



**REPUBLIC OF NAURU
GOVERNMENT GAZETTE
PUBLISHED BY AUTHORITY**

No. 30

18th March, 2009

Nauru

G.N.No. 123 / 2009

PUBLIC SERVICE ACT 1998
SECTION 10, (1), (a)

CREATION OF NEW POSITIONS

PURSUANT TO the powers in that behalf vested in me, under Section 10, (1), (a) of the Public Service Act 1998, I, HON. MARCUS STEPHEN M.P., President and Minister responsible for the Public Service, DO HEREBY, with immediate effect create the following new positions:-

DEPARTMENT OF HEALTH & MEDICAL SERVICES

<u>DESIGNATION OF OFFICE</u>	<u>NO. OF POSITIONS</u>	<u>SALARY SCALE</u>
Staff Nurse	3	\$5,418 p.a. (4.1)

Dated this Sixteenth day of the month of March, Two Thousand and Nine.

HON. MARCUS STEPHEN M.P.
PRESIDENT
&
MINISTER FOR THE PUBLIC SERVICE

PUBLIC SERVICE ACT 1998
VACANCY : SECTION 15

Applications are invited from Nauruans inside and outside the Public Service for appointment, transfer or promotion to the following position:

DEPARTMENT OF HEALTH & MEDICAL SERVICES
(Public Health)

POSITION : Communicable Diseases Coordinator

SALARY : \$7,800 pa (special rate)

PURPOSE OF THE POSITION:

The Communicable Diseases Coordinator is accountable at an advanced practice level for the coordination of HIV/ STI program and other communicable diseases and the provision of leadership in the specified public health area. The Communicable Diseases Coordinator needs to supervise public health services in clinics, homes and in the community; and to provide client centred counselling, education and information concerning their illnesses especially for HIV/ STI prevention and control.

ROLE AND RESPONSIBILITIES:

Coordinate and manage the national response to HIV and STI in-country in line with the National HIV Strategy and the Pacific Regional Strategy for HIV and STI

A. Implementation

1. Act as central focus point to the Ministry of Health Public Health Program, relevant NGOs, donors, SPC (HIV/STI section, PRSIP and Global Fund Round 7 HIV Coordinator) and all implementing partners regarding the program of HIV/STI activities at country level in accordance with the National HIV Strategy
2. Coordinate and monitor planning and implementation of all in-country HIV/STI program activities according to the work plans and Letters of Agreement with each donor
3. Provide technical clinical support and guidance to program activities [where appropriate] (e.g. for GF HIV R7 work plan activities with clinical focus)
4. Provide regular information on the progress of the national HIV/STI program and specific activities, and against the National HIV Strategy, to relevant stakeholders and the national coordinating body (NAC, CCM etc)
5. Develop collaborative relationships, networking and communication links with other Government departments, NGOs and community based organisations in supporting national response initiatives in the fight against HIV/STI
6. Request and facilitate release of funding for National level activities from donors and specifically the SPC Global Fund Round 7 HIV Coordinator
7. Where necessary, monitor and facilitate release of funds through the discretionary grants scheme for people living with HIV/AIDS (PLWHA).

G.N.No. 124 / 2009 (cont'd)

8. Assist the national response surveillance team (in-country, at SPC and other agencies) to conduct surveys according to the national work plan (including second generation surveillance, where relevant)
9. In consultation with the Ministry of Health, SPC (HIV/STI section, PRSIP Coordinator and Global Fund Round 7 HIV Coordinator), and other implementing partners, identify remedial action for any emerging problems
10. Monitor and support national and visiting consultants' activities and outputs
11. Coordinate and manage collection of M&E data and reporting in accordance with the National HIV Strategy, PRSIP and other donor M&E requirements
12. Liaise with TB Coordinators for programme collaboration

B. Administration and reporting

1. Organise, facilitate and act as secretariat to the national HIV/STI Project coordinating body (CCM, NAC etc)
2. Monitor and evaluate Project performance according to Global Fund and Principal Recipient criteria and guidelines, including monitoring of all payments and assisting with periodic Project implementation reports (including narrative and financial reports)
3. Manage and maintain appropriate records and documents on all aspects of national level activities supported through the Global Fund program
4. Perform other duties as required
5. Responsible for office management including staff and facilities including asset inventory and control
6. Financial management support including financial performance report.
7. Ensure a functioning National HIV/STI Coordination office by ensuring resources and equipments are available. E.g. procurement of stationeries
8. Develop, and monitor asset register equipment inventory funded by donors
9. Assist in developing all programmatic and financial reports for: national governing body (CCM, NAC etc), donors, and Global Fund Regional CCM.

G.N.No. 124 / 2009 (cont'd)

REQUIREMENTS

- Relevant qualifications in health or community development, *and/or* at least two years' experience working in the field of HIV/STI
- Understanding of the political, social, economic, health and cultural context of the country and its response to HIV/STI
- Demonstrated ability to manage projects
- Demonstrated skills in organising and documenting meetings (including taking minutes)
- Completed Year 12 schooling
- Excellent written and oral communication skills in English and relevant local language(s)
- Sound computer skills (Microsoft *Word, Excel, Power Point* and email applications)
- Experience in facilitating multi-sectoral programs between Government and Non-Government Organisations
- Demonstrated ability to work independently and as part of a team
- Capacity to employ initiative appropriately

Applications should be lodged in writing stating name, age, qualification and Curriculum Vitae provided to the Chief Secretary's Office or the Director of Human Resources & Labour no later than Friday 27 March 2009.

Dated this 16th day of March, 2009.

CAMILLA SOLOMON
CHIEF SECRETARY

PUBLIC SERVICE ACT 1998
VACANCY : SECTION 15

Applications are invited from Nauruans inside and outside the Public Service for appointment, transfer or promotion to the following position:

DEPARTMENT OF HEALTH & MEDICAL SERVICES
(Public Health)

POSITION : Communicable Diseases Assistant

SALARY : \$5,590 pa (special rate)

PURPOSE OF THE POSITION:

The Communicable Diseases Assistant is accountable at an advanced practice level for the assisting of HIV/ STI program and other communicable diseases. The Communicable Diseases Assistant needs to supervise public health services in clinics, homes and in the community; and to provide client centred counselling, education and information concerning their illnesses especially for HIV/ STI prevention and control.

ROLE AND RESPONSIBILITIES:

Assist in coordinating and managing the national response to HIV and STI in-country in line with the National HIV Strategy and the Pacific Regional Strategy for HIV and STI

- 1 Assist in coordinating and monitoring, planning and implementation of all in-country HIV/STI program activities according to the work plans
- 2 Assist in providing regular information on the progress of the national HIV/STI program and specific activities
- 3 Assist in developing collaborative relationships, networking and communication links with other Government departments, NGOs and community based organisations in supporting national response initiatives in the fight against HIV/STI
4. Where necessary, assist in monitoring and facilitating release of funds through the discretionary grants scheme for people living with HIV/AIDS (PLWHA).
5. Assist the national response surveillance team (in-country, at SPC and other agencies) to conduct surveys according to the national work plan (including second generation surveillance, where relevant)
6. Support national and visiting consultants' activities and outputs
7. Assist in coordinating and managing collection of M&E data and reporting in accordance with the National HIV Strategy, PRSIP and other donor M&E requirements
8. Liaise with Community DOTS workers and Community DOTS Coordinator for programme collaboration

G.N.No. 125 / 2009 (cont'd)

9. Assist in Managing and maintaining appropriate records and documents on all aspects of national level activities supported through the Global Fund program
10. Assist in financial management support including financial performance report.
11. Assist in developing and monitoring
12. Assist in developing, and monitoring asset register equipment inventory funded by donors
13. Perform other duties as required

QUALIFICATION & EXPERIENCE

- Completes Year 11 schooling
- Experience in home support, home care and community care
- Knowledge of HIV/ STI and/or communicable disease control
- Cross-cultural sensitivity, ability to maintain confidentiality and good interpersonal skills
- Good administrative, secretarial and organizational skills
- Good written and oral communication skills in both English and Nauruan
- Medium level computer skills (Microsoft Word, Excel and Access Database)

Application should be lodged in writing stating name, age, qualifications and Curriculum Vitae provided to the Chief Secretary's Office or the Director of Human Resources & Labour no later than Friday 27 March 2009.

Dated this 16th day of March, 2009.

CAMILLA SOLOMON
CHIEF SECRETARY

PUBLIC SERVICE ACT 1998
VACANCY : SECTION 15

Applications are invited from Nauruans inside and outside the Public Service for appointment, transfer or promotion to the following position:

DEPARTMENT OF HEALTH & MEDICAL SERVICES

POSITION : Community DOTS Coordinator

SALARY : \$7,800 pa (special rate)

PURPOSE OF THE POSITION:

The Community DOTS Coordinator is integral to the efficient management of Tuberculosis and other district-based primary health care services. As Community DOTS Coordinator you will be working as a coordinator of a team delivering services to clients and members of the community. The Community DOTS Coordinator is responsible for providing coordination of DOTS/ TB control programs, and for providing basic health care and referring sick patients appropriately in all the communities and under the supervision of National TB program Coordinator.

DUTIES AND RESPONSIBILITIES: Primary duties include coordinating the community DOTS workers for directly observing the patient taking their TB medications, recording interactions with clients, assisting with collection of specimens, assisting clients to seek medical attention and monitoring of DOTS program.

1. Coordinate and manage with community DOTS workers for directly observing the patient taking their TB medication
2. Coordinate on observation and reporting of the drug side effects/ interactions
3. Organize collection of specimens
4. Organize clients to seek medical attention
5. Educate the patients, family and community regarding TB prevention and control
6. Coordinate in Referral for identified persons to appropriate primary or secondary health services.
7. Coordinate the community based health programs
8. Coordinate home visits to determine patient and family need, and report accordingly
9. Collaborate with the relevant public health expert to develop plans to meet individual health needs, and provides health services.
10. Coordinate in Giving medical treatments to patients following Doctor's instructions and under the guidance of the relevant health clinic

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11. Assists community members and health personnel to assess, plan for, and provide needed health and related services such as disseminate information with appointment slips, organise transport as required.
12. Act in a manner that reduces personal risk by adhering to the infection control policy.
13. Attend Public Health meetings
14. Provide reports on activities and other matters on a monthly basis
15. Other responsibilities assign by the department as appropriate

QUALIFICATION/EXPERIENCE:

- Relevant qualifications in health or community development, *and/or* at least two years' experience working in the field of TB is desirable;
- Knowledge of tuberculosis and/or communicable disease control and good understanding of the political, social, economic, health and cultural context of the country and its response to TB;
- Experience in home support, home care and community care;
- Have sound knowledge of office management and adequate computer skills;
- Written and oral communication skills in English and Nauruan;
- Experience in facilitating multi-sectoral programs between Government and Non-Government Organisations would be an advantage;
- Demonstrated ability to work independently and as part of a team.

Applications should be lodged in writing stating name, age, qualifications and Curriculum Vitae provided to the Chief Secretary's Office or the Director of Human Resources & Labour no later than Friday 27 March 2009.

Dated this 16th day of March, 2009.

CAMILLA SOLOMON
CHIEF SECRETARY

G.N.No. 127 / 2009

PUBLIC SERVICE ACT 1998
VACANCY : SECTION 15

Applications are invited from Nauruans inside and outside the Public Service for appointment, transfer or promotion to the following position:

DEPARTMENT OF HEALTH & MEDICAL SERVICES
(Public Health)

POSITION : Community DOTS worker

SALARY : \$5,450 pa (special rate)

PURPOSE OF THE POSITION:

The Community DOTS Worker is integral to the efficient management of Tuberculosis and other district-based primary health care services. As Community DOTS Worker you will be working as a member of a team delivering services to clients and members of the community. The Community DOTS Worker is responsible for providing coordination of DOTS/ TB control programs, and for providing basic health care and referring sick patients appropriately within their assigned District and under the supervision of the Community DOTS Coordinator.

DUTIES AND RESPONSIBILITIES: Primary duties include directly observing the patient taking their TB medications, recording interactions with clients, assisting with collection of specimens, and assisting clients to seek medical attention.

1. Directly observing the patient taking their TB medication
2. Observe and report the drug side effects/ interactions
3. Assist with collection of specimens
4. Assist clients to seek medical attention
5. Educate the patients, family and community regarding TB prevention and control
6. Refers identified persons to appropriate primary or secondary health services.
7. Coordinates the community based health programs
8. Visits homes to determined patient and family need, and report accordingly
9. Collaborates with the relevant public health expert to develop plans to meet individual health needs, and provides health services.
10. Gives medical treatments to patients following Doctor's instructions and under the guidance of the relevant health clinic
11. Assists community members and health personnel to assess, plan for, and provide needed health and related services such as disseminate information with appointment slips, organise transport as required.
12. Act in a manner that reduces personal risk by adhering to the infection control policy.
13. Attend Public Health meetings
14. Provide reports on activities and other matters on a monthly basis
15. Other responsibilities assign by the department as appropriate

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G.N.No. 127 / 2009 (cont'd)

QUALIFICATION & EXPERIENCE:

- Completed Year 11 schooling
- Knowledge of tuberculosis and/or communicable disease control
- Cross-cultural sensitivity, ability to maintain confidentiality and good interpersonal skills
- Experience in home support, home care and community care
- Have basic computer skills
- Good Nauruan and English communication skills

Applications should be lodged in writing stating name, age, qualifications and Curriculum Vitae provided to the Chief Secretary's Office or the Director of Human Resources & Labour no later than Friday 27th March 2009.

Dated this 16th day of March, 2009.

CAMILLA SOLOMON
CHIEF SECRETARY

G.N.No. 128 / 2009

RECONSTITUTION OF HEALTH PRACTITIONERS REGISTRATION BOARD

It is notified for general information that Cabinet at its meeting held on 12th March, 2009 approved the following appointment with immediate effect:

Dr. Sunia Soakai, Secretary for Health & Medical Service (ex-officio) - **Chairman**

Dr. Alani Tangitau, Director of Medical Services (ex-officio) - **Member**

Dated this 12th day of March, 2009.

CAMILLA SOLOMON
CHIEF SECRETARY

G.N.No. 129 / 2009

APPOINTMENT OF ACTING DIRECTOR OF AUDIT

It is notified for general information that Cabinet at its meeting held on 12th March, 2009 and in pursuance to Section 4, (4) of the Audit Act 1973, approved the appointment of Mr. Lui Eoaeo, Auditor to act as Director of Audit, effective from 13th March, 2009 and until the return of the substantive Director of Audit, Mr. Bivash Mondal.

Dated this 12th day of March, 2009.

CAMILLA SOLOMON
CHIEF SECRETARY

No. 30

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Nauru

G.N.No. 130 / 2009

APPOINTMENT OF ACTING SECRETARY FOR HOME AFFAIRS

It is notified for general information that Cabinet at its meeting held on 12th March, 2009 and in pursuance to Article 68 Clause 3 of the Constitution of Nauru, approved the appointment of Mr. Rayong Itsimaera to act as Secretary for Home Affairs with effect from 6th March, 2009 and until the return of the substantive Secretary for Home Affairs, Mrs. Charmaine Scotty.

Dated this 12th day of March, 2009.

CAMILLA SOLOMON
CHIEF SECRETARY

G.N.No. 131 / 2009

PUBLIC SERVICE ACT 1998
SECTION 12 - NOTICE OF APPOINTMENT

The following appointment effective from 14th January, 2009 is hereby notified for general information:

DEPARTMENT OF HEALTH & MEDICAL SERVICES

<u>NAME</u>	<u>POSITION</u>	<u>SALARY LEVEL</u>
Constantina Mwareow	Staff Nurse	\$5,418 pa (4.1)
Kyreena Ratabwi	Staff Nurse	\$5,418 pa (4.1)
Keri Itsimaera	Staff Nurse	\$5,418 pa (4.1)

Dated this 17th day of March, 2009.

CAMILLA SOLOMON
CHIEF SECRETARY

G.N.No. 132 / 2009

PUBLIC SERVICE ACT 1998
SECTION 53 - RESIGNATION

It is notified for general information that the following officer's resignation has been accepted.

DEPARTMENT OF POLICE, PRISONS & EMERGENCY SERVICES

<u>NAME</u>	<u>DESIGNATION</u>	<u>EFFECTIVE DATE</u>
Arlo Adam	Security Officer	6 th February, 2009.

Dated this 13th day of March, 2009

CAMILLA SOLOMON
CHIEF SECRETARY

No. 30

18th March, 2009

Nauru

G.N.No. 133 / 2009

CERTIFICATION OF ACT

It is notified for general information that the Speaker certified the following Act which had been passed by the Parliament of Nauru and presented to him for his certification:-

<u>No. of Act</u>	<u>Title</u>	<u>Date Certified</u>
No. 2 of 2009	Supplementary Appropriation Act (No.3) 2008-2009	13 th March, 2009

Dated this 13th day of March, 2009

FREDERICK CAIN
CLERK OF PARLIAMENT

G.N.No. 134 / 2009

SUCCESSION, PROBATE AND ADMINISTRATION ACT 1976
NOTICE UNDER SECTION 55 OF THE ACT
DECEASED ESTATES

PERSONALTY ESTATE OF THE LATE IVAN MOTITI

The Curator of Intestate Estates has hereby determined that ALL Personalty Estates such as: Aerodrome Rentals, Land Rentals, RONWAN Interest, Royalties, Salaries, Final Entitlements, Passbook and all other residual funds (if any) of the Late IVAN MOTITI goes to the surviving wife, namely, THAMAR MOTITI.

Any income or related moneys emanating from ownership of land after death shall await the determination made by the Nauru Lands Committee with respect to the said Land/s, and the Curator shall make payments of such related moneys to the said beneficiaries in accordance with the said determination of the Nauru Lands Committee.

Creditors and others having claims against the above determinations may send into the Curator of Intestate Estates within thirty (30) days of this Gazette Notice, after which date the said Curator shall distribute the assets of the deceased, or any part thereof, amongst the beneficiaries having regards only to the claims of which he has then received notice.

KELSON T. TAMAKIN
CURATOR OF INTESTATE ESTATES

G.N.No. 135 / 2009

ENGAGEMENT TO MARRY

NAME OF PARTIES: Mondale Jerome Deireragea of Anibare District and
Elseda Darette Capelle of Boe District.

Rigg Adire of Anetan District and
Maricel Duburiya of Menen District

DATE OF ENGAGEMENT: 21st March, 2009.
17th March, 2009.

HON. MARCUS STEPHEN M.P.
PRESIDENT
