

# CIRCULAR

**FILE:** AP\_4/12/18  
**DATE:** 23 February 2023  
**CIRCULAR:** 23/06  
**TO:** Cook Islands, Republic of the  
Marshall Islands, Niue, Palau, Tuvalu  
**CC:** SPREP National Focal Points  
**SUBJECT:** **SPREP Regional Inception Workshop for the “Enhancing Climate Information and Knowledge Services for resilience in 5 island countries of the Pacific Ocean” programme, 21 – 24 March 2023**

Dear Focal Points,

The **Enhancing Climate information and Knowledge Services for resilience in 5 island countries of the Pacific Ocean** programme, approved at the 27<sup>th</sup> meeting of the Global Climate Fund (GCF) Board of Directors in November 2020, moved to its implementation phase on 10 September 2021. On 04<sup>th</sup> May 2022, the programme was launched with a regional inception workshop and Programme Steering Committee (PSC).

The Environmental Monitoring and Governance (EMG) Programme together with the Climate Change Resilience (CCR) Programme of SPREP will organise a joint regional planning workshop to review, plan and endorse the roll out of respective activities in each of the member countries. This will ensure activities are harmonised and plans are clear with the necessary linkages made.

The main objectives of the meeting are to:

1. Provide a platform for countries and implementation partners to review and plan the rollout of activities relating to.
  - Sub-Activity 2.3.1: *Establish and implement national climate data and information strategies.*
  - Sub-activity 3.1.2: *Strengthen communication systems to reach the last mile.*
  - Sub-Activity 3.2.3: *Integrate traditional knowledge into early warning services.*
2. Provide a platform for the countries to review, map and plan rollout of activities relating to Sub Activity 4.1.1: *Establish interactive ICT platform.*
3. Enhance coordination and sensitize the National Programme Implementation Units on programme deliverables, implementation arrangements, UNEP/GCF requirements, procurement, budget and workplans under Sub Activity 4.1.2: *Organise learning, mentoring and training*
4. Incorporate Gender mainstreaming and integration into country and partner workplans.

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

1. Member countries have a clear understanding of the activities to be delivered by SPREP.
2. Agree on the approach and delivery of the project activities.

3. Finalise the workplan for the 5 beneficiary countries (Cook Islands, Tuvalu, Republic of Marshall Islands, Palau, and Niue)
4. Clear linkages to other activities led by countries or other partners (example, traditional knowledge).

The Secretariat is pleased to extend an invitation to the focal points for the **Enhancing Climate Information and Knowledge Services for resilience in 5 island countries of the Pacific Ocean** and the focal point for **Inform** project to attend the regional meeting.

SPREP will cover the costs of the meeting through the **Enhancing Climate Information and Knowledge Services for resilience in 5 island countries of the Pacific Ocean** 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 Wednesday 1<sup>st</sup> March 2023. Each country should have 2 nominations. The timely receipt of nominations will assist the organisers in making advanced travel and logistical arrangements. Please email completed forms to [lagir@sprep.org](mailto:lagir@sprep.org).

In addition, countries that may wish to bring additional participants related to this project are free to do so with their own funding.

A detailed annotated agenda for the meeting will 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 Lagi Reupena [lagir@sprep.org](mailto:lagir@sprep.org).

Thank you for your continued support and cooperation.

Yours sincerely,



Sefanaia Nawadra  
**Director General**

SN/TS/lr

Att.