeholders on delivery of government													
7.1: Strengthen relations with interpol, regional and international police, intelligence agencies and national law enforcement agencies in the country to foster international security, peace and development in our geopolitical space. [5.2.3.7]e	7.1.2: Develop terms of Reference (TOR) strengthened relations between international agencies and local law enforcement agencies	Work with MFAET	Plan									Strategy & Policy(RSIPF)	Cabinet endorsement of TOR
			Actual										
7.2: Support Royal Solomon Island Police Force's crime prevention and community policing strategy 2019 - 2022.[5.2.3.7](f)	7.2.1: Develop in conjunction with responsible government Agencies curriculums on prevention of crimes and social disorder.	Work in consultation with MEHRD	Plan									Strategy & Policy (RSIPF) MPNSCS,	Produce report on outcome of consultations with MEHRD on crime and social order curriculums
			Actual										
7.3: Support the establishment of the explosive ordnanace disposal facility to ensure the safe collection and demolition of WW11 explosive ordinances and remnants of war.[5.2.3.7](g)	7.3.1 : Work on the project proposal of the EOD facility	Work to implement the UXO Policy 2018	Plan									MPNSCS, Strategy & Policy (RSIPF) & EOD	Cabinet endorsement of project proposal for EOD facility
			Actual										

7.4: Support the Solomon Island national reconnaissance and surveillance team to maintain and upgrade its maritime assets and provide patrols to protect Solomon Islands exclusive economic zone.[5.2.3.7](h)	7.4.1: Develop a Financial and resource plan for national reconnaissance and surveillance to build capacity and strengthening of the maritime unit	Work with police maritime unit	Plan															MPNSCS, Strategy & Policy (RSIPF) & Maritime stakeholders	Cabinet endorsement of resource and financial and resource plan on maritime strengthening.
			Actual																
7.5: Develop the operations and capabilities of the RSIPF to ensure that it has the ability to respond to and manage the security or serious criminal threat to Solomon Islands including transnational crime and terrorism.[5.2.3.7] (i)	7.5.1: Review of RSIPF Strategic direction 2016 - 2020.	Consultation with stakeholders	Plan															Strategy & Policy (RSIPF)	Cabinet endorsement of reviewed RSIPF Strategic directions.
			Actual																
7.6: Upgrade Police and correctional Academy to offer internationally recognized qualifications and policing and correctional standards. [5.2.3.7] (j)	7.6.2: Review of RSIPF Academy 7.6.3 Review of correctional Academy programs	Appointment of review teams in the agencies	Plan															Strategy & Policy (RSIPF) Strategic planning Division (CSSI)	Review Reports submitted to Minister of Police, NS & CS
			Actual																

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APPROVED:



PERMANENT SECRETARY – MPNSCS

22/11/2019
Date

**MINISTRY OF POLICE, NATIONAL SECURITY AND CORRCTIONAL SERVICES
FUNCTIONAL ORGANISATIONAL STRUCTURE 2019**

