

## CIRCULAR

**FILE:** AP 6/5/8/1 **TO:** SPREP PacWastePlus National Focal Points  
**DATE:** 6 November 2019 & Timor-Leste Focal Point  
**CIRCULAR:** 19/81  
**SUBJECT:**

- I. **PacWastePlus Programme Steering Committee Meeting (10-13 Feb 2020)**
- II. **Pacific Ocean Litter Project - Inception Meeting (14 Feb 2020)**

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Dear Focal Points,

I am pleased to inform you of two important project meetings from the Waste Management and Pollution Control Programme of SPREP.

In an attempt to limit any potential disruption for our country partners, the first Steering Committee meeting of the PacWastePlus Programme and the project Inception meeting for the Pacific Ocean Litter Project (POLP) will be co-located and hosted in Nadi, Fiji next year. Please find following details for your information and action.

### **PacWastePlus Programme Steering Committee Meeting, 10 – 13 February 2020**

The Pacific-European Union Pacific Waste Management Programme - PacWastePlus (PWP) Project Steering Committee meeting will be convened from the 10 to 13 February 2020. The 4 days will include opportunities to share current activity details, inform the PWP project implementation, participate in capacity building training related to embedding gender equality & human rights into project activities, and participate in project concept development sessions.

All PWP participating country focal points are encouraged to attend this vital meeting, as it provides guidance on the development and implementation of programme activities, ensuring a fair and reasonable decision-making process for priorities and funding allocations, and endorsement of the annual work plan of the PWP Project.

Financial support to enable participation of PWP country focal points (one per country only) to the Steering Committee meeting will be provided by SPREP as part of the PWP Project implementation budget.

All documents to be discussed and endorsed by the Project Steering Committee will be provided no later than 10 calendar days prior to the scheduled meeting.

**Pacific Ocean Litter Project Inception Meeting, 14 February 2020**

SPREP also extends an invitation to focal points to attend the Inception Meeting for the recently announced *Pacific Ocean Litter Project* (POLP), on Friday 14 February 2020.

The Inception Meeting has been scheduled in complement with the PWP Steering Committee Meeting, anticipating that that the senior waste and environment officials from the region attending the Steering Committee meeting will likely also remain focal points for this new Project.

The POLP Inception Meeting will:

- provide an update on the Project's implementation pathway
- deliver guidance on how countries can seek support and further information from the Project team as baseline activities commence throughout 2020; and most importantly
- will offer Pacific Island Country representatives the opportunity to contribute to key planning and design considerations.

Please find attached two nomination forms:

- (i) Nomination to attend the PacWastePlus Steering Committee Meeting; and
- (ii) Nomination to attend the POLP Inception Meeting.

Please complete both forms, even if the same person will be attending both meetings.

A detailed Agenda and information booklet will be circulated to nominated attendees closer to the meeting date.

Yours sincerely,



Kosi Latu

**Director General**