

CONCEPT PAPER
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PACIFIC REGIONAL HINDI SECRETARIAT

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Document Version: 1.0 Date: 8 June 2026

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1.0 Introduction

This Concept Paper proposes the establishment of a regional-level inter-governmental organization in the Pacific Region under the name Pacific Regional Hindi Secretariat (PRHS).

The PRHS is envisioned as a central organization to negotiate, coordinate, promote, and strengthen the role of Hindi across the Pacific Region.

The Concept Paper outlines the objectives and functions, the organization structure, and the initial establishment work plan for the PRHS.

The Concept Paper is submitted for consideration by all relevant stakeholders worldwide, including governments, governmental organizations, inter-governmental organizations, non-governmental organizations, academic institutions, cultural organizations, community representatives, and experts.

Hindi is the most commonly used language among more than 1.5 million people of Indian descent living in the Pacific Region.

Hindi serves not only as a medium of communication but also as a vital instrument of cultural identity, education, and regional cooperation.

The PRHS seeks to institutionalize this linguistic heritage, ensuring that Hindi continues to thrive as a language of opportunity, scholarship, and diplomacy in the Pacific Region and throughout the world.

2.0 Objectives and Functions

2.1 Objectives

The objectives of the PRHS shall be:

- (a) to advance, promote, and propagate the Hindi language and its literature within the cultural and social context of the Pacific Region; and
- (b) to uphold and promote Hindi as an international language, and to further its cause towards formal recognition as one of the official languages of the United Nations.

2.2 Primary Functions

The primary functions of the PRHS shall be:

- (a) to convene a Pacific Regional Hindi Conference at least once every two years;
- (b) to organize international conferences, seminars, workshops, and group discussions in the medium of Hindi, together with cultural programmes, fairs, festivals, and related activities;

- (c) to foster and advance the use of conversational Hindi within Non-Hindi-speaking countries of the Pacific Region;
- (d) to conduct courses and training programmes;
- (e) to undertake studies, surveys, and research activities;
- (f) to provide expert advisory services;
- (g) to negotiate, establish, and maintain Hindi Chairs in tertiary institutions throughout the Pacific Region;
- (h) to negotiate, establish, and maintain a Pacific Centre for Hindi Studies at the University of the South Pacific, Laucala Campus, Suva, Fiji;
- (i) to negotiate, establish, and maintain a Pacific Regional Hindi Library in Suva, Fiji;
- (j) to negotiate, establish, and maintain a Pacific Regional Hindi Press in Suva, Fiji;
- (k) to establish documentation centres for research in multimedia and information technology, and to serve as a databank relating to Hindi authors, poets, scholars, institutions, universities, governmental, inter-governmental, and non-governmental organizations engaged in the promotion of Hindi in the Pacific Region;
- (l) to negotiate, establish, and maintain research institutions, educational institutions, and other facilities;
- (m) to publish research papers, journals, magazines, newspapers, books, and other materials of study;
- (n) to confer international awards and honours upon outstanding scholars for their contribution to the promotion of Hindi in the Pacific Region;
- (o) to award scholarships and grants; and
- (p) to undertake all such acts and things as are incidental or conducive to the attainment of its objectives.

2.3 Special Functions

The PRHS shall seek to establish itself as a regional-level inter-governmental organization within the Pacific Region, founded upon the Objectives hereinbefore set forth, with its Headquarters and Secretariat established in the Republic of Fiji by an Act of the Parliament thereof.

The Government of the Republic of Fiji shall thereafter extend invitations to governments of the Pacific Region, and to governments of other parts of the world, to accede to the PRHS by way of a Memorandum of Understanding duly entered into between the Government of the Republic of Fiji and the respective government concerned.

In this regard, the special functions and long-term role of the PRHS shall be:

- (a) to assist, advise, and facilitate, including through monetary support, the Government of the Republic of Fiji in the drafting of the Pacific Regional Hindi Secretariat Bill for consideration by the Parliament of the Republic of Fiji; and
- (b) to assist, advise, and facilitate, including through monetary support, the Government of the Republic of Fiji in the drafting of Memorandum of Understanding to be entered into between the Government of the Republic of Fiji and governments of the Pacific Region, or governments of other parts of the world, as parties to the PRHS.

3.0 Organization Structure

- (1) The organization structure of the PRHS shall comprise both the principal bodies and such subsidiary bodies as may be duly established under the Charter or Constitution of the PRHS.
- (2) The principal bodies of the PRHS shall consist of:
 - (a) the Board of Trustees;
 - (b) the Governing Council;
 - (c) the Executive Board; and
 - (d) the Secretariat.
- (3) The Governing Council may, from time to time, establish such subsidiary bodies as it deems necessary for the effective discharge of the functions of the PRHS, in accordance with the provisions of the Charter or Constitution of the PRHS.

3.1 Board of Trustees

- (1) There shall be constituted a Board of Trustees of the PRHS.
- (2) The functions of the Board of Trustees shall be:
 - (a) to supervise the overall workings of the PRHS without directly interfering with the functions of its constituent bodies;
 - (b) to appoint the President and Vice-Presidents of the PRHS;
 - (c) to ensure that the PRHS remains aligned with international law and complies with the laws of the countries in which it operates; and
 - (d) to exercise such other powers and perform such other functions as may be assigned to it under the Charter or Constitution of the PRHS, or by law.
- (3) The Board of Trustees shall consist of:
 - (a) a Principal Trustee, appointed in accordance with the Charter or Constitution of the PRHS, for such term as therein prescribed, and eligible for re-appointment;
 - (b) 2 trustees appointed by the Principal Trustee (“Appointed Trustees”), in his or her sole discretion, in accordance with the Charter or Constitution of the PRHS, for a term of 3 years, and eligible for re-appointment; and
 - (c) 2 trustees appointed by the Governing Council (“Elected Trustees”), in its sole discretion, in accordance with the Charter or Constitution of the PRHS, for a term of 3 years, and eligible for re-appointment.
- (4) The Principal Trustee shall ordinarily preside over the meetings of the Board of Trustees.
- (5) In the absence of the Principal Trustee, one of the Trustees, duly delegated by the Principal Trustee, shall preside over the meetings of the Board of Trustees.
- (6) The Board of Trustees shall meet at least once in every calendar year. The Chairperson shall determine the date, time, and venue of such meetings. Meetings may also be convened virtually.

- (7) The quorum for meetings of the Board of Trustees shall be one-half of its total membership, rounded up to the next whole number.
- (8) Each trustee of the Board of Trustees shall have one vote.
- (9) Decisions of the Board of Trustees shall be determined by a majority of votes cast.

3.2 Governing Council

- (1) There shall be constituted a Governing Council of the PRHS.
- (2) The functions of the Governing Council shall be:
 - (a) to further the Objectives of the PRHS;
 - (b) to formulate the policies of the PRHS; and
 - (c) to adopt such measures as may be requisite and advantageous for the attainment of the Objectives of the PRHS.
- (3) The Governing Council shall consist of the following members:
 - (a) the President of the PRHS;
 - (b) the 2 Vice-Presidents of the PRHS;
 - (c) the Secretary-General of the PRHS;
 - (d) the Deputy Secretary-General of the PRHS;
 - (e) 5 eminent persons in the field of Hindi from Fiji;
 - (f) 5 eminent persons in the field of Hindi from Australia;
 - (g) 5 eminent persons in the field of Hindi from New Zealand;
 - (h) 2 eminent persons, either in the field of Hindi or in other disciplines but possessing demonstrable knowledge of Hindi, from each of the nations of the Pacific Region, excluding Fiji, Australia, New Zealand, and India, which are separately represented within the Governing Council; and
 - (i) 5 eminent persons distinguished in the field of Hindi from India.

- (4) The President and Vice-Presidents of the PRHS shall be appointed by the Board of Trustees, in its sole discretion, in accordance with the Charter or Constitution of the PRHS, for a term of 3 years, and shall be eligible for re-appointment.
- (5) All other members of the Governing Council, apart from the President and Vice-Presidents, shall be appointed by the Governing Council, in its sole discretion, in accordance with the Charter or Constitution of the PRHS, for a term of 3 years, and shall be eligible for re-appointment.
- (6) The President of the PRHS shall ordinarily preside over the meetings of the Governing Council.
- (7) In the absence of the President, one of the Vice-Presidents, duly delegated by the President, shall preside over the meetings of the Governing Council.
- (8) The Governing Council shall meet at least once in every calendar year. The Chairperson shall determine the date, time, and venue of such meetings. Meetings may also be convened virtually.
- (9) The quorum for meetings of the Governing Council shall be one-half of the total voting members, rounded up to the next whole number.
- (10) Each member of the Governing Council shall have 1 (one) vote, save for the Secretary-General and the Deputy Secretary-General, who shall not possess voting rights.
- (11) Decisions of the Governing Council shall be determined by a majority of votes cast.
- (12) The Governing Council may constitute such subcommittees as it deems necessary to assist in the discharge of its functions.

3.3 Executive Board

- (1) There shall be constituted an Executive Board of the PRHS.
- (2) The functions of the Executive Board shall be:
 - (a) to execute the policies formulated by the Governing Council;
 - (b) to administer and exercise general control over the Secretariat of the PRHS; and
 - (c) to prepare the Annual Report to be submitted before the Governing Council each year.

- (3) The Executive Board shall consist of the following members:
 - (a) the President of the PRHS;
 - (b) the 2 Vice-Presidents of the PRHS;
 - (c) the Secretary-General of the PRHS;
 - (d) the Deputy Secretary-General of the PRHS; and
 - (e) 2 persons appointed by and from among the members of the Governing Council.
- (4) The President of the PRHS shall ordinarily preside over the meetings of the Executive Board.
- (5) In the absence of the President, one of the Vice-Presidents, duly delegated by the President, shall preside over the meetings of the Executive Board.
- (6) The Executive Board shall meet as often as business requires, but not less than twice in every calendar year. The Chairperson shall determine the date, time, and venue of such meetings. Meetings may also be convened virtually.
- (7) The quorum for meetings of the Executive Board shall be one-half of the total voting members, rounded up to the next whole number.
- (8) Each member of the Executive Board shall have 1 (one) vote, save for the Secretary-General and the Deputy Secretary-General, who shall not possess voting rights.
- (9) Decisions of the Executive Board shall be determined by a majority of votes cast.

3.4 Secretariat

- (1) There shall be constituted a permanent Secretariat of the PRHS.
- (2) The Secretariat shall discharge the day-to-day functions of the PRHS in accordance with the mandates and directions of the Governing Council and the Executive Board.
- (3) The Secretariat shall consist of:
 - (a) the Secretary-General of the PRHS;

- (b) the Deputy Secretary-General of the PRHS; and
 - (c) the staff of the Secretariat.
- (4) The Secretariat shall be organized along departmental lines, with each department or office entrusted with a distinct sphere of action and responsibility. Departments and offices shall coordinate with one another to ensure cohesion and uniformity in the programme of work of the PRHS.

3.5 Secretary-General

- (1) There shall be a duly appointed Secretary-General of the PRHS.
- (2) The Secretary-General shall:
 - (a) serve as the Head and Chief Executive Officer of the Secretariat of the PRHS;
 - (b) be appointed by the Governing Council in accordance with the Charter or Constitution of the PRHS;
 - (c) hold office for a term of 3 years, and shall be eligible for re-appointment; and
 - (d) be directly accountable to the Executive Board for the management and administration of the day-to-day business of the Secretariat of the PRHS.

3.6 Deputy Secretary-General

- (1) There shall be a duly appointed Deputy Secretary-General of the PRHS.
- (2) The Deputy Secretary-General shall:
 - (a) be appointed by the Governing Council in accordance with the Charter or Constitution of the PRHS;
 - (b) hold office for a term of three years, and shall be eligible for re-appointment; and
 - (c) provide assistance to the Secretary-General and discharge such assignments as may, from time to time, be entrusted to him by the Executive Board.

3.7 Appointment of Staff

- (1) The Governing Council may appoint, upon such terms and conditions as it deems fit, such employees as it considers necessary for the proper discharge of the functions of the PRHS.
- (2) Every member of the staff of the Secretariat of the PRHS shall be placed under the administrative authority and control of the Secretary-General.

3.8 Subsidiary Bodies

- (1) The Governing Council may, from time to time, constitute subsidiary bodies upon such terms and conditions as it deems fit and proper, and in accordance with the Charter or Constitution of the PRHS, for the performance of special tasks or for service in fields requiring specific expertise.
- (2) The mandate of each subsidiary body shall be subject to periodic review by the Governing Council, in order to determine its continued validity, relevance, and effectiveness.
- (3) Subsidiary bodies shall exercise advisory functions to the Governing Council and shall discharge, with due diligence, the specific tasks entrusted to them.

4.0 Establishment Work Plan

- (1) The Establishment Work Plan (EWP) of the PRHS shall be divided into 3 distinct Phases.
- (2) The summary of the Phases shall be as follows:

Phases	Summary Objectives	Timeframe
Phase 1	To lawfully establish the PRHS in accordance with the prevailing provisions of the laws of the Republic of Fiji.	July to December 2026
Phase 2	To convene the 1 st Pacific Regional Hindi Conference in Fiji.	January to September 2027
Phase 3	To draft and secure approval of a 20-Year Strategic Plan and a 5-Year	October to December 2027

	Strategic Plan of the PRHS, taking into consideration the recommendations received from the 1 st Pacific Regional Hindi Conference.	
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4.1 Phase 1

- (1) The summary objective of Phase 1 of the Establishment Work Plan of the PRHS shall be to lawfully establish the PRHS in accordance with the prevailing provisions of the laws of the Republic of Fiji.
- (2) The expected timeframe of Phase 1 shall be 6 months, commencing in July 2026 and concluding in December 2026.
- (3) The specific actions to be undertaken under Phase 1 shall include, but shall not be limited to, the following:
 - (a) the Board of Trustees (BOT), comprising the Principal Trustee and 2 Appointed Trustees, shall be duly constituted;
 - (b) the BOT shall adopt the first Charter or Constitution of the PRHS;
 - (c) the BOT shall register the PRHS with the Fiji Revenue and Customs Service (FRCS) for the acquisition of a Tax Identification Number (TIN);
 - (d) the BOT shall open a bank account under the name of the PRHS and establish a Trust Fund in the sum of \$100,000 (one hundred thousand) Fijian Dollars to facilitate the initial operations of the PRHS;
 - (e) the BOT shall appoint the initial Governing Council, comprising the President and 2 Vice-Presidents of the PRHS;
 - (f) the Governing Council shall appoint the Secretary General and Deputy Secretary General of the PRHS;
 - (g) the Governing Council shall issue an international call for nominations for additional members of the Governing Council;
 - (h) the Governing Council shall appoint the other members of the Governing Council;

- (i) the Governing Council shall appoint two Elected Trustees to the BOT;
- (j) the BOT shall reconsider and reaffirm the Charter or Constitution of the PRHS; and
- (k) the BOT shall register the PRHS under the Charitable Trusts Act 1945 of the laws of the Republic of Fiji.

4.2 Phase 2

- (1) The summary objective of Phase 2 of the Establishment Work Plan of the PRHS shall be to convene the 1st Pacific Regional Hindi Conference in Fiji.
- (2) The expected timeframe of Phase 2 shall be 9 months, commencing in January 2027 and concluding in September 2027.
- (3) The specific actions to be undertaken under Phase 2 shall include, but shall not be limited to, the following:
 - (a) the Executive Board shall have the mandate to negotiate on behalf of the PRHS and to oversee the organization of the 1st Pacific Regional Hindi Conference in Fiji;
 - (b) the Governing Council shall confirm the dates, venue(s), opening and closing dates for registration of participants, participation and other fees, budgetary allocations, and logistical arrangements for the 1st Pacific Regional Hindi Conference, based on the recommendations received from the Executive Board;
 - (c) persons intending to participate in the 1st Pacific Regional Hindi Conference shall register themselves through the Online Registration Portal, which shall be made available on the official website of the PRHS within the prescribed timeframe, and shall pay the required fees;
 - (d) the Governing Council shall consider the Post-Conference Report submitted by the Executive Board; and
 - (e) the Executive Board shall transmit the Post-Conference Report, once approved by the Governing Council, to all relevant parties.

4.3 Phase 3

- (1) The summary objective of Phase 3 of the Establishment Work Plan of the PRHS shall be to draft and secure approval of a 20-Year Strategic Plan and a 5-Year Strategic Plan of the PRHS, taking into consideration the recommendations received from the 1st Pacific Regional Hindi Conference.
- (2) The expected timeframe of Phase 3 shall be 3 months, commencing in October 2027 and concluding in December 2027.
- (3) The specific actions to be undertaken under Phase 3 shall include, but shall not be limited to, the following:
 - (a) in pursuit of the Objectives of the PRHS, and for the proper execution of its primary and special functions, the Governing Council shall consider the recommendations received from the 1st Pacific Regional Hindi Conference;
 - (b) the Executive Board shall conduct consultations with relevant stakeholders and prepare a consolidated set of recommendations for consideration by the Governing Council;
 - (c) the Governing Council shall appoint a subsidiary body, herein referred to as the “Drafting Commission,” comprising requisite expertise, to draft the 20-Year Strategic Plan and the 5-Year Strategic Plan of the PRHS; and
 - (d) the Governing Council shall finally consider, adopt, and approve the 20-Year Strategic Plan and the 5-Year Strategic Plan of the PRHS.
- (4) The summary objectives of the Strategic Plans of the PRHS shall be to:
 - (a) set out the short-term (5-Year Strategic Plan) and long-term (20-Year Strategic Plan) goals of the PRHS, and establish a pathway by which the PRHS shall achieve those goals, fulfil its Objectives and targets, and properly perform its functions;
 - (b) ensure that all constituent bodies, members, staff, and stakeholders are aligned toward the same goals, and that capital, time, and expertise are directed toward the most high-impact initiatives rather than expended on inefficient tasks;

- (c) translate broad and aspirational goals into specific, quantifiable targets, which shall serve as benchmarks to track progress and evaluate success;
- (d) identify and assess risk factors in the execution of the functions of the PRHS, and establish appropriate measures to mitigate such risks; and
- (e) set out annual, monthly, and weekly action plans to ensure the effective achievement of the strategic goals of the PRHS.

5.0 Official Website of the PRHS

- (1) The official website of the PRHS shall constitute the primary means of information on behalf of the PRHS.
- (2) The website shall be available at www.pacifichindi.org
- (3) The website is presently under development and shall serve as the official digital platform of the PRHS.

6.0 Contact

- (1) For any queries, questions, or formal communications, the designated point of contact shall be:

Savneel Sangeet Kumar
Country: Republic of Fiji
Email: savneelsangeet@outlook.com

- (2) All correspondence shall be directed to the above-mentioned contact, who shall serve as the official representative for matters relating to the PRHS.