



## 2017 ANNUAL REPORT



# #ourprinciples inaction



## FUNDAMENTAL PRINCIPLES OF RED CROSS

- Humanity**
- Impartiality**
- Neutrality**
- Independence**
- Voluntary Service**
- Unity**
- Universality**

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## YAVU NI VEIQARAVI NI KAUVEILATAI DAMUDAMU

- Rokovi ni bula ni tamata**
- Sega ni veivakaduiduitaki**
- Sega na veitotaki**
- Tu Vakaikoya**
- Veiqaravi Soli Wale**
- Duavata**
- Vuravura Raraba**

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## RED CROSS KE SAATH MAULIKH SIDHAAANT

- Maanavata**
- Nishpaksata**
- Tatasthataa**
- Svatantratatar**
- Svaicchik seva**
- Ekataa**
- Saarovabhaumat**

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### HUMANITY

The International Red Cross and Red Crescent Movement, born of a desire to bring assistance without discrimination to the wounded on the battlefield, endeavours, in its international and national capacity, to prevent and alleviate human suffering wherever it may be found. Its purpose is to protect life and health and to ensure respect for the human being. It promotes mutual understanding, friendship, cooperation and lasting peace amongst all peoples.

### IMPARTIALITY

It makes no discrimination as to nationality, race, religious beliefs, class or political opinions. It endeavours to relieve the suffering of individuals, being guided solely by their needs, and to give priority to the most urgent cases of distress.

### NEUTRALITY

In order to continue to enjoy the confidence of all, the Movement may not take sides in hostilities or engage at any time in controversies of a political, racial, religious or ideological nature.

### INDEPENDENCE

The Movement is independent. The National Societies, while auxiliaries in the humanitarian services of their governments and subject to the laws of their respective countries, must always maintain their autonomy so that they may be able at all times to act in accordance with the principles of the Movement.

### VOLUNTARY SERVICE

It is a voluntary relief movement not prompted in any manner by desire for gain.

### UNITY

There can be only one Red Cross or one Red Crescent Society in any one country. It must be open to all. It must carry on its humanitarian work throughout its territory.

### UNIVERSALITY

The International Red Cross and Red Crescent Movement, in which all Societies have equal status and share equal responsibilities and duties in helping each other, is worldwide.



***“Life’s most persistent and urgent question is, what are you doing for others?”***

***- Martin Luther King Jnr***



## OUR VISION

A resilient Fiji, free from vulnerabilities, where people are ready to offer impartial and voluntary assistance to those in need.

## OUR MISSION

To build safe, healthy and resilient communities by working with our partners and empowering volunteers in humanitarian service and advocacy.

## OUR VALUES

The Fiji Red Cross is committed to the following values:

- The seven Fundamental Principles of the Red Cross and Red Crescent Movement
- Professionalism, transparency and accountability
- Teamwork and collaboration
- Innovation, learning, continuous improvement and growth
- Integrity, honesty and commitment
- Diversity and unity in our workforce and programmes
- Dignity and respect for all, including the elderly and those with disabilities
- Gender equality in our workforce and our programmes
- Safety, well-being and the rights of children protected at all times
- Taking time to celebrate the contribution of the Red Cross and Red Crescent Movement, its staff, volunteers and supporters

## OUR COMMITMENT

The Fiji Red Cross makes the following commitment to the people of Fiji. We will:

- Promise a lifelong commitment to the people of Fiji
- Provide immediate assistance to those most in need
- Build the resilience and well-being of Fiji’s vulnerable communities
- Value and work with local volunteers to respond to the needs of communities
- Involve local people by using community-centred and participatory approaches to our work
- Work in partnership with community, government and other civil society organisations
- Use humanitarian diplomacy and advocacy to achieve change at a policy and program level



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# MESSAGE FROM THE NATIONAL PRESIDENT



Overcoming challenges and achieving important goals requires reflection and relooking at our National Society to see if we are properly structured to meet the challenges ahead of us. This is our role as governance together with management to ensure we can deliver our mandate of helping build a resilient Fiji.

## THE NATIONAL BOARD

One of our outstanding results for 2017 was our re-election into the Governing Board of the International Federation of the Red Cross and Red Crescent Societies at the General Assembly held in November 2017 in Antalya Turkey. We were elected as one of the five national societies representing the Asia Pacific region together with Bangladesh, Iran, Korea and Libya in a 20 member Governing Board. The fact that we received the highest number of votes was an outstanding result and could not be done without our many supporters especially our very own Pacific National Societies who selected us from Oceania sub region to stand for re-election. I extend my most sincere appreciation to you all for your active support and friendship at the General Assembly. A warm Vinaka Vaka levu to you all.

At our National Council meeting In May 2017, Josephine Yee Joy stepped down as Treasurer and Chairman of the Finance Commission upon the completion of her 4 year term on the National Board. We acknowledge with appreciation her immense contribution in re-designing and strengthening our financial processes. I also acknowledge the great work of our Finance Commission and the oversight they dedicate themselves to over the financial affairs of the National Society.

## PRIORITIES FOR THE NATIONAL SOCIETY

We need to continue to strengthen our youth programs and ensure that we attract, retain and train our young volunteers. Without them, we have a dim future.

Good Governance and building stronger a National Society is key for our success and we must continuously assess our performance to identify areas where we must improve. 2018 will be a strategic year where we will look to review our structure and how much we have achieved of our current strategic plan. In 2019 we must start considering what our priorities should be for our new strategic plan. We are part of a very strong family of national societies through the Pacific President's network and forums through which we share ideas and solutions.

On behalf of the National board, I thank the Executives and Volunteers of all our 16 Branches, the results we have achieved in 2017 is through your commitment and sacrifice. I also thank the Staff and Management of the National Society for delivering another successful year in a challenging environment and to you all our partners, friends and supporters of Fiji Red Cross.

Thankyou, Vinaka vaka levu and Dhanyavaad

# MESSAGE FROM THE DIRECTOR GENERAL



Fiji needs a strong Fiji Red Cross Society to enable us to continue to respond to the needs of those made vulnerable during times of Disaster. To be strong we need the support of all our stakeholders. This includes Government, Business and Corporate, movement Partners, Communities, our Volunteers and the General Public. This strength and the extent and quality of our response to Disasters is based on this support and how we prepare during peace time.

2017 was a year of mixed results where we achieved many outstanding results but also finished the year with challenges that we need to focus and complete in 2018. Some of the highlights are;

The TC Winston response and recovery operations finally completed in August 2017 with outstanding results. There were many firsts in this operation, the largest response and recovery operation ever done by Fiji Red Cross where we reached and assisted more than 77,000 people of the 350,000 people affected approximately 22% of all affected people. The total budget received was CHF 7.323 Million amounting to approximately CHF 95 per recipient. This was an incredible result and indicates the incredible commitment, work ethic and innovativeness of the Societies' volunteers and staff. The original appeal budget of CHF 4.4 Million was to reach 40,000 people. My thanks to all our Movement Partners and Donors who donated both in cash and in kind to our response and recovery operations. Our thanks go to the IFRC Regional Office in KL Malaysia and the Country Cluster Support Office here in Suva for their support. Our very special thanks go to Shir Shah Ayobi the Operations Manager for the completion and successful closure of the Appeal operations.

Our First Aid Program continued to reach new heights with 2017 being our most

successful year to date. We conducted 20 community trainings, public training and cooperate training. We commenced specialty training as well – People Saver – First Aid for Children, Mind that Child (MIT) training first aid for mothers and those who look after children, First aid and Water Safety 2 training. More than 3,600 people were trained in First Aid and First Aid related courses last year. We grossed close to \$190K and made a net profit of close to \$92K. The Safety team grew its income by an impressive 84% over the 2016 income and incredibly maintained its costs between 2016 and 2017 by limiting this growth to only 4% from 93.7K to \$97.4K in 2017. This is testimony to the great leadership and innovativeness within the Safety team. They continue to push the boundaries of what can be done by a small team of 4 trainers and a volunteer administrator and are already looking to exceed their budgeted income for 2018.

We completed the assessment of 15 of our 16 branches except Rotuma (which we will complete in 2018) using the BOCA (Branch Organisational Capacity Assessment) tool. The results were eye-opening and has been the subject of many conversations since the presentation of the results of the assessment. Clearly there is much work to be done in Branch Development however we now have results that can be used to tailor strategies designed to focus on

areas where the branches are the most exposed and vulnerable. The results are also being used as an input to our Branch Operations Manual which is currently being revised. The most important conclusion of the BOCA concerns the leadership of our Branches. Clearly the strength of each branch depends on good leadership of the executives of the branches especially the branch president. If the presidents are not engaged with their branches then the branches will not be able to achieve their true potential. 2018 will be a strategic year when each branch will be expected to prepare together with the branch development team from National Office a plan to meet and mitigate the areas of concern identified by the BOCA. In this process three of our staff are now "Master Trainers" for BOCA, we now have the capacity to conduct a BOCA assessment and analyse and present the data.

We continued to develop our programs and for the first time moved from a Health and/or Disaster community assessment to a fully Integrated Vulnerability Capacity Assessment (IVCA) model. This change has been ground breaking and while we have been developing this new model since 2015, we fully implemented it in 2017. Our communities are benefiting as they now receive the full portfolio of what Fiji Red Cross is offering. We are still working through some of the technical requirements but I can proudly say that we are the first National Society in the Pacific to implement this IVCA assessment, one which we have designed ourselves for our communities. We look forward to sharing our learnings to the other National Societies who may want to see what we are doing. We also completed the design of our new Recovery Program which for the first time will include all the elements we found important during our Response and Recovery operations.

Unfortunately 2017 was not all good news. We were not able to complete our Building Resilience Fiji Project funded by Department for Foreign Affairs and Trade (DFAT). By the end of 2017 we still had three branch offices (Bua, Rakiraki and Nalawa) and one maritime office to complete (Lakeba). These will be completed in early 2018. This project involves the construction of six branch Offices (Savusavu, Rabi, Bua, Labasa, Rakiraki and Nalawa) and four maritime offices (Lakeba, Vanuabalavu, Koro, Kadavu). The project also involved the purchase of Non Food Items (NFIs) for some of these locations and storage containers for disaster relief based in Tukavesi Government Station in Tunuloa, Cakaudrove, Korovou Government station in Tailevu North and our Lautoka branch. While the delay in the project is most unfortunate the project itself by its very nature will significantly impact both our branch development including our ability to respond during times of disaster and visibility where these branches are located. Our sincere appreciation to the Australian Government for the funding of this project.

Finally while we had hoped to have a surplus for 2017, we again recorded a loss of \$37K. This is a disappointing financial result and we must continue to focus on building the financial capacity of the National Society to ensure we remain a strong and viable.

I would like to sincerely thank our National Board and Finance Commission for their guidance, our hard working management and staff, and especially our volunteers whose commitment to humanity and the Red Cross have helped us become what we are today. Fiji needs a strong Fiji Red Cross Society to enable us to continue to respond to the needs of those made

vulnerable during times of disaster. To be strong we need the support of all our stakeholders.

This includes Government, business and corporate, movement partners, communities, our volunteers and the general public. The extent and quality of our response to disasters is based on this support and how we prepare during peace time. I have enjoyed my six years as Director General for Fiji Red Cross Society and thank you all for your support during my tenure. I wish you all and the Society well in the exciting future that lies ahead of us.

Vinaka Vakalevu and God Bless you all



Filipe Nainoca  
Director General





# GOVERNANCE STATEMENT

The Fiji Red Cross Society was formed as a branch of the British Red Cross in 1952. It gained its recognition as a National Society in 1972 and international recognition in 1973 when it became the 118th member of the International Federation of the Red Cross Red Crescent Societies. The 2008 Constitution and its ancillary Rules and Procedures provide the legal framework by which the Society operates and it ensures that both documents are strictly adhered to whilst keeping with good governance practices.



had undertaken over the past year and discussed ways in which they could strategically improve their services to the most vulnerable during both disasters and normal times.

The National Council Membership is made up as follows:

## Patron:

His Excellency the President Major-General (Ret'd) Jioji Konusi Konrote  
CF, OF (Mil), MC, SBStJ, MSD, OMRI, NOC

## National Board:

### National President

Mr William Wylie Clarke (elected on July 9, 2016)

### Treasurer

Ms Josephine Yee Joy (constitutionally retired June 3, 2017)  
Mr Francis Chung (elected on June 3, 2017)

## NATIONAL SOCIETY OF THE RED CROSS

The National Council is the highest body within the Society and constitutionally meets once a year for its Annual General Meeting (AGM). The Council is responsible for the appointment of the Patron, Honorary Members, Auditor, Legal Advisers and elects the President, Vice President, Treasurer and other members of the National Board.

The National Council held its AGM on June 3rd, 2017. At the Meeting the audited 2016 Financial Accounts, presented by the

National Board, were ratified and the 2016 Annual Report circulated to all present.

Mr. William Wylie Clarke continued his term as the President. Ms Josephine Yee Joy, Treasurer from 2013, constitutionally retired. KPMG was reappointed as independent auditors for the Society with Mr. Richard Naidu also being reappointed as the Legal Advisor for the Society. The 2017 branch financials were also presented and accepted by the National Council.

The Council also heard presentations from the Branches on activities they



NATIONAL PRESIDENT  
Mr. William Wylie Clarke



TREASURER  
Mr. Francis Chung



MEMBER  
Mr. Praveen Naidu



MEMBER  
Mrs. Sala Toganivalu Lesuma



MEMBER  
Mr. Lakhan Kumar



## Members

Mr. Vinod Patel  
Mr. Lakhan Kumar  
Ms. Sala Toganivalu Lesuma  
Mr. Praveen Naidu  
Ms. Meliki Tuinamuana  
Mr. Epeli Vakalalabure  
Mr. Filipe Nainoca (Director General, Ex-Officio)

In 2017, the National Board comprised of eight members, with Mr. William Wylie Clarke continuing his term as the National President and Mr Francis Chung appointed as the new Treasurer during the National Council meeting on 3rd June, 2017 as Ms Josephine Yee Joy had completed her term at the National Council Meeting. Mr Vinod Patel, Mr Lakhan Kumar, Mr Praveen Naidu, Ms Sala Toganivalu Lesuma, Ms Meliki Tuinamuana and Mr Epeli Vakalalabure continue as members of the Board.

The National Board is responsible for setting policies and guidelines. The Director General is responsible to the Board for the implementation of policies and procedures and the management of staff and activities of the Society.

## Honorary Members:

Mr Paul Jaduram  
Dr. Robin Yarrow  
Mr Sashi Singh  
Adi Davila Toganivalu  
Ratu Epeli Nailatikau



MEMBER  
Mr. Vinod Patel



MEMBER  
Ms. Meliki Tuinamuana



YOUTH MEMBER  
Mr. Epeli Vakalalabure



MEMBER  
Mr. Filipe Nainoca (ex-officio)

# FINANCIAL REVIEW

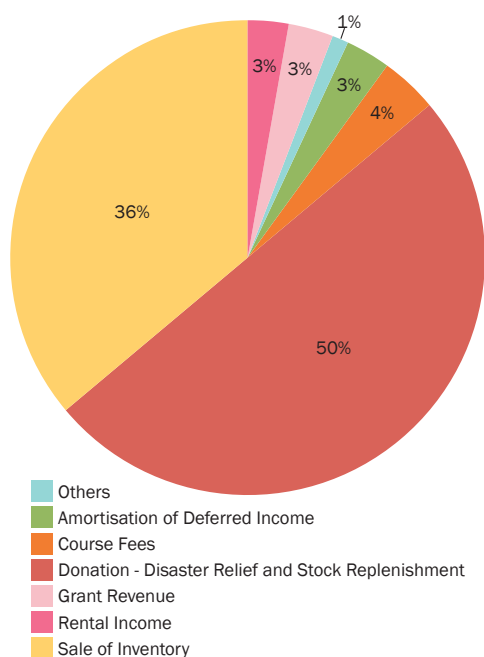
The financial performance in the 2017 financial year was a deficit of \$37,343 compared to previous financial year's deficit of \$37,498.

In Summary, the comparative results are:

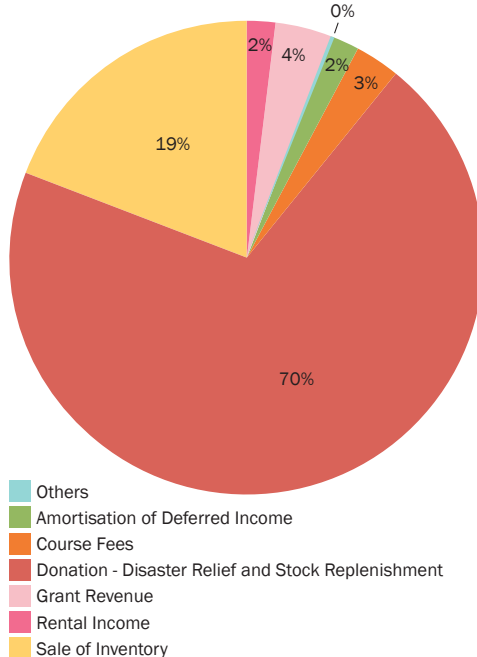
	2017	2016
Revenue	4,426,140	5,294,589
Expenditure	4,596,817	5,448,619
Deficit from operating activities	(170,677)	(154,030)
Net Finance Income	133,334	116,532
Deficit for the year	(37,343)	(37,498)

Revenue for 2017 was \$4.4M compared to \$5.3M in 2016, a decrease of \$0.9M or 16%. This was mostly due to a significant decrease in donation of disaster relief funds by \$1.5M as TC Winston operations came to a close. The Society received grants from donor agencies of \$1.5M in the current financial year compared to \$1M in the previous financial year. Improved marketing strategy combined with respectable service delivery enabled us to grow our income from course fees from \$144,434 in 2016 to \$187,084 in year 2017.

REVENUE 2017

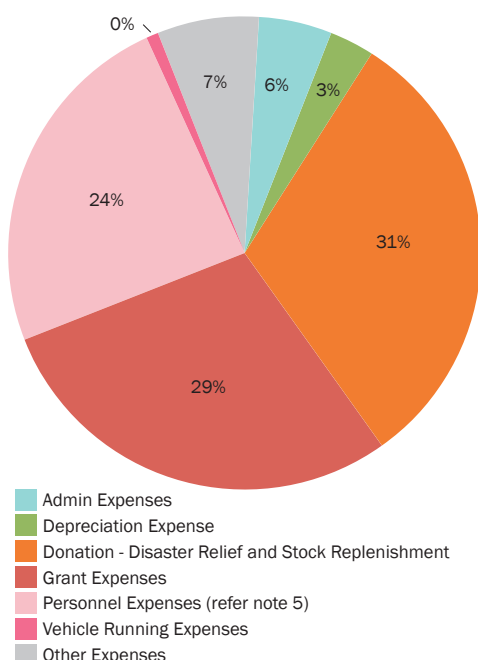


REVENUE 2016

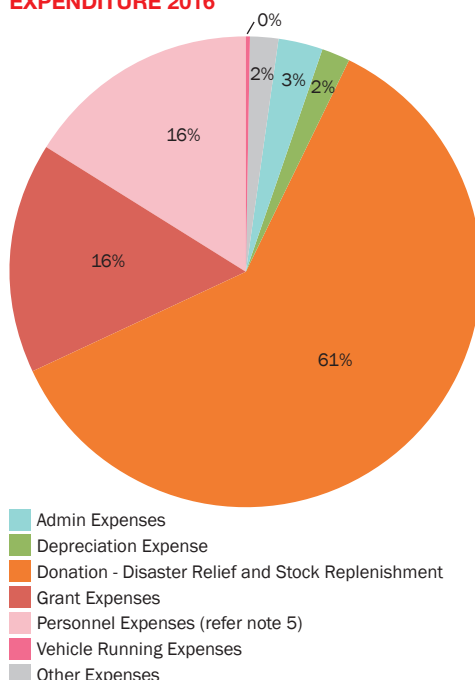


Expenditure for 2017 was \$4.6M compared to \$5.4M in the previous financial year; a decrease of \$0.8M or 16%. The decrease was directly relate to disaster relief activities as TC Winston operations closed.

## EXPENDITURE 2017



## EXPENDITURE 2016



2017 has been a challenging year for the whole Society with the main focus on the closure of TC Winston operations and start of new projects on full scale. It is pleasing to note the financial disciplines implemented under the direction and guidance of the Finance Commission remained strong throughout the year.

Net Finance Income was \$133,334 in the current year; an increase of \$16,802 or 14% over the previous financial year.

The above factors resulted in a deficit of \$37,343 in 2017; almost a break even.

Total Assets was \$6.4M in 2017 compared to \$8.4M in the previous financial year; a decrease of \$2.2M. Total Liabilities was \$2.3M in 2017 compared to \$4.3M in the previous year.

Finance development for non-finance staff, through internal training and guidance by the finance department enabled all departments to be more accountable and responsible for the management of their departmental budgets and ensuring cost control.

Management has maximized on opportunities to increase income by negotiating better interest rates of investment funds held with various banking institutions and has been working on strategies to improve cash flow.

Financial sustainability has been a major focus for the Society, as we realize that the Society cannot continue to rely on disasters to get income to provide financial support for its administrative costs. A new

strategy has been identified and will be made effective in year 2018 which we hope will yield positive results. Management forecasts of making Fiji Red Cross Society sustainable in future, which requires more focus on implementing practices and strategies to grow current income streams in years to come.

Management extends its appreciation to the Finance Commission headed by the National Treasurer - Francis Chung, Digby Bossley - Consultant, Brett Hooker - GM of Westpac Fiji, and Former National Treasurer - Josephine Yee Joy for being instrumental in steering and mentoring Management, for continuing to raise the bar and challenging Management to grow and improve further.



# HEALTH & CARE

In 2017, the Health and Care programs which are Health and Welfare, Community Based Health and First Aid (CBHFA), Health in Emergencies, Blood Advocacy, Gender Equality and Social Inclusion (GESI), NCD, TB and HIV. All activities carried out under these programs were all integrated with other Fiji Red Cross programs such as Disaster management and Youth. The focus of all these programs is to build resilience whereby community members are better able to take ownership of their own health.

## HEALTH & WELFARE

**Goal: Increased access to quality health and welfare services and the promotion of healthy lifestyles**

The Health and Welfare Program is where Fiji Red Cross Society work in partnership with all service providers within the Government and other Non-Government agencies.

At branch level, the volunteers continued to work within their own communities to conduct home visits to the most vulnerable community members who are elderly, chronically ill, people living with disability, mental illness other special welfare cases and health needs.

In 2017, there was an increase in referral cases to relevant stakeholders from Government to NGOs for needs on financial assistance, food and clothing, hospitals for medical treatment as well as access to ambulatory aids such as wheelchairs and crutches. Total beneficiaries of such care in 2017 was 250 people.

## TB/HIV & AIDS

TB is still a public health concern for Fiji and the Fiji Red Cross Society continues to work closely with the Ministry of Health and Medical Services in the fight against TB and HIV co-infection. The Society has integrated TB and HIV co-infection into all their community health programs.

In 2017, the National Society through its branch volunteers managed to reach a total of 1020 people in hot spots areas and this included re-training of 80 community based and branch volunteers.

## Blood Advocacy and Blood Drive

Blood advocacy and Blood drive continues to be a vital component of the Society's responsibility as we partnered with the Ministry of Health and Medical Services in ensuring that there is enough supply of blood for the three major hospitals. This has been an ongoing activity carried out by the Red Cross Branches all over Fiji. Tavua has been the pride of the Society after being awarded the first prize for the highest collection of blood to the Blood Bank for the last 5 years. World Blood Donors Day celebration for 2017 was held in Tavua where the Director General for the Society was the chief guest.

**Goal: Safe lifestyles and a reduction in accident related injuries and deaths among vulnerable communities**

In 2017, the Society has increased its communities from 8 Pilot sites since 2013, to a total of 23 communities. This includes

communities from 9 branches in which 4 are from the Northern Division, 2 from Central Eastern Division and 4 from the Western Division.

At community level, the program has successfully achieved most of its targeted goals by embracing their Community Action Plan (CAP) as their guideline in implementing the identified needs from their communities. The activities included the following:

- Community clean-up campaign
- Ongoing advocacy on Gender Equality and Social inclusion and Child protection
- Safe Water Management
- Proper rubbish disposals that includes constructing incinerators, and digging communal pits that are covered
- House to house basic health messaging on hand washing and boiling of drinking water
- Mangrove planting for climate affected communities



World Blood Donor Day Celebration, Tavua



Levuka Branch clean up campaign



- Received training on how to construct green houses and germinate seedlings that have been supplied to all communities.
- Received Pacific First Aid and Mind the Child Training
- Support their community schools in advocating on Fiji Red Cross programs such as Junior Red Cross
- Referral of sick people and people with special needs in their communities
- Community Based Volunteers (CBV) together with branch volunteers also had several successful coordinated meeting with their divisional partners and sharing their major achievements in executing activities as per their community action plan (CAP)

At national level the staff and volunteers have increased skills and knowledge in their program delivery through training, refresher training and attending workshops with relevant partners within the public sectors and private sectors. The following includes:

- Trained staff co-facilitating the Public First Aid Training that is conducted in their divisions
- Trained staff and volunteers are confidently supporting and training their community based volunteers and community members.
- Attended the workshop on “Combating NCD’s in Fiji through consumer empowerment that was organized by the Fiji Consumer Council
- Staff were able to have a very successful exhibition showcasing their program activities from all the divisions and sharing it with the Ministry of Health, Ministry of Education, Ministry of Itaukei Affairs, the National Disaster Management Office, International Federation of Red Cross and Pacific Island Private Sector Organisation (PIPSO). Pictures of the implemented activities were displayed in the communities and successful stories were shared with invited partners.

In addition, there was an increase in the number of partners engaging in the society’s community programs and are now working with all Red Cross communities to

achieve their targeted goals identified by their CAP. In comparison to previous years, this has been an improvement and a great boost to the community members.

#### NCD Backyard Gardening Initiative-Success Story

Vunivutu Indian Settlement, a Community Based Health and First Aid (CBHFA) in Vanua Levu is a cane farming area of about 28 household with a population of 140 people. They all live in the same catchment area but their houses are very far apart. Before the introduction of CBHFA into this community, the residents worked individually on their own and rarely met. After being assessed by stakeholders, Vunivutu was labeled as one of the most vulnerable communities despite being very close to town. A committee consisting of 10 CBV’s was formed to assist branch volunteers build capacity on the CBHA modules that were implemented as a community assessment. Non Communicable Diseases (NCD) was identified by community members as the most serious health issue. An outcome

of this training was the identification of establishing backyard gardening. Community Action Plan (CAP) was developed and then CBVs together with the BV started their mini project of GREEN HOUSE. As a result of this mini project, the surrounding communities showed their support by contributing food for the builders and also shared seedlings. Other CBHFA communities have grasped from this practice.

#### Gender, Equality, Social Inclusion and Gender Issues in Emergencies

In 2017 the Society continues to promote non-violence value at community level using the Gender Educational Tool Kit on Gender-based violence. This tool kit focusses on prevention and is generic and user-friendly. There has also some new developments in the Gender program such as Gender Equality and Social Inclusion (GESI) and establishing a Gender Protection Technical Working Group that consists of 7 representatives in total from the four divisions. Their main role is to oversee and monitor the GESI programs ensuring



Backyard gardening initiative in Vanua Levu at Vunivutu Indian Settlement



referrals are channelled through the Society's focal personnel if and when the need arises.

The GESI is also mandatory in all the Society's programs and ongoing promotion of non-violence and GESI is also part of community trainings and awareness.

- In addition to the Gender program, the White Ribbon Day (WRD) celebration was held in one of the Red Cross communities Wailotua No# 1 in Tailevu province as noted earlier in the disaster report. 2017 White Ribbon Day theme was 'LEAVE NO ONE BEHIND' and some of the issues covered in the celebration at Wailotua village included the following: Understanding that GESI and promotion of non-violence is the Red Cross and Red Crescent humanitarian mandate - to prevent and alleviate human suffering without discrimination.

- Fiji Red Cross is required to ensure that men and women's specific needs and vulnerabilities are recognised and addressed, in addition to the broader contexts of class, ethnicity, race and religion.
- In most countries including Fiji, women and girls are often those most in need. Moreover, the needs of women and girls often remain 'invisible' (and therefore unmet) because existing planning processes and frameworks are not necessarily attuned to the realities of their lives.
- Understanding the specific roles and responsibilities of each frontline stakeholder that were present at the celebration in upholding the values of non-violence in their individual, family and community life.
- The existing Fiji Laws on domestic violence and Child Protection Policy Decree.

The chief guests were from the Ministry of Women, Police Department Community Policing, International Committee of Red Cross (ICRC), and International Federation of Red Cross (IFRC). Their input and feedback helped with inspiring national office staff and volunteers to act as advocates for change, promoting a change in attitude, behaviour and accepted norms and providing information on available services for referral and further support. Total number of beneficiaries through training, retraining and advocacy was 1500 people (780 female and 720 male).



National Exhibition showcasing the community program activities with partners



# SAFETY DEPARTMENT

## Strategic Goal

To reduce the risk and effects of accidents in Fiji and to increase public awareness on the importance of Safety at home, work and at play.

Fiji Red Cross Society (FRCS) Safety Department has trained thousands of Fijians in different levels of First Aid. FRCS positions itself as the main provider of First Aid Trainings. This involves mobilising new resources and engaging in a new commercial competitive sector.

## YEARLY COMPARISON

Course	2017	2016	2015
Pacific First Aid & CPR	3094	1990	2241
Refresher CPR	163	270	334
First Aid & Water Safety	64	101	153
Mind That Child	186	235	114
First Aid in Situation of Violence			94
People Saver	72	49	61
Oxygen Administration	20	11	18
Outdoor First Aid			15
Elementary First Aid		2	5
First Aid at Sea			2
First Aid Awareness	213	120	368
Advance First Aid & CPR / AED		18	3
Pacific Sports First Aid	19		3
Refresher First Aid & CPR	33	16	

## PACIFIC FIRST AID & CPR TRAINING

2017 was a challenging year for the department with 3 full time instructors and 1 volunteer safety admin to reach out and train 3,094 participant in Pacific First Aid & CPR course and qualify them as a First Aiders who are now ready to act and assist people during the times of emergencies and administer First Aid to anyone anywhere anytime without any discrimination.

## MARKET FOR CHANGE PROJECT – PACIFIC FIRST AID TRAINING

Fiji Red Cross Society with UNWomen provided Pacific First Aid & CPR Training market vendors qualifying them as first aiders for the next three years. Awareness programs were conducted in 12 Markets around Fiji in 2016. Participants showed interest in the full program after receiving awareness. UN Women funded the program with the total of \$22, 260.00 after signing the MOU in 2017 with FRCS.



Participant practising how to manage a bleeding head at Ba Market Training.



Participants showing how to put a child in a stable side position after CPR at Ba Market.



Market vendors posing with their palm bandages at the Sigatoka Market.

Participants attendance list.

	Market	Dates	Day 01	Day 02
1.	Suva	20th & 21st Mar	21	20
2.	Nausori	22nd & 23rd Mar	24	23
3.	Sigatoka	28th & 29th Mar	25	23
4.	Nadi	30th & 31st Mar	25	25
5.	Namaka	30th & 31st Mar	8	8
6.	Lautoka	30th & 31st Mar	16	15
7.	Tavua	03rd & 04th Apr	19	18
8.	Labasa	24th & 25th Apr	22	22
9.	Savusavu	26th & 27th Apr	24	23
10.	Levuka	25th & 26th Apr	28	28
11.	Rakiraki	24th & 25th Apr	30	28
12.	Ba	22nd & 23rd May	22	21
<b>Total</b>			<b>264</b>	<b>254</b>

Due to the high demand, participants from each market increased with a total of 254 vendors trained.

#### MANNEQUIN HANDOVER

Ms. Ellana Kalounisiga (Fiji rep) from the Stilfensen Foundation HQ based in Norway donated one full body mannequin and one infant mannequin.

#### WORLD FIRST AID DAY

On 09th September 2017 Fiji Red Cross Society celebrated World First Aid Day at Lovu Hart – Lautoka with the Theme “Domestic Accidents”. FRCS and other stakeholders including the National Fire Authority, Fiji Police Force, and Save the Children conducted presentations and demonstration on people’s safety and security.

FRCS conducted People Saver program to the kids, providing them with basic necessary skills to use during times of emergency. Out of the 91 kids who received the People Saver certificate from the program, there were 42 males and 49 females between the age of 4 year to 17 years old.

Approximately 300 people attended the event.

#### FIRST AID AWARENESS

First Aid Awareness was conducted free of charge for church youth groups, primary schools, special school, communities, NGO’s and the Fiji Revenue & Customs Services.

New Zealand Cross Review is a subtitle in Red. New Zealand Red Cross (NZRC) has provided first aid support to Pacific Island National Societies, including Fiji Red Cross. The purpose of the review is to reposition our first aid support to the region so that it encompasses a regionally agreed broader scope of first aid which strengthens Pacific community resilience and is relevant to the characteristics of Pacific national societies. The Pacific First Aid Programme contributes to the New Zealand Red Cross (NZRC) international strategic framework, by strengthening Pacific National Societies (NSs) and their disaster response



Handing over of mannequin’s to the FRCS Safety department

and recovery in order to build resilient communities. Through this programme NZRC has built an excellent reputation as a valuable partner providing consistent and reliable support to National Society First Aid programmes.

The five-member review team conducted their review from June 19th - 23rd 2017.



Sgt Meena Kumari from Fiji Police Force during her presentation in Lautoka



FRCS Disaster Coordinator Maciu Nokelevu explaining the use for NOMAD at Lovu Hart House Lautoka.



Zumba with Save the Children - Lovu Lautoka





National Fire Authority Smoke House demonstration - Lovu Hart House Lautoka.



Primary assessment to children in Lovu Hart Lautoka.

### ITAUKEI FIRST AID MANUAL

The iTaukei First Aid manual will be another milestone achievement for the Safety department. FRCS will use this resources in iTaukei communities where our projects are implemented in. 20 participants from Vio island from the western part of Fiji were involved in the piloting of the iTaukei First Aid manual. 15 community members and 5 volunteers from the Lautoka branch facilitated the training.

### FIRST AID & WATER SAFETY

28 Mana island resort staff together 18 students and teachers from St Joseph Secondary school underwent 3 days First Aid and Water Safety training.

### PEOPLE SAVER COURSE

Christian Outreach College in Valelevu Coordinated the People Saver course for 61 students. People Saver is a First Aid course which helps student prepare for an emergency situation.



Interviewing the Nalawa branch president and volunteers



Students practising how to check for breathing on an unconscious patient at Christian Outreach College at Valelevu.



Safety Instructor Eviane Leilovo assisting a student of St. Joseph Secondary School on how to put on a life jacket.



Students using playing cards to learn First Aid treatments at Christian Outreach College at Valelevu.



# DISASTER MANAGEMENT

“Too many families and homes remain unnecessarily vulnerable to natural disasters like hurricanes. While mitigation will never eliminate the risk to homeowners, it could reduce loss and, in many cases, save a family's home. For every \$1 spent on mitigation, \$4 in post-storm cleanup and rebuilding is saved.  
(Tom Rooney)”

## The Disaster Management Program of the FRCS has a vision;

*“A resilient Fiji, free from vulnerabilities, where people are ready to offer impartial and voluntary assistance to those in need”*

The year 2017 began with continuation of the recovery work from Tropical Cyclone (TC) Winston. Through the response, the Disaster Management team was able to align its program accordingly, to meet with the FRCS strategic goals as well as complementing Fiji's “National Disaster Management Plan 1995 and Act 1998”. Such actions reinforced FRCS's role in humanitarian response, and fulfilling its auxiliary role with the Government.

The need to create pertinent and more resilient communities with improved coping mechanism remain the utmost task of the Disaster Management (DM) Program. The frequency of disasters, both natural and manmade has become more evident in the recent years, as seen with devastation of the Category 5 TC Winston. FRCS has set up its disaster preparedness platform to ensure communities and volunteers are aware of actions that need to be taken before, during and after a disaster.

### 1.1. Integrated Vulnerability Capacity Assessment (IVCA)

The Disaster Management (DM) program, alongside the Health team continued with a new set of integrated communities in the year. The 7 selected communities were;

- Nukui in Rewa and Lutu/ Wainimala in Naitasiri for the Central Division,
- Dogoru in Macuata and Tiritiri settlement in Bua for Northern Division
- Lovoni village including Vuniisavu and



Negotiation skills training by the Military, as well as VHF and satellite phone training by DMO's

Nasaumatua on Ovalau Island in the Eastern Division.

- Laselase village in Nadroga for the Western Division

These communities was suggested by Government because of the vulnerability in health and during disasters.

Module 1 of the training included the Red Cross history, components of the movement, fundamental principals of Red Cross, FRCS organizational structure and the National Society and its branches.

Module 2 focused on the historical time line, assessing frequency and impact of hazards, the Ten Seeds Technique for Health assessment, Ten Seeds Techniques for Gender assessment, developing of seasonal calendar and a transect walk to identify risks, hazards and community capacities. The final two steps of the IVCA involves identifying what problems can be solved within the community. These communities that need external assistants is done via a Problem Box out of which a community action plan (CAP) is identified. Each step is carried out in a participatory

manner to enable community members to identify and prioritize their needs. This also helps them identify solutions to risks and hazards in order to progress the development of a CAP.

Module 3 is considered the highlight of the training as this is when, stakeholders are invited and presented with the IVCA and CAP. The presentation includes identification of community capacities and vulnerabilities. The CAP showcases the community's plan to reduce or remove these vulnerabilities either over a short term or long term period. It also identifies how stakeholders can support communities and volunteers in implementing their CAP by means of pledging their support.

Apart from implementation in the new communities, the work with previous communities still continue through monthly support visits in; Veidrala, Nokonoko, Vatukaceveva (Ra district) and Tau (Nadroga) villages. As part of the visit, the team follow up on the progress of the Community Action Plan as well as continuously encouraging the committee in each community to continue with the

implementation of their Plans. The team was also able to identify other needs in the communities, through which FRCS is to further support through trainings. During these visits, the team was also able to arrange suitable dates for future visits convenient to the community and the team. It is also during these visits that different roles and responsibilities within evacuation procedures in a community are reemphasized to community members.

### 1.2. Safer School Project

Continuing the shelter recovery momentum, FRCS benefited from the support given by New Zealand Red Cross to rebuild a school destroyed by TC Winston. Vunikavikaloa Arya School was fortunate enough to be the recipient of this “Safer School project”. The DM team supported New Zealand Red Cross with all local procurements for the school building. The school was re-opened on the 31st of May 2017. To date the people of Nalawa have a new refurbished school with selected school committee members, teachers, parents and students being First Aiders themselves as well. The school has also completed its Integrated Vulnerability Capacity Assessment (IVCA) trainings and First Aid training with its Board Members as well. Vunikavikaloa is now considered a model school for FRCS as it stands now newly renovated and refurbished.

### 1.3. Disaster Preposition Container (DPC)

The number of DPC increased last year. This being a result of a partnership between Fiji Community Development Program (FCDP) and FRCS. The agreement saw the expansion of the FRCS to the maritime areas, with prepositioned stock now located in Vanuabalavu, Lakeba, Kadavu and Koro for the Eastern division. The Western and Central division also received extension to new sites as well as an increase in holding capacities.

To date FRCS owns 32 DPC's, 27 of which are 22 foot containers and 5 mini-warehouses. All these are strategically located around Fiji including Rotuma. The areas with higher population get more than 1 container.

### Vunikavikaloa Arya School

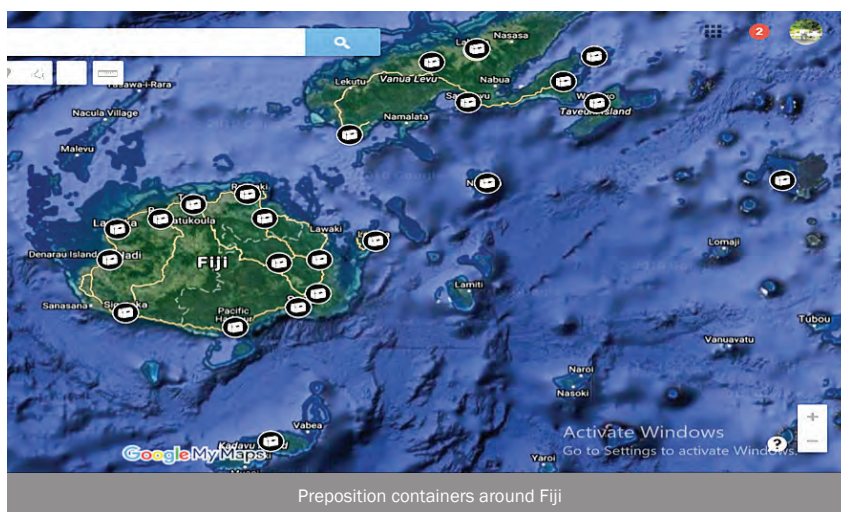
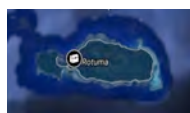


Under construction after the devastation caused by TC Winston.



After it was rebuilt from the devastation caused by TC Winston.

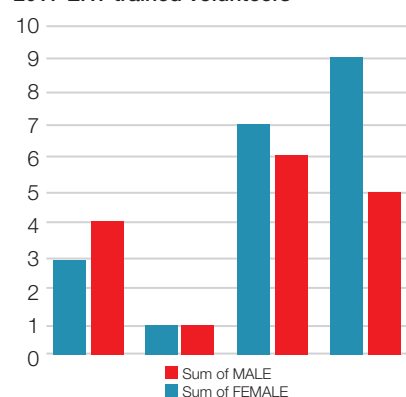
Below is a map of the locations of the DPC's throughout Fiji.



### 1.4. Emergency Response Training (ERT)

FRCS hosted another successful ERT course for the year 2017. The training was held at Sabeto, Nadi in the Western Division. A total of 30 branch volunteers and 1 staff attended this training also included was NDMO officer and 4 representative from neighbouring villagers attended this training. FRCS involved Abaca and Nalesutale villages in the western division. These villages as the “Safe Access Exercise”, a component within the ERT program was conducted within their villages boundaries. In total 36 participants attended the ERT in 2017. Tabled below a brief number of ERT participants per division.

2017 ERT trained volunteers







Fire case assistance handover by FRCF

Through the training, branches now have more ERT respondents who are also certified First Aiders. These teams are now capable of filling in Initial Damage Assessment (IDA) forms, analyzing them and drawing a plan of Non Food Items (NFI's) distribution. Furthermore, the training enhances the knowledge of participants in setting up branch Emergency Operation centers (EOC), as well as acquiring the skills to write situation reports.

Additional knowledge gained by the participants are listed below;

- Facilitate Restoring Family Link (RFL) cases
- Emergency Water and Sanitation Hygiene (eWASH)
- Emergency Shelter (eShelter) training
- Negotiation skills and map reading for the safe access exercise.

The training is seen as a success in view of the donor's response who were part of the observatory team with the IFRC.

#### 1.4.1 World Wide Fund (WWF) Mini Emergency Response Training (ERT)

Ensuring partnership with other organisations, the DM team conducted a mini ERT for WWF Pacific on the 26th - 28th of April 2017. This emergency response training was fully funded by WWF.

This training benefited WWF by enhancing knowledge on disaster preparedness. From this training, the DM team were able to increase the number of trained emergency respondents, and provided good grounding for facilitation of their Disaster Response Plan. In total, 39 WWF volunteers from the region got trained, whereby 26 were male and 13 females.

#### 1.5. Mentoring and Support Visit

The Health & Care Coordinator (HCC) and the Disaster Management Coordinator (DMC) conducted joint mentoring and support visits in the four quarters of 2017. The visit brought to life for coordinators the actual work executed on the ground by officers, branch volunteers and Community Base Volunteers (CBV). In Veidrala for example, the CBV with support of the whole village initiated mangrove planting along its sea shore. This is to supplement the mangroves which are natural wave breakers that had died due to TC Winston. Other findings include rebuilding of houses using the bracing and strapping methods learnt during the "Demonstration Shelter" construction in the villages.

#### 1.6. Humanitarian Policy & Tsunami Response Plan

The Society also had the opportunity to be part of the formulation of the National Humanitarian Policy and the National

Tsunami Response Plan of government through consultation with the National Disaster Management Office. Through this process the Director General was invited as chief guest during the "World Humanitarian Day".

Both the Policy and response plan was launched on 13th October 2017 during the opening of the National Disaster Week at the Ratu Sukuna Park in Suva.

#### 1.7. Pre- cyclone briefings

Nearing the cyclone season the DM team implemented its annual pre-cyclone briefing in all 4 divisions of Fiji. The brief include FRCF branches and government stations. The purpose of the brief is to enlighten volunteers and government officials on FRCF's role during a disaster. Likewise, the brief is to strengthen the capacity of Red Cross to respond to disasters at a national, divisional, branch and community level. It is also to ensure that the selected Red Cross branches have the capacity to respond at a local level and to support branch development at the community level. Likewise, it is to guarantee effective coordination and awareness with all stakeholders to maintain Inter Agency Cooperation links.



Listed below is the district and branches visit according to division;

Division	District/ Province	Branch	Briefing Venue for Stakeholder
North	Labasa/ Macuata	Labasa	Commissioner Northern Office
	Seaqaqa/ Macuata	Seaqaqa	Seaqaqa Arya School
	Savusavu/ Cakaudrove	Savusavu	Provincial Administrations Office
	Tukavesi/Cakaudrove	Savusavu	Tukavesi District Officers Office
	Rabi/ Cakaudrove	Rabi	Rabi Council Office
West	Sigatoka/ Nadroga Navosa	Sigatoka	Provincial Administrator Officer
	Vatimali/ Nadroga Navosa	Sigatoka	Vatimali District Officers Office
	Nadi	Nadi	PA Nadi's Office
	Lautoka	Lautoka	Commissioner Office
	Ba	Ba	PA Ba's Office
	Nadarivatu	Tavua	Nadarivatu District Officers office
	Ra	Rakiraki	PA Ra's Office
Central	Suva	Suva	
East	Lomaiviti	Levuka	Provincial Administrators Office
	Rotuma	Rotuma	Rotuma Hospital

The team were amazed with the response from government departments even though they were busy with back to back events during Climate Change Week and National Disaster Awareness Week.

Find below a table showing the number of those attended the Pre- Cyclone Briefings

PRE- CYCLONE BRIEFING 2017					
Volunteers	Male	Female	Stakeholders	Male	Female
	26	29		38	26
	52	56		39	22
	7	14		14	5
	4	6		0	0
	89	105		91	53
	89	105		91	53

### 1.8. Evacuation Drill

The team conducted a "Community Evacuation Drill" at Wailotua village in Wainibuka, Tailevu. This was the first of its kind after a number of years. The drill was conducted in conjunction with the White Ribbon Day, as an added awareness on prevention of violence against women, girls and boys. With a theme of "living no one behind" the team implemented a joint

action to show case that during a disaster, everyone is to be involved and are taken to safety accordingly in an efficient and effective manner. During the drill, a scenario was created to ensure the urgency of the evacuation plan. One such scenario is evacuating an injured person where the team trained in first aid provided basic First Aid treatment and evacuated the 'casualty' appropriately to the evacuation center while awaiting weather clearance for safe passage to hospital. The village committee made sure that the people with disabilities were also safely evacuated to safety. The drill was viewed as a great success resulting in positive feedback from partners and stakeholders. Some of the comments were;

*"I personally like to thank Wailotua villagers and Fiji Red Cross for the amazing program today. The evacuation drill is an eye opener to me and I recommended Red Cross to continue to have this done in all other communities around Fiji."*

*(Iliseva Biaukula- acting Divisional Women's Interest Officer Eastern, Ministry of Women, Social Welfare and Poverty Alleviation.)*

*"I am so grateful for this opportunity, the evacuation drill not only teaches us how to evacuate effectively during a disaster, but also remind us of our traditional Itaukei way of doing things. This is especially the delegation of task from the Chief to the village headman then to the whole village. This is a system that is now eroding and thank you so much Red Cross for reminding us of our responsibilities" (Eroni- villager)*

### 1.10. Logistic Review

From the learnings of Tropical Cyclone Winston, it was evident that Fiji Red Cross Society is in need of a logistic review to see areas that requires strengthening. The review is needed since we have extended our coverage and reach to the maritime islands. A logistic and warehousing specialist from Asia-Pacific International Federation of Red Cross Crescent Societies (IFRC) Regional office attended to this request and undertook this task in late 2017.

Key drivers of the logistics Review include:

- FRCS Strategic Plan for 2015-2019, focusing on strategic Goal 1 to 'Build Resilient Communities' that identifies the importance of maintaining NFIs to provide immediate assistance to those in need during disasters. Strategic Goal 2 to 'Build a Strong FRCS'
- Reviews and lesson learned activities related to TC Winston was conducted, these findings required improvements to current FRCS logistics services, processes and infrastructure;
- Over 12 months FRCS saw significant changes to the structure and operating procedures;
- The need for FRCS to meet the logistics needs of an increasing number of FRCS programs, projects and branches;
- FRCS increased knowledge of IFRC good-practice logistics standards and procedures;
- FRCS increased awareness of some donor partner logistics (especially procurement) related requirements;
- Need for storage space consolidation, warehouse assessment and improved solutions in disaster preparedness relief item stocks held by FRCS;

- Desire of FRCS to be a leading Red Cross National Society in the Pacific region and will be able to assist other Pacific Red Cross National Societies if requested;
- Opportunities to integrate review findings into revised human resource and organization structure and planned new National Office building design.

The general recommendations of the Logistic review include;

- Initiate logistic centralisation, creating a logistic department, integrating fully procurement, warehousing and fleet related activities, a logistic coordinator position, reinforced with middle management positions (Warehouse, Fleet, and Procurement).
- A complete centralized logistics function is well identified into the FRCS organisation and program reinforcing the coordination among the various unit forming logistics and ease the understanding of the logistics department role in NS therefore reinforce FRCS accountability and compliance in regard to supply chain and spent management.
- Develop a logistics strategy, policy, format and work flows to clarify and communicate logistics services adequately to service users.
- The logistics strategy will be developed to support the following 3 main area:-
  - Disaster Preparedness and Response

- Programs
- Regular Activity (Health, Youth, Family Linked, others...)

The documents will be aligned with the FRCS overall strategy, creating good groundings to advocate to donors for backing of FRCS development as part of the NS development to gain additional support and funding's.

#### 1.11. Supporting Fiji Disable Persons Foundation (FDPF)

Remaining true to the Memorandum of Understanding (MoU) with FDPF the DM team assisted a request from their headquarters with a First Aid Kit. The FDPF was so grateful of the assistance and echoed that a donation as such will certainly have a great impact on a life of a disable person.

#### 1.12. TC Winston WASH Support

The team was involved in the Spring Water protection work. An itinerary was put together for the officer tasked to manage both workloads. We managed to accomplish the northern DPC maintenance as well as the Spring Water-Source Protection project at Dromuninuku, Naweni in Cakaudrove and the Veidrala, Ra Spring Water project.

#### 1.13. Fire Case Response

Fiji Red Cross Society assisted 32 fire cases in the year. Distribution of NFIs to fire victims have helped meet immediate needs

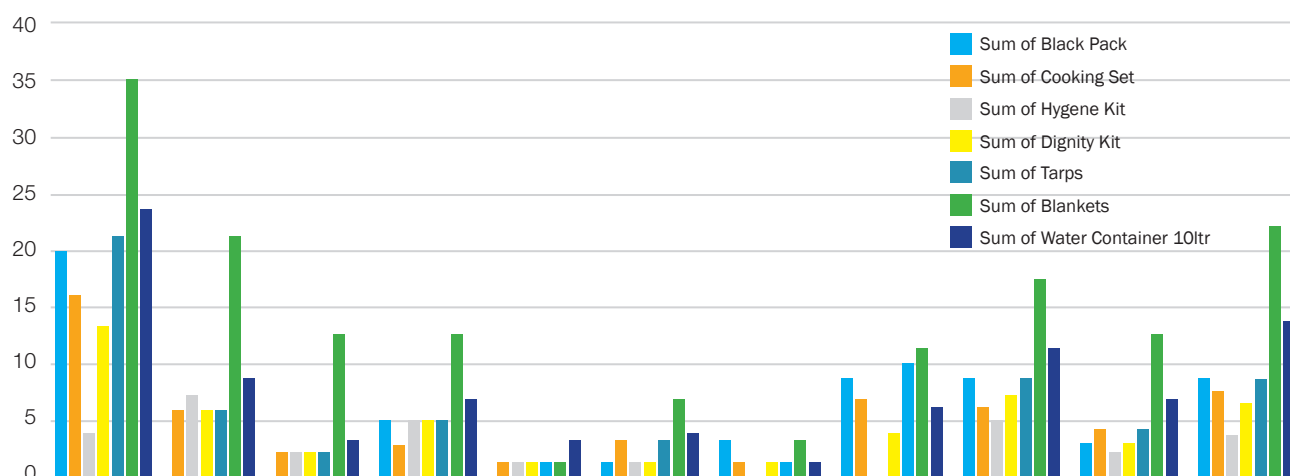
of victims. In order for FRCS to assist, a report of either Police or Fire department is needed to help validate needs. The usual items issued for fire victims when a case is reported are black packs which contain clothes, a cooking set, tarpaulin, water containers, blankets, hygiene kits, dignity kit and two 10 liter water container. The table below indicates distribution of NFI's to families affected by fire.

#### 1.14. Summary of TC Winston Relief and Recovery

The Emergency Plan of Action (EPoA) for the TC Winston international Appeal fund ended in August of 2017. Below is a summary of the outcomes as of July, 2017:

- More than 77,000 people reached (target was 40,000)
- More than 15,400 households reached
- 40,900 people given health and hygiene articles and support
- 2,150 people given access to clean water
- 3,200 people have improved sanitation
- At least 35 core shelters built
- 10 water sources protected
- 370 carpenters
- 230 students receive a new school
- 6,088 people given Psychosocial support
- 104 volunteers trained in Psychosocial support / Psychological First Aid

The table below shows the number of the Non Food Items issued by FRCS to families affected by fire.



# YOUTH REPORT

'Youth play a significant role in the Fiji Red Cross. Two thirds of total volunteers registered in 2017 were youths and the year marked another successful year of implementing youth activities. These included some of the major ones as the execution of the FRCS National Youth Forum, FRCS Youth Commission meetings and Year end Divisional meetings and retreat in the North and West to promote Youth engagement and participation'

## RED CROSS CLUBS:

### Junior Red Cross Clubs

With reestablishment of the program in 2014 the Junior Red Cross Club program was conducted in various schools in Fiji in the years 2014 and 2015, following successful divisional trainings of teachers in 2014. The program boasted a total registration of 107 schools Fiji wide in the year 2014 and JRC teachers continued implementation of the program within their schools. Topics covered through the JRC Clubs in schools are based on FRCS's core programs in Disaster, Health & Care and Safety. The program ran successfully and continues to run in various schools with the help of the Teacher's JRC Guide that was developed in 2011.

Surveys conducted in April of 2015 revealed the program continued to run for 9 branches, out of 15 branches at the time and that these 9 branches all together registered a total of 116 schools, of which 24 schools had teachers that were Red Cross volunteers themselves. The Survey also revealed that of the 9 branches that were running the program, 5 had good formal relationships with their local Education Office whilst 4 branches did not.

While the program has continually been running with JRC teachers carrying out the program in each school, the program is intended to make a comeback in the year 2018 through the divisional teachers training and the revision of its Teacher's guide.

### Club 25

Club 25 over the years have continued to promise potential in FRCS branch work throughout the country with branches



Youth in the Northern Division - Taveuni

continuing to engage volunteers, program communities and the general public with Blood drives in partnership with the Ministry of Health. World Blood Donor Day in this particular regard was held on the 17th of June and was celebrated and hosted by the Society in partnership with the Ministry of Health through the Tavua Branch in Tavua.

The event involved an inter-secondary school Oratory competition at Tavua District Secondary School and drew the attendance of high level dignitaries including the honourable Minister for Health Mrs Rosie Akbar. The event also included Red Cross program awareness via the speech of Health and Care Coordinator Mrs Marica Kepa, FRCS Director General Mr Filipe Nainoca in the evening awards night and the puppet shows that were being carried out by the Lautoka Branch youth volunteers for children and youth during the day.

## YOUTH DEVELOPMENT:

### National Youth Forum

The FRCS National Youth Forum was held in Suva on the 1st to the 2nd of June and was attended by Branch Youth Officers and their youth volunteer assistants.

Forum attendees were mainly from 15 of the 16 Branches of the FRCS specifically Nalawa, Rakiraki, Tavua, Ba, Lautoka, Nadi, Sigatoka, Suva, Levuka, Labasa, Seaqaqa, Savusavu, Taveuni, Rabi and Rotuma Branches, except for Bua Branch, tallying a total of 29 youth volunteers all together.

The forum stands as a platform to aid in the development and engagement of youths in its branches and within its program service deliveries as part of the Society's Strategic Plan 2015 - 2019 to develop youths to be active and effective humanitarians and agents of change, to build towards more resilient communities and a more resilient Fiji. This is also in line with the IFRC strategy 2020 and a step towards ensuring the implementation of the FRCS Youth and Volunteer Policy.

FRCS aspires to also achieving three interconnected indicators of engagement recognised in the IFRC Youth Engagement Strategy which seeks to ensure that Youths are groomed for leadership and agents of change in their different spheres and unique capacities. That they are volunteers themselves, at the forefront of program





Fiji Red Cross Society Volunteers with their Awards and Certificate of Participation during the Youth Forum

service deliveries also ensures that they are direct and active beneficiaries of aid, willing to take on active roles in addressing humanitarian issues. It is the Society's hope to engage and encourage its youth volunteers through the platform of the Youth Forum in these areas to boost its service delivery within the National Society.

The Forum also included the involvement of key stakeholders such as the Ministry of Youth and Sports, the National Youth Council, the Ministry of Industry, Trade and Tourism, the Fiji National University, the Global Leadership Interlink and the Direct Aid Program with the Australian High Commission. Sessions involved a brief of the services and programs carried out by these various agencies and how FRCS youth volunteers can link up with these in order to further their academic and professional experience as Red Cross volunteers and to further enhance their branch capacities in Red Cross service deliveries.

Sessions also primarily included the dissemination of core FRCS Programs in Disaster and Health, a brief on the Society's Strategic Plan, the promotion of humanitarian values and international humanitarian law and a session on financial literacy. Opportunity was also given to youth participants to share their Branch success

stories, out of which 4 branches were further nominated to receive Branch awards on the closing night of the Forum.

These were specifically Labasa branch for the 'Low-cost activity award', for the highest number of Low-cost activities that ran from the TC Winston period to the time of the forum, Tavua Branch for the 'Initiative award' for their continued efforts to initiate their own branch activities without necessarily asking for the assistance of the National Office to see through implementation and execution. Rakiraki Branch for the 'Community award' for having visited the highest number of communities during the TC Winston response period and Lautoka Branch for the 'Creativity award' for maintaining the Red Cross awareness puppet shows in their youth branch activities throughout the years.

The Forum also included a component of the Youth Summit, a biannual event that carries an award presentation component for youth volunteers, specifically the awarding of the National Youth Volunteer award. Nominations were put forward from 7 branches and of the 7 Tavua Branch's Youth Officer Ms Evia Ciriakabola was awarded, through the results of a 3 member interview panel that included the former FRCS Youth Commission Chair, Ms Mere

Nailatikau, former Homes of Hope Officer Mrs Christine Lemau and FRCS's Disaster Management Coordinator Mr Maciu Nokelevu.

#### Youth Volunteerism

Youths account for majority of the volunteers within the FRCS, this being clearly indicated through the collation of data from all 16 branches in the year 2016 and 2017, highlighting that more than a thousand volunteers were registered with the Society by the end of 2017 (i.e. 1,080). More recent data collections of volunteer registrations reveal of that number, 775 are active volunteers, of which 551 are under the age of 35.

Earlier surveys conducted in April of 2015 indicated that youth volunteers make for the majority of those engaged in program service deliveries, specifically for health and safety programs, including direct involvement in National office work. These statistics have rapidly increased to highlight an organization that now boasts a total of 22 youth staff as well, out of the 55 total staff of the Fiji Red Cross. Of these 22 youth staff, a good portion were Red Cross volunteers themselves previously, but are now part of the team that provide services of the Society in all its core program areas of Disaster, Health and Care, Safety and Youth, Climate Change, amongst other newly adopted disaster related programs.

To commemorate the commitment of its youth volunteers and staff, the FRCS Youth program hosted several events throughout the year. One of these events being the Social media campaign launched on August 12th for International Youth Day that involved the participation of 5 branches in the West, mainly Nalawa, Rakiraki, Ba, Lautoka and Nadi, 2 branches in the North, Seaqaqa and Savusavu, 1 branch in the Central East, Suva and 1 Red Cross Maritime office on the Island of Koro. The campaign required the planning and implementation of low-cost activities by youth volunteers for posting on a given schedule on the day on Social media. Hash tags were created specifically for this initiative and can be followed online, these were specifically; #soqosoqotabagone #jawan #FRCS4YouthBuildingPeace.

The Youth program also hosted 2 year-end divisional meetings to celebrate International Volunteer Day. The first event took place in the form of a Youth Camp in Taveuni for the Northern Division, on the 24th and 25th of November, where Taveuni Branch hosted and opened invitations to nearby youth groups in neighbouring communities and to all youth volunteers in other northern branches.

The event saw through the participation of Taveuni, Seaqaqa and Labasa Branch, 3 of the 6 branches in the north, with a total of 10 youth participants all together. Day 1 of the event comprised a brief run through of all FRCS programs, the promotion of humanitarian values and international humanitarian law and Day 2 involved a clean-up from Bucalevu Secondary School to Naqara, in partnership with Health Inspectors of the Ministry of Health in Taveuni, followed by a farewell lunch and picnic for the participants.

The second divisional meet took place in Sigatoka on the 8th and 9th of December for the Western and Central Eastern Division. All branches in both divisions were present for this event, mainly Nalawa, Rakiraki, Tavua, Ba, Lautoka, Nadi, Sigatoka, Suva and Levuka, with a total of 73 youth volunteers. Sigatoka Branch



Evia Cirivakabola Receives National Youth Volunteer Award at the Fiji Red Cross Youth Forum

hosted and the program for the event involved a brief of the youth program the evening of 8th, a walk-a-thon from Laselase village to the Sigatoka Hospital on the morning of the 9th.

Followed by a clean-up at the Sigatoka Hospital compound and of the Sigatoka Branch Disaster preparedness container. Team building exercises and a picnic at Cuvu beach in Sigatoka followed suit. Also given that both these events were low-cost events, youth volunteers came out with a lot of energy and enthusiasm to see through the costs, responsibilities and tasks required for each event, which in turn resulted in their success.

#### YOUTH COMMISSION:

The youth commission continues to carry out its role since its establishment in 2014. With its elected posts still in place the commission is currently comprised of 4 active seats, that of the Chair, Mr Epeli Lesuma, the Northern division representative, Mrs Merewalesi Tudravu, 1 of 2 of the Western division posts, held by Ms Evia Cirivakabola and 1 of the Central Eastern post currently held by Ms Emily Radua.

Since its establishment the commission has undergone various changes to its membership, following the employment of some of its members and the stepping down of others, which have now resulted in the current membership. Two youth commission meetings were held in 2017;

- 22nd April held in Lautoka Branch, attended by Epeli Lesuma, Merewalesi Tudravu, Evia Cirivakabola, Kelera Lewasalato, former Western Commissioner now currently the Vice President of Lautoka Branch, Mate Moce, Lautoka Branch President, Kalioni Taletawa now Volunteer Management Assistant and Youth Coordinator, Niumai Kavoa.
- 22nd September held over a conference call, attended by Epeli Lesuma, Merewalesi Tudravu, Emily Radua, Kalioni Taletawa and Niumai Kavoa

The youth commission also hosted a conference call with all youth officers on 30th September, this was attended by youth officers from 7 branches, mainly Ba, Nadi, Sigatoka, Levuka, Labasa, Seaqaqa and Savusavu. The youth commission through their meetings consult and discuss matters to further enhance the development of youths and volunteers with the National





International Youth Day in Koro

Society. This also involves representing the Society to global Red Cross meetings and to external meetings.

#### REGIONAL AND INTERNATIONAL YOUTH FORUMS:

##### Torchlight March, Solferino Italy

The global torchlight march for all Red Cross and Red Crescent youth volunteers was hosted by the Italian Red Cross and held in Solferino, Italy on the 21st to the 25th of June. Western Youth Commissioner and National Youth Volunteer Award winner, Tavua Branch Youth Officer Ms Evia Cirivakabola represented FRCS to this global event. She also attended representing the FRCS Youth Commission as Fiji stands as one of the steering committee members of the Asia Pacific Youth Network (APYN), given its leading role in the Pacific Youth Network (PYN).

##### Asia Pacific Youth Network Coordination Meeting

Given FRCS's steering committee membership in the Asia Pacific Youth Network (APYN) as a representative of the Pacific Youth Network (PYN). Niumai Kavoa, Youth Coordinator attended the APYN Coordination meeting in Kuala Lumpur, Malaysia from the 3rd to the 6th of July. The meeting objectives involved a review of APYN progress, priorities and action points from its last official meeting



Peni, a youth volunteer giving health advice on Koro Island.



Sigatoka cleanup



in 2015, to better support its members youth development movements for 2017 and beyond. The meeting also included sessions on the whatfutures project, a brief of additional marketing tools to complement Red Cross youth work, and a look at issues around migration globally and within the region.

#### Pacific Climate Futures Youth Forum

FRCS Youth Commission Chair, Epeli Lesuma represented the Society to the Pacific Climate Futures Youth Forum held in Kiribati from the 1st to the 4th of October. Funded by the IFRC and hosted by Kiribati Red Cross Society. The forum was an initiated effort to encourage Youth engagement on climate issues and to reviving the Pacific Youth Network, in the lead up to a planned Pacific Youth Forum in 2018.

#### Global RC Youth Forum, Pacific Leadership Meeting & General Assembly

The FRCS delegation to the General Assembly in Antalya, Turkey had the inclusion of the FRCS Youth Commission Chair, Epeli Lesuma representing the FRCS Youth Commission to the meeting. He was also attending in his capacity as a member of the Pacific Youth Network (PYN) Coordinating/Steering Committee and was one of six representing the PYN. PYN Countries also present at these meetings were Vanuatu, Cook Islands, FSM, New Zealand and Australia. Youth delegates were asked to attend along with their NS Presidents and Secretary Generals to further strengthen the voice of Youth on the global level and to effectively add to the robust discussions of the RCRC movement and the development of their own National Societies. These meetings were held one after the other with the Global RC Youth Forum being held from the 1st to the 4th of November and the Pacific Leadership meeting, followed by the General Assembly were held from the 5th to the 8th of November.



Torch light march in Solferino Italy



FRCS Youth delegate Epeli Lesuma attended the Pacific Climate futures youth forum in Kiribati



Asia Pacific Youth Network Coordination meeting in Kuala Lumpur, Malaysia



Global Red Cross Youth Forum in Turkey

# FIJI RED CROSS RECOVERY AUSTRALIAN RED CROSS (ARC) PROGRAMME

## Project goal

Communities affected by TC Winston recover by building back safely, resiliently, inclusively and healthily, with support from FRCS branches, volunteers and partners

## PROJECT OUTCOMES

1. Communities have developed, implemented and monitored programme activities to address TC Winston recovery vulnerabilities and built resilience with the support of Branch volunteers.
2. FRCS National and Divisional offices have the capacity, ability and resources to support recovery efforts through community and volunteer-led activities which are preparedness focused and risk aware
3. Divisional Service Coordinators have the capacity to support Branches to have effective partnerships that contribute to improved program delivery, strengthening coordination during recovery programming.

This is a brief introduction and summary of the ARC funded TC Winston Recovery Project which is 18 months long and only commenced in November, 2017.

Tropical Cyclone Winston made landfall in Fiji on 20th February 2016. TC Winston killed 44 people, and inflicted significant damage across Fiji, with approximately 40% of the Fiji population being impacted. Fiji Red Cross Society coordinated with Government and other humanitarian agencies throughout the response and into early recovery. Activities included health and hygiene messaging, improving access to clean water and sanitation, core shelter construction, spring water protection, training (e.g. carpenters), school construction, psychosocial support (PSS) and psychological first aid interventions (PFA).

Despite successes across the FRCS intervention under the Emergency Plan of Action (EPoA), data collected, consultations undertaken and reports from staff, volunteers and branches indicate communities affected by the cyclone still remain in the recovery phase. Shelter and water are among the key needs identified, along with broader needs in WASH, health, and livelihoods. To address the high level of vulnerability people are facing, along with the limited resilience to future disasters, FRCS will respond through a Recovery Programme by utilising core expertise in Disaster Management (DM) and Community Based Health and First Aid (CBHFA) which will align with experience gained through its response and early recovery activities (in key Shelter and WASH interventions). This program is specifically designed to reinforce and add value to the integrated program approach that FRCS is strategically pursuing.

By being responsive to recovery needs identified by the community, the program will draw on interrelated sectors in which FRCS is already working (WASH, Shelter, DM and Health), with National Society Development (NSD) underpinning the approach. This ensures a well-rounded, integrated method for recovery – critical for building holistic resilience at the community level with an additional focus on branch development. This links directly to the current roll out of Branch Organisation Capacity Assessment (BOCA) across all 14 FRCS branches, aimed at assessing branch capacity to strengthen service delivery and enhance community engagement.



The approach taken by the society is to target branch development, build capacity and ultimately ensure FRCS can deliver a stronger, more effective programming. The programme will be implemented in these four divisions:

### Eastern: Koro Island

- Tuatua village
- Kade village

### Western: Nalawa

- Vanuakula village
- Nadavacia village

### Northern: Taveuni

- Navakawau village
- Lavena village

### Eastern: Vanuabalavu

- Muamua village
- Boitaci village

# BUILDING RESILIENT COMMUNITIES IN FIJI (BRCF) PROGRAMME

## Project goal

To reduce the vulnerability of communities and increase the capacity of Fiji Red Cross Society to support integrated disaster management.

## PROJECT COMPONENTS

### Outcome 1:

Increased capacity and resilience of target communities in disaster preparedness

### Outcome 2:

Enhanced capacity of the FRCS to deliver community based disaster management programs

### Outcome 3:

FRCS has effective program learning on building resilient communities

## PROJECT ACTIVITIES

### Outcome 1:

#### Baseline Survey:

The baseline training were conducted to all the 16 target sites as an information gathering tool which provides the project an insight on how the community operates before the initial training of Integrated Vulnerability Capacity Assessment is conducted. The training was conducted in Lautoka and Savusavu to cater for the 2 division. Volunteers from targeted communities and the village headman attended the training.

Mr Stuart Bryan from IFRC and Marica Kepa, the health coordinator developed a questionnaire form to further assist the team.

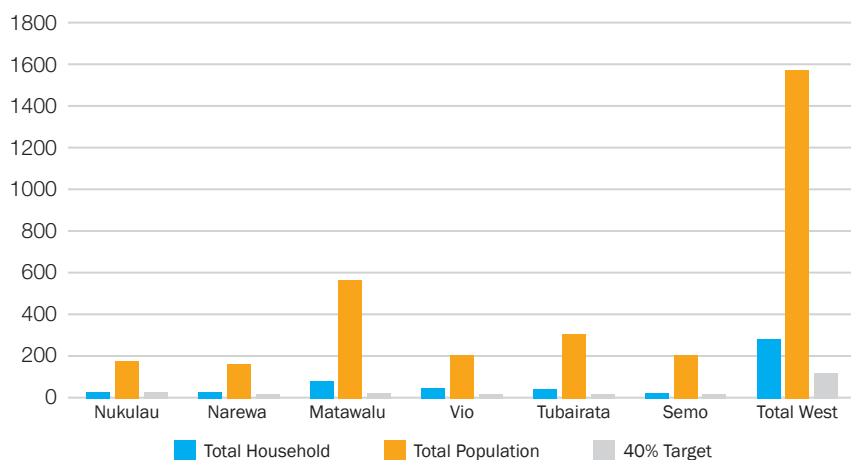
This table reflect the details of the targeted number of household which was 40% as agreed upon during the training.



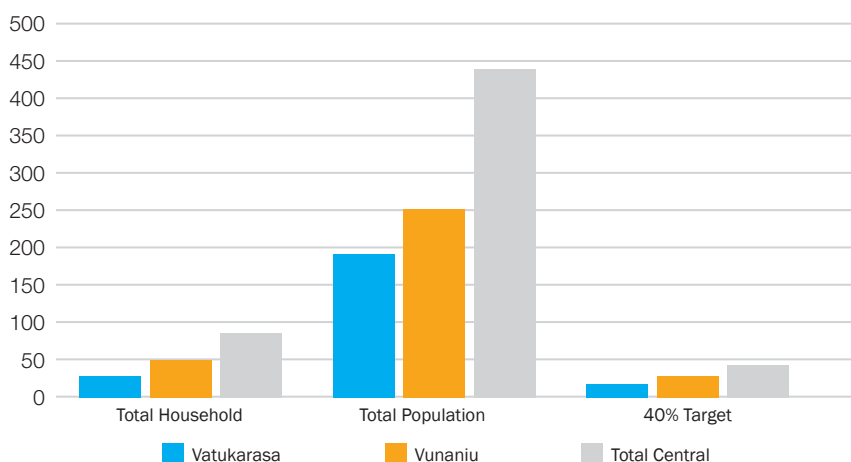
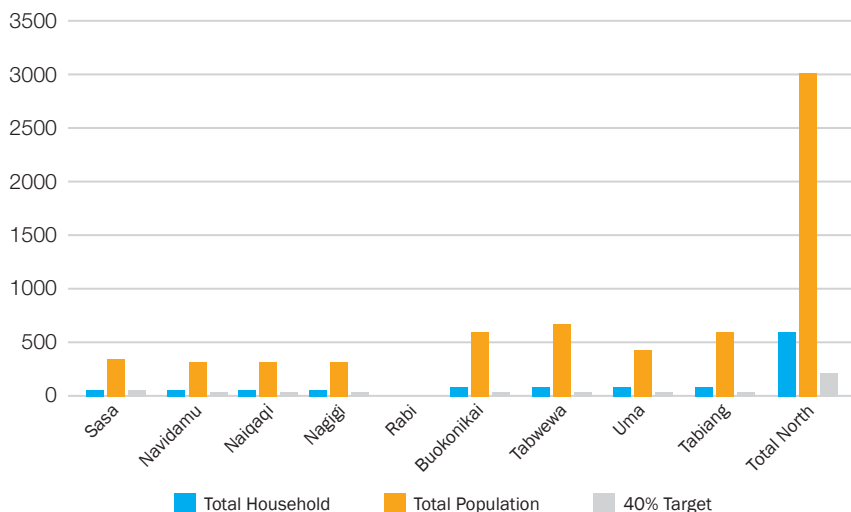
Community Name	Total Household	Total Population	40% Target
Nukulau	43	169	17
Narewa	31	140	12
Matawalu	92	570	36
Vio	42	214	16
Tubairata	60	300	24
Semo	51	190	20
<b>Total West</b>	<b>319</b>	<b>1583</b>	<b>125</b>
Sasa	55	275	22
Navidamu	53	265	21
Naiqaqi	38	190	15
Nagigi	40	200	16
<b>Rabi</b>			
Buokonikai	120	600	48
Tabwewa	128	640	51
Uma	88	440	35
Tabiang	136	690	54
<b>Total North</b>	<b>658</b>	<b>3025</b>	<b>262</b>
Vatukarasa	39	195	15
Vunaniu	50	250	20
<b>Total Central</b>	<b>89</b>	<b>445</b>	<b>35</b>
<b>TOTAL</b>	<b>1066</b>	<b>5053</b>	<b>422</b>



### WEST



### North



### FIELD TEAM TRAINING:

#### Integrated Vulnerability Capacity Assessment Training:

The integrated vulnerability capacity assessment uses various participatory tools to gauge people's exposure to and capacity to resist natural hazards. It is integral part of disaster preparedness and contributes to the creation of community based disaster preparedness programmes at the rural and urban grass root level. This training enables local priorities to be identified and appropriate action taken to reduce disaster risk and assists in the design and development of programmes that are mutually supportive and responsive to the needs of the people most closely concerned.

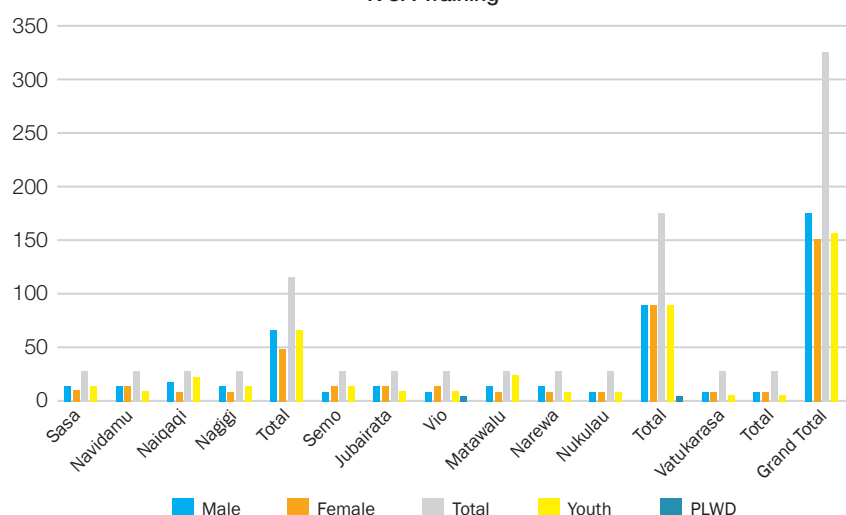
The team conducted the IVCA training for 13 targeted communities in July 2017. The North team were headed by Senior Project Officer Nete Logavatu and supported by Joseva Ravula (GESI Officer), Arthur Simmons (DSC North) and Taniela Nayasi (Savusavu Administrator). The field team were Iloi Rabuli and Merewalesi Ravula from Seaqqa Branch who were specifically trained to facilitate this training and help co facilitate most of the session since it was done in their own dialect.



Branch Organisational Capacity Assessment

Community	Male	Female	Total	Youth	PLWD
Sasa	17	13	30	15	0
Navidamu	15	15	30	10	0
Naiqaqi	20	10	30	25	0
Nagigi	16	11	30	16	0
<b>TOTAL</b>	<b>68</b>	<b>49</b>	<b>120</b>	<b>66</b>	<b>0</b>
Semo	13	17	30	15	0
Jubairata	15	15	30	10	0
Vio	10	20	30	10	1
Matawalu	20	10	30	25	0
Narewa	18	12	30	12	0
Nukulau	15	15	30	15	0
<b>TOTAL</b>	<b>91</b>	<b>89</b>	<b>180</b>	<b>87</b>	<b>1</b>
Vatukarasa	15	15	30	5	0
<b>TOTAL</b>	<b>15</b>	<b>15</b>	<b>30</b>	<b>5</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b>174</b>	<b>153</b>	<b>330</b>	<b>158</b>	<b>1</b>

IVCA Training



#### TARGET COMMUNITIES:

BRANCH	COMMUNITY	PROVINCE
Suva	Vatukarasa	Tailevu
	Narocake	Rewa
Sigatoka	Semo	Nadroga
	Jubairata	Nadroga
Lautoka	Vio Island	Ba
Rakiraki	Narewa	Ra
	Nukulau	Ra
Seaqaqa	Navidamu	Macuata
	Sasa	Macuata
Savusavu	Nagigi	Cakaudrove
	Naiqaqi	Cakaudrove

#### COMMUNITY ACTION PLAN (CAP) IMPLEMENTATION:

At the completion of the integrated vulnerability capacity assessment (IVCA) training in 2017, the community action plan were formulated as part of the objectives of the session for all the target sites. This action plan were crucial as it provides the platform for this mutual relationship to be established between FRCS and the communities in years to come. The cornerstone of this plan was the participatory method that were used where the communities evaluate the risks and identify the solutions to this risks with the support from FRCS and its relevant stakeholders.

#### VIO ISLAND COMMUNITY

Located off the coast of Lautoka city, Vio island is mainly inhabited by iTaukei's, they settled in Vio during the 1950's when the Fiji Sugar Corporation set up its sugar mill in Lautoka. This was mean for permanent employment at the time. Back in the old days, people of Yasawa made frequent stop overs on Vio island to rest before continuing there journey to Lautoka. Over the years, the rest stops became permanent for some where thwy built homes and settled.

This island was identified to the BRCF program at the stakeholder's consultation meeting with government through the District Officer Lautoka Yasawa Ms Ruth E Atu. Vio Island was identified as one of the most vulnerable community in Lautoka. The most intriguing part is that till today, Vio island is a settlement. Therefore the approach will be taken is a slightly different since they don't have a chief but trustees, they do have village headman (turaga ni koro) but it operate just like a normal Fijian village.

The first trip was to conduct a baseline where Vio was used as the trialling ground for baseline training that was done in Lautoka for the western team. The Integrated Vulnerability Capacity Assessment (IVCA) training followed and the formulation of their Community Action Plan (CAP) which provided the platform for us to work from. A lot of changes arose from Vio as project implementation started



Group discussion during the Branch Organisational Capacity Assessment

to roll out. The community saw that this was a reality and provided support. The water project activity commenced when all the community members were involved in the construction phase. Women and children on the setting up of 4 x 10,200litres water tank. This particular activity also provides us with an opportunity to forge a relationship with Ports Authority of Fiji for the first time since they will oversee the supplying of water from Lautoka Wharf to the island when the refilling of the tanks are needed.

Lautoka Branch were very much instrumental on the roll out of this activity in Vio and we take this opportunity to thank the branch for supporting the community through their frequent visit and support. AS we continue to collaborate, Vio is at the centre of all this and as we look back and reflect that this island is in a much better state now than before because of dedication and persistence of staff and volunteers of Fiji Red Cross Society that helped to solve one of the biggest challenge for this community which is water.

Water Management Figure Pre/Post Project							
	Cost per household	Capacity of the drums	# of refills	Cost per day	Cost per week	Cost per annum	Overall cost to the community
Before	1 hh	200litres	3 times in a week	\$2.00 x \$0.50 (Boat fee) = \$2.50	\$2.50 x 3 = \$7.50	\$7.50 x 52 weeks = \$390.00	\$390 x 51 household = \$19890.00
After	1 hh	4 x 10,200litre =40800litres	Twice in a month	\$2.85 x 2 = \$5.70 (month)	\$2.85 (2 weeks)	\$5.70 x 12 months = \$68.40	\$68.40 x 51 household = \$3488.40

#### USAID Field Visit

The USAID officials paid a visit to the communities in the western division on the 5th - 6th of October in which Mr Joseph Curry came being accompanied by USAID Representative here at the US Embassy including Lesu Waqaniburotu (IFRC) and the FRCS team. This trip enable FRCS to showcase the work currently being underway in the community including the branch development component for the target branches.

#### Stakeholders Engagement:

The stakeholder's engagement were conducted with various government

department including non-governmental organisation (NGO). This frequent consultation provides an opportunity for the program to seek technical expertise in areas outside our jurisdiction including establishing long term partnership with these agencies. For the first time, BRCF project establish a partnership with Ports Authority of Fiji in regards to the water project in Vio Island. This partnership enables the implementation of this particular activity to move forward and address one of the biggest need in this community which is water.



## OUTCOME 2:

### Branch Organisation Capacity Assessment Training of Facilitators (BOCA TOF):

In June 2017, 3 staff from Fiji Red Cross Society which include Mr Eseroma Ledua (Manager Operation), Mr Romit Maharaj (Audit and Assurance Officer) and Mr Maciu Bolaitamana (Divisional Service Coordinator West) attended a BOCA training of facilitators that were conducted in the Solomon Islands. A BOCA TOF were then conducted in Fiji as part of their training requirement where FRCS hosted a regional training where New Zealand, Tuvalu, Vanuatu and Fiji attended a 1 week training in Nadave. At the conclusion of the training, 15 staff and volunteers of FRCS were certified as BOCA facilitators with the help of Ms Florencia from the BOCA Hub in Malaysia and IFRC DM team. BOCA Exercise:

The first branch where this exercise was to be trialled in was Labasa branch. A high delegation team from Suva and IFRC travel to the friendly north to be part of the first BOCA exercise to be conducted in Fiji. This team then split into four as outlined in the table below.

Branch	Team
Labasa	Team Leader – Eseroma Ledua, Co- Facilitator – Maciu Bolaitamana, Romit Maharaj, Supported by Lesu Waqaniburotu (IFRC)
Savusavu	Team Leader – Eseroma Ledua, Co-Facilitator – Nete L Tamanitoakula, Support – Sione Natua, Zoya Begg, Amanda Louise Patterson (IFRC)
Seaqaqa	Team Leader – Maciu Bolaitamana, Co Facilitator – Romit Maharaj, Lesu Waqaniburotu (IFRC)
Bua	Team Leader – Romit Maharaj, Co-Facilitator – Arthur Simmons
Taveuni	Team Leader – Maciu Bolaitamana, Co Facilitator – Sione Natua, Mitieli Duvuloco

The BOCA TOF that was held in Nadave Technical Centre allowed us to work with some potential volunteers from the North who have undergone this process and were well versed with it. Volunteers including Sione Natua (Labasa Branch) and Mitieli Duvuloco (Seaqaqa Branch) have the capacity to lead and draw what is needed during the exercise. The team then headed to Sigatoka branch, Nadi branch, Lautoka branch and Rakiraki branch to include them in the BOCA exercise. In conclusion of this exercise, 4 branch action plans were formulated where the branch president signed it off as the document which provided the bases and the baseline information for the branch and BRCF project to work from within a 1 year timeline. The lesson learnt from this initial exercise paved the way forward.

### Lautoka Office Renovation:

The Divisional Service Centre for the Western Division in Lautoka have undergone a major renovation which cost around \$15000.00. This major face lift was desperately needed as we started to embark on decentralise most of the roles down to the divisional level. The new refurbished Lautoka office includes a board room, DSC's room, 3 workstations, breakout area including other amenities which is necessary for a well functioned divisional service centre. These changes will bring about efficiency and increase the productivity at the divisional level.

### Emergency Response Training Support:

The program continue to support the Disaster Management team in this training as stipulated under outcome 2 of the project in building a stronger national society through capacity building its staff and volunteers through the emergency response training. This is crucial training for the society as it prepares our volunteers to be able to response effectively during a disaster in their respective branches by conducting assessment and distribution of non-food items to the affected members of the community. The support was channeled towards the payment of per diem, purchase of maps and other logistic arrangement.

### Purchase of 2 FRCS Vehicle

The project purchased 2 Ford 4 wheel drive vehicles that will be used during this project. It will also assist the society in increasing its fleet and help reduce the cost incurred in hiring rentals during disaster response and program implementation. The handing over of the vehicles was conducted between IFRC CCST Mrs Kathryn Clarkson and FRCS Director General Mr Filipe Nainoca. The vehicles will be handed over to the Society once the project is completed. One of the vehicle will be based in the western division and the other at National Office in Suva.

## OUTCOME 3:

### Barriers:

1. Fijian culture: In some families close body contact is forbidding, this does make administering of First Aid assistance difficult.
2. Attitude of community members: Sharing knowledge is also a barrier depending on the individual. This will remain until mind set is changed.
3. Religious beliefs: The member of the church is integral part of a Fijian society but being part of the church and its values / traditions can be a hindrance to social cohesion.

# HUMAN RESOURCES

## The Human Resources (HR) of Fiji Red Cross Society (FRCS)

The Fiji Red Cross Society Strategic Plan 2015 – 2019, Strategic Goal 2 states, to build a strong Fiji Red Cross Society; “Build a well-structured, learning and sustainable organisation with strong branches that support our people and our programmes”.

The HR portfolio was created in October 2015 which includes management of staff and volunteer issues, legal compliance, policies, recruitment, remuneration and training for a growing organization whilst supporting it to professionalise its operations and recognise the importance of its most valuable asset – its people.

This report is a reflection of our key activities for the year 2017.

### HUMAN RESOURCES MANAGEMENT



The HR team of three, an officer, an assistant is headed by the Director General. The Team is supported by the Senior Management of FRCS.

#### Training and Development

The Human Resources Department is committed to working with the Society in attracting and retaining a top-talented and diverse workforce. The Society provides regular learning and development opportunities, enabling staff to maintain and increase their skills and capability in delivering its objectives. This is evident

through one such program which has been sponsored by the Australian Department of Foreign Affairs and Trade (DFAT). The National Society was so fortunate to secure funding for a training in “Strengthening capability of regional and rural health practitioners to respond to disasters.” This is a fully funded program sponsored by DFAT whereby 15 participants from the Society consisting of staff and volunteers were nominated to undertake this program in 2018. The four week program will be facilitated by the University of Sunshine Coast in Australia.

#### Occupational Health & Safety

In order to ensure that the workplace is a safe environment for all staff and volunteers, the HR Department engaged an OHS Committee within the workforce. The committee’s primary role is to assist FRCS discharge its OHS responsibilities in accordance with the requirements of the Health and Safety at Work Act 1996.

The Occupational Health And Safety at Work Act 1996 is the principal Act set out to provide a legal basis for the health and safety of workers. The Act requires employers to establish a safe and healthy workplace. The Act applies to all work places in Fiji including territorial waters, land and airspace of Fiji, except those workplaces or operations connected with the Mining Act, Quarries Act, Explosives Act and Petroleum (Exploration and Exploitation) Act.

#### Revised Human Resources Manual

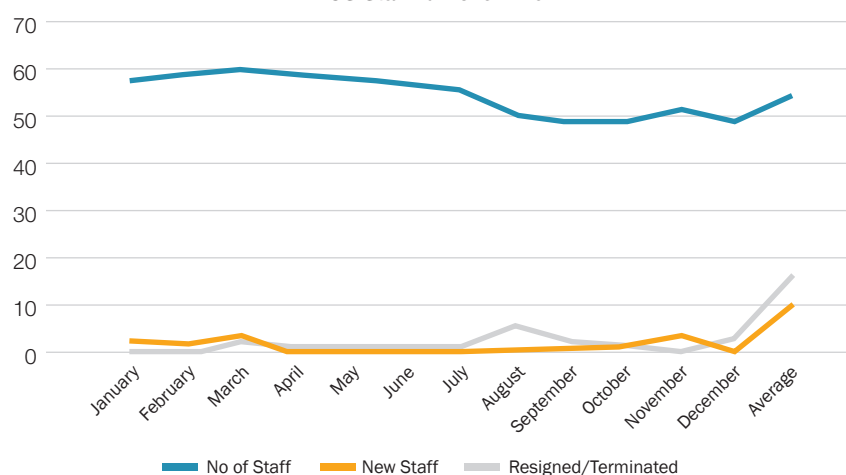
The existing HR Manual has been revised by the HR Committee headed by the HR Team. The revised Manual is currently being reviewed by Governance. It is expected to be approved soon.

## FRCS STAFF MOVEMENT – 2017

The Table/Chart below illustrates the movement in staff for the period ending 31 December, 2017.

Month	No of Staff	New Staff	Resigned/Terminated
January	58	2	0
February	59	1	0
March	60	3	2
April	59	0	1
May	58	0	1
June	57	0	1
July	56	0	1
August	51	0	5
September	49	0	2
October	49	1	1
November	52	3	0
December	50	0	2
Average	54.83	10	16

FRCS Staff Turnover - 2017



## Turnover - 2017

Average Total Employees	54
Average Turnover Percentage	29.63
Average Turnover Percentage is 29.63%	

The staffing numbers gradually decreased towards the end of the year due to the completion of the TC Winston Program.

## THE FUTURE PLANS OF THE HR DEPARTMENT

### Strategic Human Resources Planning

Human Resources planning serves as a link between human resources management and the overall strategic plan of an organization.

The HR Team plans to conduct a strategic planning workshop in 2018 with the management team which aims to identify current and future human resources needs for the organization in order to achieve its goals.



# MARKETING & EVENTS

Over the past year the generosity of our donors ensured that Fiji Red Cross Society was able to deliver the best possible services to the most vulnerable. We are incredibly grateful for the support of every person and cooperates who chose to help make a difference to those who need it most.

Over the past year the generosity of our donors ensured that Fiji Red Cross Society deliver and reached out to the most vulnerable. The organisation has reached out to thousands of people who were affected by Tropical Cyclone Winston and offered its services in the different areas of its operations, from health & hygiene, providing access to clean water, conducting trainings of carpenters, building of core shelters and schools are just but a few of the important work we do.

The Fiji Red Cross Society are extremely grateful for the support it received from all. The Society recognises the important contribution from our donors as a means of enabling us to assist the most vulnerable through the core program areas of FRCS which are Disaster, Health and Care, Safety, Youth and the promotion of Humanitarian Laws and Values.

Our valued corporate partners continued to be a cornerstone in supporting us through our activities, fundraising and pro bono support. We look forward to developing these partnership in the future and finding new ways to work together and strengthen this relationship.

The wonderful work of our volunteers and community involvement was a key to the success of the Annual National Appeal in November, 2017. During the week long appeal, donations were also open to corporate organisations. Fiji Red Cross, through these donations, was able to assist people in times of disaster and most importantly help the vulnerable.



Tourists also join the FRCS team to celebrate World Red Cross Day



National appeal 2017 in Suva

# INTERNATIONAL HUMANITARIAN LAW, VALUES AND FUNDAMENTAL PRINCIPLES

Increase understanding and adherence to International Humanitarian Law (IHL) and humanitarian principles

International Humanitarian Law (IHL) lies at the very heart of the Red Cross/ Red Crescent (RCRC) Movement and the Fundamental Principles which govern all our actions and protects everyone, regardless of race, gender, religion, nationality, political persuasion, culture or socio-economic status.

The IHL and Humanitarian Values programme seeks to maintain and increase the awareness and understanding of our volunteers, partners and stakeholders through:

1. The components, roles and emblems of the RCRC Movement and within this, the Fiji Red Cross Society (FRCS)
2. The Seven Fundamental Principles
3. IHL (the four Geneva Conventions and three additional protocols)
4. Humanitarian Values

IHL is a body of international treaties that seeks to protect people affected by armed conflict and limits the methods and means of warfare. The International Committee of the Red Cross and the Movement play

a specific role in these treaties. Thus it is the duty of all members of the RCRC Movement to increase awareness of IHL – or the ‘Law of Armed Conflict’ – during times of peace.

## FIJI RED CROSS – IHL PROGRAMME

Disseminating information about IHL is an important element of all FRCS trainings which take place at national or district level and in all community based programmes. Throughout 2017, Disaster Management, Health & Care, Safety and Youth programmes continued to systematically include the IHL programme at the beginning of all training programmes, with dissemination for 10 to 15 minutes. Sharing this information ensures that all course participants are fully aware of IHL, the Fundamental Principles and Red Cross Humanitarian Values. By having such dissemination at the beginning of each training session, a consistent method for the delivery of our programmes is assured. Also, the work and emblems of the Movement are recognized and respected at all times and the mandate of and role of the Fiji Red Cross Society is understood.

Dissemination of IHL and the Fundamental Principles also continued through 2017 via the publication and information, education and communication materials that are provided for communities and schools that participate in Fiji Red Cross activities and programmes. These include:

- A wallet sized card with the seven Fundamental Principles and respect the sign message
- The story of an idea comic book
- Translated posters of the seven Fundamental Principles in Fijian, English and Hindi
- An animated DVD on the history of the Red Cross
- Respect these emblems portable banners
- An IHL leaflet

# BRANCH EXECUTIVES



LABASA BRANCH PRESIDENT  
Senimili Raura



LAUTOKA BRANCH PRESIDENT  
Mate Moce



LEVUKA BRANCH PRESIDENT  
Praticia Wong



NADI BRANCH PRESIDENT  
Titilia Valentine



NALAWA BRANCH PRESIDENT  
Joe Singh



RABI BRANCH PRESIDENT  
Teatu Rewi



SIGATOKA BRANCH PRESIDENT  
Nemani Camaivuna



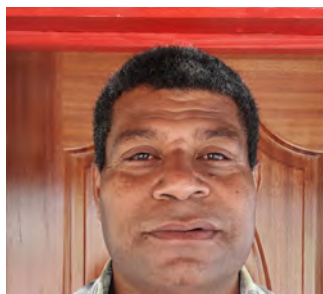
SUVA BRANCH PRESIDENT  
Bulou Elenoa



TAVEUNI BRANCH PRESIDENT  
Marica Mara



BUA BRANCH PRESIDENT  
Rameshwar Prasad



RAKIRAKI BRANCH PRESIDENT  
Popiliu Nawadranu



TAVUA BRANCH PRESIDENT  
Rajendra Rahglu



## BRANCH SECRETARIES

Branch	Name
Ba	Louisa Doughty
Bua	Mr. Amrit Lal
Labasa	Ms. Lusiana Ledua
Lautoka	Mrs. Fiu Fabiano Khan
Levuka	Paul Wong
Nadi	Mr. Biu Waqaniburotu
Nalawa	Mr. Rajeev Rajneel Kumar
Rabi	Mr. Taneri Tabuariki
Rakiraki	Ms. Filise Vulavou
Savusavu	Ms. Teresia Nayasi
Seaqaqa	Mr. Aloesi Laulevu
Sigatoka	Mrs. Makelesi Laqai
Suva	Mr. Nacanieli Tuilevuka
Taveuni	Ms. Anita McGoon
Tavua	Mr. Rishita Devi

## BRANCH TREASURERS

Branch	Name
Ba	Chalin Mar
Bua	Mr. Jag Lal
Labasa	Ms. Adi Asenaca Katonivualiku
Lautoka	Ms. Luisa Ana
Levuka	Ms. Seruwaia Beci
Nadi	Mr. Buli Tamanivalu
Nalawa	Mr. Ronald Rabir Nand
Rabi	Mr. Motetira Eri
Rakiraki	Mrs. Urmila Prasad
Savusavu	Ms. Asenaca Manalovo
Seaqaqa	Mr. Namit Chand
Sigatoka	Mr. Jone Naloma
Suva	Mr. Satish Narayan
Taveuni	Ashneel Naicker
Tavua	Mr. Ravinesh Prasad



Evacuation Drill in Seaqaqa



Volunteers cleanup campaign at the labasa branch

# GRASS-ROOTS SERVICE DELIVERY

## NORTHERN BRANCHES

This is a synopsis of a programmatic branch feedback and observation of the Northern Divisional team which demonstrates the power of volunteers. By December 2017, a total of 1,080 volunteers were registered by all 16 branches of the FRCS of which 67% are youths or aged below 35 years.

“Volunteers are not paid –not because they are worthless—but because they are priceless.” Unknown

Fiji Red Cross Society has grown in leaps and bounds. Never before in the history of the Society has there been anything like it. Not only have we grown in the volume and scope of work but also in the quality of work. This unprecedented growth has churned out a new breed of volunteers who have been the catalysts within branches. The Branch Organisation Capacity Assessment (BOCA) exercise identified key areas that branches needed to address in order to improve service delivery.

Following is a brief of what the branches have done.

### Labasa

From the word “go”, they have set the pace for other branches to follow. The strength of the branch is founded upon sound leadership combined with close support from the branch executives and volunteers. Activities conducted during the year included volunteer drives, volunteer orientations, visiting vulnerable communities for awareness sessions and working with the Ministry of Health in health screenings and community visits. During the Christmas Season, they sang Christmas Carols in the Labasa Hospital Wards to in-patients and

staff. The sports stand-by team was in big demand to provide their services during sports events and other functions. Their reputation as competent First Aiders led to Fiji Rugby Union acquiring their expertise for provincial matches.

The branch executives recognized the need to be trained in their roles and responsibilities. Therefore a week-end executive retreat was held with the Divisional Service Centre (DSC) North and Health Officer North conducting training in key areas.

Labasa branch looks after the villages of Kilikoso, Wasavulu and Dogoru and continue to assist and monitor their activities.

### Seaqaqa

The volunteers continue to rise above and beyond the challenges faced in the region of Seaqaqa. They work closely with the targeted villages of Navidamu and Sasa and Indo-Fijian community of Vunivutu. These volunteers have taken the lead role in visiting these communities and conducting Assessments Integrated Vulnerability and Capacity Assessment (IVCA) to determine what steps need to be taken to minimize risks and identify capacities with the communities. Volunteers also work closely with stakeholders such as the District Office and Ministry of Health. A volunteer orientation was held to give volunteers a better understanding of what Red Cross was about and what was expected of them. The volunteers are thankful that they now have an office that they can work from.

### Bua

The Province of Bua covers a large area with villages and communities scattered in



National appeal week in Labasa

largely remote areas. This has prompted the branch executives to conduct volunteer drives in some of these communities. Newly recruited volunteers have attended a couple of workshops such as the BOCA exercise. The outcomes of this exercise have since been addressed. The Indo-Fijian community of Tiritiri has setup an early warning system to be used in the event of an emergency. Now the branch has a new office to work from which is situated at the Nabouwalu Hospital compound.

### Savusavu

The branch works very closely with the targeted communities of Waivunia, Nabalebale, Nagigi and Naiqaqi villages. All these villages have undergone the IVCA to determine what needs to be done there. Projects such as the installation of 10,000 liters of water tanks have been completed. Nabalebale village has put footpaths in the





FRCS branch representatives during the 2017 National Youth Forum

village to enable villagers to move around without fear of slipping and sliding in the muddy conditions. The branch is now complemented with a brand new office.

#### Taveuni

The branch was going through a period of decline when a new branch president in the form of a bank manager appeared on the scene. Her managerial skills helped in the revival and reformation of the branch. The BOCA exercise identified key areas that needed to be addressed. This led to Taveuni branch pioneering the first ever Youth Camp that was attended by volunteers from Labasa, Seaqaqa and Taveuni. The facilitators included Youth Coordinator, Ms Niumai Kavoa; Volunteer Management Officer, Mr Kalioni Taletawa; Recovery Officer, Mr Sione Natua and DSC North.

#### Rabi

The one-island approach works well for Rabi Island. The four villages of Nuku, Uma, Tabiang and Bokanikai each have their own sub-branch. This ensures that coverage is maintained and quicker response in times of disasters. A disaster container is now strategically placed close to the Rabi Council building. The building of the new office is a great help as volunteers now have a base to work from.

The only ongoing means of income for the branch is the hiring of wheel-barrows.

#### WESTERN BRANCHES

"In this life we cannot always do great things, but we can do small things with great love." Mother Theresa

2017 has been a year of steady growth for the seven branches in the division.

But the year more or less started for the branches as the TC Winston recovery response came to a halt between the June/July window.

This was when a branch self-assessment tool called BOCA was introduced and since then covered 14 Branches around the country including the seven Western branches.

Apart from the BOCA roll out and the findings that has spurred a widespread interest among the branches on the way forward, perhaps a highlight for the Division was when its two admin officers; Seruvuama Sevutia and Sharin Prakash (Rakiraki and Tavua) were invited to be part of a capacity building exercise in Port Vila, Vanuatu for a week.

The pair have lived up to the expectations lauded on them and have been a welcome injection to the work they do in their respective branches.

Another highlight worth mentioning is the DSC West being part of a BOCA training

and facilitation process in the Solomon Islands alongside Operations Manager Eseroma Ledua and Internal Auditor Romit Maharaj.

The BOCA process proceeded in Fiji and saw a training of facilitators and ultimately a BOCA analysis which now births the recommendations for the way forward for the National Society in the area of branch development.

DSC West also returned to the Solomon Islands to co-facilitate the BOCA analysis for the Solomon Islands Red Cross Society.

This is an indication of the capacity within the FRCS to be able to deploy its staff in the three personnel to work with the IFRC in the Branch Development (BD) field.

Branch Development in the Division is expected to pick up in 2018 thanks to the solid ground work set in 2017 with the support of programs and the direction that is spearheaded by the Director General of FRCS.

Below is a brief summary of how 2017 has been for the Western branches.

#### Lautoka

Lautoka has always been the ideal branch when it comes to activity planning and implementation. Blessed with an army of committed volunteers, the branch has been



an elusive humanitarian actor in its locality with the numerous activities it has engaged itself in. Testament to this, the branch was invited by government to be part of its numerous divisional roadshows. Also as a way of rewarding the branch volunteers for its hard work, the Northern Club invited the branch to exhibit at its annual Melbourne Cup week which saw hefty monetary proceeds going towards the branch coffers for its efforts.

The branch has also been working on crossing off key findings from its BOCA self exercise plan of action paving the way for a rejuvenated branch in 2018 and 2019.

### Nadi

2017 for the Jet-Set branch has been one of self-reflection and determination. Thanks to the able leadership of madam president Titilia Valentine, the branch continues to show promise in the calibre of volunteers it attracts and is a telling sign of the future that it beholds and it so dearly strives for. Key volunteers that have been a shining example for the branch include BOCA facilitator and first aid volunteer Josua Koroisavou who has also alternates as branch admin officer. This year it has been working with programs in reaching out to Matavouvou community.

### Sigatoka

Sigatoka is a branch that has been instrumental in working with our Programs team in rolling out its projects in Jubairata, Laselase, Semo and Lomawai. The capacity in the volunteer ranks is one that the Divisional Office always looks to, to fulfil the needs of their programs. The commitment of the volunteers is something that should augur well with National Office's plans of harnessing branch development in the coming year.

### Ba

Ba Branch has been an integral player in seeing that the core shelter operation Post TC Winston period in its jurisdiction was effectively rolled out. This is a sign of the capacity that lies within the branch. The branch has carried out a number of resource mobilisation activities that's seen its coffers build to unprecedented levels.



Lautoka branch volunteers distributing relief items to communities in the western division

Now with the BOCA self-assessment exercise generating a Plan of Action (PoA), the only way for the branch is up.

### Tavua

2017 has seen Tavua reflect the resource and capacities it has within its reach when it organised its own Emergency Response Training. The Team invited the National Office's Disaster Management team to overlook the process, which was hailed a success. Also Tavua has been the leading Branch in the division in its work with the National Blood Drive initiative walking away with a number of awards and accolades from the Ministry of Health for its efforts last year. On a national scale, the achievement weighs heavy on the quality of leadership in the ranks equally with a committed army of volunteers.

### Rakiraki

Rakiraki has been the stellar of operations in the Ra province in 2017. The branch has proven to be a force to reckon with its service delivery when it comes to working with programs. The branch volunteers have been working with villages in its jurisdiction

namely Narewa, Vatukacevaceva, Veidrala and Nokonoko. With the BOCA PoA out and the branch now working on its low cost activities, the 2018 season can only be better!

### Nalawa

Nalawa is a branch that is slowly working its way back after the remnants of TC Winston. The completion of Vunikavikaloa Arya Primary School has been the mainstay in attracting committed quality volunteers in its ranks. The branch has been working closely with programs in its communities in Nukulau and Vunikavikaloa. Now with programs working with two more communities in the district, the branch has the potential to grow in its partnership with stakeholders and private sector in the region. Also with the completion of the BOCA PoA, 2018 looks promising for the Branch.

*"Never worry about the numbers, Help one person at a time and always start with the person nearest to you!"*  
Mother Theresa

# INTERNATIONAL CO-OPERATION

## Leap Training

The Leap Training was held from the 4th to the 18th of March 2018 in Melbourne, Australia. Disaster Coordinator Maciu Nokelevu and Senior Project Management Officer BRCF Nete Logavatu attended and participated in the training as FRCS representatives. The training aimed to equip program staff and management from selected partnering National Societies with a range of skills so they can effectively lead and manage programs and service delivery (covering disaster management to development programs). The secondary focus is to foster a culture of learning and knowledge exchange throughout the Red Cross Red Crescent Movement through peer to peer exchange.

## Torchlight March, Solferino Italy

The global torchlight march for all Red Cross and Red Crescent youth volunteers was hosted by the Italian Red Cross and held in Solferino, Italy on the 21st to the 25th of June. Western Youth Commissioner and National Youth Volunteer Award winner, Tavua Branch Youth Officer Ms Evia Cirivakabola represented FRCS to this global event. She also attended representing the FRCS Youth Commission as Fiji stands as one of the steering committee members of the Asia Pacific Youth Network (APYN), given its leading role in the Pacific Youth Network (PYN).

## Asia Pacific Youth Network Coordination Meeting

Given FRCS's steering committee membership in the APYN as a representative of the PYN. Niumai Kavoa, Youth Coordinator attended the APYN Coordination meeting in Kuala Lumpur, Malaysia from the 3rd to the 6th of July. The meeting objectives involved a review



Fiji Red Cross Society representatives during the IFRC General Assembly in Turkey

of APYN progress, priorities and action points from its last official meeting in 2015, to better support its members youth development movements for 2017 and beyond. The meeting also included sessions on the whatfutures project, a brief of additional marketing tools to complement Red Cross youth work, and a look at issues around migration globally and within the region.

## Pacific Climate Futures Youth Forum

FRCS Youth Commission Chair, Epeli Lesuma represented the Society to the Pacific Climate Futures Youth Forum held in Kiribati from the 1st to the 4th of October. This was funded by the IFRC and hosted by Kiribati Red Cross Society. The forum was an initiated effort to encourage youth engagement on climate issues and

to reviving the PYN, in the lead up to a planned Pacific Youth Forum in 2018.

## Global RC Youth Forum, Pacific Leadership Meeting & General Assembly

The FRCS delegation to the General Assembly in Antalya, Turkey had the inclusion of the FRCS Youth Commission Chair, Epeli Lesuma representing the FRCS Youth Commission to the meeting. He was also attending in his capacity as a member of the PYN Coordinating/Steering Committee and was one of six representatives. PYN countries also present at these meetings were Vanuatu, Cook Islands, FSM, New Zealand and Australia. Youth delegates were asked to attend along with their NS presidents and secretary generals to further strengthen the voice of youth on the global level and to effectively





IFRC General Assembly delegates

add to the robust discussions of the RCRC movement and the development of their own National Societies. These meetings were held one after the other with the Global RC Youth Forum being held from the 1st to the 4th of November and the Pacific Leadership meeting, followed by the General Assembly which was held from the 5th - 8th of November.

### 21ST IFRC GENERAL ASSEMBLY

The 21st General Assembly of the International Federation of Red Cross and Red Crescent Societies was held in Antalya, Turkey from the 20 – 22 November, 2017.

This year's conference marked another milestone for the Fiji Red Cross Society. FRCS submitted its candidature for re-election for regional representation in the board prior to attendance of the General Assembly.

Fiji Red Cross was unanimously elected by the Oceania sub region and was elected to the governing board in 2013 and has served the International Federation well in our first term.

During the last 4 years of our membership of the governing board, FRCS has advocated strongly on the issues that concern many small and geographically vulnerable National Societies, particularly on Disaster Risk Reduction (DRR), youth, good governance for the building of stronger national societies and the impacts of climate change and its consequences on vulnerable communities.



Fiji Red Cross Society representatives during the IFRC General Assembly

The Fiji Red Cross Society congratulates Mr Francesco Rocca of the Italian Red Cross as the newly appointed President of the International Federation of the Red Cross and Red Crescent Societies. Mr Rocca was elected by 178 National Red Cross and Red Crescent Societies at the IFRC General Assembly in Antalya, Turkey. With 188 national societies in attendance, the Fiji Red Cross Society proudly marked its place on the world map of the Red Cross Red Crescent family as its President, Mr Wylie Clarke was re-elected to the IFRC governing board.

Mr Clarke is passionate about the Red Cross and has the determination to voice our regional concerns, with the simple desire to advance our interests at an international level through the governing board. He firmly believes that we share many of the same aspirations, interests and concerns, which can be effectively brought forward through cooperation in our global movement.



# FIJI RED CROSS SOCIETY FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2017

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Members of the Finance Commission  
(Left to Right): Filipe Nainoca, Raziya Saiyed, Brett Hooker, Josephine Yee Joy, Digby Bosley



## FIJI RED CROSS SOCIETY STATEMENT BY THE NATIONAL BOARD

On behalf of the National Board of Fiji Red Cross Society ('the Society'), we state that in our opinion the accompanying financial statements of the Society, set out on pages 47 to 57 are drawn up so as to present fairly the state of affairs of the Society as at 31 December 2017 and the results of the Society, its changes in funds and its cash flows for the year then ended.

### Society members

The names of the Society's members in office during the year and up to the date of this report are:

#### Society members

William Clarke (Chairman)

Josephine Yee Joy

Vinod Patel

Lakhan Kumar

Sala Toganivalu Lesuma

Meliki Tuinamuana

Praveen Naidu

Epeli Lesuma

Filipe Nainoca - Director General, Ex-Officio

Francis Chung

#### Appointed

23rd May 2015

26th June 2013

31st May 2014

23rd May 2015

9th July 2016

9th July 2016

9th July 2016

18th August 2016

1st June 2012

3rd June 2017

#### Resigned

3rd June 2017

Dated at Suva this 15<sup>th</sup> day of May 2018.

Signed in accordance with a resolution of the National Board.

William Clarke  
President

Francis Chung  
Treasurer

## Independent auditor's report to the members of Fiji Red Cross Society

### Report on the Audit of the Financial Statements

#### Opinion

We have audited the accompanying financial statements of Fiji Red Cross Society ("the Society") which comprise the statement of financial position as at 31 December 2017, the statements of income, changes in funds and cash flows for the year then ended, and notes, comprising significant accounting policies and other explanatory information as set out in notes 1 to 23.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report the accompanying financial statements give a true and fair view of the financial position of the Society as at 31 December 2017, and of its financial performance and its cash flows for the year then ended in accordance with the International Financial Reporting Standards for Small and Medium-sized Entities (IFRS for SMEs).

#### Basis for Qualified Opinion

Income from sources other than specific grants, donation – disaster relief stock replenishment, rental income, sale of inventory and amortization of deferred income, are significant sources of revenue for the Society. The Society has determined that it is impracticable to establish sufficient controls over the collection of these revenues prior to entry into its financial records.

Accordingly, as the evidence available to us regarding revenue from these sources was limited, our audit procedures with respect to income from sources other than specific grants had to be restricted to the amounts recorded in the financial records. We therefore are unable to express an opinion whether income from sources other than specific grants, donation – disaster relief stock replenishment, rental income, sale of inventory and amortization of deferred income is complete.

We conducted our audit in accordance with International Standards on Auditing (ISAs). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Society in accordance with the ethical requirements that are relevant to our audit of the financial statements and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

#### Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is 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 management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Society's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Society or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Society's financial reporting process.



## Independent auditor's report to the members of Fiji Red Cross Society (continued)

### Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with International Standards on Auditing (ISAs) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Society's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Society's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Society to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

KPMG  
KPMG  
15 May, 2018  
Suva, Fiji

  
Steve Nutley, Partner

**FIJI RED CROSS SOCIETY**  
**STATEMENT OF INCOME**  
**For the year ended 31 December 2017**

	Note	2017	2016
		\$	\$
Revenue	2	4,255,399	5,197,934
Cost of sales		(97,789)	(77,406)
<b>Gross Profit</b>		<b>4,157,610</b>	<b>5,120,528</b>
Other income	3	268,530	174,061
Administrative expenses	4	(30,558)	(19,316)
Other expenses	6	(4,566,259)	(5,429,303)
<b>Results from operating activities</b>		<b>(170,677)</b>	<b>(154,030)</b>
Finance income	7	133,334	116,532
<b>Deficit before tax</b>		<b>(37,343)</b>	<b>(37,498)</b>
Income tax expense	I (i)	-	-
<b>Deficit for the year</b>		<b>(37,343)</b>	<b>(37,498)</b>

The statement of income is to be read in conjunction with the notes to and forming part of the financial statements set out on pages 51 to 57.



**FIJI RED CROSS SOCIETY**  
**STATEMENT OF CHANGES IN FUNDS**  
**For the year ended 31 December 2017**

	2017	2016
	\$	\$
<b>General and admin fund</b>		
Balance at the beginning of the year	521,606	559,105
Deficit of income over expenditure	(37,343)	(37,498)
<b>Balance at the end of the year</b>	<b>484,263</b>	<b>521,607</b>
<b>Disaster relief fund</b>		
Balance at the beginning of the year	3,453,058	3,453,058
Surplus of income over expenditure	-	-
<b>Balance at the end of the year</b>	<b>3,453,058</b>	<b>3,453,058</b>
<b>Capital reserve</b>		
Balance at the beginning of the year	139,999	139,999
<b>Balance at the end of the year</b>	<b>139,999</b>	<b>139,999</b>

The statement of changes in funds is to be read in conjunction with the notes to and forming part of the financial statements set out on pages 51 to 57.



**FIJI RED CROSS SOCIETY**  
**STATEMENT OF FINANCIAL POSITION**  
**As at 31 December 2017**

	Notes	2017	2016
		\$	\$
<b>Current assets</b>			
Cash and cash equivalents		666,731	1,370,388
Term deposits	9	4,249,267	4,607,887
Trade receivables	10	420,149	1,701,497
Inventories	11	272,305	177,258
Other assets	12	7,132	8,886
Other receivables	13	57,718	55,629
<b>Total current assets</b>		<b>5,673,302</b>	<b>7,921,545</b>
<b>Non-current assets</b>			
Property, plant and equipment	14	724,522	522,139
<b>Total non-current assets</b>		<b>724,522</b>	<b>522,139</b>
<b>Total assets</b>		<b>6,397,824</b>	<b>8,443,684</b>
<b>Current liabilities</b>			
Trade and other payables	15	106,823	558,275
Project advances	16	1,767,612	3,494,130
Deferred income - donated assets	17	108,377	77,514
Employee entitlements	18	34,639	37,826
<b>Total current liabilities</b>		<b>2,017,451</b>	<b>4,167,745</b>
<b>Non current liabilities</b>			
Deferred income - donated assets	17	303,053	161,275
<b>Total non-current liabilities</b>		<b>303,053</b>	<b>161,275</b>
<b>Total liabilities</b>		<b>2,320,504</b>	<b>4,329,020</b>
<b>Net assets</b>		<b>4,077,320</b>	<b>4,114,664</b>
<b>Society's funds</b>			
General and admin fund		484,263	521,607
Disaster relief fund		3,453,058	3,453,058
		3,937,321	3,974,665
<b>Capital reserve</b>	8	<b>139,999</b>	<b>139,999</b>
		<b>4,077,320</b>	<b>4,114,664</b>

The statement of changes in funds is to be read in conjunction with the notes to and forming part of the financial statements set out on pages 51 to 57.



**FIJI RED CROSS SOCIETY**  
**STATEMENT OF CASH FLOWS**  
**For the year ended 31 December 2017**

	2017	2016
	\$	\$
<b>Cash flows from operating activities</b>		
Cash receipts from donors and customers	3,911,800	5,699,250
Cash payments to suppliers and employees	(5,111,914)	(4,976,745)
Interest received	116,937	122,657
<b>Net cash (used in)/from operating activities</b>	<b>(1,083,177)</b>	<b>845,162</b>
<b>Cash flows from investing activities</b>		
Net investments in term deposits	358,620	275,428
Payments for property plant and equipment acquired	(43,000)	(1,032)
Proceeds from sale of plant and equipment	63,900	-
<b>Net cash from investing activities</b>	<b>379,520</b>	<b>274,396</b>
<b>Net increase /(decrease) in cash and cash equivalents</b>	<b>(703,657)</b>	<b>1,119,558</b>
Cash and cash equivalents at beginning of year	1,370,388	250,830
<b>Cash and cash equivalents at end of year</b>	<b>666,731</b>	<b>1,370,388</b>

The statement of changes in funds is to be read in conjunction with the notes to and forming part of the financial statements set out on pages 51 to 57.

# FIJI RED CROSS SOCIETY

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS

### For the year ended 31 December 2017

#### 1 Summary of significant accounting policies

##### General information

Fiji Red Cross Society ("the Society") is a Society domiciled in Fiji. The financial statements were authorised for issue by the National Board on 15th May, 2018.

Set out below is a summary of the significant accounting policies adopted by the Society in the preparation of the financial statements.

##### (a) Basis of preparation and accounting policies

The financial statements have been prepared in accordance with the International Financial Reporting Standard for Small and Medium-sized Entities (IFRS for SMEs) as issued by the International Accounting Standards Board. The financial statements are presented in Fiji Dollars, which is the Society's functional currency and have been 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 are consistent with those of the previous year.

##### (b) Cash and cash equivalents

Cash and cash equivalents comprises of cash on hand and at bank.

##### (c) Foreign currency transactions

Foreign currency transactions are translated to Fiji dollars at the rates of exchange ruling at the date of transactions. Amounts receivable and payable by the Society at balance date in foreign currencies are converted to Fiji dollars at the rates of exchange ruling at that date.

Foreign exchange differences arising on translation are recognised in profit or loss.

##### (d) Trade and other receivables

Trade and other receivables are stated at their amortised cost less allowance for impairment losses. The collectability of debts is assessed at balance date and specific allowance is made for any impairment.

##### (e) Term deposits

Term deposits with financial institutions are measured at amortised cost. Interest income is recognised in profit or loss using the effective interest method.

##### (f) Inventories

The Society holds inventories of donated items from various organisations as well as purchased inventories. Purchased inventories, which comprise medical welfare and safety inventories, are recorded at the lower of cost and net realisable value. Cost has been assigned to inventory quantities on hand at balance date using the weighted average cost method.

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

###### (i) Acquisition

Property, plant and equipment are measured at cost less accumulated depreciation and impairment losses.

###### (ii) Depreciation

Property, plant and equipment are depreciated over their estimated useful lives. The straight line method of depreciation is used and depreciation rates have been applied as follows:

Rate	
Building	2.5%-10%
Furniture, fittings and equipment	10%-33.33%
Motor Vehicles	20%

Freehold land is not depreciated.



## **FIJI RED CROSS SOCIETY**

### **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**

#### **For the year ended 31 December 2017 (cont'd)**

#### **1 Summary of significant accounting policies (continued)**

##### **(g) Property, plant and equipment (continued)**

###### **(iii) Impairment of assets**

At each reporting date, property, plant and equipment is reviewed to determine whether there is any indication that the assets have suffered an impairment loss. If there is an indication of possible impairment, the recoverable amount of any affected asset (or group of related assets) is estimated and compared with its carrying amount. If estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised immediately in profit or loss.

##### **(h) Trade and other payables**

Trade and other payables are stated at amortised cost.

##### **(i) Income tax**

In accordance with Part 7 sub-section 2 of the Income Tax (Exempt Income) Regulations 2016, the Society is exempt from income tax.

##### **(j) Deferred income**

Deferred income represents grants and the value of assets donated or acquired as a condition of donated funds and affiliation fees received in advance. Donated assets are capitalised and deferred income recorded for the same amount. The deferred income is initially amortised over the expected useful life of the asset and reviewed on completion of the project to determine whether any remaining deferred should be released. Grants and affiliation fees are recognised as income as described in Note 1(l) below.

##### **(k) Employee entitlements**

The obligation for employee entitlements relating to amounts expected to be paid to employees for annual leave is measured as the leave earned but unpaid as at balance date.

##### **(l) Income recognition**

Sales revenue comprises revenue earned from the sale of first aid kits, medical equipment and ambulatory equipment. Sales revenue is recognised when collectability is probable and on delivery of the goods to the customer. Course fees are recognised as the related courses are provided. Grant revenue comprises amounts received and receivable from various donor organisations and is initially deferred in Project advances and recognised in income in the period in which related expenses are incurred. Rental income is recognised on a straight line basis over the lease term.

Income from donations is generally recognised when received. When there are conditions attached to the donation, the income is recognised as the conditions are met.

##### **(m) Project advances**

Project advances represents grants received or receivable. A grant that does not impose specified future performance conditions on the Society is recognized in profit or loss when the grant proceeds are receivable. A grant that imposes specified performance conditions on the Society is recognized in profit or loss only when the performance conditions are met. Public donations are recognized in profit or loss unless they relate to specific disasters for which a related performance condition is either explicitly or implicitly implied, in which case the donations are considered to be treated in the same way as grants with specific performance conditions. Grants received before the revenue recognition criteria are satisfied are recognized as a liability. Grants are measured at the fair value of the asset received or receivable.

##### **(n) Comparative information**

Comparative information has been restated where necessary to achieve consistency in disclosure with current financial year amounts.

**FIJI RED CROSS SOCIETY**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**For the year ended 31 December 2017 (cont'd)**

	2017	2016
<b>2 Revenue</b>	<b>\$</b>	<b>\$</b>
Annual national appeal	12,034	19,676
Amortisation of deferred income	118,085	96,838
Course fees	187,084	144,434
Donation-Disaster relief and stock replenishment	2,138,370	3,615,204
General donations	19,726	2,400
Grant revenue	1,521,441	990,856
Rental income	138,902	128,523
Sale of inventory	119,757	200,003
	<b>4,255,399</b>	<b>5,197,934</b>
<b>3 Other income</b>		
Hire of plant & equipment	-	138
Sundry income	268,530	173,923
	<b>268,530</b>	<b>174,061</b>
<b>4 Administrative expenses</b>		
Auditors' remuneration - audit fees	7,150	7,150
- other services	4,957	2,690
Printing, postage and stationery	11,989	5,875
Rates	6,462	3,601
	<b>30,558</b>	<b>19,316</b>
<b>5 Personnel expenses</b>		
Salaries and wages	1,003,833	799,304
FNPF contribution	94,103	73,055
	<b>1,097,936</b>	<b>872,359</b>
<b>6 Other expenses</b>		
Advertising and staff recruitment	11,842	7,135
Bank fees	1,576	8,031
Cleaning	5,528	5,207
Depreciation expense	131,343	113,972
Donation-Disaster relief and stock replenishment	1,438,668	3,330,418
Electricity and water	18,983	23,336
Grant expenses	1,336,740	850,713
Insurance	31,417	25,665
Personnel expenses (refer note 5)	1,097,936	872,359
Repairs and maintenance	9,975	4,708
Reversal of doubtful debt expense	-	(148)
Telephone, facsimile and internet	36,911	29,150
Training and travel	110,573	29,542
Vehicle running expenses	27,318	20,147
Other expenses	307,449	109,068
	<b>4,566,259</b>	<b>5,429,303</b>



**FIJI RED CROSS SOCIETY**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**For the year ended 31 December 2017 (cont'd)**

	2017	2016
<b>7 Finance income</b>	<b>\$</b>	<b>\$</b>
Interest income	119,025	107,249
Exchange gain	14,309	9,283
	<b>133,334</b>	<b>116,532</b>
<b>8 Capital reserve</b>		
Capital reserve	<b>139,999</b>	<b>139,999</b>
The capital reserve arose from the sale of building in Rodwell Road, Suva a number of years ago.		
<b>9 Term deposits</b>		
Current	4,249,267	4,607,887
	<b>4,249,267</b>	<b>4,607,887</b>
Term deposits are for a period of 12 months and are invested at rates between 0.25% to 3.7% per annum.		
<b>10 Trade receivables</b>		
Other trade receivables	422,756	1,704,104
Less: allowance for impairment	(2,607)	(2,607)
	<b>420,149</b>	<b>1,701,497</b>
<b>Trade receivables is made up of:</b>		
Trade receivables	53,513	38,835
<b>Project advance receivable:</b>		
ARC - CBHFA	-	25,072
ARC - DM	-	64,182
TB	16,457	28,646
ICRC - IHL	23,049	12,685
ARC - Disaster Response	-	303,918
IFRC Disaster Response	-	1,178,006
USAID - BCRF	329,737	52,759
	<b>369,243</b>	<b>1,704,103</b>
<b>11 Inventories</b>		
Inventories	281,826	186,050
Less: allowance for obsolescence	(9,521)	(8,792)
	<b>272,305</b>	<b>177,258</b>
<b>12 Other assets</b>		
Prepayments	<b>7,132</b>	<b>8,886</b>
<b>13 Other receivables</b>		
Bond deposits	6,154	6,154
Interest receivable	51,511	49,422
Other receivables	53	53
	<b>57,718</b>	<b>55,629</b>



**FIJI RED CROSS SOCIETY**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**For the year ended 31 December 2017 (cont'd)**

				2017	2016
14	Property, plant and equipment	Land & buildings	Motor vehicles	Furniture, fittings & equipment	Total
		\$	\$	\$	\$
	<b>Cost</b>				
	Balance at 1 January 2016	1,222,063	392,818	1,213,167	2,828,048
	Acquisitions	-	-	60,700	60,700
	Balance at 31 December 2016	<b>1,222,063</b>	<b>392,818</b>	<b>1,273,867</b>	<b>2,888,748</b>
	Acquisitions	43,000	284,353	6,373	333,726
	Disposals	-	(146,204)	-	(146,204)
	Balance at 31 December 2017	<b>1,265,063</b>	<b>530,967</b>	<b>1,280,240</b>	<b>3,076,270</b>
	<b>Accumulated depreciation</b>				
	Balance at 1 January 2016	(862,360)	(392,818)	(997,459)	(2,252,637)
	Depreciation	(8,274)	-	(105,698)	(113,972)
	Balance at 31 December 2016	<b>(870,634)</b>	<b>(392,818)</b>	<b>(1,103,157)</b>	<b>(2,366,609)</b>
	Depreciation	(8,274)	(39,096)	(83,973)	(131,343)
	Disposals	-	146,204	-	146,204
	Balance at 31 December 2017	<b>(878,908)</b>	<b>(285,710)</b>	<b>(1,187,130)</b>	<b>(2,351,748)</b>
	<b>Carrying amount</b>				
	At 1 January 2016	359,703	-	215,708	575,411
	At 31 December 2016	351,429	-	170,710	522,139
	At 31 December 2017	386,155	245,257	93,110	724,522
	Included in acquisitions are donated assets amounting to \$290,726 (2016:\$59,667 ).				
15	Trade and other payables				
	Trade creditors			60,375	512,265
	Accruals			16,350	9,600
	Other creditors			30,098	36,410
				<b>106,823</b>	<b>558,275</b>
16	Project advances				
	FRCS Stock disaster relief and re-stocking			1,558,018	2,819,747
	TC Pam Stock disaster relief and re-stocking			-	17,315
	CBHFA			73,798	-
	Youth			-	7,957
	PDMP			68,236	-
	Dengue Awareness			7,363	7,363
	FCDP Disaster			-	633,723
	Others			60,197	8,025
				<b>1,767,612</b>	<b>3,494,130</b>



**FIJI RED CROSS SOCIETY**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**For the year ended 31 December 2017 (cont'd)**

	2017	2016
<b>17 Deferred income - donated assets</b>	<b>\$</b>	<b>\$</b>
<b>Cost</b>		
Donated assets as at beginning of year	926,590	866,923
Additions	290,726	59,667
Donated assets as at end of year	<b>1,217,316</b>	<b>926,590</b>
<b>Accumulated amortisation</b>		
Amortisation as at beginning of year	(687,801)	(590,963)
Amortisation	(118,085)	(96,838)
Amortisation as at end of year	<b>(805,886)</b>	<b>(687,801)</b>
<b>Carrying amount</b>		
As at 1 January	238,789	275,960
As at 31 December	<b>411,430</b>	<b>238,789</b>
Current	108,377	77,514
Non current	303,053	161,275
	<b>411,430</b>	<b>238,789</b>
<b>18 Employee entitlements</b>		
Annual leave	<b>34,639</b>	<b>37,826</b>

**19 Contingent liabilities and commitments**

Commitments and contingent liabilities amounted to Nil (2016:Nil).

**20 Related parties**

**a) Transactions with related parties**

The Society actively solicits support and assistance from their volunteers and acquires goods and services from commercial enterprises of which some members of the National Board of the Fiji Red Cross Society are servants or may have a beneficial interest. The Society believes the extent of these transactions are not material in relation to the financial statements and that the terms and conditions of these transactions have been to the advantage of the Society.

**b) Key management personnel**

During the year the following persons were identified as key management personnel with the greatest authority and responsibility for the planning, directing and controlling the activities of the Society.

**Society members**

**Name**

William Clarke

Josephine Yee Joy (Resigned 3rd June 2017)

Vinod Patel

Epeli Lesuma

Francis Chung (Elected 3rd June 2017)

Lakhan Kumar

Sala Toganivalu Lesuma

Meliki Tuinamuana

Praveen Naidu

Filipe Nainoca - Director General, Ex-Officio

**FIJI RED CROSS SOCIETY**  
**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
**For the year ended 31 December 2016 (cont'd)**

**20 Related parties (continued)**

**b) Key management personnel (continued)**

**National Management Team**

**Name**

Filipe Nainoca  
 Raziya Saiyed  
 Mareta Tovata  
 Dr. Setareki Vatucawaga  
 Eseroma Ledua  
 Romit Maharaj  
 Maciu Nokelevu  
 Marica Kepa  
 Mohammed Riaz  
 Maciu Bolaitamana  
 Arthur Simmons  
 Niumai Kavoa

**Title**

Director General  
 Financial Controller (Resigned 1st December 2017)  
 Events & Marketing Manager (Resigned 25th July 2017)  
 Manager Programmes  
 Operations Manager  
 Acting Financial Controller  
 Disaster Coordinator  
 Health & Care Coordinator  
 Safety Coordinator  
 DSC Coordinator Western Division  
 DSC Coordinator Northern Division  
 Youth Coordinator (Appointed 13th February 2017)

	2017	2016
	\$	\$
Short term benefits	426,778	399,092
<b>c) Transactions with related parties</b>		
Receivable from related parties		
Filipe Nainoca	-	26

**21 Principal activities**

The principal activities of the Society during the financial year were providing humanitarian and community services.

**22 Registered Office**

The Society's registered office and head office is located at 21 and 22 Gorrie Street, Suva.

**23 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 Society, to affect significantly the operations of the Society, the results of those operations, or the state of the affairs of the Society, in future financial years.






## Disclaimer

The additional financial data presented on pages 59 to 67 is in accordance with the books and records of Fiji Red Cross Society, which have been subjected to the auditing procedures applied in our audit of the Society for the year ended 31 December 2017. It will be appreciated that our audit procedures did not cover all details of the additional financial information. Accordingly, we do not express an opinion on this financial information and no warranty of accuracy or reliability is given.

In accordance with our firm policy, we advise that neither the firm nor any member or employee of the firm undertakes responsibility arising in any way whatsoever to any person (other than Fiji Red Cross Society) in respect of this information, including any errors or omissions therein, arising through negligence or otherwise however caused.

KPMG  
KPMG

15 May, 2018  
Suva, Fiji



Steve Nutley, Partner

**FIJI RED CROSS SOCIETY**  
**BRANCHES & DISSEMINATION**  
**STATEMENT OF INCOME**  
**For the year ended 31 December 2017**

	2017	2016
<b>Income</b>	<b>\$</b>	<b>\$</b>
ICRC - IHL Grant	35,482	33,692
	<b>35,482</b>	<b>33,692</b>
<b>Expenditure</b>		
Administration fees	11,297	4,205
IHL Grant expenses	12,966	12,121
Salaries and wages	10,199	15,787
FNPF	1,020	1,579
	<b>35,482</b>	<b>33,692</b>
<b>Surplus income over expenditure</b>	<b>-</b>	<b>-</b>

The branches and dissemination statement of income is to be read in conjunction with the disclaimer set out on page 58.



**FIJI RED CROSS SOCIETY**  
**ORGANISATIONAL DEVELOPMENT FUND**  
**STATEMENT OF INCOME**  
**For the year ended 31 December 2017**

	2017	2016
<b>Income</b>	<b>\$</b>	<b>\$</b>
Disaster Response	-	-
General Donation	-	-
Travel Reimbursement	-	-
	-	-
<b>Expenditure</b>		
Governance/Financial Management Workshop	39,616	37,901
Salaries and wages	-	3,573
FNPF	-	357
	<b>39,616</b>	<b>41,831</b>
<b>Deficit income over expenditure</b>	<b>(39,616)</b>	<b>(41,831)</b>

The organisational development fund statement of income is to be read in conjunction with the disclaimer set out on page 58.



**FIJI RED CROSS SOCIETY**  
**DIVISIONAL SERVICE CENTRE FUND**  
**STATEMENT OF INCOME**  
**For the year ended 31 December 2017**

	2016	2015
<b>Income</b>	<b>\$</b>	<b>\$</b>
Course fees - First Aid	596	978
	<b>596</b>	<b>978</b>
<b>Expenditure</b>		
Electricity and water	-	24
First Aid course expense	60	-
FNPF	2,281	1,586
Salaries and wages	22,812	15,861
Telephone, fax and internet	-	569
Vehicle running expenses	3,477	3,940
	<b>28,630</b>	<b>21,980</b>
<b>Deficit income over expenditure</b>	<b>(28,034)</b>	<b>(21,002)</b>

The divisional service centre fund statement of income is to be read in conjunction with the disclaimer set out on page 58.



**FIJI RED CROSS SOCIETY**  
**DISASTER RELIEF FUND**  
**STATEMENT OF INCOME**  
**For the year ended 31 December 2017**

		<b>2017</b>	<b>2016</b>
<b>Income</b>		<b>\$</b>	<b>\$</b>
Grant	- Australian Red Cross-Disaster Management- DM	274,877	250,288
	- IFRC USAID Building Resilient Community Project	377,009	139,938
	- Fiji Community Development Program	797,877	630,340
	- ARC Development Grant	14,402	-
Donation	- Disaster Relief Response	1,914,135	3,364,916
		<b>3,378,300</b>	<b>4,385,482</b>
<b>Expenditure</b>			
Administration fees		87,032	102,583
Australian Red Cross-Disaster Management Program		161,442	132,678
IFRC USAID Building Resilient Community Project		249,392	-
Fiji Community Development program		708,653	518,419
USAID - Building Resilient Community Program		-	96,372
FNPF		57,499	30,699
Salaries and wages		574,993	306,991
Australian Red Cross TC Winston Recovery		1,818	-
Disaster response expense		1,537,471	3,197,740
		<b>3,378,300</b>	<b>4,385,482</b>
<b>Surplus income over expenditure</b>		<b>-</b>	<b>-</b>

The disaster relief fund statement of income is to be read in conjunction with the disclaimer set out on page 58.

**FIJI RED CROSS SOCIETY  
YOUTH PROGRAMME  
STATEMENT OF INCOME  
For the year ended 31 December 2017**

	2017	2016
<b>Income</b>	<b>\$</b>	<b>\$</b>
Red Cross Club	-	-
Sale of book/youth material	-	36
Membership fees	26	30
Youth Development Grant	10,906	7,096
	<b>10,932</b>	<b>7,162</b>
<b>Expenditure</b>		
FNPF	1,897	1,132
Salaries and wages	18,975	11,322
Junior Red Cross club / Youth activities	3,200	3,047
Youth Forum / Leadership training	22,928	10,052
	<b>47,000</b>	<b>25,553</b>
<b>Surplus income over expenditure</b>	<b>(36,068)</b>	<b>(18,391)</b>

The youth programme statement of income is to be read in conjunction with the disclaimer set out on page 58.



**FIJI RED CROSS SOCIETY**  
**MARKETING & EVENTS**  
**STATEMENT OF INCOME**  
**For the year ended 31 December 2017**

	2017	2016
<b>Income</b>	<b>\$</b>	<b>\$</b>
Annual national appeal	12,034	19,676
Corporate donation	5,100	1,985
General donation	14,583	415
	<b>31,717</b>	<b>22,076</b>
<b>Expenditure</b>		
Salary & Wages	38,701	28,710
FNPF	3,353	2,871
Annual report	15,245	11,229
Catering	-	1,100
Advertising/Staff recruitment	6,997	7,135
Promotion & Publication	-	800
General Expenses	2,359	-
Advertising & Promotion	-	575
Volunteer Allowance	1,797	980
Travel & Accommodation	1,197	548
Subscription	350	1,270
Printing/Postage/Stationery	45	626
National appeal expense	8,395	-
	<b>78,439</b>	<b>55,844</b>
<b>Deficit income over expenditure</b>	<b>(46,722)</b>	<b>(33,768)</b>

The marketing and events fund statement of income is to be read in conjunction with the disclaimer set out on page 58.



**FIJI RED CROSS SOCIETY  
SAFETY & RETAIL SHOP  
STATEMENT OF INCOME  
For the year ended 31 December 2017**

	2017	2016
	\$	\$
Sales	119,803	200,003
Opening stock	177,258	219,825
Purchases	192,816	34,840
	<b>370,074</b>	<b>254,665</b>
Closing stock	(272,305)	(177,258)
	<b>97,769</b>	<b>77,407</b>
Gross profit from trading	<b>22,034</b>	<b>122,596</b>
<b>Other Income</b>		
Course fees	175,384	143,455
Hire: Wheelchairs & Crutches	3,679	-
Other income	13,894	1,979
	<b>214,991</b>	<b>268,030</b>
<b>Expenditure</b>		
First aid courses	23,467	18,899
First aid resource materials	1,158	1,935
Doubtful Debts	-	(148)
Freight charges	-	2,698
FNPF	5,760	8,392
Salaries and wages	57,600	83,925
Branch Commission	598	-
Stock obsolescence	730	(464)
Bad Debts	-	702
Printing/Postage/Stationery	6,271	-
Instructor training	1,840	-
Instructor Incentive	5,000	-
Volunteer Allowance	4,560	-
	<b>106,984</b>	<b>115,939</b>
Surplus income over expenditure	<b>108,007</b>	<b>152,091</b>

The safety and retail shop trading account statement of income is to be read in conjunction with the disclaimer set out on page 58.



**FIJI RED CROSS SOCIETY**  
**HEALTH AND CARE**  
**STATEMENT OF INCOME**  
**For the year ended 31 December 2017**

		<b>2017</b>	<b>2016</b>
<b>Income</b>		<b>\$</b>	<b>\$</b>
Grant	- Ministry of Health Global Fund - TB Project	5	17,846
	- ARC- CBHFA	213,766	162,508
	- Gender Based Violence	-	6,533
	-Non Communicable Disease	8,940	-
Other Income		26	265
		<b>222,737</b>	<b>187,152</b>
<b>Expenditure</b>			
Administration fees		11,075	8,514
Australian Red Cross - CBHFA		138,184	-
FNPF		5,867	6,376
Non Communicable Disease		8,940	-
Salaries and wages		58,666	63,763
Gender Based Violence		-	6,533
Community Base Health Program		-	101,966
		<b>222,732</b>	<b>187,152</b>
<b>Surplus income over expenditure</b>		<b>5</b>	<b>-</b>

The health and care statement of income is to be read in conjunction with the disclaimer set out on page 58.

**FIJI RED CROSS SOCIETY**  
**GENERAL FUND**  
**STATEMENT OF INCOME**  
**For the year ended 31 December 2017**

	2017	2016
<b>Income</b>	<b>\$</b>	<b>\$</b>
Mileage Reimbursement	-	21,160
Bank interest income	489	-
Foreign Exchange Gain	14,324	9,283
General travel reimbursements	27,934	22,769
General reimbursements	108,687	100
Administration fees	-	115,301
Amortisation of deferred income	118,085	96,838
Interest received	115,854	107,249
Rental income	138,902	128,523
Training Room and Equipment hire	-	138
Gain on sale of assets	62,183	-
Other Income	78,247	5,187
	<b>664,705</b>	<b>506,548</b>
<b>Expenditure</b>		
Audit/Accounting Fees	11,207	9,840
Cleaning	5,528	5,207
Computer expenses	98	3,352
Depreciation	131,343	113,972
Electricity and water	18,983	23,312
FNPF	15,908	20,062
Generator expenses	1,622	-
General	8,166	1,377
Insurance	31,417	25,665
Bank fees	1,238	8,031
National Board and Council meetings	6,266	4,175
Freight charges	-	-
Pension	520	440
Printing, postage and stationery	395	5,249
Advertising, staff recruitment and training	4,751	-
Subscription	5,911	8,263
Telephone, facsimile and internet	36,910	28,581
Training, travel and accommodation	9,913	2,541
Staff amenities	3,713	5,191
Rent and rates	6,463	3,601
Repairs and maintenance	9,975	4,708
Office Equipment	1,679	1,556
Salaries and wages	221,886	269,372
Overseas travel	85,344	18,942
Volunteer allowances	-	1,500
Vehicle running expenses	23,087	16,208
Withholding Tax Expense	16,214	-
Fringe Benefit Tax	1,083	-
	<b>659,620</b>	<b>581,145</b>
<b>Deficit income over expenditure</b>	<b>5,085</b>	<b>(74,597)</b>

The general fund statement of income is to be read in conjunction with the disclaimer set out on page 58.

Income	Suva	Sigatoka	Nadi	Lautoka	Ba	Tavua	Rakiraki	Nalawa	Levuka	Labasa	Seqaqa	Bua	Taveuni	Savusavu	Rabi	Rotuma	Total
Donation/Member Fees				5,850	605		90			2,864	159		220	145	-		9,933
First Aid Training Kits & Refills and Ambulatory Aid				1,040											-		1,040
Fundraising								270		1,725			297		-		2,292
Kindergarten School Fees															-		-
National Programmes				8,964	8,033					18,336	268			1,400	150		37,151
Other Income				260	82					597	96	15	977	2	300		2,329
Property Rental/Hire				7,177	13,770		414			810	366		1,010	210	440		24,197
Reimbursements by National Office										740							740
Standby Services										950	200						1,150
<b>Total Income</b>				<b>23,291</b>	<b>22,490</b>		<b>504</b>	<b>270</b>		<b>26,022</b>	<b>1,088</b>	<b>15</b>	<b>2,504</b>	<b>1,757</b>	<b>890</b>		<b>78,830</b>
<b>Expenses</b>																	
Accounting & Audit Fees				650	120					200					-		970
Administration & AGMs				1,049	204					190	22	189			-		1,653
Bank Charges & Interest				116	-					39	1	5	21		-		182
Branch Activities					5,055		130			4,606			294	100	-		10,185
Branch Levy - National Office															-		-
Depreciation					239										-		239
Disaster Response Expenses				200											-		200
Educational Assistance															-		-
First Aid Courses/Standby				411						656					-		1,067
National Programmes				8,964						18,536				1,350	-		28,850
Office Expenses				7,562	1,895		194	196		947	95			420	20		11,329
Rates & Rentals					55										-		55
Repairs & Maintenance				442			30			489	135		220	150	68		1,534
Training Expenses					400					270				346	-		670
Travelling, Transport & Accommodation					7,303		37				231		635		-		8,552
Wages & Allowances					2,600					740					-		3,340
Other Expenses							431			1,135					-		1,566
<b>Total Expenses</b>				<b>19,394</b>	<b>17,871</b>		<b>821</b>	<b>196</b>		<b>27,808</b>	<b>483</b>	<b>193</b>	<b>1,170</b>	<b>2,366</b>	<b>88</b>		<b>70,391</b>
<b>Surplus/(Deficit)</b>				<b>3,897</b>	<b>4,619</b>		<b>-317</b>	<b>74</b>		<b>(1,786)</b>	<b>604</b>	<b>(178)</b>	<b>1,333</b>	<b>-610</b>	<b>802</b>		<b>8,439</b>
<b>Assets</b>																	
Cash at Bank & on Hand				3,571	12,643		108	758		267	2,015	1,401	1,853	166	65		22,847
Cash at Bank - Term Deposit															-		-
Fixed Assets & Others										850					-		850
<b>Total Assets</b>				<b>3,571</b>	<b>12,643</b>		<b>108</b>	<b>758</b>		<b>1,117</b>	<b>2,015</b>	<b>1,401</b>	<b>1,853</b>	<b>166</b>	<b>65</b>		<b>23,697</b>
<b>Liabilities &amp; Accumulated Funds</b>																	
Creditors							-	-		-	-	-	-	-	-		-
Accumulated Funds				3,571	12,643		108	758		1,117	2,015	1,401	1,853	166	65		23,697

BRANCH NOT ACTIVE

FINANCE REPORT NOT PRESENTED

FINANCE REPORT NOT PRESENTED

FINANCE REPORT NOT PRESENTED

ACCOUNT NOT ACTIVE

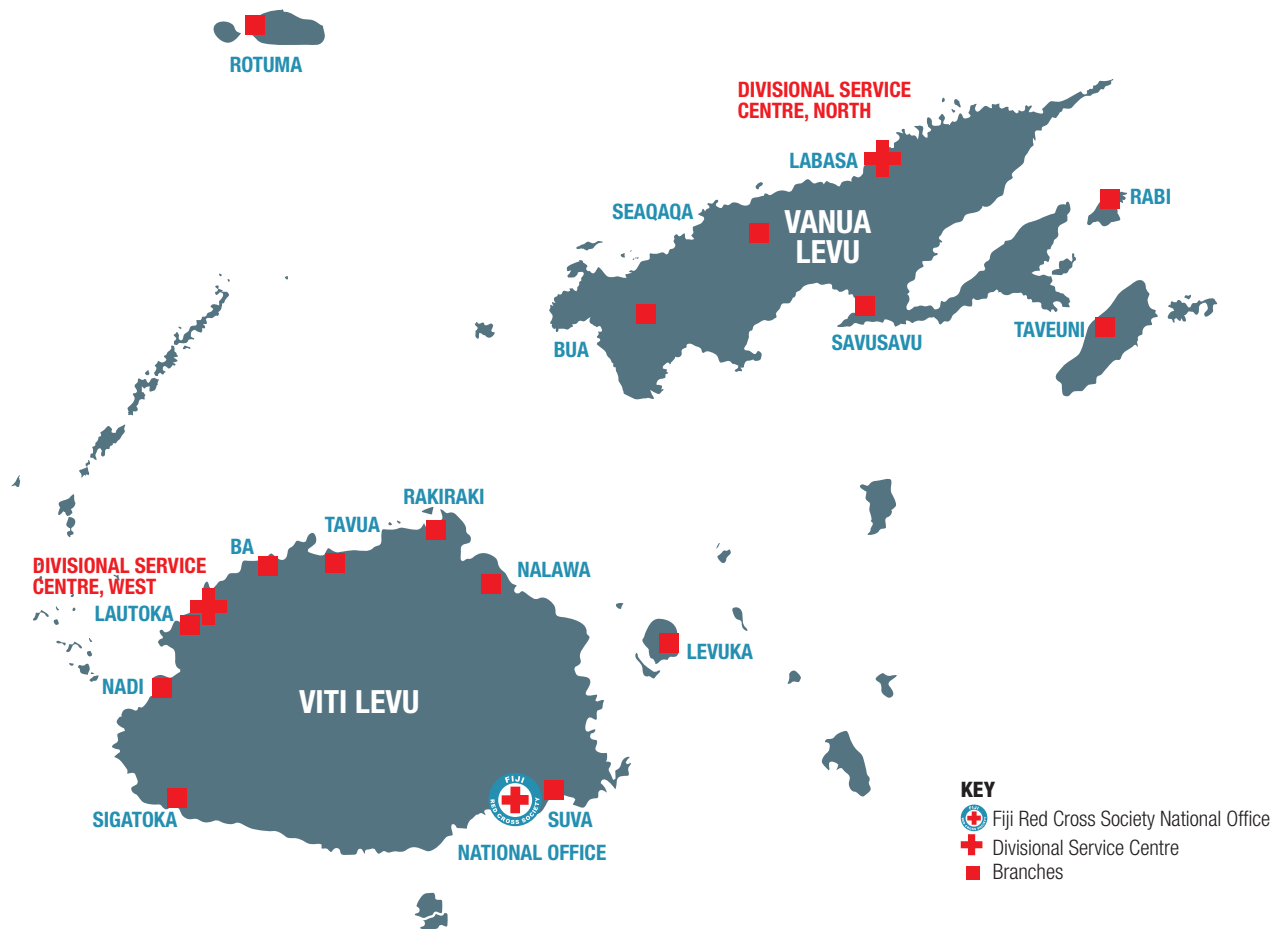
FINANCE REPORT NOT PRESENTED

**N.B.** The Branch accounts are not incorporated in the National Office financial statements. All Branches engaged their own Auditors. Accordingly the branch accounts were not audited by the National Office.

**N.B.** All Branches engaged their own Auditors. Branches with less than \$5000.00 in revenue have accounts audited by an accountant, bank managers etc. Accordingly the branch accounts were not audited by the National



## NATIONAL OFFICE, DIVISIONAL SERVICE CENTRES AND BRANCH LOCATIONS



### NATIONAL OFFICE

22 Gorrie Street,  
P.O. Box 569,  
Suva.  
Phone: 331 4133  
Mobile: 999 2505  
Fax: 330 3818  
Website: [www.redcross.com.fj](http://www.redcross.com.fj)  
E-mail:  
[communications@redcross.com.fj](mailto:communications@redcross.com.fj)  
Facebook: Fiji Red Cross Society  
Twitter: @fijiredcross

### DIVISIONAL SERVICE CENTRE (WEST)

1 Vomo Street,  
P.O. Box 3921,  
Lautoka.  
Mobile: 999 2462  
Email: [dscwest@redcross.com.fj](mailto:dscwest@redcross.com.fj)

### DIVISIONAL SERVICE CENTRE (NORTH)

Siberia Road,  
P.O. Box 822,  
Labasa.  
Mobile: 999 2464  
Email: [dscnorth@redcross.com.fj](mailto:dscnorth@redcross.com.fj)

### BRANCHES

**BA**  
Koronubu Street,  
P.O. Box 541,  
Ba.  
Phone: 667 4919

**BUA**  
Contact DSC (North) for services

**LABASA**  
Siberia Road,  
P.O. Box 822,  
Labasa.  
Phone: 881 1139

**LAUTOKA**  
1 Vomo Street,  
P.O. Box 3921,  
Lautoka.  
Phone: 666 4072

**LEVUKA**  
Beach Street,  
P.O. Box 90,  
Levuka.  
Phone: 344 0013

**NADI**  
Hospital Road,  
P.O. Box 3766,  
Nadi.  
Phone: 670 1969

**NALAWA**  
Vunikavikaloa Arya Primary School,  
P.O. Box 477,  
Rakiraki.

**RAKIRAKI**  
C/- Musa Suleiman Building,  
Ra.  
P.O. Box 1037,  
Rakiraki.  
Phone: 629 9523

**RABI**  
Contact DSC (North) for services

**ROTUMA**  
Contact National Office for  
services

**SAVUSAVU**  
P.O. Box 532,  
Savusavu.  
Contact DSC (North) for services

**SEAQAQA**  
P.O. Box 209,  
Seqaqa.  
Contact DSC (North) for services

**SIGATOKA**  
Contact DSC (West) for services

**SUVA**  
Contact National Office for  
Services

**TAVEUNI**  
P.O. Box 229,  
Waiyevo,  
Taveuni.  
Contact DSC (North) for services

**TAVUA**  
P.O. Box 157,  
Tavua.  
Phone: 668 1584



always there



**FIJI RED CROSS SOCIETY**

22 GORRIE STREET, P.O. BOX 569, SUVA.

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WEBSITE: [www.fijiredcross.org](http://www.fijiredcross.org), E-MAIL: [communications@redcross.com.fj](mailto:communications@redcross.com.fj)

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