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FINAL REPORT

1. The 33rd Pacific Area Senior Officer Logistics Seminar (PASOLS) Project Development Committee (PDC) meeting was held in Port Moresby, Papua New Guinea, from 3 – 6 May 2004. There were 21 of 25 member nations represented with Canada, India, Kiribati, and Solomon Islands unable to attend. The member nation attendees included: Australia, Bangladesh, Brunei, China, Fiji, Indonesia, Japan, Korea, Madagascar, Malaysia, Maldives, Mongolia, New Zealand, Papua New Guinea, Philippines, Singapore, Sri Lanka, Thailand, Tonga, United States, and Vanuatu. There were a total of 31 delegates. The main focus of the PDC was to review on-going business, discuss new business, and develop the agenda for presentations and discussions for 33rd PASOLS. The PDC agenda is at enclosure (1). A roster of attendees is at enclosure (2).

2. The PDC reviewed past initiatives and other action items. Highlights include:

a. **Initiative #19: Pacific Area Cataloguing System (PACS).** PACS last met in Wellington, New Zealand, 18-20 August 2003. New Zealand has assumed sponsorship of the initiative with Mr Stephen Worth as chairman. The next meeting is tentatively planned to be held in August in Fiji.

ACTION: PDC encourage interested members to attend upcoming PACS meeting.

b. **Initiative #26: The Logistics Support Multinational Coalition Operations Handbook.** Australia briefed that progress continues on the Guide for Logistics Support, which encompasses the Handbook. The Guide has been posted on the PASOLS homepage (www.pasols.org) with links for Planning, Procedures and Handbooks, UN Operations, Disaster Relief, Lessons Learned, and International Arrangements. Member nations can build on this progress by providing information on national logistics capabilities, SOPs, planning templates, and Procedure guides.

ACTION: Member nations are encouraged to provide Logistics Capabilities, SOPs, Planning Templates, and Disaster Relief Procedures to Australia for inclusion on the Homepage.

c. **Initiative #27: Pacific Regional Demilitarization Facilities.** The Secretariat briefed that the next Global Demilitarization Symposium and Exhibition will be held in Dallas, Texas, 17-20 May 2004. Members are encouraged to send delegates to this annual meeting. Those interested in additional information may contact Mr Hale at james.hale@shafter.army.mil. The US will also be conducting the 31st DoD Explosive Safety Seminar, 24-26 August 2004, at the San Antonio Marriott Rivercenter Hotel, San Antonio, Texas. Additional information can be obtained from Dr Jerry Ward, jerry.m.ward@us.army.mil, or at www.ddesb.pentagon.mil. Members are encouraged to consider attending this seminar as well.

ACTIONS:

- (1) Encourage member nations to attend symposium and consider partnering with US to build demil facilities.

(2) PDC recommends LSG approve a new initiative for Explosives Safety.

d. **Initiative #28: Pacific Area Cooperation – Rationing (PAC-RAT).** Over a quarter of the member nations have provided rations information for posting on the Homepage. This database will continue to be maintained and expanded with member nation information. US continues to explore potential to extend the database to include water and fuels information. Singapore sponsored a successful rations “taste-testing” session during PASOLS XXXII.

ACTIONS:

- (1) PDC member nations provide additional rations menu data to Australia and/or directly to Homepage webmaster (New Zealand).
- (2) US provide proposal to incorporate water and fuels data.

e. **Continuing Business: PASOLS Homepage.** New Zealand provided an update on the PASOLS Homepage. The Homepage continues to develop as the key communications hub for member nations. The Webmaster has initiated the Pacific Area Web Site (PAWS) virtual working group to further refine and expand the homepage. There is a continuing shortfall in maintaining accurate contact information on national pages. Mr Boyd also provided a very valuable on-line demonstration of the homepage, showing the extensive work that has been accomplished and familiarizing the PDC members with the information available on the page. He will be redesigning the Homepage in the next few months to increase usability and speed; the same address will be used. The Asia-Pacific Area Network, a PACOM-sponsored website, has offered to provide fee-for-service support of the homepage but this was not seen as an appropriate, cost effective option at this time.

ACTIONS:

- (1) Member nations consider appointing a member to the PAWS working group and having them attend 33rd PASOLS.
- (2) All members will confirm or correct country data and contact information on the Homepage.
- (3) All members will make it a goal to review the Homepage periodically.

f. **Continuing Business: PASOLS LOG.** With the end of Canada's tenure editing the LOG, there is not a permanent sponsor for publishing the organization's magazine. The LSG determined at PASOLS XXXII to accept Singapore's and Brunei's offer to publish an issue for 2004 and 2005, respectively. The PDC will recommend to the LSG that the PASOLS host each year assume the responsibility of publishing the following issue of the LOG. Mr Fraser Boyd indicated he would develop a standard operating procedure for publishing to aid each year's host. Singapore briefed that the LOG for 2004 will be published prior to the PASOLS meeting in September. They are still awaiting further articles from specified countries who made presentations at last year's PASOLS. The deadline for submitting these articles is 31 May 2004. All member nations are encouraged to submit articles for this and future issues. Pictures submitted with articles should have a minimum quality of 300 dots per inch at 5x7 inches. It was re-emphasized that the PASOLS LOG is an effective tool to inform each member's hierarchy and prospective PASOLS members of the activities and benefits of PASOLS.

ACTIONS:

- (1) Propose LSG approve recommendation to have the PASOLS host publish the following issue of the LOG.
- (2) Propose LSG task PDC to approve and publish a Standard Operating Procedure for publishing the LOG to be included in the next PASOLS Brochure.
- (3) Members provide articles for the 2004 LOG by 31 May 2004.

g. **Continuing Business: PASOLS Hosts.** The US and New Zealand briefed that they would welcome volunteers for other members to assume responsibilities for the PDCs in 2006 and 2008, currently assigned to the US and New Zealand, respectively. Interested members should notify the Secretariat.

ACTION: Encourage members to consider volunteering to host PDCs in 2006 and 2008.

h. **Old Business: PASOLS Exercises.** The LSG endorsed the PDC's recommendation regarding incorporating logistics exercises into PASOLS. Full-scale logistics exercises were considered to be beyond the practical scope of PASOLS at this time. Incorporation of the seminar game concept as a framework for PASOLS discussions worked well in Singapore at PASOLS XXXII. Future use of this format will be at the discretion of the host.

ACTION: None. Action is closed.

i. **Old Business: Logistics Information Center.** A Logistics Information Center has been established on the homepage and will continue to be developed by the Webmaster in coordination with the newly established PAWS. This includes information on disaster relief, both natural and man-made disasters resulting from terrorist action/weapons of mass destruction.

ACTION: None, incorporated under Homepage continuing business.

j. **Old Business: PASOLS Planning Cycle.** The LSG endorsed Singapore's proposal to incorporate a methodology to regularize the planning cycle to identify, develop, and approve themes for PASOLS. Each PDC meeting will address possible themes and provide future hosts with suggestions/recommendations. The PASOLS host will be responsible for the development of a proposed theme, PDC discussion guides, and relevant topics prior to the PDC meeting, in consultation with the Secretariat as necessary. Final authority to approve themes and topics remains with the LSG.

ACTION: PDC continues practice as outlined.

k. **New Business: PASOLS Format.** The LSG tasked the PDC to review PASOLS format for possible changes to optimize delegates' time. The contrasting options were to have each breakout group focus on a single topic/issue and brief actions/results to the plenary as opposed to the current format of each group addressing each topic/issue. The current format was seen as maximizing the opportunities for open exchanges and cross-

flow of ideas. This was deemed to be more in keeping with the basic concept and purpose of PASOLS.

ACTION: PDC recommends the LSG endorse and continue the current PASOLS format.

I. **New Business: Use of Work Teams.** The LSG endorsed the use of virtual work teams for increased efficiency. PDC concurs and notes that the TOR also provides for use of work teams. The PAWS work group is a good example of how to put this concept into practice.

ACTION: PDC continue to explore options to increase activity/efficiency through use of virtual work teams.

3. 33rd PASOLS:

a. Plans were finalized for the 33rd PASOLS meeting and the PDC agreed the theme as proposed by Brunei and endorsed by the LSG: "Logistics Cooperation: Integrated Logistics and Combat Support."

b. Brunei will host the 33rd PASOLS from 20 - 24 September 2004. The PDC will meet on 19 September 2004.

c. The PDC selected the following as panel topics for 33rd PASOLS. The associated presentations have been proposed as indicated and will have to be confirmed by the prospective presenting nations:

(1) Topic 1: Joint Logistics

(a) Presentation: Overview and Brunei Joint Logistics (Brunei)

(b) Presentation: Each member country will provide briefing on its national Joint Logistics (maximum of five minutes)

(2) Topic 2: Industry Support to Defense Logistics

(a) Presentation: Industry (Thailand)

(b) Presentation: Outsourcing (Australia)

(c) Presentation: Contractors on the Battlefield (USA)

(3) Topic 3: Management of Logistics Resources

(a) Presentation: Bangladesh Perspective (Bangladesh)

(b) Presentation: Enterprise System (Singapore)

(c) Presentation: Logistics IT (Canada)

d. A draft agenda for 33rd PASOLS is included in this final report at enclosure (3).

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4. 34th PASOLS:

a. Vanuatu will host 34th PASOLS PDC in May 2004. Exact dates and location to be provided at 33rd PASOLS.

b. Thailand will host 34th PASOLS in September 2004. Exact dates and location to be provided at 33rd PASOLS. Thailand has proposed the tentative theme: Mutual logistics support for peacekeeping/coalition operations.

PROJECT DEVELOPMENT COMMITTEE MEETING AGENDA
3 – 6 May 2004
Port Moresby, Papua New Guinea

2 May 2003 (Sunday)

1000 – 1700 Title 10 Processing/Registration

3 May 2003 (Monday)

0700 – 0800 Breakfast

0800 – 0810 Administrative remarks

0810 – 0820 Opening Remarks (Co-Chairs)

0820 – 1000 Review of Continuing Business, Initiatives and Tasking Matrix

PASOLS Homepage (New Zealand)

#19: PACS (New Zealand)

#26: Logistics Support Multinational Coalition Ops Handbook (Australia)

#28: Pacific Area Cooperation-Rationing (Australia)

#27: Proposed Initiative Pacific Regional Demilitarization Facilities (US)

1000 – 1030 Morning Tea

1030 – 1130 Briefing on the proposed topic for panel discussions (Brunei)

1130 – 1145 Allocation and Guidance to 3 X Breakout Groups

1145 – 1210 Group Photo

1210 – 1330 Lunch

1330 – 1445 (3 x Breakout Groups) Review panel discussion guides and consider possible presentation topics to supplement.

1445 – 1530 Afternoon Tea

1530 – 1630 (3 x Breakout Groups) Continue reviewing panel discussion guides and consider possible presentation topics to supplement.

1900 – 2100 Host Nation dinner

4 May 2003 (Tuesday)

0700 – 0800 Breakfast

0800 – 0815 Administrative announcements

0805 – 1000 (3 x Breakout Groups) Complete reviewing panel discussion guides and possible PASOLS topics / Presentation proposals

1000 – 1030 Morning Tea

1030 – 1200 Discuss Future Themes/Topics

1200 – 1300 Lunch

1300 – 1700 Cultural Activity

Evening Free time

5 May 2003 (Wednesday)

0700 – 0800 Breakfast

0800 – 1000 Briefings / General Discussion on Topics & Discussion Guides

1000 – 1030	Morning Tea
1030 – 1230	Country Presentations (Confirm PASOLS Presentations)
1230 – 1330	Lunch
1330 – 1430	Complete 33 rd PASOLS Agenda
1430 – 1510	33 rd PASOLS Hosting Brief (Brunei)
1510 – 1530	Afternoon Tea
1700 – 2000	Harbor Cruise

6 May 2003 (Thursday)

0700 – 0815	Breakfast
0815 – 1000	Review PDC Final Report
1000 – 1015	Morning Tea
1015 – 1030	Summary/Concluding Remarks
1030 – 1100	Presentation of Certificates
1100 onwards	Lunch/Free to Depart

PROPOSED 33RD PASOLS AGENDA

Ser	Date / Time	Activity	Location
Saturday 18 Sep 04			
1	1200 - 2200	Delegates Arrival - Hotel Registration / Title 10 Processing	BIA Empire
Sunday 19 Sep 04			
2	0800 - 1830	Delegates Arrival - Hotel Registration / Title 10 Processing	BIA Empire
3	1200 - 1400	Lunch	Atrium
4	1400 - 1600	PDC Meeting (PDC Members only)	Conference Rm
5	1700 - 1930	US-Hosted Reception (Smart Casual – short or long sleeve collar shirt, no tie, no jeans, shoes)	Pantai Restaurant, Empire
6	1930 onwards	Free	
Monday 20 Sep 04		Military : Service Dress [jacket]; Civilian : Coat and Tie After Lunch: Military- Summer dress; Civilian – long sleeve shirt, no tie	
7	0630 - 0800	Breakfast	Atrium
8	0800 - 0820	Coffee	Ballroom Foyer
9	0820 - 0830	Administrative Remarks	Ballroom
10	0830 - 0850	Opening Ceremony	Ballroom
11	0850 - 0855	Welcome Remarks by RBAF Co-Chair (Dir Log)	Ballroom
12	0855 - 0900	Welcome Remarks by PASOLS Co-Chair (PACOM J4)	Ballroom
13	0900 - 0915	Roll Call of Nations	Ballroom
14	0915 - 0920	Introduction of Guest of Honour	Ballroom
15	0920 - 0930	Opening Address by Guest of Honour – Commander, Royal Brunei Armed Forces	Ballroom
16	0930 - 1000	Morning Tea	Ballroom Foyer
17	1000 - 1005	Photo session (Guest of Honour + HOD)	Lobby (TBC)
18	1005 - 1020	Group Photograph (All)	Lobby (TBC)
19	1020 - 1040	PDC Report including PASOLS initiatives	Ballroom
20	1040 – 1050	Explanation of Theme/Panel Discussions and Introduction to Topic 1: Joint Logistics (Brunei)	Ballroom
21	1050 – 1200	Country Presentations (10) [Alphabetical order]	Ballroom
22	1200 – 1300	Lunch	Atrium
23	1300 – 1500	Country Presentations (15)	Ballroom
24	1500 - 1530	Afternoon Tea	Ballroom Foyer
25	1530 - 1730	Panel Discussions of Topic 1	Meeting Rm 1, 2 & 3 East Board Rm West Board Rm
26	1900 - 2200	Host Nation Dinner (Smart Casual)	Royal Berkshire

Tuesday 21 Sep 04		Dress : Military- Summer dress; Civilian – long sleeve shirt, no tie	
27	0630 - 0740	Breakfast	Atrium
28	0740 - 0800	Coffee	Ballroom Foyer
29	0800 - 0805	Administrative Remarks	Ballroom
30	0805 - 0810	Introduction to Topic 2: Industry Support to Defence Logistics (Brunei)	Ballroom
31	0810 - 0835	Presentation by Thailand: Industry	Ballroom
32	0835 - 0900	Presentation by Australia: Outsourcing	Ballroom
33	0900 - 0920	Presentation by USA: Contractors on the Battlefield	Ballroom
34	0920 - 0940	Morning Tea	Outside Ballroom
35	0940 - 1200	Panel Discussion of Topic 2: Industry Support to Defence Logistics	Meeting Rm 1, 2 & 3, East Board Rm, West Board Rm
36	1200 - 1300	Lunch	Atrium
37	1300 - 1305	Introduction to Topic 3: Management of Logistics Resources (Brunei)	Ballroom
38	1305 - 1330	Presentation by Bangladesh: Bangladesh Perspective	Ballroom
39	1330 - 1355	Presentation by Singapore: Enterprise System	Ballroom
40	1355 - 1420	Presentation by Canada: Logistics IT	Ballroom
41	1420 - 1440	Afternoon Tea	Ballroom Foyer
42	1440 - 1700	Panel Discussion on Topic 3	Meeting Rm 1, 2 & 3 East Board Rm West Board Rm
43	1700 - 1800	Panel Chair/Recorders Compile Findings for Topic 1, 2, & 3	Ballroom
44	1900 - 2230	Beach Carnival (Beachwear/Casual)	Sea Front
Wednesday 22 Sep 04		Dress : Military- Summer dress; Civilian – long sleeve shirt, no tie	
45	0630 - 0740	Breakfast	Atrium
46	0740 - 0800	Coffee	Ballroom Foyer
47	0800 - 0930	Panel Chairman and Recorders Reconcile Findings	Ballroom
48	0800 - 0930	Bilateral Sidebar Discussions	Meeting Rm 1, 2 & 3 East Board Rm West Board Rm
48.5	0800 – 0930	PAWS Meeting	TBC
49	0930 - 0950	Morning Tea	
50	0950 - 1200	Bilateral Sidebar Discussions	Meeting Rm 1, 2 & 3, East Board Rm, West Board Rm
51	0950 - 1200	Develop Panel Presentations	Ballroom
52	1200 - 1300	Lunch	Atrium
53	1300 - 1800	Cultural Activity (Smart Casual)	TBC
54	1900 - 2300	Recreational Activities	Empire Golf Club / Jerudong Playground

Thursday 23 Sep 03		AM : Military- Summer dress Civilian – long sleeve shirt, no tie PM: Smart Casual	
55	0630 - 0740	Breakfast	Atrium
56	0740 - 0800	Coffee	Ballroom Foyer
57	0800 - 1000	PDC Meeting (PDC Members Only)	Conference Rm
58	0800 - 1000	Bilateral Sidebar Discussions	Meeting Rm 1, 2 & 3 East Board Rm West Board Rm
59	1000 - 1030	Morning Tea	Ballroom Foyer
60	1030 - 1100	Presentation – Panel Discussion and Recommendations Topic 1: Joint Logistics	Ballroom
61	1100 - 1130	Presentation – Panel Discussion and Recommendations Topic 2: Industry Support to Defence Logistics	Ballroom
62	1130 - 1200	Presentation – Panel Discussion and Recommendations Topic 3: Management of Logistics Resources	Ballroom
63	1200 - 1300	Lunch	Atrium
64	1300 - 1500	LSG Meeting (LSG & PDC Members Only)	Conference Rm
65	1300 - 1900	Free	TBC
66	1900 - 2230	Visiting Nations Dinner (Smart Casual)	TBC
Friday 24 Sep 03		Military : Service Dress [jacket] Civilian : Coat and Tie	
67	0630 - 0810	Breakfast	Atrium
68	0810 - 0830	Coffee	Ballroom Foyer
69	0830 - 0910	Presentation of LSG Report	Ballroom
70	0910 - 0930	Presentation: 34 th PASOLS PDC by Vanuatu	Ballroom
71	0930 - 0950	Presentation: 34 th PASOLS by Thailand	Ballroom
72	0950 - 1020	Morning Tea	Ballroom Foyer
73	1020 - 1030	Closing remarks by PASOLS Secretariat	Ballroom
74	1030 - 1100	Presentation of Certificates	Ballroom
75	1100 - 1110	Closing Remarks by RBAF Chairman	Ballroom
76	1110 - 1300	Lunch and Free Time – Departure	Atrium

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