



**GOVERNMENT
OF
SOLOMON ISLANDS**

**PARLIAMENT ENTITLEMENTS
REGULATIONS, 2008**

**SOLOMON ISLANDS INDEPENDENCE ORDER, 1978
(LN. NO. 43 OF 1978)**

**MEMBERS OF PARLIAMENT (ENTITLEMENTS)
COMMISSION (AMENDMENT) REGULATIONS 2006**

ARRANGEMENT OF REGULATIONS

**PART I
GENERAL**

1. Short Title
2. Date of Commencement
3. Amendments to Regulations
4. Definitions
5. Accounting books and records
6. Forms

**PART II
PAYMENTS**

7. Salary and Allowances
8. Salary Authority
9. Method of Payment
- 10.(1) Levels of Payment
- 10.(2) Relocation Allowance
- 10.(4) Meal Allowance
- 10.(5) Local Subsistence Allowance
- 11.(A) Terminal Grant
- 11.(B) National Provident Fund Scheme
- 11.(C) Pension Scheme
- 11.(D)(5) Pension of deceased Member to be transferred to surviving legal spouse
12. Insurance Scheme
13. Death or injury
14. Debt
15. Hospitality Allowance
16. Appointment Grant
17. Education Grant
18. Ex-Gratia Payment

**PART III
TRAVELLING IMPRESTS**

19. Use of Imprests

20. The Responsibility of the Clerk
21. Imprest Warrant
22. Retirement of Imprest
23. Charges Imprest
24. Travelling Imprest

PART IV ADVANCES AND LOANS

25. Application
26. Advances of Salary
27. Repayment
28. Guarantee of Loans
29. Limits of Guarantee
30. Loan Agreement
31. Abnormal Repayment
32. Government Dues

PART V ACCOMMODATION

33. Prime Minister
34. Ministers, Leader of the Opposition and Leader of Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament.
35. Accommodation of Members when attending Parliament Meetings
36. Members' accommodation etc. on tour
37. Accounting for accommodation
38. Accommodation while traveling to or from meetings
39. Accommodation during stop-overs
40. Authority to certify other costs

PART VI TRAVEL

41. Prime Minister
42. Ministers, Leader of the Opposition and Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament.
- 42.(5) Vehicle Purchase Scheme
43. Ordinary Members
44. Compassionate Leave
45. Travel for Constituency purposes
46. Prime Minister, Ministers, Leader of the Opposition and Leader of the Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of Standing Committees of the Parliament on Duty.

47. Travel arrangement for touring on duty
48. Travel arrangement to and from meetings
49. Refund of fares
- 50.(1) Prime Minister's Legal Spouse's Travel
- 50.(2) Overseas visits
51. Travel costs
52. Subsistence Allowance
53. Charges
54. Standard Rates
55. Conference Rates
56. Hospitality Overseas
57. Refunds
58. Allowances in Transit
59. Overseas Travel Agent

**PART VII
MEDICAL TREATMENT**

60. Eligibility
61. Medical Appliances
62. Medical Attention and Treatment for Members on Overseas Duty
63. Medical Treatment outside Solomon Islands
64. Other Charges outside Solomon Islands
65. Recoverable Charges
66. Authority for Treatment is Final
67. Treatment by Private Practitioners

**PART IX
MISCELLANEOUS**

68. Standing and Special Select Committees
69. Leader of the Opposition and Leader of the Independent Group – Facilities
70. Minister Extra Portfolio
71. Free Services

**SOLOMON ISLANDS INDEPENDENCE ORDER, 1978
(LN. NO. 43 OF 1978)**

**MEMBERS OF PARLIAMENT (ENTITLEMENTS)
COMMISSION REGULATIONS, 1988**

[LN. 29/1988 – 1st April 1988
LN. 36/1990 – 1st April 1990
LN. 66/1990 – 1st April 1990
LN. 34/1992 – 1st April 1992
LN. 56/1993 – 1st April 1993
LN. 30/1995 – 1st April 1995
LN. 45/1997 – 1st April 1997
LN. 49/2000 – 1st April 2001
LN. 211/2004 – 1st April 2005
LN. 215/2004 – 1st April 2005
LN.55/2006 – 1st April 2006
LN. 162/2007 – 1st April 2007

In exercise of the powers conferred by Section 69B(2) of the Constitution, the Members of Parliament (Entitlements) Commission makes the following regulations -

**PART I
GENERAL**

- | | | |
|--------|--|-------------------------|
| 1. (1) | These Regulations may be cited as the Members of Parliament (Entitlements) Commission (Amendment) Regulations 2008. | Short Title |
| (2) | In any case where a duty is imposed on any public officer the obligation laid on such officer shall be read subject to General Orders, Financial Instructions and any other administration binding upon him. | |
| 2. | These Regulations shall be deemed to have come into force on 1 st April, 2008 except where otherwise provided in these Regulations and thereupon all previous Financial Rules shall be revoked. | Date of commencement |
| 3. | These Regulations shall only be amended in accordance with the provisions of the Constitution. | Amendment to Regulation |
| 4. | The various terms used throughout these Regulations are as follows: | Definitions |

“*Chairman of the Parliamentary Caucus*” means a Member of Parliament who is appointed by the Prime Minister to perform the following functions in addition to those added

by the Prime Minister from time to time: attend cabinet meetings at the Prime Minister's request; alert the Prime Minister to any possible, significant delays in the implementation of matters agreed by the Cabinet; represent the Prime Minister on Committees of Cabinet as required, and perform the role of Government Whip when the House is in session.

"child" includes any child for whom the Member has legal responsibility or has assumed social responsibility for medical treatment and education.

"clerk" means the Clerk to Parliament.

"Leader of Official Opposition and of Independent Members" means the leaders for whose appointment provision is made in section 66(1) and (2) respectively of the Constitution.

"Member" means any Member of Parliament and in its general use the Prime Minister, the Deputy Prime Minister, Ministers and Leader of the Official Opposition and the Independent groups.

"Minister" means any member of Parliament.

"on duty" means when traveling to and from and participating in a meeting of Parliament or of a Special Select or Standing Committee or on occasions at which a Member is representing the Government of Solomon Islands.

"Payments and allowances", except salaries, referred to in these Regulations shall be tax free and shall include all fringe benefits.

"Prime Minister" means any Member of Parliament elected and appointed to that office under the Constitution.

5. The Clerk shall maintain such accounting books and records of payments of salaries and allowance as an Accounting Officer of Government is required to keep under Government Financial Instructions Accounting Books and Records
6. Any forms required specifically for the operation of these Regulations shall be designed, amended or deleted from use by the Clerk in consultation with the Ministry of Finance. Forms

**PART II
PAYMENTS**

7. (1) The salary and allowances of a Member shall become payable when the Speaker confirms that the Member is duly elected. Salary and Allowances

(2) The salary of a Member shall cease to be payable upon the dissolution of Parliament or upon his vacating seat, whichever shall be earlier.

Provided that a caretaker Minister shall be entitled to claim his salary from the date of dissolution until the day prior to the formation of a new Government.

8. (1) The Clerk shall prepare salary authority forms in duplicate for submission to the Treasury. The reason for the application shall be stated and, where applicable, any relevant authority quoted. The receipt of the authority shall be acknowledged by returning the duplicate to the Clerk bearing the Member's file number. Salary Authority

(2) Salary authorities shall show details of basic salary, allowances of all types and deductions for income tax, rent or other purposes.

(3) Salary authorities shall be submitted-

- (a) on first election;
- (b) when changes are made in monthly payments of allowances or deduction or the method of payment;
- (c) to stop payment.

9. (1) Salaries may be paid in one of three ways: Method of Payment

- (a) direct to a bank account on the request of a member submitted on the appropriate form of authority;
- (b) by cash or cheque to the Member directly;
- (c) to a third party; provided that the Member has given a signed authority in writing authorizing a specifically named person to collect the payment. Such authority shall clearly state how long it shall remain in force.

(2) Constituency Allowance is for the purpose of a Member touring his Constituency at least thrice a year and is not to be paid as part of basic salary but to be drawn in three equal installments not being less than three months apart. LN 45/97
LN 55/2006
LN 162/2007

The rate is as specified in Appendix A5.

- (3) (a) Subject to the condition laid down in paragraph (b), members shall be paid a financial allocation for the purpose of encouraging micro projects and charities established within their constituencies.
- (b) (i) The maximum amount claimable by any one Member in any calendar year shall be eighty thousand dollars or such other amount within the limits as approved by Parliament. LN 36/99
LN 30/95
LN 59/2000
LN 84/2003
LN 162/2007
- (ii) Payments shall only be made in reimbursement of expenditure actually incurred by a Member. Alternatively payment is to be made in anticipation of the actual expenditure upon the signature by not less than one of the following community leaders – Minister of Religion, an Area Constable or the Traditional Leader of the Community where the project will be of benefit.
- (iii) Claims shall not be reimbursed unless submitted in the prescribed form set out in Appendix B and fully supported by relevant receipts.
- 10.(1) The levels of salaries and allowances for the Prime Minister, Deputy Prime Minister, Ministers, Leader of the Opposition and Independent Members, Deputy Speaker, Chairman of the Parliamentary Caucus, Chairman of the Standing Committee of the Parliament and Members are set out in Appendix A.1. Levels of Payment
LN. 55/2006
- (2) A Minister, the Leader of the Opposition and the Leader of the Independent Group, whose appointment is revoked for reasons other than misconduct in office, as defined in the Leadership Code (Further Provisions) Act or the Constitution, shall be entitled to a relocation allowance equivalent to his net salary for one month. Relocation allowance
LN 34/92
LN 30/95
LN 45/97
- (3) A Minister, the Leader of the Opposition and the Leader of the Independent Group who qualifies for such an allowance shall be allowed not less than fifteen days to vacate Government accommodation.
- (4) All Members of Parliament shall be paid a meal allowance during a sitting of Parliament at the rate of \$200 per day. Meal allowance
LN 211/2004
LN 55/2006
- (5) All ordinary members of Parliament who travel into

- Honiara from their Constituencies to attend a sitting of Parliament shall be paid a local subsistence allowance at a rate of \$300 per day
- Local Subsistence allowance
LN 162/2007
- 11.A.(1) A Person who has been a Member for a period of at least six months shall be entitled to a terminal grant as specified in Appendix A, at the end of the life of Parliament. The Terminal Grant shall be paid immediately upon the death or resignation of a Member as the case may be.
- Terminal Grant
LN 36/90
LN 59/2000
- (2) The terminal grant or a proportion thereof of a deceased Member shall be payable to the widow or widower or legal representative of the Member.
- (3) A Member who has served for less than six months shall only be entitled to as many one-sixth of the full terminal grant for every full month of service.
- (4) Any debt outstanding and owing to the Government shall be deducted from the terminal grant before any payments is made to a Member.
- 11.B.(1) A Member shall become a contributor to the National Provident Fund from the date he is duly declared elected by the Returning Officer and confirmed by the Speaker, provided the Minister of Finance and Treasury has made a declaration under section 2 of the National Provident Fund Act making Members employees of the Government for the purposes of that Act. Provided that no such declaration shall be made in respect of the Prime Minister.
- National Provident Fund Scheme
LN 36/90
- (2) A Member who is already entitled to a life pension under regulations 11C(1) or 11D(2) as at 1st April 1990 shall not be a contributor to the National Provident Fund under paragraph (1) of this regulation.
- 11.C.(1) A Member who had served in Parliament for an aggregate period of eight years shall be entitled to a life pension of 30% of the current annual basic salary of a Member.
- Pension Scheme
LN 36/90
LN 34/92
LN 59/2000
LN 84/2004
- (2) A Member who had served in Parliament for an aggregate period of twelve years shall be entitled to a life pension of 40% of the current annual basic salary of a Member.
- (3) A Member who had served in Parliament for an aggregate period of more than twelve years shall be entitled to a life

pension of 45% of the current annual basic salary of a Member.

- (4) A Member who had served in Parliament for an aggregate period of sixteen years shall be entitled to a life pension of 50% of the current annual basic salary of a Member.
 - (5) A member who has served in Parliament for an aggregate period of more than twenty years shall be entitled to a life pension of 75% of the current annual salary of a Member.
- 11.D.(1) A Member who had held the Office of Prime Minister for shall be entitled to a life pension of 50% of the current annual basic salary of the Prime Minister.
- (2) The pensions payable under paragraphs (1), (2), (3), (4) and (5) shall be frozen if a recipient re-enters Parliament or is serving as a Minister or Prime Minister following the dissolution of Parliament pending a National Election. When he ceases to be a Member such pension shall resume.
 - (3) In calculating the number of years for pension entitlements under these Regulations, only parliamentary service commencing from 1970 and thereafter shall be taken into account.
 - (4) In the circumstances that a Member qualifies for pension both as a Member of Parliament and Prime Minister, he or she shall be eligible for only one pension of his choice.
 - (5) Where a Member of Parliament had died, his pension scheme shall be transferred to his surviving legal spouse until the spouse remarries. Pension of deceased Member to be transferred to surviving legal spouse
 - (6) The Commission may review these pension rates.
12. Any Member of Parliament duly approved to travel overseas on official trip including spouse is eligible to apply for Travel Insurance and Life Insurance with any reasonable Insurance firm in Honiara to be administered by the Clerk to Parliament. Insurance Scheme
13. (1) Where a Member dies whilst being a Member of Parliament an ex-gratia amount of \$50,000 including all benefits owing to the widow or widower under the Death or Injury LN 30/95 LN 59/2000 LN 84/2004

Regulations, shall be paid to the widow or widower or to the legal personal representative of the deceased Member.

- (2) Where a Member sustains bodily injuries (not resulting in death) from an accident arising out of and in the course of his official duties, the Member shall be entitled to compensation for such bodily injuries in accordance with the Workmen's Compensation Act.
14. The Clerk shall ascertain that all debts to Government are settled by obtaining a certificate to that effect from all Ministries. Debt
15. (1) The Prime Minister shall receive an annual hospitality allowance of an amount voted by Parliament. Hospitality allowance
LN 215/2004
- (2) Ministers, the Leader of the Opposition or the Leader of Independent Group will obtain funds for official hospitality from a vote provided for the purpose and controlled by the Prime Minister.
16. A Member elected to Parliament shall receive an appointment grant at the rate prescribed in Appendix A2. Any Minister, Leader of the Opposition, Leader of the Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament shall receive a further grant at the rate prescribed in Appendix A2 on his or her appointment. Appointment Grant
LN 215/2004
17. All Members of Parliament shall be entitled to a non taxable Education Grant of \$10,000 per annum for the education of his or her children in schools within Solomon Islands. This amount shall be paid to the Member on the first month of the year during his or her term in office. Education Grant
18. (1) All Members of Parliament shall be entitled to a tax free Ex-Gratia payment of \$25,000 per annum from the date they are sworn in as Members of Parliament. Ex-Gratia Payment
- (2) Such grant shall be paid to the Member at the end of each term in Parliament

PART III TRAVELLING IMPRESTS

19. (1) An imprest is a sum of money issued to a Member to make Use of Imprest

payments directly for specified expenditure vote for which vouchers cannot be presented conveniently to a sub-accountant in the usual way.

- (2) An imprest may be granted to any Member of Parliament when touring locally or overseas on approved government business for travel and transport costs, accommodation and other incidental costs in accordance with Appendix A.
 - (3) Imprests are the personal responsibility of the Member in whose name they are issued. Imprest holders are not relieved of their responsibility until the imprest has been retired in full and found to be correct.
20. The Clerk shall be responsible for calculating the amount of any imprest and for ensuring that the necessary documents are provided to retire the imprest correctly. Responsibility of Clerk
21. An imprest warrant shall be prepared on the appropriate form and shall be – Imprest Warrant LN 36/90
- (a) authorized by the Secretary to the Prime Minister in respect of an imprest issued to a Minister;
 - (b) authorized by the Clerk in respect of an imprest issued to other Members including the Leader of the Opposition, Leader of the Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament.
22. A Member issued with an imprest shall submit not more than three days after returning to Honiara all reasonably available bills, receipts and other documentation required to support the expenditure incurred under the imprest together with any cash balance to the respective Authority under regulation 21. Retirement of Imprest LN 36/90
23. The following items may be charged to a traveling imprest – Charges Imprest LN 36/90
- (a) hotel bills for business class accommodation and food and standard service charge percentage on such items, including official communication charges, laundry and dry cleaning;
 - (b) travel expenses such as airport charges, transport to and

from airport or other duty journeys;

- (c) the cost of a chauffeur-driven hire car for Ministers when representing Solomon Islands at conferences where the host country does not provide transport; provided that such transport shall be used only on duty or for traveling to and from official functions connected with the visit;
- (d) any hospitality allowances provided under regulation 56;
- (e) any non-accountable allowances approved under regulation 59.

24. Alcoholic beverages, soft drinks and cigarettes shall not be charged to a traveling imprest, except alcoholic beverages and soft drink charges incurred under regulation 56(3).

PART IV ADVANCES AND LOANS

25. The Minister of Finance may authorize the issue of guarantees of loans to Members in the circumstances described in the following regulations. Application for such loans shall be made to the Clerk in the first instance, and in the case of Ministers should bear the recommendation of the Prime Minister. Application

26. An advance of salary and allowances not exceeding one month's gross pay may be made by the Clerk in consultation with the Treasury - Advances
of Salary

- (a) in case of serious illness or unforeseen domestic calamity or other circumstances which the Member could not have foreseen and for which he could not have made prior provision or;
- (b) when the Member will be traveling at the time payment is due and will require funds to use during his travel period in which case the sum advanced shall be in the next amount payable after standard deduction for tax, rent, advances, or other purposes have been made.

27. (1) An advance of salary made in the circumstances described in paragraph (a) of regulation 26 shall be repaid over a period not exceeding three months starting when the advance is made. Repayment

- (2) An advance of salary made in the circumstances described in paragraph (b) of regulation 26 shall be payable from the salary due for the month in which the advance is made.
28. If funds are available, the Permanent Secretary, Ministry of Finance may issue a guarantee to a bank in support of a Member's application for a bank loan. The Member shall make the necessary arrangements with the bank and complete the application in Form TY84/1 set out in Appendix C. Each application for a loan shall be supported by a pro-forma invoice, receipted insurance cover note and works valuation certificate in case of a second-hand item, where necessary. Guarantee of Loans
29. (1) The sum guaranteed by the Government shall not exceed \$100,000. The period of the guarantee shall exceed the prescribed life of the current Parliament and full repayment must be made either before the dissolution of Parliament or, if the Member shall cease to hold office, on demand. Limits and Purposes of Guarantees
LN 36/90
- (2) Where the official duties of the Prime Minister, a Minister, the Leader of the Opposition, Leader of the Independent Group, Deputy Speaker, Chairman of Parliamentary Caucus, Chairman of the Standing Committees of the Parliament or a Honiara Member obliges him to live in Honiara he is entitled to be given a Government guarantee, not exceeding \$200,000 to purchase his own house in Honiara. As a condition of the guarantee, the Government shall have the first charge over the house and such guarantee shall not expire on the dissolution of Parliament but shall remain in force while Government continues to hold the first charge.
- Provided that no such Government guarantee shall be given to any person who, or whose spouse, owns a private house in Honiara.
30. On acceptance of the application by the Minister of Finance and after the completion of an agreement between the Member and the Government, the Permanent Secretary, Ministry of Finance, shall issue a recommendation to such bank as the Member may require recommending that the said bank may make the loan. It shall then be the responsibility of the Member to make all further arrangements with the bank and meet all such conditions as Loan Agreement

the bank may require.

31. When a member dies or vacates his seat in Parliament the amount outstanding on an advance or guaranteed loan may be recovered from any pay, terminal grants, pensions or ex-gratia payments for which the Member or his legal personal representative are eligible and any additional sum due shall be recoverable from any collateral or security held by the Member or his estate.
- Abnormal repayment

32. In the event that any Member should decline to hand over any balance remaining to be paid to Government, the Clerk shall take immediate action to obtain a Court Order for the possession of such chattel and inform the Accountant General, Treasury and Auditor-General of such action.
- Government dues

PART V ACCOMMODATION

33. The Prime Minister shall occupy (without payment of rent or tax on the private benefit thereof) the official residence of the Prime Minister and shall be provided with two drivers and such domestic staff as the Secretary to the Public Service of the Ministry of Public Service may consider reasonable together with full furnishings and equipment for the house and upkeep of such house shall be a charge on public funds.
- Prime Minister

34. (1) Ministers, Leader of the Opposition, Leader of the Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament will be provided, if they so request, with accommodation at a monthly minimum rate of between \$9,000 and a maximum rate of \$15,000.
- Ministers, Leader of the Opposition and Leader of Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament
LN 56/93
LN 59/2000
LN 215/2004

- (2) Any Minister, Leader of the Opposition, Leader of the Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament who occupies his or her own private house shall be entitled to a rental supplement of between \$9,000 - \$15,000 per month depending on the type, size and state of upkeep as approved by the Secretary to Cabinet in consultation with the Permanent Secretary of Ministry of Lands and Housing and the Permanent Secretary of Ministry of Infrastructure and Development.

- (3) The Deputy Prime Minister, Ministers, Leader of Opposition, Leader of the Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament who occupies a Government house to the following:-
- (a) employment of one domestic servant and a gardener to work in such house at such rate of pay as the Permanent Secretary of the Ministry of Public Service may approve and the pay of such domestic employees shall be paid out of public funds.
 - (b) entitlement to free supply of water, gas and electricity. The expenses thereof shall be a charge on public funds.
 - (c) entitlement to have a post paid mobile and telephone installed and maintained in the houses which they occupy at the expense of public funds.

35. (1) Members of Parliament shall be provided with reasonable standard accommodation when attending Parliament meetings in Honiara and such Members shall vacate the premises within (2) days after the close of the Parliament meeting. Any excess day's overstay shall be the responsibility of the Member concerned. Accommodation of Members
LN 36/90
LN 45/97
- (2) Where a Member uses his or he own house for accommodation when attending Parliament meetings, such a Member shall receive a daily payment equivalent to a rental supplementation of \$6,000 per month. This shall not be paid if there is reasonable accommodation provided. LN 36/90
- (3) Member of Parliament who are Chairman and Members of the Standing Committees of the Parliament shall be provided with reasonable accommodation when attending meetings in Honiara. Such Members are to vacate the premises within two (2) days, after the close of such meetings and any excess day's overstay shall be the responsibility of the Member concerned.
- (4) Honiara Members shall be provided with a house in Honiara at the monthly rate of \$9,000 to \$15,000 and when occupying own house, he or she shall be entitled for a rental supplementation of \$9,000 to \$15,000 per month as approved by the Secretary to Cabinet in consultation with

the Permanent Secretary of the Ministry of Lands and Housing and the Permanent Secretary of the Ministry of Infrastructure and Development.

- (5) Members of Parliament who occupies their own house during Parliament meetings shall be entitled to claim the rental as provided under Regulation 35(2). This excludes Members who are eligible under Regulation 34(2) and 35(4).
- (6) Families of deceased Members of Parliament who occupies a Government house shall vacate the house within 60 days from the date of death.
36. While touring on Government business a Minister, the Leader of the Opposition, the Leader of Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus, Chairman of the Standing Committees of the Parliament or a Member may either be accommodated at a hotel or resthouse and his accommodation and all reasonable meals expenses will be paid for and a touring allowance of \$200.00 per day will be payable in addition. Member's Accommodation etc. on tour
LN 30/90
LN 59/60
37. All accounts for accommodation and meals will be sent to the Clerk for payment. Accounting for Accommodation
38. Accommodation outside Honiara will be provided free of charge on the same terms and conditions as for touring on duty for Members traveling to or from meetings of Parliament or of Special Select or Standing Committees. Accommodation while traveling to or from meetings
39. Accommodation will be provided only for unavoidable stopovers where transport is not immediately available to complete the journey. Accommodation during stopovers
40. In all cases the Provincial Secretary of the Province concerned will certify on the account that the charges were incurred because of unavoidable delays in transport. Authority to certify other costs

PART VI TRAVEL

41. Two official vehicles will be provided for the Prime Minister's use, with drivers and running costs being met Prime Minister

from public funds.

42. (1) The Prime Minister, Ministers, Leader of the Opposition, Leader of the Independent Group, the Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament will be provided with free transport for himself, his legal spouse and children as follows:
- (a) from his or her place of domicile or the central point of his or her Constituency to Honiara, on first appointment;
- (b) six return trips in each calendar year between Honiara and any place designated by him or her within the constituency or spouse's place of domicile, or any other place in Solomon Islands;
- (c) from Honiara to his or her place of domicile or the central point in his or her constituency, on relinquishing appointment.
- (2) The Ministers, Leader of the Opposition, Leader of the Independent Group, Deputy Speaker, Chairman of the Standing Committees of the Parliament shall be provided with a vehicle for the discharge of their official duties..
- (3) The Permanent Secretary for the Ministry of Public Service shall make appointments of drivers upon the recommendations of the Ministers, Leader of the Opposition, Leader of the Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament.
- (4) Any Members of Parliament allocated with a Government vehicle is entitled to be given the option to purchase the vehicle at the end of the life of Parliament in consultation with the Office of the Prime Minister and Cabinet, the Ministry of Finance and the Ministry of Infrastructure and Development. Once approval for the purchase is granted, payment must be made to the Government through the Ministry of Finance within fifteen days. Upon failure to purchase the vehicle, the Ministry of Infrastructure and Development shall have the right to retrieve the vehicle to the Transport Pool.
- (5) Members of Parliament are entitled to purchase their own
- Ministers, Leader of the Opposition and Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament
- Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament
LN 30/95
LN 215/2004
LN 55/2006
- LN 59/2000
- LN 215/2004
LN 45/97
LN 55/2006
- Vehicle Purchase

	vehicle for private use through guarantee of loan by the Government as authorized by the Minister of Finance in Regulations 25 to 32 and such vehicle shall be exempted from the Duty and Goods Sales Tax. Each Member is restricted to purchase one vehicle under this scheme whilst he or she is still a member of Parliament	Scheme
(6)	The Government is only responsible for vehicle damages incurred during the course of official duties and only when driven by the driver designated under paragraph (3).	
(7)	In the event of a government vehicle not being provided, a transport allowance of \$3,000.00 per month shall be paid to Ministers, the Leader of the Opposition, Leader of the Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament.	LN 55/2006
(8)	Members of Parliament holding and garaging government vehicles shall be paid a fuel allowance of \$3,000 per month.	LN 55/2006 LN 162/2007
43. (1)	Free transport will be provided for all other Members of Parliament from their place of domicile or the central point in their constituency to Honiara and return on all sittings of Parliament and the meetings of Special Select or Standing Committees. Free transport shall be similarly be provided for their wives and children twice during any one calendar year. A Member for a constituency in Honiara shall not be precluded from traveling under this Regulation.	Ordinary Members
(2)	A transport allowance of \$6,000 per annum shall be paid to a Member for being in Honiara on Constituency or Government business. The amount shall be paid twice per year by way of two installments of \$3,000.	LN 215/2004
44.	During a period of Parliament session, a Member may be granted a leave of absence on compassionate grounds on application following recommendation by the Speaker to the Clerk. Reasonable travel costs of the Member and his family within Solomon Islands shall be paid.	Compassionate Leave
45.	All Members including the Prime Minister, Ministers, Leader of the Opposition, Leader of the Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the	Travel for constituency purposes LN 215/2004

Parliament are personally responsible for the payment of fares when traveling on constituency business.

46. Free passage by air or sea for the Prime Minister, Ministers, Leader of the Opposition, Leader of the Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament is restricted to official duty only subject to prior approval of the Prime Minister.
- Prime Minister,
Ministers, Leader of
the Opposition,
Leader of the
Independent Group,
Deputy Speaker,
Chairman of the
Parliamentary
Caucus and the
Chairman of the
Standing
Committees of the
Parliament on duty
47. (1) The Secretary to the Prime Minister must be advised of any official duty tours by any Minister, Leader of the Opposition, Leader of the Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament before they are undertaken, or the full cost of the tour will be the responsibility of the Minister concerned as the case may be.
- (2) Duty tours by Special Select or Standing Committees will be organized by the Permanent Secretary of the Ministry concerned and paid for from the vote of the Ministry. If the terms of reference of a Committee do not relate to any particular Ministry, the expenses of the Committee will be met by public funds.
- (3) Chartering of boats or aircrafts will not be permitted without the prior approval of the Permanent Secretary of the Ministry concerned or the Secretary to the Prime Minister who will satisfy him or herself that no regular scheduled transport is available to the area concerned. Where scheduled services are available, tours would be organized to fit in with these services.
- Travel
arrangement
for touring on
duty
LN 45/97
LN 215/2004
48. (1) The Clerk will arrange all travel to Honiara. The Clerk will advise the Provincial Secretary of the Province concerned of all travel arrangements within a Province.
- Travel
Arrangement
to and from
meetings
- (2) Members will not be permitted to charter boats or aircraft.
49. (1) When a Member or a member of his family fails without good reason to take up bookings on an aircraft he or she
- Refund of fares

will be required to refund to the Government the whole of the fare not used.

- (2) Any Member who charters a ship or aircraft without the requisite approval set out in these Regulations will be personally responsible for the payment of the cost of the charter.
50. (1) When accompanying the Prime Minister on official overseas visits the Prime Minister's spouse will be entitled to first class travel and the same subsistence allowance as that of an ordinary Member of Parliament specified in Appendix A. Prime Minister's Spouse's Travel LN 55/2006
- (2) All visits by Ministers or the Leader of the Opposition, the Leader of the Independent Group or Members overseas must be recommended by the Prime Minister who may authorize that any such person may be accompanied by his or her spouse. The spouse will be entitled to the same subsistence allowance (overseas) and overseas travel agent as that of an ordinary Member of Parliament specified in Appendix A. Overseas Visits
51. (1) All overseas visits will be arranged by the Clerk when Members only are involved. When a Government Officer is traveling with Members he or she will be responsible for all travel arrangements and for the control of funds concerned with the visit. Travel costs LN 36/90
- (2) Ministers and Members of Parliament are entitled to travel business class.
- (3) Where a Member is required as part of his duty to go on an overseas trip funded by an International Organisation which provides for an economy class air ticket, the Government shall meet the extra costs required in converting the ticket from economy to first class.
- (4) All Members are afforded VIP status and are entitled access to the VIP Lounge and other facilities at Henderson Airport when departing overseas and arriving from overseas.
52. A Member who is required to travel overseas on duty is eligible to receive a subsistence allowance as specified in Appendix A8. Subsistence allowance

- | | | |
|---------|---|-------------------------------------|
| 53. (1) | Subsistence allowance is intended to cover, for a complete period of twenty-four hours, three meals a day, plus service charges, taxes, and incidental expenses at the place of accommodation, including official communication charges. Other incidental expenses such as taxis or airport taxes must be claimed separately. | Charges
LN 36/90
LN 34/92 |
| (2) | Subsistence allowance is payable for a complete period of twenty-four hours only; provided that broken periods of twenty-four hours which include a night, or from midnight to 6:00 am may be claimed a full rate. | |
| (3) | Where a Member is a guest of a host Government, Administration, Agency, or Organisation and is not required to meet his accommodation and meal charges, he may claim full subsistence allowance applicable to him in Appendix A8. | LN 162/2007

LN 55/2006 |
| 54. | All living expenses of a Member of Parliament whilst on official duty overseas shall be met from imprest funds provided for the trip. | Standard
rates |
| 55. (1) | Where a Member attends an international conference where there are a significant number of Governments represented, the Prime Minister may authorize that he be accommodated in higher standard than the standard rate would allow. | Conference
Rates |
| (2) | In such circumstances the Prime Minister will authorize a conference rate equal to a full hotel charge for accommodation, breakfast, service and taxes plus half the standard rate of subsistence allowance prescribed. | |
| (3) | In these circumstances no further allowance for incidental expenses or hospitality will be paid. | |
| 56. (1) | Where the Prime Minister considers that the Government may be under an obligation to provide or return hospitality at an overseas conference, he or she may authorize an allocation of funds to a Member for this purpose. | Hospitality
overseas
LN 36/90 |
| (2) | Expenditure will be confined to a specific amount for an organized function of a number of identified persons and may not be incurred on casual drinks or meals with chance friends or local acquaintances which are for the Member's | |

personal account.

- (3) A Member may incur reasonable expenditure when attending an overseas conference or meeting in cases where he or she needs to lobby for support or have some informal discussions in an informal setting with other delegates.
- (4) The expenditure in paragraph (1), (2) and (3) must be justified by the production of receipted bills and any cash balance should be refunded.

- 57. Where the itinerary of a visit is changed which results in a reduction of the number of days of the journey, an appropriate refund of any allowances advanced will be made on the Member's return to Solomon Islands. Refunds
- 58. (1) Where it is necessary to spend a period in transit and meals and accommodation are included with passage costs, no allowance is payable. Allowances in transit
- (2) Where the period in transit includes an overnight stop and meals and accommodation are provided at the expense of the carrier an allowance of one-fifth of the standard rate for the place of stop-over will be payable to cover the incidental expenses.
- (3) Where a Member is detained overnight in transit and the charges for accommodation and meals are not provided at the expense of the carrier, he or she will be eligible to claim subsistence allowance at the rate applicable to the place in which he or she is detained.
- 59. Any Member who travels overseas on Parliamentary business may, on the first occasion he or she travels on such business to be paid the non-accountable overseas travel grant specified in Appendix A 3. Overseas Travel Grant LN 55/2006

PART VII MEDICAL TREATMENT

- 60. Saves as elsewhere provided all Members and their spouses and unmarried children under 18 years are eligible

to receive medical attention free of charge at the Central Hospital including the use of the Private Ward.

- | | | |
|-----|---|--|
| 61. | If the Chief Consultant of the Ministry of Health and Medical Services confirms that a Member requires spectacles, dentures or any surgical appliance and that they are essential, they will be provided at the expense of the Member, provided that if the cost exceeds one quarter of one month's basic salary of the Member, his or her contribution shall be limited to that proportion of his salary. | Medical appliances
LN 36/90 |
| 62. | A member on duty outside Solomon Islands shall be eligible for essential medical and hospital treatment, including surgical treatment and accommodation charges at Government expense, provided that in any such case, such expenses cannot normally be met by a national health service of the country in which he or she is on duty without causing undesirable delay in securing examination or treatment. | Medical attention and treatment for Members on overseas duty |
| 63. | Save in exceptional circumstances with the approval of the Prime Minister following consultation with the Chief Consultant of the Ministry of Health and Medical Services, a member is not eligible to receive treatment at Government expenses outside the country. | Medical treatment outside Solomon Islands |
| 64. | When a Member is sent out of the country for medical examination or treatment under Regulation 60 he or she shall be eligible for -

(a) passages by air at Government expenses at first class rate;

(b) essential examination and treatment at Government expense as arranged whenever possible by the Ministry of Health and Medical Services in advance, including operation charges and the fees of doctors, anaesthetists or specialists. | Other charges outside Solomon Islands |
| 65. | Where charges for accommodation are incurred, the Ministry of Health and Medical Services will meet such charges which will subsequently be recovered from the Member. The member will thereafter be required to reimburse the charges. If necessary, an advance of salary may be authorized under Part IV of these Regulations for such amounts and over such period as the Minister of | Recoverable charges |

Finance may decide. When the Minister of Finance is of the opinion that recovery of such costs either wholly or in part would result in hardship, he shall, with the concurrence of the Prime Minister, decide what proportion of the costs should be borne by the Member.

66. The Chief Consultant, Ministry of Health and Medical Services shall decide whether examination and treatment provided under this Part is essential and his or her decision shall be final.

Authority for treatment is final

67. Unless referred by or with the approval of the Chief Private Consultant of the Ministry of Health and Medical Services, a Member or his or her legal spouse or child who is medically examined by or receives medical treatment from a medical practitioner in private practice shall not be eligible to claim reimbursement of any expenses. No benefit conferred by this Part shall be available to a Member or his or her family whilst they remain under the professional care of a private practitioner.

Treatment By private practitioners

PART IX MISCELLANEOUS

68. Members required to tour outside Honiara as Members of Special Select or Standing Committees appointed under Order 68 of the Standing Orders of the National Parliament shall receive touring allowance in accordance with Regulation 36. All costs associated with attendance at the said committee meetings shall be met from the Parliament Head of the estimates – Members of such committees during sittings shall be paid a sitting allowance at the rates as appear in Appendix A 8.

Standing and Special Select Committee
LN 34/92
LN 30/95

69. The Leader of the Opposition and Leader of the Independent Group are entitled to be provided with Office facilities and eight staff who need not be public servants.

Leader of Opposition and Leader of the Independent Group Facilities

70. (1) The Prime Minister or any Minister who is to supervise responsibilities for another portfolio for fourteen or more consecutive days shall be entitled to an allowance at the rate of \$800.00 per month.

LN 162/2007
Minister extra Portfolio
LN 215/2004

(2) Any Minister acting in the Office of the Prime Minister under section 38(1) of the Constitution shall be entitled to

an allowance at the rate of \$800.00 per month.

71. Members will receive free headed paper and envelopes. Free service
Payments for postage, telegrams and service messages
shall be the responsibility of Members.

APPENDIX

LN 36/1990
LN 66/1990
LN 34/1992

LN 56/1993
 LN 30/1995
 LN 45/1997
 LN 59/2000
 LN 215/2004
 LN 55/2006
 LN 162/2007

1. BASIC SALARY

The following taxable salaries will be paid –

Prime Minister	\$143,000 per annum
Deputy Prime Minister	\$130,000 per annum
Ministers, Leader of the Opposition and the Leader of the Independent Group	\$115,000 per annum
Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament	\$105,000 per annum
Members	\$96,000 per annum

2. APPOINTMENT GRANT [Reg. 16]

Members	\$10,000
Prime Minister, Deputy Prime Minister, Ministers, Leader of the Opposition, Leader of the Independent Group, Deputy Speaker, Chairman of the Parliamentary Caucus and Chairman of the Standing Committees of the Parliament shall in addition receive	\$10,000

3. OVERSEAS TRAVEL GRANT [Reg. 59]

Members Clothing allowance	USD\$3,000
Prime Minister, Deputy Prime Minister, Leader of the Opposition, Leader of the Independent Group, Ministers, Chairman of Parliamentary Caucus and Chairman of Standing Committees of the Parliament Clothing allowance	USD\$5,000

4. MEAL ALLOWANCE [Reg. 10(4)]

All Members of Parliament	\$250 daily
---------------------------	--------------------

5. LOCAL SUBSISTENCE ALLOWANCE [Reg.. 10(5)] **\$300 daily**

6. LOCAL TOURING ALLOWANCE [Reg. 36] **\$300 daily**

7. CONSTITUENCY ALLOWANCE [Reg. 9(2)]

Zone 1	\$16,000
---------------	-----------------

TEMOTU PELE
TEMOTU NENDE
VATUD
MALAITA OUTER ISLANDS

Zone 2

\$15,800

EAST ARE ARE
WEST ARE ARE
SMALL MALAITA
WEST MAKIRA
CENTRAL MAKIRA
EAST MAKIRA
SOUTH CHOISEUL
NORTHWEST CHOISEUL
EAST CHOISEUL
ULAWA & UGI
SHORTLANDS
RENNELL & BELLONA

Zone 3

\$15,600

NORTH VELLA LA VELLA
SOUTH VELLA LA VELLA
RANONGA & SIMBO
NORTH NEW GEORGIA
SOUTH NEW GEORGIA, RENDOVA & TETEPARI
MAROVO
HOGRANO/KIA/HAVULEI
MARINGE/KOKOTA
GAO/BUGOTU
EAST KWAIO
WEST KWAIO
NGELLA
SAVO & RUSSELLS
SOUTH GUADALCANAL

Zone 4

\$15,400

GIZO & KOLOMBANGARA
WEST NEW GEORGIA & VONAVONA
NORTH MALAITA
EAST MALAITA
LAU/MBAELELEA
FATALEKA
CENTRAL KWARA'AE
WEST KWARA'AE
AOKE/LANGALANGA
NORTHEAST GUADALCANAL

WEST GUADALCANAL
EAST GUADALCANAL
EAST CENTRAL GUADALCANAL
NORTHWEST GUADALCANAL
CENTRAL GUADALCANAL
NORTH GUADALCANAL
BAEGU ASIFOLAE

Zone 5 **\$12,200**

WEST HONIARA
EAST HONIARA
CENTRAL HONIARA

**8. SUBSISTENCE ALLOWANCE [OVERSEAS] [Reg. 52]
To include lunch, dinner and incidental expenses –**

Prime Minister **US\$350**

Deputy Prime Minister, Ministers, Leader of **US\$300**
Opposition, Leader of the Independent Group,
Deputy Speaker, Chairman of the Parliamentary
Caucus and Chairman of the Standing Committees
of the Parliament

Members **US\$250**

NOTE:

When the Deputy Prime Minister travels overseas in place
of the Prime Minister, he or she shall be paid the Prime
Minister's rate of subsistence allowance.

9. TERMINAL GRANT (Tax Free)

All Members **\$100,000**

**10. MEMBERS OF PARLIAMENTARY STANDING
SELECT COMMITTEES AND SPECIAL SELECT
COMMITTEES [Reg. 68]**

(A) Standing Select Committee to be paid a daily rate of **\$400.00**

(B) Special Select Committees to be paid a daily rate of **\$400.0**

APPENDIX B

Micro-Projects and Charities Allowance (see Reg.9(3))

APPLICATION FORM

- (1) Name of Proposer
- (2) Name of Proposal
.....
.....
- (3) Location
- (4) Cost of Proposal
- (5) Nature of the Project
- (6) Signature
- (7) Witness
- (8) Date

REMARKS

OFFICIAL USE:

DATE	AMOUNT	BALANCE
.....
.....
.....
.....
.....

APPENDIX C

TY 84/1

APPLICATION FOR LOAN GUARANTEE

(Member of Parliament only)

To: Accountant General
Honiara

Applicant's Name (Block Capitals)

Address:
.....

Date:

I wish to apply for a guarantee for a loan of \$..... for
months from the Bank to purchase a
.....

- 2. (a) I have obtained the approval of the Bank for this loan and they have completed the certificate below.
 - (b) I attach a pro-forma invoice on suppliers agreement giving full details of times to be purchased.
 - (c) I attach a Work Certificate of Valuation and inspection (for second-hand purchases only).
 - (d) I attach a receipt cover note or insurance policy of comprehensive insurance cover for the whole period of the loan in the joint name of myself and the Accountant General.
 - (e) I attach herewith an authority in the standard form requesting you to pay my salary into the Bank granting the loan. I understand that this is irrevocable for the period of the loan.
- 3. I understand that interest and bank shares will be added to the amount of advance requested and the total sum will not exceed the amount specified Reg. 26.
 - 4. I understand that if I dispose off the item. I will immediately repay the loan in full and inform the Accountant General that I have done so.

Signed:
Certificate by Bank

I certify that subject to the issue of Government Guarantee, I have agreed to make a loan of \$ to Mr. for a period of months for the purpose described above.

BANK STAMP

Signed.....
For Bank

APPENDIX D

CONSTITUENCY DEVELOPMENT FUND

Application for Funding

1. Name of Community:
 2. Name of Project:
 3. Location:
 - (a) Ward:
 - (b) Zone:
 - (c) Village:
 - (d) Address:
 4. Informant on Project (Description):

 5. Supervisors:

Name:	Position:	Sign:
Name:	Position:	Sign:
 6. Amount Requested:
 7. Community Contribution:
 8. Recommendation by Local Leader (Chiefs, Priests/Pastors, Area Council Member, Provincial Member):

 9. Endorsed/Not Endorsed by Constituency Development Committee:
- Signed by Chairman (CDF): Date:

Dated at Honiara this first day of April 2008

COLIN R. DARCY
Chairman
Members of Parliament (Entitlements) Commission

Honiara, Solomon Islands
Printed under the authority of the
Solomon Islands Government
Printed by Solomon Islands Printers Ltd.