

CIRCULAR

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TO: SPREP National Focal Points
from Pacific Island Countries
Climate change focal points
CROP Organisations

DATE: 13 September 2018

CIRCULAR: 18/54

SUBJECT: Pacific Preparatory Meeting for UNFCCC COP24 – invitation

Dear Colleagues,

The Secretariat in partnership with the Fiji COP23 Presidency and Climate Analytics, will be convening a COP24 Preparatory Meeting under the IMPACT project, from **31 October – 3 November 2018**, at the Tanoa International Hotel in Nadi, Fiji. A notification was sent out last month. This letter serves as the official invitation to nominate participants. Please be advised that SPREP can fund participation of up to four participants from each Pacific Island Country that is a Party to the UNFCCC. Additional participants are welcome to attend at their own cost.

The objectives of this meeting are as follows:

- To provide negotiators and ministers with a forum to prepare for COP24 to be held in Katowice, Poland from 2 - 14 December 2018 and to develop regional inputs on the agenda items of importance to the region,
- To provide the ministers with a briefing on the state of the negotiations and the proposed Pacific SIDS positions on those agenda items that are important for the region for their consideration,
- To prepare ministers to engage effectively in the high-level events at the COP, including those related to the Talanoa Dialogue and Finance.

You are invited to nominate 1 minister (responsible for climate change) and 3 climate change negotiators to attend this meeting.

Strong engagement by Pacific SIDS will be critical at this year's COP, given that COP24 will see the finalization of the Paris Agreement Work Programme and the conclusion of the Talanoa Dialogue with its political phase. It will therefore be valuable to have as many ministers and negotiators planning to attend COP24 as possible at this preparatory meeting.

The participation costs of up to four participants from each Pacific island country Party to the UNFCCC will be covered by SPREP. This includes return economy airfares, accommodation and meals. All funded participants from the selected countries will be required to stay at the Tanoa International Hotel for the duration of the meeting.

Members are invited to send their nominations to Filomena Nelson (filomenan@sprep.org) and copy Teuila-Jane Fruean on teuilajane@sprep.org no later than **Friday 28 September**. Kindly use the attached nomination form (annex 3) and also include the passport photo page in the submission of nominations.

A detailed agenda and information pack will follow shortly. For additional information on this meeting, please email filomenan@sprep.org. We very much look forward to greeting your nominees in Fiji.

Kind regards,



Dr. Vicki Hall
Officer in Charge