

FY25 Work Plan - May 2024 to April 2025: Revenue Administration - MID-YEAR Update at 31Oct2024

TA Area	Objective	Country	Outcome Targeted	Activity	May 2024 - April 2025 (in person-days)			Number of Missions/ Activities	Update as at October 31, 2024 (in person-days)			Number of Missions/ Activities	% Delivery	Delivery Status	Modality	Milestones	Comments	Planned Date	Experts
					PFTAC resident advisors	ST experts	Total		PFTAC resident advisors	ST experts	Total								
Revenue Administration	Strengthened revenue administration management and governance arrangements	Cook Islands	Authorities have a baseline understanding of the current state of the government's revenue administration, management, and governance arrangements and core revenue administration operations	Review of reforms	5	-	5	1	11	-	11	1	100%	Aug 1 - 11, 2024	In-country	Agreement with the authorities on recommendations to facilitate revenue mobilization and anticipated CD requirements.	Back to back with OCO conference	Jul 22 - 26, 2024 (in-country)	Williams
			Corporate priorities are better managed through effective risk management	Update the Compliance Improvement Strategy	10	-	10	1	12	-	12	1	0%	Jan 23 - Feb 5, 2025	In-country	New CIS is approved and improvement plan for revenue collection developed, integrating gender, diversity and climate responses		Jan 20 - 31, 2025 (in-country)	Williams
			Capacity for reform increased due to clear reform strategy and a strategic management framework adopted and institutionalized	Introduction to Medium Term Revenue Strategy (MTRS)	5	-	5	1	2	8	10	1	100%	Aug 12 - 13, 2024/ Aug 1 - 16, 2024	In-country	Decision made by MoF to proceed or not proceed with MTRS	HQX will deliver remotely Back to back with OCO conference	Jul 29 - Aug 2, 2024 (in-country)	Williams/ Story
		Fiji	Corporate priorities are better managed through effective risk management	Develop Compliance Program for Large Business	-	16	16	1	-	18	18	1	0%	Nov 4 - 15, 2024	In-country	Compliance of largest domestic and MNEs operating in Fiji improves		Jun 17 - 28, 2024 (in-country)	Mitchell
			Support functions enable more effective delivery of strategy and reforms	Design and Implement Planning, Monitoring and Reporting Function	20	-	20	1	-	-	-	-	0%	Shift to FY26		Design and Monitoring function is established and resourced to provide advice on organizational priorities and performance		Dec 2 - 13, 2024 (in-country)	McAlister/ Williams
			Authorities have a baseline understanding of the current state of the government's revenue administration, management, and governance arrangements and core revenue administration operations	Review reform progress and develop CD plans	10	-	10	1	20	-	20	1	0%	Aug 5 – Dec 6, 2024	In-country	Agreement with the authorities on recommendations to facilitate revenue mobilization and anticipated CD requirements.		Jun 26 - Jun 3, 2024 (in-country)	Williams
			Support functions enable more effective delivery of strategy and reforms	Develop Digital Strategy	-	-	-	-	-	12	12	1	100%	Jul 22 - 31, 2024	Remote				Lewis
		Kiribati	Capacity for reform increased due to clear reform strategy and a strategic management framework adopted and institutionalized	Value Added Tax (VAT) and International Transportation Income Tax (TIT) change implementation plan	-	-	-	-	-	11	11	1	100%	Aug 26 - 30, 2024	Hybrid		3 days remote		London
		RMI	Support functions enable more effective delivery of strategy and reforms	Core Tax Administration Systems Needs Assessment	12	-	12	1	12	-	12	1	100%	Jul 15 - 26, 2024	In-country	Respond to request from authorities for help in progressing toward procurement of an Integrated Tax Administration System.		Jul 15 - 26, 2024 (in-country)	McAlister
			Authorities have a baseline understanding of the current state of the government's revenue administration, management, and governance arrangements and core revenue administration operations	Tax Reform Phase 1 Implementation Support	-	-	-	-	-	16	16	1	100%	Oct 28 - Nov 8, 2024	In-country				Shrosbree
			Authorities have a baseline understanding of the current state of the government's revenue administration, management, and governance arrangements and core revenue administration operations	HQ Revenue Mobilization CD	-	-	-	-	10	-	10	1	0%	Dec 4 - 13, 2024	In-country				McAlister/ HQX – Koukpaizan/ Klemm/ Warwick
		Nauru	Corporate priorities are better managed through effective risk management	Implementation of Compliance Improvement Strategy	-	14	14	1	-	18	18	1	100%	Jul 22- Aug 2, 2024	In-country	Support Nauru Revenue Office in implementing approved Compliance improvement strategy, including capability development in Audit.		Aug 19 - Nov 15, 2024 (remote)	Ledua
			Support functions enable more effective delivery of strategy and reforms	Digitalization Roadmap Inception	4	-	4	1	5	-	5	1	0%	Nov 4 - 8, 2024	Remote	This inception visit will initiate project work activities, engage with authorities to align with strategic intent, document outcomes and develop a project plan.		May 27 - 30, 2024 (in-country)	McAlister
		Palau	Corporate priorities are better managed through effective risk management	Develop Headquarters Design and Monitoring Function	-	13	13	1	-	16	16	1	100%	Jul 3 - 14, 2024	In-country	Provide advice to support effective operation of the HQ function, authorities, delegation and collaborate workflow between HQ and Operations.	Back to back missions 33 days (2+6+21+4)	Jun 3 - 14, 2024 (in-country)	Vivian
			Organizational arrangements enable more effective delivery of strategy and reforms	Improve Organizational, Compliance and Management functions	-	13	13	1	-	17	17	1	100%	Jul 15 - 23, 2024	In-country	Review past recommendations and provide advice on how to progress implementation of contemporary organization structure, management and operational arrangements.		Jun 15 - 23, 2024 (in-country)	Vivian
			Authorities have a baseline understanding of the current state of the government's revenue administration, management, and governance arrangements and core revenue administration operations	Review progress, identify CD needs and attend Economic Symposium following Tax Policy Diagnostics	12	-	12	1	12	-	12	1	0%	Jan 27 - Feb 7, 2025	In-country	Review of Tax Policy diagnostic CD support, with emphasis on Income Tax reform and maturing PGST ensuring inclusion of gender, diversity, culture and climate. Participate in the Palau Economic Symposium (note donors and partners attend and important outreach activity)		Nov 11 - 22, 2024 (in-country)	McAlister
		PNG	Corporate priorities are better managed through effective risk management	Develop Institutional Risk Management Learning and Development Framework	12	-	12	1	-	18	18	1	100%	Sep 18 - 27, 2024	In-country	Support consolidation of disparate risk management approaches in IRC into a single 'whole of IRC' register managed at the level of the Commission.		Jun 24 - Jul 5, 2024 (in-country)	O'Keefe
			Support functions enable more effective delivery of strategy and reforms	Develop Monitoring and Evaluation Capability	-	17	17	1	-	17	17	1	100%	Sep 2 - 13, 2024	In-country	Provide advice and support progression of Monitoring and Evaluation capability in line with good practice as described in TADAT and including gender, diversity, culture and climate.		Aug 5 - 16, 2024 (in-country)	Ettridge
			Support functions enable more effective delivery of strategy and reforms	Provide support for ITAS Implementation	-	10	10	1	-	-	-	-	0%	Shift to FY26		Provide support to IRC as they transition from procurement to development of the IRC ITAS.		Jun 10 - Sep 6, 2024 (remote)	Grant
			Authorities have a baseline understanding of the current state of the government's revenue administration, management, and governance arrangements and core revenue administration operations	Desk Review and Tax Administration Diagnostic Assessment Tool (TADAT) Training	-	-	-	-	5	-	5	1	100%	Oct 13 - 18, 2024	In-country				McAlister
			Authorities have a baseline understanding of the current state of the government's revenue administration, management, and governance arrangements and core revenue administration operations	Tax Administration Diagnostic Assessment Tool (TADAT) Reassessment	-	-	-	-	12	-	12	1	0%	Nov 18 - 29, 2024	In-country				McAlister/ HQX – Koukpaizan/ STX – Andrews/ WB – Nguyen/ ADB – Ichiyama
			Support functions enable more effective delivery of strategy and reforms	Implement People Performance Management	-	-	-	-	-	15	15	1	0%	Oct 21 - Nov 29, 2024	Remote				Reardon

TA Area	Objective	Country	Outcome Targeted	Activity	May 2024 - April 2025 (in person-days)			Number of Missions/ Activities	Update as at October 31, 2024 (in person-days)			Number of Missions/ Activities	% Delivery	Delivery Status	Modality	Milestones	Comments	Planned Date	Experts
					PFTAC resident advisors	ST experts	Total		PFTAC resident advisors	ST experts	Total								
		Regional	Authorities have a baseline understanding of the current state of the government's revenue administration, management, and governance arrangements and core revenue administration operations	Virtual Support - ISORA Collection 2024 - Initiation	-	10	10	1	-	3	3	1	100%	Aug 19 - Sep 20, 2024	Remote	All Pacific Island countries complete ISORA within timeframe and standards, building on past 2-years.		Oct 21 - Dec 20, 2024 (remote)	O'Keefe
			Authorities have a baseline understanding of the current state of the government's revenue administration, management, and governance arrangements and core revenue administration operations	Virtual Support - ISORA QA Collection	-	4	4	1	-	10	10	1	0%	Oct 21 - Dec 20, 2024	Remote	Undertake quality assurance, in collaboration with HQ, to improve data quality.		Feb 3 - Mar 28, 2025 (remote)	O'Keefe
			Authorities have a baseline understanding of the current state of the government's revenue administration, management, and governance arrangements and core revenue administration operations	Virtual Support - ISORA Collection 2024 - Quality Assurance	-	-	-	-	-	-	-	-	0%	Cancelled					O'Keefe
			Support functions enable more effective delivery of strategy and reforms	Provide support - Kiribati/ Palau/ Tuvalu Digitalization Roadmap (joint project of PFTAC/ PITAA/ ADB)	12	-	12	1	20	-	20	1	50%	Jun 3 - Dec 6, 2024	Remote	Support technical assistance (TA) from ADB Domestic Resource Mobilization Trust Fund to design country-specific roadmaps for the digital transformation of the tax administration of Kiribati, Palau, and Tuvalu.		Jul 15 - 26, 2024 (remote)	McAlister
			Support functions enable more effective delivery of strategy and reforms	Provide support - Nauru/ Niue Digitalization Roadmap (joint project of PFTAC/ PITAA/ ADB)	12	-	12	1	20	-	20	1	50%	Jun 3 - Dec 6, 2024	Remote	Support technical assistance (TA) from ADB Domestic Resource Mobilization Trust Fund to design country-specific roadmaps for the digital transformation of the tax administration of Nauru and Niue.		Jun 17 - 28, 2024 (remote)	McAlister
			Authorities have a baseline understanding of the current state of the government's revenue administration, management, and governance arrangements and core revenue administration operations	Pacific Islands Tax Administrators Association (PITAA) Heads' Annual Meeting and Facilitate PITAA Strategic Plan	10	3	13	1	13	-	13	1	100%	Sep 16 - 20, 2024	In-country	Further develop the partnership between PFTAC and PITAA, understand the CD needs of our members and undertake workshops in areas of interest to members.	In Vanuatu	Sep 16 - 20, 2024 Sep 18 - 20, 2024 (in-country)	McAlister/ Williams/ HQX
Revenue Administration	Strengthened core tax administration functions	Fiji	Audit and other verification programs more effectively ensure accuracy of reporting	Strengthen Audit Function - Small and Medium Enterprise	-	11	11	1	-	14	14	1	0%	Jan 27 - Feb 7, 2025	In-country	Capability in tax audit function increased leading to improved audit outcomes.		Nov 11 - 22, 2024 (in-country)	Ravono
			A larger proportion of taxpayers meet their filing obligations as required by law / A larger proportion of taxpayers meet their payment obligations as required by law	Develop Tax Agents Engagement Strategy	-	-	-	-	20	-	20	1	0%	Sep 12 - Dec 6, 2024	In-country				Williams
		Kiribati	Strengthen core tax functions	Strengthen Filing, Payment and Debt-Recovery Taxpayer Services	2	20	22	1	5	20	25	1	100%	Aug 13 - 24, 2024	Hybrid	Provide advice and support to strengthen Core tax administration functions in a small state environment.	12 days - in-country/ 5 days - remote	Jun 24 - Jul 5, 2024 (hybrid)	McAlister/ Lendon
			Audit and other verification programs more effectively ensure accuracy of reporting	Develop Tax Audit capacity (ITA 2023)	-	17	17	1	-	15	15	1	100%	Aug 20 - 31, 2024	In-country	Capability in tax audit function increased leading to improved audit outcomes.		Aug 19 - 30, 2024 (in-country)	Ledua
		Niue	Strengthen core tax functions	Monitor implementation of core tax function	-	14	14	1	-	-	-	-	0%	Shift to FY26		Capability in core tax functions increased leading to improved tax compliance		Sep 16 - 27, 2024 (in-country)	O'Keefe
		Samoa	Audit and other verification programs more effectively ensure accuracy of reporting	Tax-Evasion-Work-Program-Support Complex Audit Support	-	12	12	1	-	10	10	1	0%	Dec 5 - 13, 2024	In-country	Capability in audit of complex tax evasion case improves, resulting in changes to tax compliance behavior		Jun 10 - Nov 29, 2024 (remote)	Mitchell
		Solomon Islands	Audit and other verification programs more effectively ensure accuracy of reporting	Audit Capability Training	-	5	5	1	-	12	12	1	0%	Sep 23 - Dec 13, 2024	Remote	CIS is approved and improvement plan for revenue collection developed.	Covers two objective - one week CIS work in Objective 1	Sep 9 - 20, 2024 (in-country)	Ledua
			Audit and other verification programs more effectively ensure accuracy of reporting	Follow-up Audit Capability Training	-	11	11	1	-	-	-	-	0%	Shift to FY26		Capability in tax audit function increased leading to improved audit outcomes.		Sep 23 - Dec 13, 2024 (remote)	Ledua
			A larger proportion of taxpayers meet their payment obligations as required by law	Improving Timely Payment and Tax Debt Management	-	-	-	-	-	17	17	1	100%	Sep 2 - 13, 2024	In-country				Duffus
		Timor-Leste	Audit and other verification programs more effectively ensure accuracy of reporting	Provide Audit Training	-	16	16	1	-	19	19	1	100%	Jul 1 - 12, 2024	In-country	Capability in tax audit function increased leading to improved audit outcomes.		Jun 17 - 28, 2024 (in-country)	Bell
			Audit and other verification programs more effectively ensure accuracy of reporting	Provide Audit Training #2	-	16	16	1	-	16	16	1	0%	Feb 24 - Mar 5, 2025	In-country	Capability in tax audit function increased leading to improved audit outcomes.	Back to back with VAT review 3	Feb 24 - Mar 5, 2025 (in-country)	Ledua
			A larger proportion of taxpayers meet their filing obligations as required by law / A larger proportion of taxpayers meet their payment obligations as required by law	Progress Debt and Return Improvements, tax clearance and write offs	-	16	16	1	-	-	-	-	0%	Shift to FY26		The debt book is managed, with collectible debt under action and non-collectible written off		Nov 18 - 29, 2024 (in-country)	Udy
			Taxpayer services initiatives to support voluntary compliance are strengthened	Taxpayer Service Pilot Support	-	-	-	-	-	3	3	1	100%	Jul 2 - 19, 2024	Remote				Shrosbree
			Taxpayer services initiatives to support voluntary compliance are strengthened	Taxpayer Service Pilot Support #2	-	-	-	-	-	3	3		100%	Oct 1 - 11, 2024	Remote				Shrosbree
			Taxpayer services initiatives to support voluntary compliance are strengthened	Taxpayer Service Pilot Support #3	-	-	-	-	-	3	3		0%	Dec 2 - 20, 2024	Remote				Shrosbree
		Tonga	Audit and other verification programs more effectively ensure accuracy of reporting	Strengthen Tax Audit	-	16	16	1	-	16	16	1	0%	Feb 17 - 28, 2025	In-country	Capability in tax audit function increased leading to improved audit outcomes.		Oct 14 - 25, 2024 (in-country)	Mitchell
		Tuvalu	Strengthen core tax functions	Strengthen core tax functions - Filing, Payment and Audit	-	17	17	1	-	18	18	1	100%	Oct 14 - 25, 2024	In-country	Capability in core tax functions increased leading to improved tax compliance		Nov 25 - Dec 6, 2024 (in-country)	Ravono
			Strengthen core tax functions	GST/VAT Pacific One Stop Shop analysis - Focus on Fiji	-	-	-	-	-	9	9	1	100%	Jun 10 - 28, 2024	Remote		TA Report produced for Fiji		O'Keefe
			Taxpayer services initiatives to support voluntary compliance are strengthened	Virtual Training to Advance Revenue Administration (VITARA) - Taxpayer Services	-	12	12	1	-	-	-	-	0%	Shift to FY26		Undertake facilitated 'virtual' workshop on Taxpayer services to build understanding of the importance of taxpayer services in enabling voluntary compliance including addressing bias in gender, diversity, cultural background and impact of extreme weather events under climate.		Sep 2 - 6, 2024 (remote)	Williams/ Vivian
			Audit and other verification programs more effectively ensure accuracy of reporting	Virtual Support - Develop Regional Audit Resource Kit	-	12	12	1	-	-	-	-	0%	Shift to FY26		Facilitate regional access to materials developed and delivered in workshops with an initial focus on Audit Resource Kit, and expandable to any other initiative.		Aug 1 - Dec 20, 2024 (remote)	O'Keefe

TA Area	Objective	Country	Outcome Targeted	Activity	May 2024 - April 2025 (in person-days)			Number of Missions/ Activities	Update as at October 31, 2024 (in person-days)			Number of Missions/ Activities	% Delivery	Delivery Status	Modality	Milestones	Comments	Planned Date	Experts
					PFTAC resident advisors	ST experts	Total		PFTAC resident advisors	ST experts	Total								
		Regional	The integrity of the taxpayer base and ledger is strengthened	Webinar - Strengthening Tax Registration for DRM Leaders	10	-	10	1	10	-	10	1	100%	Aug 6 - 8, 2024	Remote	Increase understanding of tax administration leaders on the importance of registration as the first 'pillar of compliance' and gain support for the Registration workshop.		August 6 - 8, 2024 (remote)	McAlister/ Williams
			The integrity of the taxpayer base and ledger is strengthened	Webinar - Strengthening Tax Registration for DRM Leaders (Follow-up)	-	8	8	1	-	10	10	1	0%	Sep 16 - Nov 15, 2024	Remote	Bilateral collaboration with workshop participants to support action plan implementation and address barriers that may have been faced.		Sep 16 - Nov 15, 2024 (remote)	Field
			The integrity of the taxpayer base and ledger is strengthened	Regional Workshop - Strengthening Tax Registration for Revenue Mobilization	14	10	24	1	14	12	26	1	100%	Aug 26 - 30, 2024	In-person	Multilateral CD workshop focused on the first pillar of compliance: registration. This will include addressing biases in gender, diversity, cultural background, the impact of extreme weather events under climate adaptation and increasing international tax arrangements.	Fiji - USD 100,000 4 day workshop	Aug 26 - 30, 2024 (in-person)	McAlister/ Williams/ Field
		Total Days:					232	492	724	58									

Updated Mid-FY25 Workplan:
Change from Baseline Plan:
Outturn at Oct 31:
Percent of Original Plan delivered by Oct 31
Percent of Revised Plan delivered by Oct 31

268	496	764	58
16%	1%	6%	0%
128	288	416	29
55%	59%	57%	50%
48%	58%	54%	50%