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CLEAN PACIFIC

The Pacific environment, sustaining our livelihoods and natural heritage in harmony with our cultures.

CIRCULAR

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TO: SPREP National Focal Points Cook Islands, Fiji FSM Kiribati, Nauru, Niue, Palau, PNG, RMI, Samoa, Solomon Is, Tonga, Tuvalu and Vanuatu
PIGGAREP and PIGGAREP Plus National Coordinators; CROP Agencies (PIFS, PP SPC & USP); UNDP, IUCN-ORO

SUBJECT: 6TH PIGGAREP Multipartite Review Meeting (MPR) and PIGGAREP Plus Inception Meeting and Related Trainings – Nadi, Fiji, 12th to 16th August 2013

Background

The Pacific Islands Greenhouse Gas Abatement through Renewable Energy Project (PIGGAREP) has one and half year remaining to complete its mandate. It has been implemented since 2008 and this year marks the 6th year of its implementation after the Project Board and participating countries extended its operation for a further two and half years to end of December 2014. In addition to the MPR the 17th PIGGAREP Board Meeting will also be held. This year's Multipartite Review Meeting will be held on the 12th and 13th August at the Tanoa International Hotel in Nadi, Fiji.

Following this year's MPR, an Inception Meeting for the PIGGAREP Plus will also take place on the 14th of August, in which PIGGAREP Plus National Coordinators will attend. A Follow-up Gender Workshop will also take place from 15th to 16th August. Such back-to-back arrangements offer an opportunity for the participants to participate in related meetings and workshops and it is anticipated that the same participants will attend all events.

Objectives

The specific objectives of the PIGGAREP MPR and the PIGGAREP Plus Meetings are to:

- Review, discuss, and approve the 2012-2013 Annual Project Report (APR) / Project Implementation Review (PIR);
- Review and critically assess performance during 2012 - 2013 in terms of results and impacts achieved by the project against its set 2012 targets and objectives;
- Discuss policy, technical, and operational, issues and recommend practical ways to improve project performance;
- Review and finalise the Annual Work Plan 2013;
- Discuss and develop the Annual Work Plan for 2014;
- Develop the Work plan for the PIGGAREP Plus; and
- Enhance capacity of the PIGGAREP Plus countries on UNDP procedures and requirements.

Date, Venue and Program

The MPR will be held on the 12th and 13th August 2013 at the Tanoa International Hotel in Nadi, Fiji.
The PIGGAREP Project Board will be held on the evening of the 13th August.
The PIGGAREP Plus Meeting will be held on the 14th August at Trans International Hotel.
The Gender follow up workshop will be held on the 15th and 16th August at the Trans International Hotel.

The Final MPR, PIGGAREP Plus. and Gender Workshop Agenda will be sent to you before the 15th July.

Working Hours
The proposed working hours will be from 8:30 a.m. to 5.30 p.m.

Participants
The country participants to the MPR should be the PIGGAREP National Coordinators and/or representatives from national agencies who have actively participated in the implementation of the PIGGAREP project. For the PIGGAREP Plus, National Coordinators should attend the Inception Meeting. Attached is the list of all PIGGAREP and PIGGAREP Plus National Coordinators for your information.

The PIGGAREP will fund one participant each from its 14 participating PICs including Daily Subsistence Allowance, airfares and accommodation. Additional participants funded from other sources are most welcome to attend. Nominations (and justification) are to be submitted to the Secretariat as soon as possible and no later than 17th July 2013.

Travel, Accommodation and Working Arrangements
Upon confirmation of PIGGAREP-funded participants, the Secretariat will make all necessary travel and accommodation arrangements. A final workshop programme will be forwarded together with the working arrangements directly to the nominated participants.

Visa Requirements
Participants are responsible for obtaining the necessary visas for their travels (if required) to and from Nadi, Fiji. Participants are strongly advised to apply for their transit visas (if that is required), if necessary, well in advance. Kindly note that the earlier we receive and confirm participants, the earlier we can provide a travel itinerary with indications of any needed visas.

Insurance
SPREP **does not** insure participants while attending the meeting or during travel to and from Nadi, Fiji and will not be responsible for expenses arising from sickness, injury or other disability or loss of life.

Language
The workshop will be conducted in English.

Contact Information
The coordination of the workshop will be led by the PIGGAREP Project Manager (Ms Silia Kilepoa Ualesi - (siliau@sprep.org) and assisted by Nixon Kua (nixonk@sprep.org)
and Joyce Tulua (joycet@sprep.org).

Kindly direct communications about this workshop to these staff members for timely response to any queries you may have.

Sincerely,

David Haynes
Officer-In-Charge