



Australian and New Zealand Banking Group Limited (ANZ)

STAMP  
DUTY  
PAID

HONIARA, SOLOMON ISLANDS

DATE

0 8 1 0 2 1  
D D M M Y Y

PAY HARRY ZOLEVEIKE

OR BEARER

THE SUM OF FOURTEEN THOUSAND FOUR HUNDRED

DOLLARS ONLY -

SBD 14,400.00

NOT  
NEGOTIABLE

PLEASE SIGN ABOVE THIS LINE  
*May*

PLEASE SIGN ABOVE THIS LINE  
*[Signature]*

No 1612439

NATIONAL POSTING  
AUTHORITY 5691140



Australian and New Zealand Banking Group Limited (ANZ)

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No 1612439

NATIONAL POSTING  
AUTHORITY 5691140

*Harry Zoleveike*  
*[Signature]*

*u*  
*u*  
*u*



# PAYMENT VOUCHER


Payment: Voucher No:	
NAME: Harry Zoleveke	APPROVED BY EXECUTIVE DIRECTOR
Address:	<div style="text-align: center;">  </div> Signed _____ Date <u>8/10/21</u>
IF DIRECT CREDITS ISSUED: BANK REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER Signed _____ Date <u>8/10/21</u>

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2004 2-1440	Consultancy Fees Withholding Tax Payable	10% of Contract Sum at Signing	\$18,000.00 -\$3,600.00

Cheque No: 1612439 for \$14,400.00 Date 8/10/2021

Signature of claimant \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

Payment Voucher Prepared by  Date 8/10/21

GOC(SOI2023) Staff Wages

Month of: SEPTEMBER Friday, 8 October 2021

Surname	First Name	Designation	Dept	Total Gross Salary	Additional Pay Days/No Pay Days	Charge Allowances (Performing Duties)	Gross with No Pay Deductions (Basic Rate Base)	Deductions before TAX	Gross With Other Allowance (Tax Base)	Phone Deduction	NPF 5%	Optional	20%		Total deduction	Net Salary	NPF 7.5%	Total NPF Liability
													Tax	Basic Rate Deduction				
Zoleveke	Harry	CONSULTANCY CONTRACT	NHA	18,000.00			18,000.00	-	18,000.00	-	-	-	3,600.00	-	3,600.00	14,400.00	-	-
				18,000.00	-	-	18,000.00	-	18,000.00	-	-	-	3,600.00	-	3,600.00	14,400.00	-	-
NHA				18,000.00	-	-	18,000.00	-	18,000.00	-	-	-	3,600.00	-	3,600.00	14,400.00	-	-

Prepared By: Rocklive Paloso - FM  
Name & Designation

Approval: Christian Nieng - Executive Director  
Name & Designation



Signature

Signature

08-Oct-21  
Date

08-Oct-21  
Date



## CONSULTANCY CONTRACT

### CONTRACT

THIS CONTRACT ("Contract") is entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2021,

Between

**The 2023 Pacific Games Organization Committee (GOC),**  
a Committee established by the Government of Solomon Islands through the Pacific Games 2023 Act (2017), which was commenced on 26 October 2018; ("Client") having its principal place of business at the Sea King Building, Honiara, Solomon Islands;

And

**Mr Harry Zoleveke**  
Of Kukum Commercial Centre, Honiara, Solomon Islands ("the Contractor").

WHEREAS, The Client wishes to have the Contractor performing the services hereinafter referred to, and;

WHEREAS, The Contractor is willing to perform these services and has the necessary experience and skills, and;

NOW THEREFORE THE PARTIES hereby agree as follows:

#### 1. Services

- a. The Contractor shall be engaged to perform the services for The Client, under direction of the GOC for services stipulated in **Annex A – Term of Reference.**
- b. The Client agrees to support and fees as stipulated in **Annex B – Remuneration Package**

#### 2. Term

- a. This Agreement shall be for a period not to exceed an amount of **SBD180, 000 - 00**, and shall finish **no later than 60 working days from the date of signing Contract.**
- b. The contract can be cancelled at any time with three (3) days' notice by either party, given a legitimate reason has been submitted and considered.

#### 3. Payment

- a. For Services rendered pursuant to **Annex A**, the Client shall pay the Contractor an amount not to exceed a ceiling of **SBD180, 000 – 00**
- b. No Solomon Islands GST shall be charged or collected in executing this contract.

## ANNEX B – REMUNERATION PACKAGE

1. A service fee of \$SBD 3,000 per working day shall apply, inclusive of SIG withholding tax (if applicable).
2. Term of this contract is only 60 working days.
3. A vehicle shall be provided to the Contractor (if required) for the duration of the contract. However, Vehicle shall remain garaged at GOC office after hours.
4. The payment plan shall be as follows:
  - a. **10% of the contract sum instalment at signing of the contract**
  - b. **25% of the contract sum instalment at 50% delivery of contract**
  - c. **65% of the contract sum instalment at 100% delivery of Contract**
5. Progress of this contract shall be measured and monitored by Head of HR.
6. This contract shall be no later than 60 (Sixty) working days to deliver final work plans as specified in Annex 1.



## CONSULTANCY CONTRACT

### CONTRACT

THIS CONTRACT ("**Contract**") is entered into this 9<sup>th</sup> day of October 2021,

Between

**The 2023 Pacific Games Organization Committee (GOC),**

A Committee established by the National Olympic Committee through the Pacific Games 2023 Act (2017), which was commenced on 26 October 2018; ("**Client**") having its principal place of business at the Sea King Building, Honiara, Solomon Islands;

And

**Mr Harry Zoleveke**

Of Kukum Commercial Centre, Honiara, Solomon Islands ("**the Contractor**").

WHEREAS, **The Client** wishes to have the **Contractor** performing the services hereinafter referred to, and;

WHEREAS, **The Contractor** is willing to perform these services and has the necessary experience and skills, and;

NOW THEREFORE THE PARTIES hereby agree as follows:

**1. Services**

- a. **The Contractor** shall be engaged to perform the services for **The Client**, under direction of the GOC for services stipulated in **Annex A – Term of Reference**.
- b. **The Client** agrees to support and fees as stipulated in **Annex B – Remuneration Package**

**2. Term**

- a. This Agreement shall be for a period not to exceed a GROSS amount of **SBD180,000 - 00**, and shall finish **no later than 60 working days from the date of signing Contract**.

- b. The contract can be cancelled at any time with three (3) days' notice by either party, given a legitimate reason has been submitted and considered.

### 3. Payment

- a. For Services rendered pursuant to **Annex A**, the **Client** shall pay the **Contractor** an amount not to exceed a ceiling of **SBD180, 000 – 00 GROSS**.
- b. No Solomon Islands GST shall be charged or collected in executing this contract.
- c. **The Client** is obligated to bear other costs directly incurred through this contract. (i.e. Contractor's Accommodation allowances, Access to GOC vehicle for the duration of this contract)
- d. The rate shown 3a shall be GROSS.
- e. **The client** shall pay the contractor within 14 business days of invoice receipt.

### 4. Reporting

**The Contractor** shall report to both CEO GOC and the GOC Sub-Committee Chair of that is responsible for Games Support Services under GOC approved structure.

### 5. Performance Standard

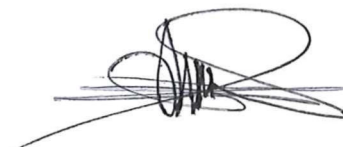
- a. **The Contractor's** performance shall be monitored and measured by **Head of HR**.
- b. **The Contractor** undertakes to perform the Services, in highest ethical standards possible.
- c. If **The contractor** misuses funds, or assets of **The Client**, or in any way bring **The Client** into disrupt through their incompetence action, **The Client** may cancel this contract without notice or penalty.
- d. If **The Contractor** is not able to perform the work as set forth by **The Client** for a period of 3 consecutive working days, then GOC may cancel this contract without notice or penalty.

### 6. Confidentiality

**The Contractor** shall not in any way or form, disclose any confidential information relating to the Services, this Contract or the Client's business or operations without the prior written consent of **the Client**.

### 7. Ownership of Material

All material used or disposed in executing this contract to the final product of the reports including this final approved documents as stipulated in Appendix A, shall and will remain the property of **THE CLIENT**.



**8. Sub - Contracting**

The Contractor shall not assign this Contract or Subcontract any portion of it without the Client's knowledge or prior written consent.

**9. Law Governing Contract and Language**

The Contract shall be governed by the **Laws of The Solomon Islands**, and the language of the Contract shall be **English**.

**10. Dispute Resolution**

Any dispute arising out of this Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the **laws of the Solomon Islands**.

**11. Termination of Contract**

This contract may not be terminated by either party with 3 days notice without reason. Any fees and expenses owing to the Contractor shall be paid in full within 10 working days of termination.

FOR THE CLIENT

Signature

Mr. Martin Rara

Chairman GOC

Date:

12. 10. 2021

THE CONTRACTOR:

Signature

Name: Harry Zoleveke

WITNESS:

Signature:

Name: ROCKLWE POLOSO

**TERMS OF REFERENCE  
FOR TELECOMMUNICATIONS, ICT AND BROADCAST CONSULTANT**

**Background**

Solomon Islands will host the next Pacific Games in Honiara in 2023. In this respect, the Solomon Islands legislator, Parliament, established the PG 2023 Act 2017. The National Hosting Authority was established as the oversight body to oversee the roles of GOC and other committees. The Committees were charged with the duty to deliver their core functions under the Host agreement to deliver successful 2023 Pacific Games in Honiara. The Games Organising Committee, GOC, was therefore formed to ensure all aspects of the games are developed and implemented to ensure Solomon Islands is well prepared to host the Pacific Games 2023.

To enable many of the 2023 PG events to be accessed by local, regional and overseas viewers, the 2023 PG GOC wishes to establish a robust telecommunications, ICT and Broadcast infrastructure. This is to enable GOC monitor and efficiently manage all SPG activities and for a Host Broadcaster to deliver all games events for either live or delayed high quality video transmission.

**Objective**

As part of its implementation , GOC wishes to recruit the services of an experienced local telecommunications expert to assist GOC develop a Telecommunications, ICT and Broadcast Plans for the 2023 SPG in Honiara.

**Tasks**

1. Identify existing telecommunications infrastructure in Honiara and also to identify any other requirements to develop a technology plan.
2. Liaise with existing telecommunications service providers to develop a fully priced technology plan for the delivery of high quality ICT and television Broadcast services during the Honiara 2023 SPG.
3. Assist GOC with the development, documentation and implementation of an ICT framework for the Honiara 2023 SPG.
4. Assist GOC with the identification of a suitable Host Broadcaster for the Honiara 2023 SPG by developing a suitable EOI to attract potential bidders.

**Terms of Service.**

The term of the services is to be confirmed between the consultant and GOC prior to contract however it is envisaged that the consultancy will be for a period of 60 working days effective from the date of signing of a service contract. The term of the services is to be confirmed between the consultant and GOC prior to contract

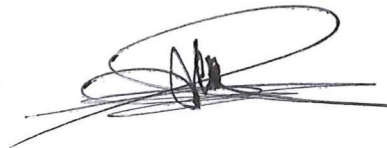
**Reporting**

The CEO GOC shall drive this role in close consultation with the responsible GOC Subcommittee chair. CEO shall ensure the final report is reviewed and approved by the Sub-Committee before final submission.



## ANNEX A

1. Identify existing telecommunications infrastructure in Honiara and also to identify any other requirements to develop a technology plan.
2. Liaise with existing telecommunications service providers to develop a fully priced technology plan for the delivery of high quality ICT and television Broadcast services for the Honiara 2023 SPG.
3. Assist GOC with the development, documentation and implementation of an ICT framework for the Honiara 2023 SPG.
4. Assist GOC with the identification of a suitable Host Broadcaster for the Honiara 2023 SPG by developing a suitable EOI to attract potential bidders.



## ANNEX B – REMUNERATION PACKAGE

1. The contract package sum shall be SBD180, 000 – 00 (GROSS).
2. Term of this contract is only 60 working days.
3. A vehicle shall be provided to the Contractor (if required) for the duration of the contract. However, Vehicle shall remain garaged at GOC office after hours.
4. The payment plan shall be as follows:
  - a. **10% of the contract sum instalment at signing of the contract**
  - b. **25% of the contract sum instalment at 50% delivery of contract**
  - c. **65% of the contract sum instalment at 100% delivery of Contract**
5. Progress of this contract shall be measured and monitored by Head of HR.





Australian and New Zealand Banking Group Limited (ANZ)

STAMP  
DUTY  
PAID

HONIARA, SOLOMON ISLANDS

DATE

2 9 1 0 2 1  
D M Y

PAY HARRY ZOLEVEKE

OR BEARER

THE SUM OF EIGHTEEN THOUSAND DOLLARS ONLY -

SBD 18,000.00

NOT  
NEGOTIABLE

*[Signature]*  
PLEASE SIGN ABOVE THIS LINE



*[Signature]*  
PLEASE SIGN ABOVE THIS LINE

No 1612499

NATIONAL HOSTING  
AUTHORITY 5691140



# PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Harry Zoleveke	APPROVED BY EXECUTIVE DIRECTOR
Address:	<div style="text-align: center;">  </div> Signed _____ Date <u>29/10/21</u>
IF DIRECT CREDITS ISSUED: BANK REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER  Signed  Date <u>29/10/2021</u>

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2716	Others Local	Accommodatin Costs - H Zoleveke	\$18,000.00

Cheque No: 1612499 for \$18,000.00 Date 29/10/2021

Signature of claimant \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

Payment Voucher Prepared by \_\_\_\_\_ Date \_\_\_\_\_

# Harry Zoleveke Contractor

Kukum Commercial Area, Honiara.

## Invoice # HDZ001

Date: Enter 20th October 2021

### Bill To

The 2023 Pacific Games Organisation Committee, GOC  
Sea King Building, Honiara.

### For

Accommodation Costs as per contract signed between GOC and Harry Zoleveke, 9th October 2021. Duration of Contract: 60 days.

Item Description	Amount
Being for first 30 days accommodations costs @ SBD\$600.00 per day	\$18,000.00

Subtotal

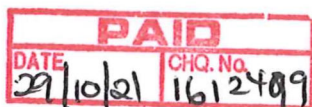
\$18,000.00

Tax Rate

Other Costs

Total Cost

\$18,000.00



GL 6-2716

4-7100-02

*Amount as per contract  
and that GOC approval*  
*[Signature]*  
28/10/2021





>>> wrote:

>>>

>>> Dear All,

>>>

>>> This needs approval as the rate is not specified in the contract.

>>>

>>> Kind regards,

>>>

>>> Rocklive

>>>

>>> <image001.jpg>

>>>

>>> FROM: Harry Zoleveke <hdz.jcomms@gmail.com>

>>> SENT: Wednesday, 20 October 2021 4:10 AM

>>> TO: McCleen Sarukiki <MSarukiki@sol2023.com.sb>

>>> CC: Rocklive Poloso <RPoloso@sol2023.com.sb>

>>> SUBJECT: Harry Zoleveke - Accommodation costs, 1st 30-days

>>>

>>> McCleen,

>>>

>>> As per my contract with GOC, signed 9th day of October 2021, clause

>>> 3 c, I hereby submit an invoice for my accommodation costs for the

>>> first 30-days. The rate used is SBD\$600 per day, to cover

>>> accommodation expenses whilst residing here in Honiara for the

>>> duration of the contract.

>>>

>>> I would be grateful if this could be expedited as soon as possible.

>>>

>>> Many thanks and regards,

>>>

>>> Harry Zoleveke

>>>

>>> <HarryZoleveke\_1stInv\_AccommCost.pdf>

## Mccleen Sarukiki

---

**From:** Rocklive Poloso  
**Sent:** Wednesday, 27 October 2021 3:17 PM  
**To:** Martin Bai RARA; martin.rara@nocsi.org.sb  
**Cc:** Mccleen Sarukiki  
**Subject:** FW: Harry Zoleveke - Accommodation costs, 1st 30-days

Hi Martin,

Please approve.

Thanks  
Rocklive



-----Original Message-----

From: martin.rara@nocsi.org.sb <martin.rara@nocsi.org.sb>  
Sent: Monday, 25 October 2021 6:37 PM  
To: Rocklive Poloso <RPoloso@sol2023.com.sb>  
Cc: Peter Stewart <peter\_stewart@me.com>; Christian Nieng <CNieng@sol2023.com.sb>; Mccleen Sarukiki <MSarukiki@sol2023.com.sb>; Martin Bai RARA <m.rara@nocsi.org.sb>  
Subject: Re: Harry Zoleveke - Accommodation costs, 1st 30-days

On 2021-10-26 10:35, Rocklive Poloso wrote:

> Hi Martin,  
>  
> As discussed please confirm to proceed.  
>  
> Thanks,  
> Rocklive



> -----Original Message-----

> From: martin.rara@nocsi.org.sb <martin.rara@nocsi.org.sb>  
> Sent: Monday, 25 October 2021 3:32 PM  
> To: Rocklive Poloso <RPoloso@sol2023.com.sb>  
> Cc: Peter Stewart <peter\_stewart@me.com>; Christian Nieng <CNieng@sol2023.com.sb>; Mccleen Sarukiki <MSarukiki@sol2023.com.sb>;  
> Martin Bai RARA <m.rara@nocsi.org.sb>  
> Subject: Re: Harry Zoleveke - Accommodation costs, 1st 30-days

>  
> On 2021-10-21 09:26, Rocklive Poloso wrote:  
>> Thanks Peter,  
>>  
>> Noted.  
>>  
>> @Martin - I would need your advice/approval if okay to proceed?  
>>  
>> Regards,



## CONSULTANCY CONTRACT

### CONTRACT

THIS CONTRACT ("Contract") is entered into this 8<sup>th</sup> day of October 2021,

Between

**The 2023 Pacific Games Organization Committee (GOC),**  
a Committee established by the Government of Solomon Islands through the Pacific Games 2023 Act (2017), which was commenced on 26 October 2018; ("Client") having its principal place of business at the Sea King Building, Honiara, Solomon Islands;

And

**Mr Harry Zoleveke**

Of Kukum Commercial Centre, Honiara, Solomon Islands ("the Contractor").

WHEREAS, The Client wishes to have the Contractor performing the services hereinafter referred to, and;

WHEREAS, The Contractor is willing to perform these services and has the necessary experience and skills, and;

NOW THEREFORE THE PARTIES hereby agree as follows:

#### 1. Services

- a. The Contractor shall be engaged to perform the services for The Client, under direction of the GOC for services stipulated in Annex A – Term of Reference.
- b. The Client agrees to support and fees as stipulated in Annex B – Remuneration Package

#### 2. Term

- a. This Agreement shall be for a period not to exceed an amount of SBD180, 000 - 00, and shall finish **no later than 60 working days from the date of signing Contract.**
- b. The contract can be cancelled at any time with three (3) days' notice by either party, given a legitimate reason has been submitted and considered.

#### 3. Payment

- a. For Services rendered pursuant to Annex A, the Client shall pay the Contractor an amount not to exceed a ceiling of SBD180, 000 – 00
- b. No Solomon Islands GST shall be charged or collected in executing this contract.

- c. **The Client** is obligated to bear other costs directly incurred through this contract. (i.e. Contractor's Accommodation allowances, Access to GOC vehicle for the duration of this contract)
- d. The rate shown is gross and will be subject to any applicable withholding of tax.
- e. **The client** shall pay the contractor within 14 business days of invoice receipt.

#### 4. Performance Standard

- a. **The Contractor's** performance shall be monitored and measured by **Head of HR**.
- b. **The Contractor** undertakes to perform the Services, in highest ethical standards possible.
- c. If **The contractor** misuses funds, or assets of **The Client**, or in any way bring **The Client** into disrupt through their incompetence action, **The Client** may cancel this contract without notice or penalty.
- d. If **The Contractor** is not able to perform the work as set forth by **The Client** for a period of 3 consecutive working days, then GOC may cancel this contract without notice or penalty.

#### 5. Confidentiality

**The Contractor** shall not in any way or form, disclose any confidential information relating to the Services, this Contract or the Client's business or operations without the prior written consent of **the Client**.

#### 6. Ownership of Material

All material used or disposed in executing this contract to the final product of the reports including this final approved documents as stipulated in Appendix A, shall and will remain the property of **THE CLIENT**.

#### 7. Sub - Contracting

**The Contractor** shall not assign this Contract or Subcontract any portion of it without the Client's knowledge or prior written consent.

#### 8. Law Governing Contract and Language

The Contract shall be governed by the **Laws of The Solomon Islands**, and the language of the Contract shall be **English**.

#### 9. Dispute Resolution

Any dispute arising out of this Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the **laws of the Solomon Islands**.

**TERMS OF REFERENCE  
FOR TELECOMMUNICATIONS, ICT AND BROADCAST CONSULTANT**

---

**Background**

Solomon Islands will host the next Pacific Games in Honiara in 2023. In this respect, the Solomon Islands legislator, Parliament, established the PG 2023 Act 2017. The National Hosting Authority was established as the oversight body to oversee the roles of GOC and other committees. The Committees were charged with the duty to deliver their core functions under the Host agreement to deliver successful 2023 Pacific Games in Honiara. The Games Organising Committee, GOC, was therefore formed to ensure all aspects of the games are developed and implemented to ensure Solomon Islands is well prepared to host the Pacific Games 2023.

To enable many of the 2023 PG events to be accessed by local, regional and overseas viewers, the 2023 PG GOC wishes to establish a robust telecommunications, ICT and Broadcast infrastructure. This is to enable GOC monitor and efficiently manage all SPG activities and for a Host Broadcaster to deliver all games events for either live or delayed high quality video transmission.

**Objective**

As part of its implementation, GOC wishes to recruit the services of an experienced local telecommunications expert to assist GOC develop a Telecommunications, ICT and Broadcast Plans for the 2023 SPG in Honiara.

**Tasks**

1. Identify existing telecommunications infrastructure in Honiara and also to identify any other requirements to develop a technology plan.
2. Liaise with existing telecommunications service providers to develop a fully priced technology plan for the delivery of high quality ICT and television Broadcast services during the Honiara 2023 SPG.
3. Assist GOC with the development, documentation and implementation of an ICT framework for the Honiara 2023 SPG.
4. Assist GOC with the identification of a suitable Host Broadcaster for the Honiara 2023 SPG by developing a suitable EOI to attract potential bidders.

**Terms of Service.**

The term of the services is to be confirmed between the consultant and GOC prior to contract however it is envisaged that the consultancy will be for a period of 60 working days effective from the date of signing of a service contract. The term of the services is to be confirmed between the consultant and GOC prior to contract

**Reporting**

The CEO GOC shall drive this role in close consultation with the responsible GOC Subcommittee chair. CEO shall ensure the final report is reviewed and approved by the Sub-Committee before final submission.

## ANNEX B – REMUNERATION PACKAGE

1. The contract package sum shall be SBD180, 000 – 00 (GROSS).
2. Term of this contract is only 60 working days.
3. A vehicle shall be provided to the Contractor (if required) for the duration of the contract. However, Vehicle shall remain garaged at GOC office after hours.
4. The payment plan shall be as follows:
  - a. **10% of the contract sum instalment at signing of the contract**
  - b. **25% of the contract sum instalment at 50% delivery of contract**
  - c. **65% of the contract sum instalment at 100% delivery of Contract**
5. Progress of this contract shall be measured and monitored by Head of HR.



**Transaction or Request Lodgement Receipt**

**Transaction or Request Description:** ANZ to Other Bank Transfer  
**Transaction or Request Status:** Held for Authorisation  
**Date / Time:** 17/11/2021 15:30  
**Transaction Number:** AEJ01424

**Transaction Details:**

ANZ to Other Bank Transfer

From Account: 5691140  
 Transfer Amount in Local Currency: SBD 54,000.00  
 Transfer From Amount: SBD 54,000.00  
 Indicative :  
 My Reference: Inv#HDZ003

**Payment Details**

Account Name: Harry Zoleveke  
 Account Number: 20018073423016  
 Bank Name: Bred Bank  
 Reference To Payee : Inv#HDZ003

Pay Date : 17/11/2021

**Comments:**

\*\*\*\*\* Authorisation Details \*\*\*\*\*  
 17/11/2021 15:30 Debbie Ofaeri Sifoni  
 Authorisation Required for : ANZ to Other Bank Transfer (1A)  
 \*\*\*\*\*



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# PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Harry Zoleveke	APPROVED BY EXECUTIVE DIRECTOR
Address:	Signed _____ Date _____
IF DIRECT CREDITS ISSUED: BANK REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER Signed <u><i>[Signature]</i></u> Date <u>17/11/21</u>

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2004	Consultancy Fees	25% contract Sum and Accommodation INV# HDZ002 & HDZ003	\$45,000.00
2-1440	Withholding Tax Payable		-\$9,000.00
6-2716	Others Local		\$18,000.00

Cheque No: IB Trans for \$54,000.00 Date 17/11/2021

Signature of claimant \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

Payment Voucher Prepared by *[Signature]* Date 17/11/21

# Harry Zoleveke Contractor

Kukum Commercial Area, Honiara.

## Invoice # HDZ003

Date: Enter 12th November 2021

*Handwritten on yellow sticky note:*  
 15th Nov 2021  
 15th Nov 2021  
 15th Nov 2021

### Bill To

The 2023 Pacific Games Organisation Committee, GOC  
 Sea King Building, Honiara.

### For

50% work completed as per contract TOR signed between GOC and Harry Zoleveke, 9th October 2021. Duration of Contract: 60 days.

Item Description	Amount
As per attached TOR progress report, 12th November 2021.	
(25% of the contract sum instalment at 50% delivery of contract)	\$45,000.00
Subtotal	\$45,000.00
Tax Rate	
Other Costs	
<b>Total Cost</b>	<b>\$45,000.00</b>

*Handwritten signatures:*  
 [Signature]  
 [Signature]  
 15th Nov 2021

## Consultancy Contract – Broadcast and ICT Technology

### Progress Report – 12<sup>th</sup> November 2021.

The TOR items are not necessarily set out for completion in chronological order.

The TOR tasks again are;

- 1) a) Identify existing telecommunications infrastructure in Honiara and also to b) identify any other requirements to develop a technology plan.
- 2) a) Liaise with existing telecommunications service providers to b) develop a fully costed technology plan for the delivery of high-quality ICT and television Broadcast services during the Honiara 2023 SPG.
- 3) a) Assist GOC with the development, documentation and implementation of an ICT framework for the Honiara 2023 SPG.
- 4) Assist GOC with the identification of a suitable Host Broadcaster for the Honiara 2023 SPG by a) developing a suitable EOI to attract potential bidders.

### Annex B of Consultancy contract,

4. The payment plan shall be as follows:
  - a. 10% of the contract sum instalment at signing of the contract
  - b. 25% of the contract sum instalment at 50% delivery of contract
  - c. 65% of the contract sum instalment at 100% delivery of Contract

The attached matrix summarises the work completed to date. I believe I have achieved 50% delivery of contract as of 12<sup>th</sup> November 2021.

1. *One task discussed with GSSC prior to developing the TOR but explicitly not referred to in the TOR is to develop an overall technology working plan for the relevant GOC/GSSC operational team.*
  - a. *I believe this work requires the consultant to liaise with existing construction teams to ensure facilities deemed for Broadcast and ICT purposes during the Pacific games are provided and prepared to relevant industry standards (telecommunications and video production standards).*
  - b. *A work plan would enable the relevant operational team to follow a guideline to realise and establish the Broadcast network plan and the ICT network plan. I therefore suggest that item 3 be amended to read as follows; - "Assist GOC with the development of suitable infrastructure for the implementation of the Broadcast and ICT framework for Honiara 2023 Pacific Games." -*
2. *As a result of 1) above, that GOC consider extending the period of this contract to ensure all necessary infrastructure is provided for.*

TOR Item	Actions taken	% Completion	Estimated completion Date	Remarks
1 a & b	<p>I recommend to GOC to utilise the Solomon Telekom optic fibre network as the main physical infrastructure to establish the proposed Broadcast network.</p> <p>SIEA also has optic fibre cables available and they have indicated their interest to participate.</p>	95%	Mid-week, November 2021	<p>Introductory meetings already convened with Solomon Telekom and Solomon Power. Will continue this process.</p> <p>At the date of reporting, CTO of Solomon Telekom Ltd advised that they would be ready to make a presentation to GSSC before the end of November 2021.</p> <p>Solomon Power also indicated that they needed time to enable them to prepare and deliver a response.</p>
2 a & b	<p>Initial discussions already had with Solomon Telekom, the main telecommunications service provider.</p> <p>Series of meetings would enable me to gather and compile all necessary technical and sensitive product pricing information.</p> <p>This is to enable potential Host Broadcaster bidders to compile their technology plans and their budgetary forecast in their bid submission.</p>	50%	Mid-Dec 2021	<p>A concept paper has been developed for GSSC.</p> <p>A Broadcast technology plan and accompanying budgetary forecast can only be realised once a successful bidder is identified for the Host Broadcast role. The process is that the identified HB would submit the required Broadcast technology plan and associated budgetary forecast.</p>
3 (i)	<p>For the main ICT technology plan, access to all Pacific game's venue is a priority. GSSC is yet to conduct official site visits. Many more site visits and facilities inspections and change management maybe required in the long run.</p>	30%	Mid-Dec 2021	<p>Key concept for ICT plan already identified. Awaiting acceptance of this concept paper.</p> <p>Compiled and submitted to GSSC, a report titled, <b>"CONCEPT Paper for Broadcast and Technology "</b> An ICT technology plan and associated budgetary forecast can only be compiled once GOC approves the submitted GSSC Concept paper for Broadcast and Technology.</p> <p>The concept paper recommended the recruitment of a local ICT consultant to assist the Broadcast and Technology Consultant to develop detailed venue</p>

				plans, identify appropriate ICT applications, servers and equipment as well as to compile a budgetary estimate for the proposed ICT network.
3 (ii)	<p>As a supplement to the GOC ICT plan, I offered a solution for GOC to create a new e-mail domain <a href="mailto:solpgoc.com.sb">@solpgoc.com.sb</a>.</p> <p>This followed numerous complaints that some evidence, although not fully substantiated, of e-mail hacking were being experienced.</p> <p>On this basis, Chairman GSSC requested me to find a solution, with a view to abandoning the current arrangement.</p> <p>A request was therefore forwarded to a local registry company, Novus Ltd, to provide a quote based on a TOR created for this requirement.</p> <p>As a professional group, it is normal practise to adopt a naming strategy void of numbers, i.e., @abc1234.com.</p>		Mid-December 2021	<p>Hosting the e-mail domain with a secure hosting environment is important for GOC. There are many well-known hosting providers out in the market however some well-known hosts are like-wise known for providing compromised security environments for their clients.</p> <p>Novus Ltd has the experience and understanding of this business and could offer GOC a suitable hosting solution.</p> <p>Novus Ltd confirmed receipt of this request and are yet to provide a quote.</p>
3 (iii)	For provision of a redundancy network and provisioning of ICT based services, ongoing consultations are in progress with Pacific Vaized Enterprise Ltd, a fully local technology company.		Mid-December 2021	<p>This wholly-owned local company currently utilises satellite (C-Band) and the latest LTE and Wi-Fi-5/6 technology for delivery of services, both nation-wide as well as in Honiara.</p> <p>Of interest is their <i>Push technology</i> which is seen as a potential replacement for a radio despatch service and could provide many more new services for games participants (athletes, team officials and GOC at large) and even for the general public.</p>
4	Prepared an EOI document to GSSC.	100%	22/10/2021	EOI document already submitted to Chairman of GOC GSSC.

5	<i>Develop a work plan (includes review of staff structure and monitor progress of underlying facilities) for the relevant GSSC operational team for 2022 and beyond.</i>			<i>Amend TOR item 3.</i>
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## Rocklive Poloso

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**From:** Martin Rara <martin.rara@nocsi.org.sb>  
**Sent:** Monday, 15 November 2021 4:35 PM  
**To:** Rocklive Poloso  
**Cc:** Martin Bai RARA; Mccleen Sarukiki  
**Subject:** Re: Invoice for HARRY ZOLEVEKE

Attention!: This email originated from outside of the organization (SIG). Do not click links or open attachments unless you recognize the sender and know the content is safe.

On 2021-11-15 15:59, Rocklive Poloso wrote:

> Hi Martin,  
>  
> Harry's invoice for your review and approval is attached.  
>  
> I am okay with his invoices as it is as per his contract.  
>  
> Upon your approval I will raise payment.  
>  
> Cheers,  
> Rocklive

Dear FC

Thanks very much for the invoice. Please proceed with the payment of this invoice.

Regards

--

MARTIN BAAI RARA

PRESIDENT - NATIONAL OLYMPIC COMMITTEE OF SOLOMON ISLANDS  
PRESIDENT - COMMONWEALTH GAMES ASSOCIATION OF SOLOMON ISLANDS  
PRESIDENT - PACIFIC GAMES ASSOCIATION OF SOLOMON ISLANDS

OTHER RESPONSIBILITIES

Vice President - Oceania Sailing Federation (OSAF)\_ President - Solomon Islands Sailing Association\_ Vice Chairman - National Hosting Authority SOL2023(NHA)\_ Chairman - SOL2023 Games Organising Committee (GOC)\_ Member - National Sports Council (NSC)\_

<p><b>Harry Zoleveke Contractor</b> Kukum Commercial Area, Honiara.</p>	
<b>Invoice # HDZ002</b>	
Date: Enter 12th November 2021	
<b>Bill To</b>	<b>For</b>
The 2023 Pacific Games Organisation Committee, GOC Sea King Building, Honiara.	Accommodation Costs as per contract signed between GOC and Harry Zoleveke, 9th October 2021. Duration of Contract: 60 days.
<b>Item Description</b>	<b>Amount</b>
Being for the second and final 30 days accommodations costs for the GOC consultancy work, @ SBD\$600.00 per day	\$18,000.00
Subtotal	\$18,000.00
Tax Rate	
Other Costs	
<b>Total Cost</b>	<b>\$18,000.00</b>

8/11/2021  
  
 15/11/2021

Approved  
  
 16/11/21



## CONSULTANCY CONTRACT

### CONTRACT

THIS CONTRACT ("Contract") is entered into this 8<sup>th</sup> day of October 2021,

Between

**The 2023 Pacific Games Organization Committee (GOC),**  
a Committee established by the Government of Solomon Islands through the Pacific Games 2023 Act (2017), which was commenced on 26 October 2018; ("Client") having its principal place of business at the Sea King Building, Honiara, Solomon Islands;

And

**Mr Harry Zoleveke**

Of Kukum Commercial Centre, Honiara, Solomon Islands ("**the Contractor**").

WHEREAS, The Client wishes to have the Contractor performing the services hereinafter referred to, and;  
WHEREAS, The Contractor is willing to perform these services and has the necessary experience and skills, and;

NOW THEREFORE THE PARTIES hereby agree as follows:

#### 1. Services

- a. The Contractor shall be engaged to perform the services for The Client, under direction of the GOC for services stipulated in Annex A – Term of Reference.
- b. The Client agrees to support and fees as stipulated in Annex B – Remuneration Package

#### 2. Term

- a. This Agreement shall be for a period not to exceed an amount of SBD180, 000 - 00, and shall finish no later than 60 working days from the date of signing Contract.
- b. The contract can be cancelled at any time with three (3) days' notice by either party, given a legitimate reason has been submitted and considered.

#### 3. Payment

- a. For Services rendered pursuant to Annex A, the Client shall pay the Contractor an amount not to exceed a ceiling of SBD180, 000 – 00
- b. No Solomon Islands GST shall be charged or collected in executing this contract.

- c. The Client is obligated to bear other costs directly incurred through this contract. (i.e. Contractor's Accommodation allowances, Access to GOC vehicle for the duration of this contract)
- d. The rate shown is gross and will be subject to any applicable withholding of tax.
- e. The client shall pay the contractor within 14 business days of invoice receipt.

**4. Performance Standard**

- a. The Contractor's performance shall be monitored and measured by Head of HR.
- b. The Contractor undertakes to perform the Services, in highest ethical standards possible.
- c. If The contractor misuses funds, or assets of The Client, or in any way bring The Client into disrupt through their incompetence action, The Client may cancel this contract without notice or penalty.
- d. If The Contractor is not able to perform the work as set forth by The Client for a period of 3 consecutive working days, then GOC may cancel this contract without notice or penalty.

**5. Confidentiality**

The Contractor shall not in any way or form, disclose any confidential information relating to the Services, this Contract or the Client's business or operations without the prior written consent of the Client.

**6. Ownership of Material**

All material used or disposed in executing this contract to the final product of the reports including this final approved documents as stipulated in Appendix A, shall and will remain the property of THE CLIENT.

**7. Sub - Contracting**

The Contractor shall not assign this Contract or Subcontract any portion of it without the Client's knowledge or prior written consent.

**8. Law Governing Contract and Language**

The Contract shall be governed by the Laws of The Solomon Islands, and the language of the Contract shall be English."

**9. Dispute Resolution**

Any dispute arising out of this Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the laws of the Solomon Islands.

**TERMS OF REFERENCE  
FOR TELECOMMUNICATIONS, ICT AND BROADCAST CONSULTANT**

**Background**

Solomon Islands will host the next Pacific Games in Honiara in 2023. In this respect, the Solomon Islands legislator, Parliament, established the PG 2023 Act 2017. The National Hosting Authority was established as the oversight body to oversee the roles of GOC and other committees. The Committees were charged with the duty to deliver their core functions under the Host agreement to deliver successful 2023 Pacific Games in Honiara. The Games Organising Committee, GOC, was therefore formed to ensure all aspects of the games are developed and implemented to ensure Solomon Islands is well prepared to host the Pacific Games 2023.

To enable many of the 2023 PG events to be accessed by local, regional and overseas viewers, the 2023 PG GOC wishes to establish a robust telecommunications, ICT and Broadcast infrastructure. This is to enable GOC monitor and efficiently manage all SPG activities and for a Host Broadcaster to deliver all games events for either live or delayed high quality video transmission.

**Objective**

As part of its implementation, GOC wishes to recruit the services of an experienced local telecommunications expert to assist GOC develop a Telecommunications, ICT and Broadcast Plans for the 2023 SPG in Honiara.

**Tasks**

1. Identify existing telecommunications infrastructure in Honiara and also to identify any other requirements to develop a technology plan.
2. Liaise with existing telecommunications service providers to develop a fully priced technology plan for the delivery of high quality ICT and television Broadcast services during the Honiara 2023 SPG.
3. Assist GOC with the development, documentation and implementation of an ICT framework for the Honiara 2023 SPG.
4. Assist GOC with the identification of a suitable Host Broadcaster for the Honiara 2023 SPG by developing a suitable EOI to attract potential bidders.

**Terms of Service.**

The term of the services is to be confirmed between the consultant and GOC prior to contract however it is envisaged that the consultancy will be for a period of 60 working days effective from the date of signing of a service contract. The term of the services is to be confirmed between the consultant and GOC prior to contract

**Reporting**

The CEO GOC shall drive this role in close consultation with the responsible GOC Subcommittee chair. CEO shall ensure the final report is reviewed and approved by the Sub-Committee before final submission.

## ANNEX B – REMUNERATION PACKAGE

1. The contract package sum shall be SBD180, 000 – 00 (GROSS).
2. Term of this contract is only 60 working days.
3. A vehicle shall be provided to the Contractor (if required) for the duration of the contract. However, Vehicle shall remain garaged at GOC office after hours.
4. The payment plan shall be as follows:
  - a. **10% of the contract sum instalment at signing of the contract**
  - b. **25% of the contract sum instalment at 50% delivery of contract**
  - c. **65% of the contract sum instalment at 100% delivery of Contract**
5. Progress of this contract shall be measured and monitored by Head of HR.



### Transaction or Request Lodgement Receipt

**Transaction or Request Description:** ANZ to Other Bank Transfer  
**Transaction or Request Status:** Held for Authorisation  
**Date / Time:** 14/12/2021 12:29  
**Transaction Number:** AEK79497

**Transaction Details:**  
 ANZ to Other Bank Transfer

From Account: 5691140  
 Transfer Amount in Local Currency: SBD 46,880.00  
 Transfer From Amount: SBD 46,880.00  
 Indicative :  
 My Reference: Inv#HDZ004

**Payment Details**

Account Name: Harry Zoleveke  
 Account Number: 20018073423016  
 Bank Name: Bred Bank  
 Reference To Payee : Inv#HDZ004

Pay Date : 14/12/2021

**Comments:**

\*\*\*\*\* Authorisation Details \*\*\*\*\*  
 14/12/2021 12:29 Debbie Ofaeri Sifoni  
 Authorisation Required for : ANZ to Other Bank Transfer (1A)  
 \*\*\*\*\*



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# PAYMENT VOUCHER

Payment: Voucher No:	
NAME: Harry Zoleveke Address:	APPROVED BY EXECUTIVE DIRECTOR  Signed _____ Date _____
IF DIRECT CREDITS ISSUED: B. REF #: _____ Signed _____	APPROVED BY FINANCIAL CONTROLLER  Signed <i>[Signature]</i> Date <i>14/12/21</i>

NHA CODE	GL NAME	FULL DETAILS OF CLAIM	AMOUNT
6-2004 2-1440	Consultancy Fees Withholding Tax Payable	65% Contract sum - INV#HDZ004	\$58,600.00 -\$11,720.00

Cheque No: IB Trans \_\_\_\_\_ for \$46,880.00 Date 11/12/2021

Signature of claimant \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

Payment Voucher Prepared by *[Signature]* Date *11/12/2021*



## Pauline Tovua

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**From:** Rocklive Poloso  
**Sent:** Friday, 10 December 2021 1:56 PM  
**To:** Pauline Tovua  
**Cc:** Debbie Sifoni; Christian Nieng; Peter Stewart  
**Subject:** FW: Invoice for 1/2 of final payment  
**Attachments:** image001.jpg; ATT00001.htm; Invoices\_10122021.pdf; ATT00002.htm

Hi Pauline,

Please proceed with Payment.

Use this email as our sign off.

Thanks  
Rocklive



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**From:** Peter Stewart <peter\_stewart@me.com>  
**Sent:** Friday, 10 December 2021 11:26 AM  
**To:** Rocklive Poloso <RPoloso@sol2023.com.sb>  
**Subject:** Re: Invoice for 1/2 of final payment

Hi Rocklive

Just check it is in line with his contract that Martin and Eric arranged. If it is, no problems and it is approved.

Cheers  
Peter

Peter Stewart  
CEO  
2023 Pacific Games  
Solomon Islands

On 10 Dec 2021, at 11:08 AM, Rocklive Poloso <[RPoloso@sol2023.com.sb](mailto:RPoloso@sol2023.com.sb)> wrote:

Hi Peter,

This is Harry's Invoice sent through.

Would need your email approval before I process payment.