

Progress Report Template

Approved 20 November 2014

I. RESEARCH PROPOSAL DETAILS

RESEARCH PROPOSAL

TITLE OF PROJECT:

CSS Cultural Heritage Mapping

PRINCIPAL RESEARCHER:

Lorena Ileana Sciusco

Lecturer in Archaeology,

Centre for Samoan Studies, National University of Samoa.

(PhD Candidate Archaeology, University of Otago, NZ; BSc Grad Dip Cultural Heritage Management, University of Canberra, ACT, Australia; BA Hons Archaeology, La Trobe University, Melbourne, Australia).

ASSOCIATE RESEARCHER (S):

NIL

RESEARCH SUPPORT STAFF:

NIL

DURATION OF PROJECT:

18 months

DATE OF SUBMISSION:

November, 2015 – Final Progress Report

II. RESEARCH AIMS AND OBJECTIVES¹

What are the aims and objectives of the research?

The objectives of this project were to:

- a) Create a GIS based database of known/previously recorded archaeological and cultural heritage sites in Samoa;
- b) Establish a protocol for the addition of new archaeological and cultural heritage sites; and
- c) Provide workshops and training to CSS staff about GIS and its capabilities, if feasible.

III. SUMMARY OF RESEARCH PROGRESS

- a. **Outline the progress made towards achieving the research objectives during the reporting period.**

The project has reached completion. All objectives of the project have been met. A workshop and seminar was provided as part of this project.

- b. **Did your research progress as planned? Why or why not?**

The only issue that has constrained the project was the lack of cooperation from MNRE. Although CSS project staff and the Director of the Centre, were actively involved in consulting with MNRE, the project was not able to obtain the GIS layers needed to tie the data to geographical map layers of Samoa. CSS approached MNRE to share information and to sign on an MOU. MNRE have not been forthcoming in agreeing to an MOU.

The Centre has been awarded an external grant for the development of an archaeological and cultural heritage database from the US Ambassadors Fund for Cultural Preservation. As a result, the Centre will continue its

¹ As approved by UREC in the research proposal.

negotiations with MNRE to obtain an MOU for access to GIS layers needed for the existing UREC project and the US Ambassadors project. As such, objective c) of this project can be subsumed by the US Ambassadors Fund.

IV. SUMMARY OF APPROVED BUDGET²

Travel:	NIL
Subsistence & Accommodation:	NIL
Equipment & Consumable:	\$6,742.51
Research support staff:	NIL
Miscellaneous:	NIL
TOTAL	<u>\$6,742.51</u>

V. SUMMARY OF INSTALMENT(S) RECEIVED

Instalment amount ³ :	\$6,742.51
Date instalment received:	10 th November, 2014.
<u>Total instalment(s) received⁴:</u>	<u>\$6,742.51</u>

VI. EQUIPMENT PURCHASED WITH FUNDS RECEIVED⁵

a. List all equipment purchased with UREC funds during the reporting period.

All equipment listed will be kept together as part of the project and will be housed under the auspices of the Archaeology and Cultural Heritage Program in the Centre for Samoan Studies.

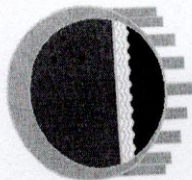
Please refer to the Acquittal report for details on the equipment list, associated cost, supplier and serial numbers (where applicable).

² As was approved by UREC.

³ Instalments received during the reporting period and as was approved by UREC.

⁴ Includes all instalment(s) received.

⁵ Any equipment purchased with UREC funds and worth SAT\$500 must be declared to UREC Finance personnel and listed on the NUS asset register.



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NATIONAL UNIVERSITY OF SAMOA
University Research & Ethics Committee

VII. ACQUITTAL REPORT⁶

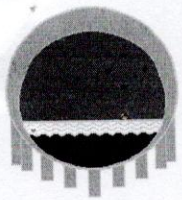
Provide an account of research expenses incurred during the reporting period. See example below.

Final disbursement of UREC funds for the CSS GIS project as at 03 November 2015.

Category	Budgeted \$WST	Spent \$WST	Rcpt #	Comments	Serial Number & NUS Asset Number
ESRI ArcGIS Education Kit + 2 licenses (USD \$450)	\$1082.51	\$1102.67	1	Purchased from Eagle Technology Group NZ 28 November 2014	N/A
ANZ Samoa Bank transfer fees and charges to pay the \$USD 450 to Eagle Technology	\$50.00	\$30.00	1	Purchased from ANZ Apia 28 November 2014	N/A
ESRI ArcGIS Educational Kit – Annual Maintenance Agreement for up to 10 licenses(USD \$250)	\$605.15	\$NIL		Not required	
ANZ Samoa Bank transfer fees and charges to pay the \$USD 250 to Eagle Technology for the Annual Maintenance Agreement	\$50.00	\$NIL		Not required	
800 va UPS to be purchased in Samoa	\$450.00	\$360.00	2	Purchased from BSL 02 March 2015	800Va UPS S/N 5312200066 ASSET NUMBER:NUS/UREC/MS/15003A
Purchase laptop in Australia and add RAM etc (CP)	\$4010.00	\$3499.23	3	Purchased from Landmark Computers, Box Hill, Victoria, Australia, 10 December 2014	HP ProBook 470 G2 17" S/N CND42934KN ASSET NUMBER: NUS/UREC/MS/15002A

⁶ All original receipts must be given to UREC Finance personnel with only copies of receipts to be provided along with progress and/or final reports.

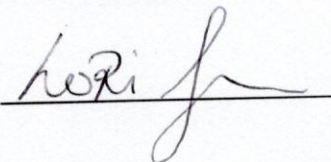
Additional monitor, mouse & keyboard plus freight charge	\$274.85	\$713.52	4	Purchased from "The Good Guys" Fyshwick, ACT 30 December 2014	LG 24" Monitor S/N 409NDTC9Z049
External "always on" back up HDD 2TB	\$170.00	\$184.59	5	Purchased JB Hi Fi, ACT 30 December 2014	ASSET NUMBER: NUS/UREC/MS/15001A Seagate 2TB S/N NA7E6FK4
HDMI cable for additional monitor	N/A	\$45.00	6	Purchased from Coin Save Samoa Ltd, Apia 31 January 2015	N/A
Laptop stand	N/A	\$50.00	7	Purchased from BSL 02 March 2015.	N/A
External 1TB HDD for data transfers, stationary and USB memory stick	N/A	\$299.00	8	Purchased from SSAB 19 March 2015.	TOURO 1TB HDD S/N EZ09L0HD
External 500GB HDD for data transfers and 32GB micro SD card for use in CSS GIS Camera & GPS + Stationary	N/A	\$374.00	9	Purchased from BSL 06 November 2015.	TOURO 500GB S/N 1N19X36R. Apacer 32GB S/N 551411570001
Stationary	N/A	\$17.90	10	Purchased from SSAB 25 March 2015.	N/A
ANZ Samoa Bank transfer fees and charges to transfer funds for purchase of equipment in Australia	\$50.00	\$NIL		Not required.	
File storage boxes x 6	N/A	\$63.00	11	Purchased from SSAB 13 November 2015	N/A
Cash float	N/A	\$3.60		Left over cash from purchasing gear.	
TOTAL	6742.51	6742.51			



VIII. CERTIFICATION BY PRINCIPAL RESEARCHER

I certify that all the details contained in this progress report are true and that all research partners and co-investigators agree that this report is an accurate representation of the project's progress so far.

Name: Lorena Ileana Sciusco

Signature: 

Date: 19th November, 2015.

Terms and Conditions for all Researchers to follow

As approved on 5th October 2001, Amended 2005

1. The project shall be carried out within a period of 12 months and at such time a detailed report of its implementation and outcome shall be provided to the Committee.
2. The Committee may at any time require a progress report from the researcher.
3. A copy of the completed research must be deposited with the Institute upon completion of the research.
4. The Researcher shall be accountable to the Committee for the funds given by providing receipts or other evidence of expenses and a log book of activities for the duration of the research.
5. The Researcher shall not publish the whole or any part of the outcome of the research without the written approval of the Committee being obtained.
6. The Researcher agrees to be bound by universal ethics and good practices of research and a code of research ethics that may be adopted by the National University of Samoa and amended from time to time.
7. The Researcher declares that the funding granted by the University is the only funding which he/she will receive to fund what is being sought and approved for this research.
8. The Researcher declares that the funds will be used for the purposes stipulated and detailed in the research budget unless an alternative use is approved by the Committee or the Director of the Centre for Samoan Studies.
9. Acceptance by the researcher of the offer comprises acceptance of all the conditions expressed and implied by this offer.
10. No monies shall be disbursed before acceptance of the offer by the researcher has been effected and a plan for the disbursement of funds is lodged with the Director of the Centre for Samoan Studies and the Finance Registrar.
11. In the event of the researcher breaching any of the terms and conditions of the funding hereby provided the Committee may take whatever action is necessary against the researcher including demanding that the researcher repays to the University all or part of any funds disbursed for the project.

1

Eagle Technology Group Ltd

Tax Invoice

4917545

GST No: 46-529-723



Head Office:
25 Great South Road, Newmarket, Auckland 1051
Private Bag 93211, Parnell, Auckland 1151
Ph: (09) 639 0600 Fax: (09) 639 0610

Wellington Office:
Level 5, Eagle Technology House, 135 Victoria Street, Wellington 6011
P O Box 1403, Wellington 6015
Ph: (04) 802 1400 Fax: (04) 802 1410

Invoice To:

National University of Samoa
PO Box 1622

APIA
WESTERN SAMOA

Location:

Deliveries
Le Papaigalagala Campus
TO'OMATAGI
WESTERN SAMOA
Attn Lori Sciusco

Date	Account Exec	Due date	Job No	Your Ref	Account No	Page	
19/11/2014	Kenna Kelly	20/12/2014		Email - Lori Sciusco	114190	1 of 1	
Item/Description					Qty	Price	Amount
122576	ArcGIS for Desktop Advanced SU Educational Teaching and Research Lab Kit License				1.00	250.00	250.00
122577	ArcGIS for Desktop Advanced SU Educational Teaching and Research Lab Kit Additional License				2.00	100.00	200.00

The licensing of the Esri software is subject to the terms and conditions of the License Agreement available at www.Esri.com/legal unless you have a signed License Agreement in place.

Payment Terms: 20th of month following invoice date
Direct Credit Account: ANZ 06 0287 0804611 00
Based On Sales Orders 5305676. Based On Deliveries 6674.

Sub Total 450.00

GST 0.00

Total Due USD 450.00

It is a condition that THE CONSUMERS GUARANTEE ACT 1993 does not apply to goods acquired for Business Use. \$ WST 1132.67
TITLE DOES NOT PASS UNTIL FULL PAYMENT IS RECEIVED.

PAID 28/11/2014

Date :
Ref :

28/11/2014
TTWS112840000036

①

Telex Advice

We have today debited your account number 4106151 WST

Details are :

Beneficiary :

EAGLE TECHNOLOGY GROUP LTD
COMMERCIAL AND AGRI

Details :

PMT OF GOODS
TAX INV 4917545
ATT KENNA KELLY

Amount :	USD	450.00
Exchange Rate :		0.40810000
Converted Amount :	WST	1,102.67
Charges : 4106151		
COMMUNICATION FEE	WST	20.00
COMMISSION	WST	10.00
Total Debited :	WST	1,132.67

This is a computer generated advice and requires no signature.
MS LORENA SCIUSCO
TOOMATAGI, VAIMAUGA
UPOLU, SAMOA

BSL BUSINESS SYSTEMS LTD

2

LOV.
7747156

TAUFUSI PHONE: 30452 FAX: 30452
QUALITY SERVICE IS OUR BUSINESS

Customer Name: Centre for Samoan Studies - NUS.

Item Purchased: BLAZER

Address: Le Papaigalagala Campus
To'omotagi

Serial Number: 5312200066

This Card Serves As a warranty card for the above mentioned item valid for 6 months from date of purchase. This card must be presented to avail our warranty service.

CONDITIONS

The warranty does not apply where damage is caused by other factors, including without limitation:

- a) Normal wear and tear
- b) Abuse mishandling, accident or failure to follow operating instructions
- c) Damage due to leaked batteries
- d) Exposure to liquid (excluding water in waterproof products) or infiltration of foreign particles
- e) Servicing or modifications of the product by third party
- f) Use of products with unsuitable or ink or toner
- g) use of the product with other accessories, attachments, product supplies, parts or devices (including batteries, tapes / cards, lenses and flash attachments)
- h) Shipment or transit

This warranty does not cover:

- i) Replacement of any consumables such as print heads, drums, lamp, film, ink and toner, cartridges and paper
- j) Lost driver software drivers
- k) Repair or replacement of any product due to transit
- l) Any loss or consequential damage incurred while product is being repaired
- m) Any loss of data due to viruses, software problems, etc..... always keep a backup of your data

I hereby acknowledge that I have read / fully understood and accept the terms and conditions of the warranty stated above.

Customer Signature: KORI J...

Authorized Signature: [Signature]

Date: 2 / 5 / 2015

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- ✓ Quality
- ✓ Service
- ✓ Price
- ✓ Advice



TAX INVOICE

INVOICE NO: 690030

Customer Details

Name Charles Parkinson
 Address 1 Hyland Drive, Bungendore,
 NSW, 2621
 Contactname Charles Parkinson
 Phone 0262381596
 Email charles.parkinson@otago.ac.nz
 Mobile 0476 791 759

Delivery Details

Name Charles Parkinson
 Address 1 Hyland Drive, Bungendore,
 NSW, 2621
 Details Note
 Customer Type Online
 Customer Id 180757

Invoice Date	Sales Consultant	Branch	Invoice By	P.O Number	Order No.
10 th Dec, 2014	LMC	BOX HILL	Snehal	N/A	255574

S.R. #	PROD #	DESCRIPTION	QTY	U/P	AMOUNT
401338	577893	Freight Charges	1	23.63	23.63
401337	585614	HP Probook 470 G2 [J8K73PA] i7-4510U/8GB/750GB/17.3inHD+/R5M255-2GB/DVDRW/R5M-255-2GBW8P-Lic)1Yr Serial #: CND42934KN	1	1786.38	1786.38
Others					27.15
Credit Master/Visa Card					

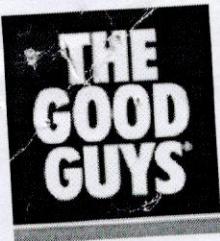
Deposit Id **44632**
 DD \$2024.56
 Payment Id 290104
 Payment Notes :
 Invoice Notes :

Final Total : **1837.16**
 GST INCL. : **167.01**
 Status : **PAID**

TERMS AND CONDITIONS:

Title of goods does not pass on to the customer until invoice has been paid in full and cleared. Copy of original invoice(s) must be presented for all warranty claims. Any physical damage or software related issues are not covered under any parts or labour warranty by Landmark Computers or the Manufacturer. Warranty does not cover damages to other equipments used in conjunction with goods purchased. Landmark Computer Systems are covered by a standard return to base 1 year hardware & 1 year labour warranty, unless stated otherwise. All other parts are covered by the manufacturer's warranty directly and where applicable, Landmark covers 1 year from the date of invoice. A \$35 labour fee will be charged if the system or part is found not faulty. Consumables (Inks, Toners, and Blank Media) do not carry a warranty and are sold on a non return basis. Landmark Computers cannot be held liable for any loss or damage of data due to hardware, software or services provided. All courier charges and insurance costs will be borne by customer unless stated otherwise. A restocking fee of 20% within 14 days, and 30% within 30 days will be charged on all return goods which are not faulty. All goods being returned will have to be original packaging to be eligible for a refund. Networking Products, Software and Special Order items are sold on a Non Return basis. No refunds after 30 days of purchase. All discrepancies with your purchase must be notified in writing within 24 hours to feedback@lmc.com.au. Banking Details: Landmark Computers, Westpac, BSB 033 172 ACC # 344951

Paid CP Mastercard 10/12/2014.
 \$WST 3499.23 / \$AUD 1837.16



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THE GOOD GUYS FYSHWICK PTY LTD
A.B.N. 24 305 768 771 A.C.N. 096 673 148
1 Barrier Street

FYSHWICK ACT 2609
Phone: (02) 61240400
Fax: (02) 61240401
Email: fyshwick@thegoodguys.com.au

Receipt/Tax Invoice

Web Order No:

Docket No:
D0490744103



Sales Order No:



Date
Salesperson

30/12/2014
Caitlin C

Customer No. 0490155203
LORENA SCIUSCO

Sales Customer

Delivery Instructions:

ACT 3666
Mobile:

Phone:

Sales Details

SIN	Brand	Model	WTY	Description	Qty	Amount
# 5028921013	LOGITECH	2551806	36	Wireless Mouse & Keyboard MKt	1	79.00
# 5025468016	LG	24M45VQ-B.AAU	36	24 LED Monitor	1	169.00
					Goods Dispatched	248.00

Customer has declined extended warranty on this line item

Payment	Amount
Goods Dispatched	248.00
Security Deposits	0.00
Deposits Applied	0.00
Cash on Delivery	0.00
Total	248.00
Includes GST	22.55
Tender	250.00
CASH	
Change	2.00

THIS DOCKET MUST BE PRODUCED FOR GUARANTEED SERVICE

The property in and title to remains with The Good Guys and does not pass to the customer until all monies payable (including any interest, freight or insurance charges) have been paid and cheques cleared. The goods shall be at customer's risk immediately upon delivery.

*SECURITY DEPOSIT SUBJECT TO FORFEIT AND WILL BE APPLIED TO PURCHASE OF STOCK ON DESPATCH

GIS - EXTERNAL MONITOR
MOUSE & KEYBOARD

Monitor, mouse & keyboard \$248 AUD
Virgin excess baggage fee \$120 AUD
\$368 AUD = \$713.52 WST.