

CIRCULAR

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DATE: 30 April 2019
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TO: SPREP National Focal Points of Cook Islands, Federated States of Micronesia, Fiji, Kiribati, Republic of Marshall Islands, Nauru, Niue, Palau, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu, Vanuatu

SUBJECT: Invitation to the Regional Inform Project Meeting, 19th – 22nd August, 2019, Apia, Samoa

Dear Focal Points,

The Environmental Monitoring and Governance (EMG) Programme of SPREP is currently executing the GEF funded Inform Project, implemented through UN Environment, which has supported and delivered a number of key targeted interventions to support environmental decision making in the region.

The Inform Project is in its third year of implementation and to ensure there is closer integration of results and sharing of lessons between stakeholder countries, SPREP is pleased to invite a representative from each of the Pacific island countries to attend and participate in the Regional Meeting for the Inform project. The meeting will be held from the 19th to the 22nd of August, 2019, in Apia, Samoa.

The main objectives of the meeting are to:

- Build the capacity of the 14 project target countries, with an aim to build an open data community amongst the users of the national data portals.
- Capacity building on environmental data management and reporting by using a real-world application of Inform developed processes and tools, focussed on a common area to all countries; protected areas.
- Launch of the new Reporting Tool, for stakeholder feedback.
- Launch the Pacific Data Ecosystem – collaboration between SPREP and SPC – demonstrate linkages between the Pacific Data Hub and the national data portals.
- Presentation and consultations of stakeholders of a data management sustainability plan.
- Share lessons, best practices, knowledge and experiences through south-south exchange.
- Establish and strengthen partnerships and networking across and among key stakeholders and partners.
- Convene the 2019 annual Inform Project Steering Committee meeting.

It is envisaged that through this regional meeting, a number of key outcomes would be achieved which could include:

- Awareness and understanding on the importance of open data, and environmental data management and reporting strengthened.

- Capacity built to utilize online tools and issues to be addressed documented.
- Improved south-south collaboration.
- Opportunity for sustainability enhanced and the feeling of ownership and belonging amongst the project countries increased.
- Consolidation of results and achievements documented and shared.
- Roadmap developed on strategies to replicate, expand and amplify results and lessons.
- Partnership opportunities and new project ideas developed.

During this Regional Meeting, a midterm review of the Inform project will also take place. Possibly consultations with country representatives will be held during the same week.

The meeting specifically targets technical officers who are actively involved in the State of Environment Reporting and the National Environmental Management Strategy processes. It would also benefit those who are directly involved in environmental data management and reporting.

SPREP will cover costs of the meeting through funding support from the Inform Project. For all sponsored participants, SPREP will cover costs for the most direct and economical return air ticket including Daily Subsistence Allowance in accordance with SPREP's approved travel policy and prevailing DSA rate.

To assist with logistics of the meeting, appreciate if the attached Nomination Form is completed and submitted to SPREP **no later than Friday 17th of May, 2019**. The timely receipt of nominations will assist the organisers in making advanced travel and logistical arrangements. Please email completed forms to paulinef@sprep.org.

A draft provisional agenda for the regional meeting is attached for information with a detailed annotated agenda to be circulated to meeting participants in due course and prior to the actual meeting.

Kindly note that the meeting organisers will liaise directly with the nominated participants on preparations for the meeting including materials and resources to prepare prior to attending the meeting. An Information Note detailing logistics of the meeting will also be circulated once nominations are confirmed.

For more information please contact Pauline Fruean paulinef@sprep.org.
Thank you for your continued support and cooperation.

Yours sincerely,



for: Kosi Latu,
Director General

Attach: Nomination Form
Provisional Agenda