SPREP
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CLEAN PACIFIC 2012

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

CIRCULAR

FILE: AP 3/11/20
DATE: 20 June 2012
CIRCULAR: 12/49

TO: SPREP National Focal Points (Cook Islands, Fiji, Kiribati, Nauru, Niue, PNG, Samoa, Solomon Is, Tonga, Tuvalu and Vanuatu

PIGGAREP National Coordinators;

CROP Agencies (PIFS, PPA, SPC & USP)

PIGGAREP Co-financing development Partners (IUCN & REEEP);

SUBJECT: Fifth Multipartite Review Meeting of the PIGGAREP; Savaii, Samoa: 20-24 August 2012

Background

1. The Pacific Islands Greenhouse Gas Abatement through Renewable Energy Project (PIGGAREP) is half way through its fifth year of implementation and the annual Multipartite Review (MPR) meeting will be held from 20-24th August 2012.
2. During this year's MPR, the following related events will take place: i) the Climate Change Mitigation Working Group (CCMWG) Meeting; ii) the Pacific Energy Oversight Group (PEOG) Meeting: iii) the SIDS.DOCK National Coordinators Meeting and a related media training. Also during this week, the PIGGAREP Project Board will convene its 16th meeting. Such back-to-back arrangements offer an opportunity for the participants to participate in related meetings.

Objectives

3. The specific objectives of the PIGGAREP MPR are to:
   - Review, discuss, and approve the 2011-2012 Annual Project Report (APR) / Project Implementation Review (PIR) and the Audit Report;;
   - Review and critically assess performance during 20 I 1-20 I2 in terms of results and impacts achieved by the project against its set 2012 targets and objectives;
   - Discuss policy, technical, operational, etc issues and recommend practical ways to improve project performance;
   - Review workplan 2012 progress for January to June and activities for July to December;

4. Date, Venue and Program

   The workshop will be held from 20th to 24th August 2012 in Savaii, Samoa (venue to be confirmed).

   Please refer to the tentative draft program attached.

Working Hours

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

6. **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. Attached is the list of all PIGGAREP National Coordinators for your information.

The PIGGAREP will fund one participant each from its 11 participating PICs including Daily Subsistence Allowance, airfares and accommodation. Additional participants funded from other sources are most welcome to attend. Nominations are to be submitted to the Secretariat as soon as possible and no later than 29th June 2012.

7. **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.

8. **Visa Requirements**
Participants are responsible for obtaining the necessary visas for their travels to and from Apia, Samoa. Participants are strongly advised to apply for their transit visas, 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 the needed visas.

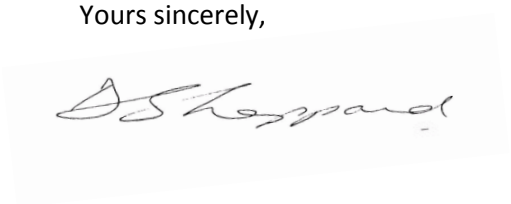
9. **Insurance**
SPREP **does not** insure participants while attending the meeting or during travel to and from Nadi, Fiji and will not be responsible for expenses arising from sickness, injury or other disability or loss of life.

10. **Language**
The workshop will be conducted in English.

11. **Contact Information**
The coordination of the workshop is 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 effective response to any queries you may have.

SPREP wishes to take this opportunity to thank you in advance for your kind consideration and support for the PIGGAREP project.

Yours sincerely,



David Sheppard
Director General

DS/NP/su/jt