



CIRCULAR

FILE: ADM 1/1/6/4 **TO:** PCCC Advisory Board Members
DATE: 24 November 2020
CIRCULAR: 20/99

SUBJECT: **Invitation to the Pacific Climate Change Centre (PCCC) Advisory Board Virtual Meeting, 4 December 2020**

Dear PCCC Advisory Board Members,

On behalf of the Secretariat of the Pacific Regional Environment Programme (SPREP), I would like to invite you to a virtual meeting of the PCCC Advisory Board on 4 December 2020, 2pm – 3pm Samoa date and time.

Please note the following as preparations for the meeting:

1. All necessary documentations are attached and labeled by Agenda Item, for your ease of reference.
2. The Meeting will be held online using the following zoom link:
<https://sprep.zoom.us/j/92010364463?pwd=dXRrYjJRWdEcStlWTFwUnNRTTBvZz09>
Meeting ID: 920 1036 4463
Passcode: 016871
3. We encourage Members to peruse the documents in advance so we can move swiftly during the meeting since online conferences are usually faced with technical glitches.

Kindly confirm your participation by **27 November 2020** to **Ofa Kaisamy**, ofak@sprep.org and copy to **Carmen Fepuleai**, carmenf@sprep.org

Yours sincerely,



Kosi Latu
Director General