



Pacific  
Community  
Communauté  
du Pacifique

**SPC Headquarters**

95 Promenade Roger Laroque  
BP D5, 98848 Noumea Cedex  
New Caledonia

Email: [spc@spc.int](mailto:spc@spc.int)  
Phone: +687 26 20 00  
Fax: +687 26 38 18

**Siège de la CPS**

95 Promenade Roger Laroque  
BP D5, 98848 Nouméa Cedex  
Nouvelle-Calédonie

Email : [spc@spc.int](mailto:spc@spc.int)  
Tel : +687 26 20 00  
Fax : +687 26 38 18

## 2018 PSSC MEETING

### DOCUMENT N° 1:

# PACIFIC STATISTICS STANDING COMMITTEE (PSSC) TERMS OF REFERENCE (2018)

Prepared by the  
Statistics for Development Division (SDD)  
of the  
Pacific Community (SPC)

**October 2018**

Pacific Community (SPC) Headquarters: Noumea, New Caledonia. Regional Offices: Suva, Fiji;  
Pohnpei, Federated States of Micronesia; Port Vila, Vanuatu. Country Office: Honiara, Solomon Islands.  
[www.spc.int](http://www.spc.int) [spc@spc.int](mailto:spc@spc.int)

Siège de la Communauté du Pacifique (CPS) : Nouméa (Nouvelle-Calédonie). Antennes régionales : Suva (Fidji) ;  
Pohnpei (États fédérés de Micronésie) ; Port-Vila (Vanuatu). Bureau de pays : Honiara (Îles Salomon).  
[www.spc.int](http://www.spc.int) [spc@spc.int](mailto:spc@spc.int)

## 1. PURPOSE

The purpose of the Pacific Statistics Standing Committee (PSSC) is to monitor and guide the progress of the Ten Year Pacific Statistics Strategy (TYPSS) and recommendations from HOPS Meetings.

The Committee will implement its role and responsibilities as part of the regional statistics governance framework: Forum Economic Ministers Meeting (FEMM), Heads of Planning and Statistics (HOPS) Meeting, Pacific Statistics Standing Committee (PSSC), Pacific Statistics Methods Board (PSMB) and Donor and Development Partners Group (DDPG).

## 2. ROLE

PSSC operates as a subsidiary body to the “Heads of Planning and Statistics Meeting” (HOPS). Its key role is to represent the collective interests of HOPS members and the wider Pacific statistics community by;

- monitoring and guide the progress of the Ten Year Pacific Statistics Strategy (TYPSS) and recommendations from HOPS Meetings;
- progress on the recommendations made at HOPS meetings as part of implementing the Ten Year Pacific Statistics Strategy (TYPSS);
- Identifying emerging statistical issues and developments relevant to the region; and
- Supporting initiatives that advance statistical knowledge, integrity and development in the region; including decisions made by the Pacific Statistics Methods Board.

## 3. RESPONSIBILITIES

- Monitor the progress of the implementation of TYPSS and recommendations from HOPS Meetings;
- Promote the use of common standards, methods, classifications, systems and processes endorsed Pacific Statistics Methods Board;
- Monitor the progress of the Pacific Statistics Development Partnership Program (PSDPP) and 5-Year Regional Data Collection Plan;
- Monitor the implementation of the Regional Data Dissemination Strategy;
- Assess and advise on emerging statistical issues of regional importance;
- Provide a report to each HOPS meeting, highlighting progress of TYPSS, emerging issues, risks and areas for further discussion.

## 4. OPERATING PRINCIPLES AND GOVERNANCE

- *Decision makings* – PSSC has the authority to make decisions on matters related to its roles and responsibilities (Sections 2&3). However, it can also escalate matters that are strategically significant for HOPS to deliberate and make a decision on
- *Accountability* – members are accountable to member countries and their statistical needs, taking into account the expectations of donor and development partners
- *Efficiency* – PSSC will ensure meetings, out of session processes and secretariat arrangements are efficient, have a well-structured agenda, effective chairing, and early circulation of meeting papers and reports
- *Focus* - meetings will be framed around the monitoring of TYPSS, and progress against its objectives
- *Communication* – PSSC will provide a report with an agreed set of recommendations to the HOPS Meeting

## 5. MEMBERSHIP

### *Chair*

The Chair of HOPS to be the chair of PSSC. The Chair will change in line with the frequency of HOPS meetings

### *Vice Chairs*

Vice Chairs (2) of HOPS to be vice chairs of PSSC. Similar to the appointment of the Chair, the Vice Chairs (2) will change in line with the frequency of HOPS meetings. The three Pacific regions (Melanesia, Micronesia and Polynesia) to be reflected at the chair and vice-chair levels

### *Members and observers*

- Two (2) Government Statisticians from each of the Pacific sub-region: (Melanesia, Micronesia and Polynesia) & one (1) rep from small NSOs (5 staff or less – Nauru, Niue, Tokelau, Marshall Is, Palau, Tuvalu)
- Australian Bureau of Statistics (ABS)
- Statistics NZ (also chair of Methods Board)
- Donors (DFAT, MFAT)
- Development Partners (World Bank, PFTAC, 1 UN Agency (UNICEF), USP, PIFS)

### *Secretariat*

Director, Statistics for Development Division (SDD)

Refer to Annex 1 for details.

## 6. PROCEDURES

### *Meetings:*

- PSSC will meet annually in October in those years that HOPS is not meeting.
- PSSC meetings will follow immediately on from the meetings of the Methods Board
- Papers to be circulated well in advance of the meeting date
- Reports to be prepared for submission to HOPS

**Annex 1: Members of PSSC**

<b>Members/Observers</b>	<b>Country</b>	<b>Name</b>
Chair	Nauru (Micronesia)	Mr. Ipia Gadabu
Vice Chair	Fiji (Melanesia)	Mr. Epeli Waqavonovono
	Cook Is (Polynesia)	Ms. Taggy Tangimetua
Members	Guam (Micronesia)	Mr. Carl Dominguez
	Tonga (Polynesia)	Dr. Viliami Fifita
	Tokelau (Small NSO)	Mr. Kele Lui
	Vanuatu (Melanesia)	Mr. Rara
	Statistics NZ	Mr. Vince Galvin
	ABS	Mrs. Teresa Dickinson
<b>Observers</b>		
Donors	MFAT	Ms. Mei Lin Harvey
	DFAT	Mr. Dylan Roux
Development Partners		
	USP	Mr. Rup Singh
	PIFS	Ms. Charmina Saili
	PFTAC	Mr. David Kloeden
	World Bank	Ms. Kristen Himelein
	1 UN Agency (UNICEF)	Mr. Stanley Gwavuya