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Natural Solutions for Island Resilience

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

CIRCULAR

FILE: MTG 1/8 **TO:** SPREP National Focal Points

DATE: 26 January 2015

CIRCULAR: 15/05

SUBJECT: **Friends' of the Chair on SPREP Membership Contributions**

Dear SPREP Members,

Further to Circular 14/99 on the Friends' of the Chair on SPREP Membership Contributions, the meeting will convene on Friday January 30, 2015 at 11am at the SPREP Headquarters in Apia, Samoa.

As noted in earlier advice, the 25th SPREP Meeting established a Friends' of the Chair group consisting of Australia, Fiji, France, French Polynesia, New Zealand, Samoa, Tokelau, United Kingdom, and United States to provide additional guidance. The meeting on the 26th of January will be Chaired by Troika Member, New Zealand.

The agenda is attached as a separate document. The back ground documentation will be circulated to members attending via email. It would be appreciated if members of the Friends' of the Chair Group could kindly confirm their availability to Ms. Audrey Brown-Pereira audreyp@sprep.org by Thursday 29 January 2015 (Samoa date).

Those members who will not be able to attend in person would be welcome to join by way of teleconference. If your country would like to participate in the teleconference meeting, please advise Audrey by email.

Kind regards,

David Sheppard
Director General
DS/KL

Meeting of the SPREP Working Group on Membership Contributions

Friday 30 January at 11am

Main Conference Room, SPREP Headquarters, Samoa

DRAFT AGENDA

1. Introductory remarks from the Chair
2. Introductory remarks from the Director General
3. Presentation by the Secretariat (Background)
4. Key issues:
   i. Rationalisation of direct services to Members
   ii. Unpaid contributions
   iii. Project management fees
4. Any Other Business
5. Recommendations and follow-up