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

Natural Solutions for Island Resilience

CIRCULAR

FILE:	AP 6/5/4	**TO:**	SPREP National Focal Points
DATE:	7 September 2015		CROPOrganizations
CIRCULAR:	15/56		SPREP PartnerOrganizations

SUBJECT: **Invitation to Nominate Trainees for Solid and Hazardous Waste Management Training, in Suva, Fiji.**

SPREP wishes to advise that theRegional Vocational Training in Waste Management will be delivered over a 2-week period in 2015 between the 2nd - 13th November, 2015. This is one of the key elements of the "Pacific POPs Release Reduction project" which is co-funded through the Global Environment Facility - Pacific Alliance for Sustainability (GEF-PAS) and Agence Française de Développement (AFD). The project is executed by SPREP, and the implementing agencies are the United Nations Environment Programme (UNEP) and Food and Agriculture Organization (FAO).

The 2015 training course will consist of three (3) revised train-the-trainer modules covering the waste management topics presented in Annex 1.

The Secretariat invites eligible Member countries to submit the details of up to three (3) nominees for the training by completing the Application Package in Annex 2 by **Wednesday 30th September 2015.**

Each eligible SPREP Member country's nominations will be evaluated against selection criteria by a three-member selection panel, and at least **one (1) successful applicant will be sponsored from each Member country for this course**. It is anticipated that successful applicants will be notified at the latest, by 9th October 2015. All selected participants will be required to attend the entire duration of the training.

ELIGIBILITY GUIDELINES

Based on the GEF Pacific POPs Release Reduction funding requirements, eligible Member countries for full course financial support are the Cook Islands, Federated States of Micronesia, Fiji, Kiribati, Nauru, Niue, Republic of Marshall Islands, Palau, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu, and Vanuatu.

Applicants must:

a) be a citizen of, and residing in a Pacific Island Country listed above;
b) be actively working in the waste management sector;
c) ideally be working in their country of citizenship in areas of waste management;
d) preceding the date of the proposed commencement of the training;
e) be a waste management professional, who in the short to medium term, will be in a position to act as trainer on returning to his/her own countries; and

f) have English as the working language of day-to-day business.

Applications are strongly encouraged from Environment Departments, Health Ministries, as well as NGOs, government corporations, and private companies. Applicants must be supported and certified by the applicant's organisation or institution through a 'Letter of Support' signed at a senior level, confirming that the trainee will:

a) be released from work to travel and attend the full duration of the training that he/she is nominated to attend; and
b) be provided with both time and resources to deliver a waste management training program within six (6) months of returning to their home country, thereby demonstrating their commitment to the delivery of the training program in their own country.

All selected trainees will need to satisfy the Government of Fiji's visa requirements for entry into Fiji.

SUPPORT PROVIDED

The sponsorship for the successful applicant will include the provision of a return economy class flight between the country of nomination and Fiji (Suva), provision of suitable accommodation for the duration of the training, and a contribution towards meals and incidentals. Full details are available on request.

HOW TO APPLY

Applications must be endorsed and must include the following:

- A photocopy of each nominee's passport identification page;
- One (1) Training Program Nomination Form for each nominee, endorsed by the employer (Annex 2A);
- One (1) Nominee Curriculum Vitae for each nominee (Annex 2B); and
- A letter of support from the nominee's employer (see paragraph 7 above).

The completed Application Package must be submitted to Ms. Lusiana Ralogaivau (lusianar@sprep.org) either by email or by fax to +685 20231 by Wednesday, 30th September, 2015.

This is a valuable opportunity for training in solid waste management that should not be missed. I therefore encourage eligible Member countries to participate by nominating candidates that meet the stipulated criteria. Please contact Ms. Ralogaivau if you require any further information.

Yours sincerely,



Stuart Chape
Officer in Charge

SC/LR/ma

Annex 1: Training Program Topics

The training manual comprises the following modules: Waste Management Techniques, Landfill Management and Hazardous Waste Management.

The following is the table of contents of this revised training manual.

MODULE 1 – WASTE MANAGEMENT TECHNIQUES

Unit 1 Introduction to waste management
Unit 2 Waste to resources
Unit 3 Policy and strategic approaches to waste management
Unit 4 Waste characterization
Unit 5 Collection, transfer and transport
Unit 6 Recycling and Return

Unit 7 Composting
Unit 8 Waste to Energy
Unit 9 Cleaner production and green growth

Unit 10 Awareness communication and education
Unit 11 Project Management

MODULE 2 – LANDFILL MANAGEMENT

Unit 12 Introduction to waste disposal sites
Unit 13 Landfill site selection
Unit 14 Sanitary landfill Design and Construction
Unit 15 Fukuoka (semi-aerobic) landfill design and construction
Unit 16 Landfill monitoring and closure

MODULE 3 – HAZARDOUS WASTE MANAGEMENT

Unit 17 Hazardous waste management
Unit 18 Disaster Waste Management

Unit 19 Hazardous waste collection, storage and disposal
Unit 20 Emerging hazardous waste streams
Unit 21 Hazardous waste regulations
Unit 22 Regional waste management

Annex 2 – Application Package

Contents:

2A. Training Program Nomination Form

2B.Training Program Curriculum Vitae

2A. Training Program Nomination Form

Submit completed forms by email to: lusianar@sprep.orgor by fax to +685 20231 by Wednesday,30th September 2015

Name of Nominee (Mr, Miss, or Ms):		
Tel No:	Email:	
Nationality:		Age:
Country of Residence:		
Job Title:		
Brief description of duties:		
Name of Employer:		
Years of relevant work experience:		
Who will you train on completing the course and when?		
What is your English language skill level?	☐ Excellent ☐ Good	☐ Acceptable
Is English the language of your day-to-day work? (Yes or No):		
Do you satisfy the Fiji Government's requirements to enter into Fiji? (Yes or No):		
Nomination endorsed by: Name: Title: Signature: Date:		Official Stamp:

Application Checklist:Have you attached the following:

- ☐ **A photocopy of your passport identification page?**
- ☐ **Updated curriculum vitae (Annex 2B)?**
- ☐ **A Letter of Support from your employer?**

2B. Nominee Curriculum Vitae

Submit completed forms by email to: lusianar@sprep.orgor by fax to +685 20231 by Wednesday, 30th September 2015.

1. Family Name:	**2. First Names:**
3. Date of Birth:	**4. Nationality:**
5. Tel No:	**6. Email:**

7. **Education** *(complete table below):*

Name of Institution	Date started	Date completed	Degree(s) or Diploma(s) obtained

8. On-the-job Training Related to Waste Management (*complete table below)*:

Name of Training	Organized by	Date of Training	Recognition Received (if any)

9. **Language skills:** *Indicate abilities as "Basic", "Good", or "Mother tongue"*

Language	Reading Ability	Speaking Ability	Writing Ability
English			

10. Professional experience *(Complete table below beginning with current position):*

Dates:	
Location:	
Name of Employer:	
Position Held:	
Duties and Accomplishments:	

Dates:	
Location:	
Name of Employer:	
Position Held:	
Duties and Accomplishments:	

Dates:	
Location:	
Name of Employer:	
Position Held:	
Duties and Accomplishments:	

Dates:	
Location:	
Name of Employer:	
Position Held:	
Duties and Accomplishments:	

11. **Membershipof professional bodies** *(complete table below)*:

Name of Professional Body	Date of Membership	Membership Grade

12. **Other skills:***(e.g. Computer literacy, etc.)*

13. Other relevant information *(e.g. Publications)*