

CIRCULAR

FILE: SPM 17/2 **TO:** SPREP National Focal Points
DATE: 24 May 2023
CIRCULAR: 23/43
SUBJECT: **31st SPREP Meeting (31SM) of Officials and associated meetings: Invitation and Meeting Arrangements**

Dear SPREP Members,

I am pleased to extend to you an invitation to the 31st SPREP Meeting and associated meetings as follows:

- i. Partnership Dialogue, 4th September 2023
- ii. 31st SPREP Meeting (31SM) of Officials, 5th – 7th September 2023
- iii. Environment Ministers High Level Talanoa 8th September 2023.

Kindly complete the attached nomination form per delegate and submit it to the Secretariat by **23rd June 2023**.

Working Papers and Provisional Agenda for the SPREP Meeting

The updated Provisional Agenda is attached for your information. All working documents for the 31st SPREP Meeting of Officials, and associated meetings will be available on the SPREP website (www.sprep.org) and we will inform you once they are ready. The meeting papers will be in English and French in accordance with the SPREP Meeting Rules of Procedures.

Assistance for Smaller Island Members

The Fifth SPREP Meeting in 1992 agreed to assist smaller island members only with payment of travel and per diem expenses associated with the SPREP Meeting. The smaller island members eligible for assistance are Cook Islands, Kiribati, Republic of Marshall Islands, Nauru, Niue, Tokelau, and Tuvalu.

The Secretariat will meet the following costs for one representative only from each of the smaller island members:

- one return economy class airfare, or excursion if available, by the most economical and direct route between that country and Samoa; and
- a per diem allowance at the prevailing SPREP rate to cover for accommodation, meals, and miscellaneous expenses for the duration of the Meeting including any necessary nights in transit to and from Samoa.

For those smaller island members that are also Parties to either or both the Noumea and Waigani Conventions and attending the SPREP Officials meeting on Tuesday, 5 – 8 September, an additional per diem will be paid for those dates of the convention meetings. The Secretariat will initiate travel arrangements for representatives of small island members receiving the SPREP assistance once nominations are received.

SPREP Partnership Dialogue

The SPREP Partnership Dialogue will be held prior to the Officials meeting on the 4th September. The Theme for this year’s Partnership Dialogue “**SPREP@30: Strengthening our Partnerships for a resilient Blue Pacific**”. Please refer to SPREP Circular 23/22. Additional information including the detailed programme will be circulated in due course.

Venue

The Partnership Dialogue, 31SM, and the Environment Ministers High Level Talanoa will be held at Taumeasina Island Resort (<https://www.taumeasinaislandresortsamoa.com>), Apia, Samoa.

Accommodation

Meeting participants are responsible for organising their own accommodation in Apia. Below is the accommodation package offered by Taumeasina Island Resort for the 31st SPREP Meeting and associated meetings:

Rooms	No. occupants	WST
Ocean View King	2 adults – king bed	380.00
Ocean View double	4 adults – 2 double beds	380.00
Deluxe Ocean view king	2 adults – 1 king bed	380.00
Deluxe Ocean View double	4 adults – 2 double beds	380.00
2-bedroom Villas	2 adults per room – king size beds	860.00
3-bedroom Villas	2 adults per room – king size beds	1,200.00

If you are interested in the Taumeasina Island Resort package, please email your request for a reservation directly to Latoya on email group@taumeasinaislandresortsamoa.com and must quote SPREP 31st Meeting (31SM). You may also visit the Samoa Tourism website <https://www.samoa.travel/plan-book/samoa-accommodation/> for other accommodation options in Apia.

You are highly encouraged to make reservations and secure accommodation and flights at your earliest as August and September are busy months in Apia.

Official Languages

The official languages of the SPREP Meeting are English and French. Thus, simultaneous interpretation into English and French will be provided.

Liability for Personal Injury

SPREP shall not accept liability for any injury suffered by a person sponsored by SPREP to attend any conference or meeting. We strongly recommend that every nominee should take out personal travel insurance (at his/her own expense) for the period s/he is sponsored or is traveling to or from the Meeting.

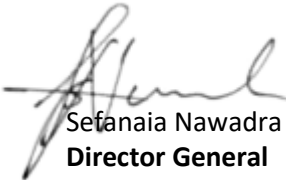
Further Information

For further information relating to the logistics of the SPREP Meeting, please contact Apiseta Eti on email: apiseta@sprep.org and Rosanna Galuvao on rosannag@sprep.org.

For information on Meeting Working Papers, Agenda, and other non-logistical matters, please contact Ms. Easter Chu Shing, Deputy Director General easterc@sprep.org

I thank you for your continued support and cooperation.

Yours sincerely,



Sefanaia Nawadra
Director General

Encl.

SN/ECS/ae