

CIRCULAR

FILE: AP 2/2/24 **TO:** SPREP National Focal Points
DATE: 19 June 2023
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SUBJECT: **Call for Expressions of Interest to Host the 11th Pacific Islands Conference on Nature Conservation and Protected Areas in 2025**

Dear Members,

The Secretariat of the Pacific Regional Environment Programme (SPREP) is inviting Members to submit an Expression of Interest to host the 11th Pacific Islands Conference on Nature Conservation and Protected Areas in 2025.

Conference Background

The Nature Conservation and Protected Areas conference is held every five years and is the principal forum that brings together government agencies, NGOs, community-based organisations, donor agencies, academic institutions, youth and individual experts concerned with conservation science and practice, and protected areas in the Pacific islands' region.

The Framework is the key over-arching and cross-cutting strategy for biodiversity conservation in the Pacific islands' region. It is an important guide for Pacific island countries and territory governments, NGOs and regional organisations to better align and harmonise their work around an agreed conservation strategy that meets both global, regional and national objectives and can be used to leverage funds from donor partners. Each conference has generated a Framework or Action Strategy as a guiding document for nature conservation for the following years.

The 10th Pacific Islands Conference on Nature Conservation and Protected Areas was hosted by the Government of New Caledonia, the Pacific Islands Roundtable for Nature Conservation (PIRT) and SPREP.

The key outcomes of the Conference included the following:

- A new [Regional Framework for Nature Conservation and Protected Areas for the period 2021 – 2025](#);
- A [Regional State of the Environment and Conservation report](#); and
- An endorsed High-level outcomes document (the [Vemööre Declaration](#)).

Criteria for Host Country

The Conference is a week-long event and SPREP is looking for a suitable venue to host approximately 500 – 800 participants in person. This estimate is based on previous conferences held in Papua New Guinea in 2007, attended by around 400 participants, the conference held in Fiji in 2013 which was attended by 800 participants. It was anticipated that the conference in New Caledonia would host 500 – 600 participants, however, due to the global COVID pandemic, the conference was held as a virtual event, with more than 2,000 participants participating online.

Over the past decade, there has been increasing recognition both regionally and globally of the importance and relevance of the conference. The conference provides an opportunity for the diverse stakeholders to develop a Pacific initiated agenda which is voiced at key events including the Conference of Parties to the United Nations Convention on Biological Diversity (CBD), Pacific Islands Forum Leader's Meeting, IUCN World Conservation Congress and the United Nations Ocean Conference.

Members who wish to submit their expression of interest as the Conference host, must fulfil the following criteria:

- Provide a suitable plenary venue that can seat at least 500 – 700 participants.
- Have facilities adjoining the main venue, or close by, for the high level segment of the conference and smaller break-out groups and workshops for up to 100 participants each.
- Availability of a range of accommodation options close to the venue to accommodate all visiting participants.
- Provision of suitable public transport (buses, taxis) or organised transport.

Responsibilities of Host Country

- Establish a National Steering Committee to provide overall coordination and ensure that all conference arrangements are in place in advance of the event, including suitable plenary and workshop venues.
- Chair and provide secretariat for the National Steering Committee and coordinate all required government agencies, ministries and departments involved in this committee and the conference.
- Supply in-kind contributions which will include personnel to assist conference SPREP Secretariat staff. This will include responsibility for national fundraising (through sponsorship opportunities) to recover costs associated with hosting.
- Coordinate with local businesses, government departments and venue on matters relating to accommodation, food and beverages options, transport and other logistical matters.
- Provide relevant information to SPREP and the Regional Planning Committee (comprising members of the Pacific Islands Roundtable for Nature Conservation) as required relating to all the above matters.
- Organise and meet the costs associated with; conference venue and equipment hire, opening and closing ceremonies, all airport arrangements for delegates, transportation, cultural and lunchtime entertainment and ensuring services (utilities, healthcare, printing and photocopying, internet access, security etc.) for the event.
- Contribute to all interpretation and translation costs if it is desirable to run the conference bilingually in English and another language.
- Organise protocol arrangements for delegates of diplomatic status from PICTs and international organisations. Ensure appropriate information relating to visas for all delegates is available and the processes are as expedient promptly.

Full responsibilities will be negotiated by SPREP and the host country after the selection process, and a Memorandum of Understanding (MoU) will be developed.

To submit an expression of interest to host the 11th Pacific Islands Conference for Nature Conservation and Protected Areas, please send an email to sprep@sprep.org with the subject '**EOI - 11th regional NCPA conference.**' The email should address in detail each of the hosting criteria and responsibilities outlined above.

An announcement of the next host can be made during the **31st SPREP Meeting of Officials, 5 – 7 September 2023, Samoa.**

If further clarification is required, please contact Amanda Wheatley amandaw@sprep.org or Juney Ward juneyw@sprep.org

Yours sincerely,



Anthony Talouli
Officer-in-Charge

AT/JW/ma