

CIRCULAR

FILE: HR 2 **TO:** SPREP National Focal Points
DATE: 7 December 2023
CIRCULAR: 23/99
SUBJECT: MEMBERS WORKING GROUP
1. REMUNERATION REVIEW
2. INDEPENDENT REVIEW OF THE CORE FUNDING STRUCTURE AND THE FINANCE AND RESOURCE SUSTAINABLE STRATEGY

Dear SPREP Members,

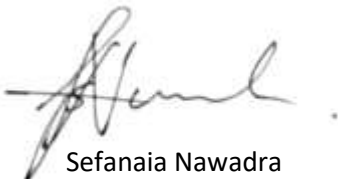
In response to Circular 23/91 of 25th October 2023 (Att. 1) which proposed that a Working Group Meeting be convened on **Tuesday, 14 November 2023 at 1pm – 3pm (Samoa date and time)**, only four Members – Australia, New Zealand, Tokelau and the United Kingdom - were able to meet. The four Members agreed that it was important to have more representation from the Pacific Island Members at the Meeting, therefore agreed to postpone the Meeting to early 2024 with the following matters proposed for consideration by the Members:

1. That the next Virtual Meeting of the Members Working Group take place on **Wednesday, 24 January 2024 at 1pm – 3pm (Samoa date and time)**;
2. That the Working Group consider the draft Terms of Reference (Att. 2) and timelines for the two key work streams outlined in the subject matter.
3. That the Working Group considers sources of funding to engage an independent consultant should it wishes to do so to assist the Working Group with the Remuneration Review. This was based on the advice from the Secretariat that there was no funding in the Secretariat's 2024-2025 budget for the engagement of an independent consultant. The Working Group would also discuss and define the scope of the work expected of the consultant.
4. The full background information provided previously to the SPREP Meeting including the 2021 Remuneration Review Report can be accessed via this link: <https://link.sprep.org/UYdRVX> - password is M0@n@2023

For confirmation of the availability of Members of the Working Group and other Members who may wish to participate, please contact Ms Rosanna Galuvao on email rosannag@sprep.org by close of business on **Friday, 19th January 2024**.

I look forward to more Members joining the Working Group to consider and provide key recommendations to guide the wider SPREP Membership's decisions on these two important matters.

Your sincerely,



Sefanaia Nawadra
Director General