



# SPREP

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

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## CIRCULAR

**FILE:** AP 2/2/24/1

**TO:** SPREP National Focal Points

**DATE:** 14 November 2017

**CIRCULAR:** 17/54

**SUBJECT: Call for Expressions of Interest to Host the 10<sup>th</sup> Pacific Islands Conference on Nature Conservation and Protected Areas in 2020**

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Dear SPREP Members,

The Secretariat of the Pacific Regional Environment Programme is inviting Members to submit an Expression of Interest to host the 10th Pacific Islands Conference on Nature Conservation and Protected Areas, which will be a major event in the Pacific in 2020.

### **Background to the Conference**

Nature conservation programmes in the Pacific Island Countries and Territories (PICTs) are guided by this regional conservation conference that has met every 4-5 years since 1975. It has become the principle gathering of government agencies, NGOs, community-based organisations, donor agencies and individual experts concerned with conservation science, governance and practice in the Pacific Islands region. It is an opportunity to set a Pacific based and initiated agenda for Pacific conservation beyond 2020.

Prior to 2013 each conference generated an Action Strategy for Nature Conservation (Action Strategy), which was then changed to the Framework for Nature Conservation and Protected Areas - the key over-arching and crosscutting strategy for biodiversity conservation in the Pacific Islands Region.

The current Framework, for the period 2014 - 2020, is a product of the 9th Pacific Islands Conference on Nature Conservation and Protected Areas held in Suva, Fiji in December 2013. The Framework is providing guidance for the region on key priorities for biodiversity conservation and ecosystem management with clear linkages to achievement of the global Aichi Biodiversity Targets and National Biodiversity Strategy and Action Plans (NBSAPs)

### **Criteria for Host Country**

For this week-long event SPREP is looking for a suitable venue to host an estimated 600 – 800 participants. This estimate is based on the consideration that the conference in Alotau, Papua New Guinea, in 2007 was attended by around 400 participants, and the conference in Fiji in 2013 was attended by 800 participants. Over the past decade there has been increasing recognition in the region, and globally, of the importance and relevance of the conference. There are other major events in the region and internationally in 2020, including the Convention on Biological Diversity (CBD) 15th Conference of Parties scheduled for the

last quarter of 2020 in China. It would therefore be preferable to hold this event early in the year 2020.

In view of these considerations we ask Members who wish to nominate as the Conference host country or territory to be able to fulfill the following criteria:

- Provide a suitable plenary venue that can seat at least 500-600 participants.
- Have facilities adjoining the main venue, or close by, for smaller break-out groups and workshops for up to 100 participants each.
- Availability of a range of accommodation options close to the venue to accommodate all visiting participants.
- Provision of suitable public transport (buses, taxis) or organised transport.

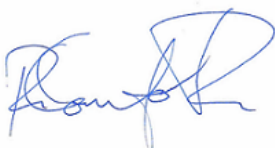
**Responsibilities of Host Country:**

- Establish a National Steering Committee to provide overall coordination and ensure that all conference arrangements are in place in advance the event, including suitable plenary and workshop venues.
- Chair and provide secretariat for the National Steering Committee and coordinate all required government agencies, ministries and departments involved in this committee and the conference.
- Supply in-kind contributions which will include personnel to assist conference SPREP Secretariat staff. This will include responsibility for national fundraising (through sponsorship opportunities) to recover costs associated with hosting.
- Coordinate with local businesses, government departments and venue on matters relating to accommodation, food and beverages options, transport and other logistical matters.
- Provide relevant information to SPREP and the Regional Planning Committee (comprising members of the Pacific Islands Roundtable for Nature Conservation) as required relating to all the above matters.
- Organise and meet the costs associated with; conference venue and equipment hire, opening and closing ceremonies, all airport arrangements for delegates, transportation, cultural and lunchtime entertainment and ensuring services (utilities, healthcare, printing and photocopying, internet access, security etc.) for the event.
- Organise protocol arrangements for delegates of diplomatic status from PICTs and international organisations. Ensure appropriate information relating to visas for all delegates is available and the processes are as expedient as possible.

Full responsibilities will be negotiated by SPREP and the host country after the selection process, and a Memorandum of Understanding (MoU) will be developed.

To submit an expression of interest to host the 10th Pacific Islands Conference for Nature Conservation and Protected Areas, please send a response addressing the criteria and responsibilities to [sprep@sprep.org](mailto:sprep@sprep.org) by 31 January 2018. If you need any clarification on the above please contact [amandaw@sprep.org](mailto:amandaw@sprep.org).

Yours sincerely,



Roger Cornforth  
**Acting Director General**

**Secretariat of the Pacific Islands Roundtable for Nature Conservation (PIRT)**