

## CIRCULAR

**FILE:** MTG 1/15 **TO:** SPREP National Focal Points  
**DATE:** 9 February 2024  
**CIRCULAR:** 24/06

**SUBJECT: Fourth SPREP Executive Board Meeting: 4-6 September 2024**

Dear SPREP Members,

The Secretariat is pleased to confirm that the Fourth Executive Board Meeting will be held from the 4-6 September 2024. It will be a hybrid meeting with attendance in person for those Members in Samoa, and virtual participation for Members outside of Samoa.

For the information of Members, the composition of the SPREP Executive Board for 2024 is as follows:

- **Troika** – Tuvalu (Current Chair), Tonga (past Chair), United Kingdom (Incoming Chair)
- **Melanesia** – Solomon Islands
- **Micronesia** – Palau
- **Polynesia** – Samoa and Tokelau
- **Metropolitan** – United States of America
- **French Speaking** – France

The TOR of the Executive Board is attached as well as the rotational schedule for representation on the Executive Board.

The Secretariat will share the Draft Provisional Agenda for the meeting and other relevant information in due course.

We look forward to your continued support and cooperation in preparation for the Fourth Executive Board Meeting.

Yours sincerely,



Sefanaia Nawadra  
**Director General**

Att.

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