CIRCULAR

FILE: ADM 1/1/6/4
DATE: 24 May 2018
CIRCULAR: 18/30

TO: SPREP National Focal Points
CROP

SUBJECT: **Teleconference meeting of the Steering Committee for the Pacific Climate Change Centre (PCCC) 29 May, 2018**

Dear SPREP Members,

Please find attached the draft agenda and the draft Pacific Climate Change Centre Business Plan. The teleconference meeting of the Steering Committee for the Pacific Climate Change Centre will convene on Tuesday 29 May at 1.00pm (Samoa date and time) at SPREP in the TEC.

To date SPREP has received confirmation from the following:

- Australia, New Caledonia, New Zealand, Niue, United Kingdom, as well as JICA, the Pacific Community and the University of the South Pacific.

For other members who have yet to confirm their attendance, the Secretariat would appreciate confirmation including contact details of email and telephone to the Executive Officer (audreyp@sprep,org) as soon as possible.

Best wishes,



Kosi Latu
Director General