

## CIRCULAR

**FILE:** CONV\_2/18; AP\_6/5/9 **TO:** Waigani Convention Competent Authorities and Focal Points

**DATE:** 3 November 2023

**CIRCULAR:** 23/95

**SUBJECT:** **Important Follow-Up on matters arising from the Twelfth Meeting of the Conference of the Parties**

Dear Competent Authorities and Focal Points of the Waigani Convention,

I trust this circular finds you well and in good spirits. As we reflect on our recent achievements, I would like to extend my heartfelt congratulations to all Parties for the historical adoption of the Convention's first-ever amendments at its extraordinary meeting held in Palau on 13 October 2023. This landmark moment underscores our collective commitment to strengthening our regional environmental governance and sets a positive trajectory for the future.

The Secretariat wishes to follow up on three critical matters that arose from the Convention's Twelfth Meeting of the Conference of the Parties held in Apia on 1 September 2023 via this circular.

- 1. Submission of National Reports for the 2022-2023 Biennium:** National reporting is a core obligation under Articles 4 and 7 of the Waigani Convention, playing a pivotal role in enabling the Secretariat to fulfill its mandate of producing an annual report. I kindly remind those Parties with outstanding national reports for the 2022-2023 biennium to expedite their submission before the year ends. Your timely compliance is crucial for the effectiveness of our collective efforts in environmental protection and sustainable development.
- 2. Settlement of Outstanding Membership Contributions:** Your financial support is the lifeblood of the Waigani Convention and imperative for its smooth operation. I urge Parties with outstanding contributions for the 2022-2023 biennium to contact SPREP at your earliest convenience to make arrangements for settling your dues. Your contributions are the only source of funding available for the core work of the Convention, and your prompt attention to this matter is highly appreciated.
- 3. Update of Contact Details:** In accordance with Article 5 of the Convention, each Party is required to delegate one Competent Authority and one Focal Point, who play an integral role in the operation of the Convention. I kindly urge those Parties who have not yet updated their contact information for their Competent Authority and Focal Points to do so promptly and inform SPREP of any changes.

For further information or assistance, please do not hesitate to get in touch with the Secretariat at [joshuas@sprep.org](mailto:joshuas@sprep.org).



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In closing, I wish to express our sincere gratitude for your continued commitment and cooperation. Our long-standing relationship is a testament to our shared vision and dedication to preserving and protecting our environment. Let us continue to work together in the spirit of partnership and mutual respect, ensuring the successful implementation of the Waigani Convention.

Yours sincerely,



Sefanaia Nawadra  
**Director General**