

CIRCULAR

FILE: SPM 26/1

DATE: 6 July 2021

CIRCULAR: 21/65

TO: SPREP National Focal Points

Copy: CROP Organisations

SPREP Partner Organisations

Subject: Invitations and Arrangements – 30 SPREP Meeting and Associated Meetings from 2 – 9 September 2021, Virtual meeting

Dear Members and SPREP Partners,

Further to Circular 21/12 of 4 March 2021, I am pleased to extend to you an invitation to attend the 30th SPREP Meeting of Officials and Associated Meetings to be held virtually from 2 – 9 September 2021. For information, the meetings are as follows:

- Noumea Convention – Thursday, 2 September 2021;
- Waigani Convention – Friday, 3 September 2021;
- 30th SPREP Meeting of Officials – 6-8 September 2021; and
- High Level Ministerial Session – 9 September 2021

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 Executive Board Meetings and SPREP Governance Meetings in general.

Firstly, the Chair (Tokelau), and Vice Chair (Kiribati) 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, there will be interpretation throughout the meeting and French speaking Members will be contacted prior for arrangements. 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 30th SPREP Meeting is now reduced to half days spread over 3 consecutive days with short breaks in between sessions. We hope that this arrangement will enable the Meeting to progress as productively and as comfortably as possible for Members in the virtual context. The proposed Hours and Programme of Work and the updated Draft Provisional Agenda will be provided in due course.

Documentations for the meeting will be uploaded to the SPREP website in both English and French versions. We should have all papers uploaded 6 weeks prior to the meeting.

We kindly request all Members to send nominations with correct email addresses in order to facilitate the virtual placing of all registered participants on the system. Please complete the attached form and send at your earliest convenience by e-mail to rosannag@sprep.org or apiseta@sprep.org. Grateful if you could also indicate the lead official for your country delegation and the total number of your delegation when submitting the nomination forms. Also please indicate the official IT contact person from your side, to liaise closely with our IT team to make sure the internet connections and virtual platform for this meeting are as secure as possible.

CROP Agencies and SPREP Partner Organisations wishing to attend the Meeting as an observer should write formally to the Chair and copy the Secretariat, in advance of the Meeting to seek consideration of potential observership.

Kindly note that the Secretariat will provide further information and guidance to all registered participants to facilitate a smooth running of the virtual meeting.

For further information relating to the logistical arrangements please contact apiseta@sprep.org, for the Agenda and non-logistical matters, please contact Deputy Director General, Ms Easter Chu Shing: easterc@sprep.org.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Kosi Latu'.

Kosi Latu
Director General

Att.

KL/ECS/ae