

CIRCULAR

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DATE: 22 July 2020

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TO: Members of the 2nd Executive Board 2020

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CROP Organisations

SPREP Partner Organisations

Subject: Invitations and Arrangements – Virtual Meeting for the Second SPREP Executive Board Meeting from 2 – 4 September 2020

Dear Members and SPREP Partners,

Further to Circular 20/57 of 3 July 2020, this circular provides an update on arrangements in place for SPREP's 2nd Executive Board Meeting, to be held virtually from 2-4 September 2020.

Due to the Covid-19 restrictions under which we are all operating, the virtual context of our Meeting has required some differences in format to those of the 1st Executive Board Meeting, and SPREP Governance Meetings in general.

Firstly, our Chair (Solomon Islands, and Vice Chair (Guam) will carry out their functions remotely, while the Secretariat will physically host the Meeting in the PCCC Conference Room on the SPREP campus.

Secondly, there will be no drafting committee.

Thirdly in consultation with our French-speaking Board Members New Caledonia (Melanesian constituency representative) and French Polynesia (Polynesian constituency representative), as a one-off concession to the financial challenges of Covid-19 on the SPREP core budget and to assist in simplifying the technical aspects of the virtual meeting, there will be no interpretation provided during the meeting. This gesture is very much appreciated by the Secretariat which remains fully committed to bilingualism for the organisation. Full translation services are being provided for the Meeting as per usual.

Members will have noted that the agenda is more streamlined and that the meeting is now spread over three days with breaks in between sessions. We hope that this enables the Meeting to progress as productively and as comfortably as possible for Members in the virtual context. An updated version of the proposed Hours and Programme of Work and the current version of the Draft Provisional Agenda are attached for your information.

Sub-regional constituencies

One of our lessons from the first Executive Board Meeting was that support to the sub-regional constituencies is key. We have been in touch with all Representatives and we are working to arrange intra-constituency consultations prior to the Meeting, and potentially afterwards as well. It is intended to have a brief dry run 1-2 weeks before the meeting to allow Members will go through the logistics and expectations of constituencies in the Meeting. It is important that representatives have the brief from each of their constituency members – the intention is that all Members' views be available to the Meeting, not that there will be a single position from each constituency.

You will have seen that a majority of papers are already uploaded to the SPREP website in both English and French versions, meeting the 6 week prior to Meeting deadline. We should have all papers uploaded next week.

For your information Membership of the Second SPREP Executive Board is repeated below:

1. **New Zealand** representative for Metropolitan members
 - Sub-grouping - Australia, France, New Zealand, United Kingdom, and United States of America
2. **French Polynesia** representative for Polynesian members and French-speaking members
 - Sub-grouping – American Samoa, Cook Islands, French Polynesia, Niue, Samoa, Tokelau, Tonga, Tuvalu, Wallis and Futuna
3. **Guam and Kiribati** for Micronesian members
 - Sub-grouping – Federated States of Micronesia, Guam, Kiribati, Marshall Islands, Nauru, Northern Mariana Islands, Palau
4. **New Caledonia** representative for Melanesian and French-speaking members
 - Sub-grouping – Fiji, New Caledonia, Papua New Guinea, Solomon Islands, Vanuatu, plus French Polynesia, Wallis and Futuna.

The Executive Board will also include the Troika of:

1. **Solomon Islands** (Incoming 2020 Chair)
2. **Samoa** (2019 Chair)
3. **Papua New Guinea** (2018 Chair)

Members wishing to attend the Meeting as an observer should write formally to the Chair in advance of the Meeting to seek consideration of potential observership.

We look forward to receiving your nomination(s) to the 2nd SPREP Executive Board Meeting. Please note that nominations should be sent by e-mail **as soon as possible** to apiseta@sprep.org or rosannag@sprep.org.

For further information relating to the logistical arrangements and working documentations please contact apiseta@sprep.org copy rogerc@sprep.org.

Yours sincerely,



Kosi Latu
Director General

Att.

RC/ae