CIRCULAR

FILE: AP 6/5/4

DATE: 6 April 2018

CIRCULAR: 18/18

TO: SPREP National Focal Points for Cook Islands, Fiji, FSM, Kiribati, RMI, Nauru, Niue, Palau, PNG, Samoa, Solomon Islands, Tonga, Tuvalu and Vanuatu

SUBJECT: **Introduction of Ms. Esther Richards, Capacity Building consultant for the *Pacific POPs Release Reduction through Improved Management of Solid and Hazardous Waste* project**

Dear Focal Point,

As you may all be aware, the *Pacific POPs Release Reduction through Improved Management of Solid and Hazardous Waste* project is now in its final year of implementation. The project has had seven components of which five are funded through UNEP (as Implementing Agency) and one through FAO (as Implementing Agency). The 7th component is about project management. Under the five components funded through UNEP, component 5 was completed with the co-financing assistance of AFD in 2013-2015. The remaining components (1-4) have been solely implemented through the funds sourced by UNEP.

At the last Steering Committee meeting, it was noted that the small number of activities remaining, a decision was taken that these would be implemented through the engagement of consultants. I would like to introduce Ms. Esther Richards, who has been engaged to undertake the consultancy on capacity building under the project. Ms. Richards is not new to the region, having served initially as the SPREP Solid Waste Management Officer and later as the Adviser from 2007 until 2013.

As agreed to under our MOUs for this project implementation, SPREP, as the Executing Agency for this project would be grateful if the necessary ground support would be provided to Ms. Richards to facilitate her work during the execution of the national elements of the projects in your respective countries. For your ease of reference on the timelines, I have attached the scheduled dates during which Ms. Richards will visit your countries.

I thank you all ahead of time for your support.

Yours sincerely,

Roger Cornforth
Acting Director General

Proposed travel schedule

Country	Proposed dates	In-country activities
Vanuatu	23-27 April 2018	– Stakeholder consultation on draft uPOPs action plan – Conduct alumni meeting with FNU & USP trainees – Assist FNU trainees to deliver additional national training – Fill information gaps re national trainings/projects – Assist with applications for awareness raising funds – Assist with Special Programme Trust Fund application
Tuvalu	1-4 May 2018	– Stakeholder consultation on draft uPOPs action plan – Conduct alumni meeting with FNU & USP trainees – Assist FNU trainees to deliver additional national training – Assist with applications for awareness raising funds – Fill information gaps re national trainings/project – Assist with Special Programme Trust Fund application
Nauru	14-18 May 2018	– Conduct alumni meeting with FNU & USP trainees – Assist FNU trainees to deliver additional national training – Assist with applications for awareness raising funds – Fill information gaps re national trainings/projects – Assist with Special Programme Trust Fund application – Undertake POPs sampling
Palau	21-25 May 2018	– Conduct alumni meeting with FNU & USP trainees – Assist FNU trainees to deliver additional national training – Assist with applications for awareness raising funds – Fill information gaps re national trainings/projects – Assist with Special Programme Trust Fund application
Tonga	11-15 June 2018	– Conduct alumni meeting with FNU & USP trainees – Assist FNU trainees to deliver additional national training – Assist with applications for awareness raising funds – Fill information gaps re national trainings/projects – Assist with Special Programme Trust Fund application – Undertake POPs sampling
Samoa	18-22 June 2018	– Conduct alumni meeting with FNU & USP trainees – Assist FNU trainees to deliver additional national training – Assist with applications for awareness raising funds – Fill information gaps re national trainings/projects – Assist with Special Programme Trust Fund application
Niue	2-6 July 2018	– Conduct alumni meeting with USP trainees – Assist with applications for awareness raising funds – Assist with Special Programme Trust Fund application
Cook Islands	9-13 July 2018	– Conduct alumni meeting with FNU & USP trainees – Assist FNU trainees to deliver additional national training – Assist with applications for awareness raising funds – Fill information gaps re national trainings/projects – Assist with Special Programme Trust Fund application – Undertake POPs sampling
FSM	23-27 July 2018	– Conduct alumni meeting with FNU & USP trainees – Assist FNU trainees to deliver additional national training – Assist with applications for awareness raising funds – Fill information gaps re national trainings/projects – Assist with Special Programme Trust Fund application – Undertake POPs sampling

Country	Proposed dates	In-country activities
RMI	30 July-3 August 2018	– Conduct alumni meeting with FNU & USP trainees – Assist FNU trainees to deliver additional national training – Assist with applications for awareness raising funds – Fill information gaps re national trainings/projects – Assist with Special Programme Trust Fund application
Kiribati	6-10 July 2018	– Conduct alumni meeting with FNU & USP trainees – Assist FNU trainees to deliver additional national training – Assist with applications for awareness raising funds – Fill information gaps re national trainings/projects
PNG	20-24 August 2018	– Conduct alumni meeting with FNU & USP trainees – Assist FNU trainees to deliver additional national training – Assist with applications for awareness raising funds – Fill information gaps re national trainings/projects – Undertake POPs sampling
Solomon Islands	27-31 August 2018	– Conduct alumni meeting with FNU & USP trainees – Assist FNU trainees to deliver additional national training – Assist with applications for awareness raising funds – Fill information gaps re national trainings/projects – Assist with Special Programme Trust Fund application
Fiji*	20-23 August 2018	– Conduct alumni meeting with FNU & USP trainees – Assist FNU trainees to deliver additional national training – Assist with Special Programme Trust Fund application
* These PICs have not yet signed an MOU with SPREP		