



Pacific Islands Law Officers' Network

2016 Work Plan

In 2016 the Secretariat will:

1. Under the PILON Strategic Plan:
 - (a) carry out tasks allocated to the Secretariat under the Strategic Plan, in particular including:
 - (i) facilitate upgrade of PILON website to further develop as a resource for information sharing and communication between Members;
 - (b) support the three legal policy priority working groups, as required;
 - (c) work with the Executive Committee to ensure appropriate monitoring and reporting on progress in implementing the Strategic Plan;
 - (d) work with the Chairpersons of the Working Groups to:
 - (i) develop work plan for each working group;
 - (ii) to implement each work plan;
 - (iii) convene meeting/teleconferences for the Working Groups;
 - (e) to organise a meeting for the Executive Committee in Samoa during the first quarter of the year;
 - (f) to develop a quarterly meeting schedule for the Executive Committee and to provide updates to the Executive Committee during these meetings.
2. Provide regular or quarterly progress and financial reports to the Executive Committee.
3. Maintain and update the PILON technical legal assistance database, and continue to circulate information regarding assistance available for PILON members. PILON members, observer members and invited observers have also been asked to provide to the PILON Secretariat an update of technical legal assistance available to PILON member countries.

4. Provide secretariat support to the Pacific Prosecutors Association, and report back to PILON Members at the 35th Annual Meeting in this regard.
5. Provide support to Pacific Legislative Drafters' Forum, as defined in the Regional Action Plan, and report back to PILON Members at the 35th Annual Meeting in this regard.
6. Provide support to the New Zealand CLO in organising the annual Litigation Skills Training Programmes (LSP) and report back to PILON Members at the 35th Annual Meeting in this regard.
7. Provide support to the Commonwealth Secretariat's Pacific Region Cybercrime Justice Training and Network.
8. Work with the 2016 host of annual meeting on arrangements for the 35th PILON Annual Meeting and seek to provide members with early advice on details for the meeting.
9. Work with members to identify topics for the 2016 agenda taking into account issues identified at the 34th PILON Annual Meeting.
10. Place copies of the 2015 Secretariat Report; Outcomes Report and country reports on the PILON website.
11. Represent PILON at key forums, meetings, conferences and working groups.
12. Consult with PILON members prior to attendance at meetings and conferences for members to identify issues for the Secretariat to raise at meetings. The Secretariat also to prepare meeting reports summarising outcomes of meetings attended.
13. Produce quarterly Talanoa newsletter for circulation to PILON members.