



SPREP

South Pacific Regional Environment Programme



**Report of the
Twelfth SPREP Meeting
of Officials**

**Apia, Samoa
10–14 September 2001**

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Report of the Twelfth SPREP Meeting of Officials

Agenda Item 1:

Official Opening

1. The Twelfth SPREP Meeting (12SM) was convened in Apia, from 10 to 14 September, 2001. Representatives of the following SPREP countries and territories attended: American Samoa, Australia, Cook Islands, Federated States of Micronesia, Fiji, France, French Polynesia, Guam, Kiribati, Marshall Islands, Nauru, New Zealand, Niue, Palau, Papua New Guinea, Samoa, Solomon Islands, Tokelau, Tonga, Tuvalu, United States of America and Wallis and Futuna. Council of Regional Organisations in the Pacific (CROP) partners namely: Pacific Islands Forum Secretariat, the South Pacific Applied Geoscience Commission (SOPAC) and the University of the South Pacific (USP) were also represented. Also present were observers, namely: Asian Development Bank (ADB), Australian Marine Science and Technology Limited (AMSAT), Australian Volunteers International (AVI), Denmark (Special Advisor to World Summit on Sustainable Development), Food and Agriculture Organization of the United Nations (FAO), Greenpeace Pacific, the Australian National University (ANU), United Nations Development Programme (UNDP)–Apia, United Nations Department of Economic and Social Affairs, United Nations Environment Programme (UNEP) Regional Office for Asia and the Pacific, and World Meteorological Organization (WMO)–Subregional Office for the South-West Pacific. A list of participants is attached as Annex I.
2. Chair of the Eleventh SPREP Meeting (11SM), Guam (represented by Mr Michael Gawel), called the meeting to order and thanked the SPREP Secretariat and its Members for their contribution to the 11SM, held the previous year in Guam. He noted the success of the 11SM and added that several issues from that Meeting would again be discussed this year and encouraged delegates to participate in the Meeting with the aim of bringing the discussions to a successful conclusion.
3. The Reverend Otele Perelini then led the Meeting in prayer.
4. In officially opening the Meeting, the Honourable Tagaloa Tuala Sale Tagaloa, Minister of Lands, Surveys and Environment for Samoa, welcomed the delegates and stated that this was the first annual meeting in Apia since the new Headquarters had opened. He noted that the opening of the Headquarters was of particular significance as it signalled the region's commitment to environmental protection and sustainable use of scarce resources.
5. The Honourable Minister highlighted developments in the region since the 1992 Rio Conference on Environment and Development and current preparations being carried out for the World Summit on Sustainable Development. He noted that this was a critical time for the Pacific region to reflect on the past decade, to assess its accomplishments and shortcomings and to map out key priorities for the future.
6. The Honourable Minister stated that many of the old problems identified ten years ago still existed and he encouraged delegates to consider whether they had done enough toward developing solutions to these problems. He further suggested that countries would need to adjust to the realities of rising populations and unemployment in an increasing globalised and competitive world economy.
7. In closing, the Honourable Minister said that during the next few days, Members would be deliberating on complex environmental issues as well as assessing the performance of the Secretariat during the past year, including budget and organisational issues. He reminded delegates that these issues would be crucial to the recruitment, performance and retention of Secretariat staff and the delivery of the new SPREP Action Plan. He wished the Meeting well in its deliberations. The Honourable Minister's speech is attached as Annex II.
8. The Representative of the Cook Islands, the Honourable Tepure Tapaitau, on behalf of the Meeting,

thanked the Minister of Lands, Surveys and Environment for his words of encouragement. He noted that the Minister's words would guide the deliberations and discussions of the 12SM. He further thanked the Director of SPREP and his staff for the success of the South Pacific Biodiversity Conservation Programme (SPBCP) which he suggested was a significant milestone for environmental protection in the region.

9. The Director of SPREP, Mr Tamari'i Tutangata, welcomed the delegates to the 12SM and thanked Reverend Perelini for his inspiring words, acknowledged the Honourable Tagaloa Tuala Sale Tagaloa for his thought-provoking statement and thanked the Government of Samoa for its continuous support and for its assistance to the Secretariat in organising the 12SM. He further acknowledged and thanked the outgoing Chair, the Representative of Guam, Mr Michael Gawel for his role during the 11SM and over the past year.

10. The Director drew the Meeting's attention to the 2001–2004 Action Plan, in particular, the proposed Work Programme and Budget for the period 2002–2004 which was directly linked to the implementation of the Action Plan. He also made reference to the Corporate Plan and the proposed Organisation Structure, urging the Meeting to make its decisions based on delegates' collective vision as to how they would want to shape the Secretariat over the next years.

11. The Director stated that the Secretariat looked forward to receiving clear guidance from the Members in implementing the Action Plan, stressing that the most significant aspect of the 12SM agenda was to ensure that the proposed Work Programme was consistent with the wishes of its Members.

12. The Director noted the growth in the number of partner organisations and stated that SPREP as an organisation, was competing at the global level for resources to be made available to Members. Therefore, partner organisations would also need assurance from Members on their commitment to work undertaken by SPREP.

13. The Director acknowledged the decision over the past year by the Government of Tonga to create a separate Department of Environment; acknowledged the establishment of an Environmental Coordination Office within the Office of the President of Palau; and the establishment of an International Environment Advisory

Unit within the Environment Service of the Cook Islands. Special mention was also made of the decision by the Government of Palau not to grant any license to companies intent on exploratory oil drilling in Palau.

14. In closing, the Director stressed the need for greater efforts both at the regional and international level if the trend towards degradation of our shared environment was to be reversed. The Director's statement is attached as Annex III.

Agenda Item 2:

Appointment of Chair and Vice-Chair

15. In accordance with the Rules of Procedure of the SPREP Meeting, where a Meeting is hosted by the Secretariat, the Chair shall rotate alphabetically. Accordingly, the Chair of the Twelfth SPREP Meeting was the Federated States of Micronesia (FSM). The Rules also provide that the Vice-Chair shall rotate alphabetically whether or not the Meeting is hosted by the Secretariat. Accordingly, Guam was appointed as Vice-Chair. The outgoing Chair thanked Members for their support over the past year and stated his wish for continued success of the meeting. Accordingly, the Honourable Patrick Mackenzie, representative of the Federated States of Micronesia, took the Chair.

Agenda Item 3:

Adoption of Agenda and Working Procedures

16. The amended Agenda was adopted and is attached as Annex IV. The working hours of the Meeting were agreed as proposed by the Secretariat and an open-ended Report Drafting Sub-committee, was established to assist with the preparation of the draft Meeting Report. This committee comprised a core group of the representatives of Australia, Cook Islands, France, Guam, New Zealand, Samoa and the United States of America and, as an open ended sub-committee, was also attended during some sessions by the representatives of French Polynesia and Wallis and Futuna.

17. The Meeting agreed to the Director's suggestion that a message be sent to the Government and people of the United States of America expressing condolences with regard to the tragic events of that morning. The Secretariat

undertook the preparation of a draft letter for the signature of the Chair. This is attached as Annex V.

Agenda Item 4:

Matters Arising from Eleventh SPREP Meeting

18. The Secretariat reported on implementation of matters arising from the 11SM as outlined in the Secretariat's working paper and under ensuing agenda items. The Meeting noted action taken and agreed to discuss some matters arising from the 11SM under other relevant agenda items.

19. The representative of New Zealand made reference to the Waigani Convention and its links to the Basel Convention, requesting additional information on activities undertaken to date. The Secretariat advised that a Memorandum of Understanding had now been signed with the Secretariat for the Basel Convention. This was discussed further under Agenda Item 8.3.5.1.

20. The Director drew the Meeting's attention to the item from the 11SM relating to the call for greater use of local expertise. He requested that focal points provide details of expertise available at the national level, in order to facilitate this process.

Agenda Item 5:

Presentation of Annual Report for 2000 and Director's Overview of Progress since Eleventh SPREP Meeting

21. The Director tabled SPREP's Annual Report for the year 2000. In addition to noting ongoing concerns at the continued loss of biodiversity, the unsustainable use of resources, habitat degradation, a limited capacity to manage waste nationally and regionally and the challenges posed by climate change and variability, the Director highlighted the following developments in the year 2000:

- adoption of a new Action Plan for Managing the Environment of the Pacific Islands Region for the period 2001–2004;
- adoption of the first Regional Framework for Action on Climate Change, Climate Variability and Sea-level Rise;

- approval of a regional Avifauna Conservation Programme;
- completion of a region-wide analysis for national weather/meteorological services for Members in conjunction with the World Meteorological Organization (WMO) and the Australian Meteorological Service; and
- completion of a Training Needs Assessment (TNA) for eight Members.

22. The Director further noted that:

- the SPREP Secretariat now occupied its new offices at Vailima above Apia;
- staff levels had increased over the year from 63 to 71 reflecting increased programme activities;
- total expenditure during 2000, including capital expenditure on new buildings, was USD7.68 million; and
- SPBCP was scheduled to terminate, noting that the draft Work Programme and Budget for 2002 provides for the continued support for some of the activities initiated under the SPBCP.

23. The Director noted that traditional partners continued to provide strong support to sustainable development initiatives at both the regional and national level but that increased efforts were required in order to address on-going threats to the health of the environment. He expressed concern at the lack of information, including accurate databases, that would assist with an accurate assessment of the state of the environment in the region. He noted that other regional organisations, such as USP and SOPAC were working on this issue but, like SPREP, had limited resources to address an ever-expanding workload.

24. The Director welcomed the increased involvement of national and international non-governmental organisations in sustainable development activities stating that effective working partnerships between governments and the civil society offered significant potential to strengthen national capacity to address some of the major environmental threats throughout the region. He noted significant potential for the Secretariat to increase its collaboration with NGOs both at the national and international level. The Director appealed to Members for advice in integrating SPREP's work with other activities at the national level, particularly those implemented by other CROP agencies and NGOs. The Director also appealed to Members for support to evaluate the impact of the Secretariat's

activities nationally. While the Secretariat was of the view that reasonable progress had been made in the delivery of the 2000 Work Programme, Members' input was critical to ensure the Action Plan and the Corporate Plan accurately reflected the needs of Members.

25. The Director noted that significant potential existed to expand the support base for SPREP activities, particularly through funding sources in the USA and Japan. On the advice of Congressman, Faleomavaega Eni Hunkin from American Samoa, and subsequently confirmed by the USA State Department, the Director advised the Meeting that a dedicated lobbyist would be critical to expanding SPREP's support base in the USA.

26. In closing, the Director apologised that he had not been able to visit all SPREP Members as intended. He did note that a senior staff member had visited Tokelau and that a visit to Wallis and Futuna was scheduled in the near future.

27. The representative of American Samoa congratulated the Secretariat on the completion of a productive year. He appreciated the sensitivity exhibited by the Secretariat in respect of the relationship between American territories in the Pacific and the USA noting that some USA initiatives, such as the Coral Reef Task Force, offered possibilities for the involvement of other SPREP Members for mutual benefit.

28. The representatives of Kiribati and Tuvalu congratulated the Director on his Report. In response to the Director's invitation for advice on improving the Secretariat's services to Members, the representative of Tuvalu urged senior management to schedule more national visits. He noted that small islands had special needs, which were in part being addressed by national programmes that were not always fully understood by the Secretariat. While he considered that international and regional activities had generated benefits to Members, he suggested that increased emphasis on national support was required.

29. The Meeting noted the Director's overview of issues addressed by the Secretariat during 2000. While acknowledging that the Work Programme was likely to continue to place significant pressure on the Secretariat, the Meeting urged the Director to ensure that priority issues of concern to Island Members received sufficient attention to be able to address them effectively. The meeting thanked the Director for presentation of the SPREP 2000 Annual Report.

Agenda Item 6:

Performance Review

Agenda Item 6.1: Technical Report on Action Plan Implementation

30. The Secretariat provided a PowerPoint presentation on Work Programme Activities undertaken towards achievement of the goals of the 2001–2004 Action Plan. An outline of the PowerPoint slides is attached as Annex VI.

31. In responding to American Samoa's inquiry about the Regional Concept of Waste Removal, in particular, assembling a regional proposal to attract commercial operators to organise a profitable package, the Secretariat replied that the clean-up programme would be one of several throughout the region and that there were possibilities of a permanent monitoring programme. The Secretariat advised that it was aware of the concept proposal by American Samoa and noted that this would be considered before 2004.

32. In response to a comment from the representative of Wallis and Futuna, the Secretariat informed the meeting that it would involve Members in designing programmes on awareness.

33. Responding to queries from the Federated States of Micronesia, Solomon Islands and SOPAC on old World War II wrecks and leakage of oil, the Secretariat replied that SPREP has a Programme Officer who is working with the Federated States of Micronesia and the United States of America to address the issue in the Federated States of Micronesia and that this issue, would be addressed regionally under the SPREP work programme. The Solomon Islands representative suggested that any regional effort on this issue should include coverage of legal issues surrounding the WWII wreckages and remains.

34. The representative of Tuvalu raised concern on the Waste Management programme implementation, noting conflicts between in-country line departments in implementation of different waste management programmes and their priorities. The Secretariat commented that waste management was expensive and SPREP did not have enough funds to do this on its own. The bilateral agreements would be useful in executing the programmes.

35. A request by the representative of the Solomon Islands for a copy of the draft Regional Wastewater Strategy recently developed by SOPAC, SPREP and others was noted.

36. Responding to the representative of Tonga's comment on the need for SPREP programmes to be integrated in-house before being implemented nationally, the Secretariat mentioned that there had been an increase in integration among programmes in the Secretariat and that the Secretariat would continue its efforts in this regard.

37. In response to Samoa's inquiry about the European Union (EU) Waste Awareness project, the Secretariat commented that project funding had ended and that there were no current arrangements for additional funding, although it was hoped that the proposed clean-up programme would continue some of the work started under the EU project.

38. Responding to an inquiry from the representative of Palau on the position of Climate Change Coordinator and on activities dealing with the issue of Invasive Marine Species, the Secretariat replied that there was currently no Climate Change Coordinator although this position had been advertised and recruitment would take place in the next couple of months. The issue of invasive species was being addressed under the Global Ballast Water Programme.

39. In response to an inquiry from the representatives of the Cook Islands, Fiji, Kiribati, Samoa and Tuvalu regarding PICCAP Phase III and funding from the Canadian International Development Agency (CIDA), the Secretariat advised that National Implementation Strategies were being developed. It recommended that the issue of project sustainability should be addressed nationally. The Secretariat further advised that the issue of public awareness would be addressed under Agenda Item 8.3.3.1.

40. Responding to requests from the representatives of Kiribati, Papua New Guinea and Tuvalu, seeking information on Conventions and Protocols, the Secretariat suggested that their countries contact the Legal Officers of the Secretariat directly.

41. The representative of Australia suggested that the names and contact details of relevant officers be included in future reports on Work Programme implementation to enable better contact between

Members and technical programme staff, and that the constraints section note underlying issues and external constraints. The representative of Australia further suggested that six monthly reports to Members could be useful.

42. The Meeting noted the presentation by the Secretariat on the Key Result Areas (KRAs) and Processes and congratulated the Secretariat on the implementation of its programmes.

Agenda Item 6.1.1: SPBCP Terminal Report

43. The Secretariat informed the Meeting of some of the major achievements by the South Pacific Biodiversity Conservation Programme (SPBCP) since its inception in April 1993 and stated that the SPBCP, as a ground breaking and ambitious Programme, had been rated a great success during its eight years of operation. The Secretariat highlighted the need for NGOs and governments to support the local community conservation practitioners who had been trained in a wide range of topics relevant to their roles in the Conservation Area Projects (CAPs) stating that the future of the 17 CAPs established under the SPBCP would rest with these people.

44. The representative of New Zealand congratulated SPREP on the success of the SPBCP project and urged SPREP Members to continue to emphasise community-based approaches to conservation. The representative of the Cook Islands noted that several lessons had been learned under the SPBCP. She urged the Secretariat and Members to heed these lessons at the design phase to ensure that future community-based programmes, such as the International Waters Programme, would not make similar mistakes. The representative of Tonga also highlighted the importance of learning from the SPBCP, noting that community-based priorities tended to differ from donor priorities. She added that Tonga was using lessons learned from its own conservation area project and was directing some donors in this regard. The success of the SPBCP was further endorsed by representatives from the Cook Islands, Federated States of Micronesia, Fiji, Kiribati, Marshall Islands, Niue, Palau, Papua New Guinea, Samoa, Tonga and Tuvalu.

45. Concern was raised by Samoa and Niue about the sustainability of Conservation Areas and Tuvalu requested clarification on the status of the regional trust fund.

46. The Secretariat responded that “transition strategies” had been implemented over the last two years to encourage Conservation Area sustainability and that efforts in identifying funding for the trust fund had been unsuccessful. Efforts would be continued in identifying funding as the trust fund principle seemed appropriate in supporting developing Conservation Areas in the short term and an options paper was being prepared by consultants to identify additional strategies.

47. The Meeting noted the achievements of SPBCP during its eight years of operation and the lessons learned from the experience of the Programme. The Meeting also expressed its appreciation to the funders of the Programme – GEF, UNDP, AusAID and NZODA-PIE for their financial assistance to this highly innovative Programme. The Meeting further acknowledged the contribution of the Programme Manager, Mr Iosefatu Reti, and his staff in making the Programme a success.

Agenda Item 6.1.2: SPBCP Conservation Area Awards

48. The Secretariat announced the winner of the “Most Progressive Conservation Area Award 2000” under the SPBCP, to be the Vatthe Conservation Area in Vanuatu. The winners of the “Most Progressive Conservation Area Award 2001” were the Utwa-walung Conservation Area in Kosrae, Federated States of Micronesia and the Koroyanitu Conservation Area in Fiji.

49. In explaining how the Awards were chosen, the Secretariat advised that the Vatthe Conservation Area in Vanuatu was selected because it had been successful in financially supporting its conservation activities from its ecotourism activities; the major achievement of the Koroyanitu Conservation Area in Fiji was that the area had successfully devolved back to the local community to manage; and the Utwa-walung Conservation Area in the Federated States of Micronesia had been very successful in raising resources from other sources.

50. The Meeting noted the achievements of the Vatthe Conservation Area, the Utwa-walung Conservation Area and the Koroyanitu Conservation Area and offered its congratulations to the people involved in each Conservation Area.

Agenda Item 6.2: Financial Reports

Agenda Item 6.2.1: Report on Members' Contributions

51. In accordance with Financial Regulation 13, the Secretariat reported to the Meeting on receipt of Members' contributions. The report addressed Members' contributions received during 2000. It also provided an update on the status of Members' contributions received in 2001, and the unpaid balances of contributions as at 10 September 2001.

52. The Secretariat advised that the balance of unpaid contributions as at 31 December 2000 was lower than that at 31 December 1999 and noted that this reflected an increased commitment by some Members to pay their outstanding balances. The Secretariat further noted that although some Members had not endorsed the 35 per cent increase of contributions discussed at the 11SM, those who had, had shown their commitment by paying the new contributions for 2001.

53. The Secretariat commented that notwithstanding the commitment made by some Members, it was still very concerned at the present overall level of unpaid contributions. Up to 10 September 2001, only thirteen Members (out of twenty-six) had paid any contribution during 2001. At 31 May 2001, only Australia, New Zealand and United States of America had fully paid their contributions. Since then the Cook Islands, France, French Polynesia and Samoa had also submitted their contributions. Wallis and Futuna informed the Meeting that their contribution has also been submitted.

54. The Meeting noted the Report, in particular the implications on the Primary Function Budget of the shortfall in Members' contributions.

Agenda Item 6.2.2: Cash Flow and Primary Functions

55. The Secretariat presented its report on Primary and Project Management Functions' cash flow during 2000 and for the period up to 31 May 2001. The Secretariat advised the Meeting that Project Implementation Function cash flows were not included in this report as these are donor funded, with expenditure only being incurred once funds had actually been received. The report covered only the Primary and Project Management Functions.

56. The Secretariat noted that the positive cash flow situation for the Primary Function in 2000 was a result of the early payment of contributions from some metropolitan members. Negative cash flows for the Project Management Function were experienced in 2000 primarily due to a shortfall in project administration fees and expense recovery during these periods.

57. The Secretariat further advised that some donors had been reluctant to meet the full administration fees on donor funded projects. The Secretariat had actively pursued an increase in these fees. The Meeting noted the report.

Agenda Item 6.2.3: Audited Annual Accounts for 2000 and Performance Audit

58. In accordance with SPREP's Regulations, the Secretariat tabled the Audited Annual Accounts and the Performance Indicator Audit Report for year ended 31 December 2000, together with the Director's comments on the Reports. The Secretariat commented on the effectiveness of an innovative performance audit for focusing staff on identifying achievable outcomes.

59. In response to queries from the representative of Samoa on several aspects of the report, the Director provided clarification as follows:

Definition of reserve funds

The Secretariat advised that the capital reserve account was a non cash, asset-based account and that the foreign exchange reserve was used to cushion currency variations.

Over-expenditure on 11SM

The Secretariat advised that the host country was responsible for meeting the differential cost between holding the Meeting in Samoa, versus holding it in the host country. It explained that the over-expenditure shown with regard to the 11SM was due to a temporary accounting measure. The Meeting was advised that Guam had reimbursed the funds to meet the differential cost and the total over-expenditure had actually been fully donor recovered.

Outstanding Staff Balances

The Secretariat explained that these funds had been accrued during the relevant officers' time at SPREP and that unused monies had been written back to

projects after settling what was owed to relevant staff.

Medical Clearing Account

The Secretariat stated that the medical clearing account had been retained to cater for emergency repatriation where the current insurance policy did not provide adequate cover, as in the case of pre-existing medical conditions that had not been identified at the time of recruitment.

Funds remaining from closed projects

The Secretariat explained that international accounting standards dictated the management of funds and that donors had been contacted regarding some funds that remained unspent. It advised the meeting that a period of five to seven years was generally allowed before funds were written off by donors.

60. The representative of Samoa stated that he might revisit this issue under the CROP Harmonisation and Budget agenda items.

61. The representative of Samoa inquired about the appropriateness of using the organisation's funds with regard to the apparent additional coverage being provided to staff over and above the insurance policy. In particular he requested clarification regarding the issue of pre-existing medical conditions. The Secretariat responded that medical clearance was required prior to commencing employment at SPREP however, there had been certain cases in which a pre-existing illness had gone undetected during the medical examination. When the illness was exhibited, the insurance company had refused to cover the medical costs.

62. The representative of New Zealand noted the usefulness of the performance audit report, particularly with respect to factors affecting the non-achievement of indicators. Australia noted that the performance audit was a valuable tool and the results reflected the need for realistic measures of quality and quantity. Australia sought clarification from the Secretariat on how the similarity of outcomes reported this year and last year would be dealt with in future years.

63. The SPREP Director advised that the process was a unique approach, instigated to track the performance of the organisation internally. He advised that it was only the second year of the process and that it was being further developed in conjunction with the performance

auditors. A weakness highlighted was the currently general and broad nature of the indicators. This had been addressed in the development of indicators for the 2002 Work Programme which would enable clearer analysis of achievements and constraints. A twelve month audit had also proved difficult, and the Director noted that more regular, focused assessment may be worthwhile. The Director added that in-country assessments of SPREP's Work Programme implementation were also proposed for the future.

64. The Meeting adopted the Financial Statements and Auditor's Report and noted the Performance Indicator Audit Report for the year ended 31 December, 2000.

Agenda Item 7:

Corporate Plan and Organisation Structure

Agenda Item 7.1: CROP Harmonisation including Job Sizing

[A pre-meeting workshop was convened on 10 September in order to clarify issues for delegates prior to deliberations at the 12SM].

65. The Secretariat presented the Meeting with the overall results of the Review of SPREP staff salaries and conditions of service undertaken to develop an approach to remuneration that was consistent across all Council of Regional Organisations in the Pacific (CROP) agencies. It noted that the 11SM had deferred consideration to the 12SM of the recommendations of the CROP Working Group on Remuneration, including issues associated with Job Sizing.

66. The Secretariat was supportive of the principle of harmonisation but noted that, due to differences between the locations of the various regional organisations, harmonisation should not be taken to mean full uniformity. The Secretariat noted that in the case of medical insurance, for example, SPREP had been required to adopt an approach that was dictated by services available to an organisation based in Samoa, which were quite distinct from those available to other CROP organisations.

67. The Secretariat drew the attention of the Meeting to the fact that the existing terms and conditions for

employment were working satisfactorily. It stated its reluctance to implement new terms and conditions that might impact on the capacity of the Secretariat to recruit the best staff. The Secretariat recommended that the following terms and conditions proposed for change by the CROP Working Group on Remuneration be retained unchanged:

- housing rental assistance;
- home leave travel;
- education allowance and its extension to local staff;
- location allowance; and
- the grading of Assistant Programme Officers.

68. The Secretariat also recommended that the new conditions enter into effect in January 2002 rather than January 2001 as recommended by the Working Group.

69. The representative of Samoa drew the Meeting's attention to the fact that this CROP harmonisation exercise was the result of four years of work and that the arguments presented by the Secretariat had been considered by the remuneration consultant and CROP Working Group.

70. The Meeting accepted a proposal by the representative of Tuvalu that, notwithstanding the discussions that took place at the Pre-Meeting Workshop on Organisational Structure and CROP Harmonisation, the 12SM was required to formally consider this Agenda Item in its entirety. The representative of Tuvalu expressed concern that the proposed new terms and conditions would impact on the eligibility of the organisation to attract competent staff. He supported the retention of allowances, such as the Location Allowance, in order to avoid any adverse impacts on staff recruitment.

71. The representatives of France, French Polynesia and Wallis and Futuna stated that it would not be possible to consider implementation arrangements of the new staff terms and conditions until a full costing had been prepared by the Secretariat.

72. The Meeting adopted the recommended Remuneration and Grading Structure, with inclusion of Assistant Programme Officer (APO) positions within the Professional Staff structure, noting the subsequent removal of the CROP recommended grades G and H from the support staff remuneration gradings; and the sub-division of grade F into F1, F2 and F3 as well as the amalgamation of grades B with C and D with E, in the support staff salary grading. The approved

Remuneration and Grading Structure for professional and support staff is attached as Annex VII.

73. The Meeting further considered that taxation arrangements between SPREP and its host government were outside the scope of this Meeting and, with the exception of the taxation issue and support staff sick leave provisions, approved all recommendations of the CROP Working Group, taking into consideration the fact that sufficient financial resources would need to be identified before implementation could commence. The Recommendations of the CROP Working Group, with amendments, are attached as Annex VIII.

74. The Secretariat then presented the Meeting with an assessment of cost implications for implementing the new harmonised terms and conditions on 1 January, 2001 or 1 January, 2002. On the basis of subsequent discussions, the Meeting agreed that the new terms and conditions would apply to new contracts issued from 1 January, 2002.

Agenda Item 7.2: Organisation Structure

[A pre-meeting workshop was convened on 10 September in order to clarify issues for delegates prior to deliberations at the 12SM].

75. At the 12SM, the Secretariat introduced a revised Organisational Structure for the SPREP Secretariat. It noted that the 11SM accepted that a new structure was required to support the new Action Plan and Corporate Plan, but a decision on the SPREP structure was deferred to the 12SM, pending provision by the Secretariat of additional information on the proposed structure and full cost implications on which Members could base their decision.

76. The Secretariat outlined the background to the need for a revised structure highlighting the increases in staff numbers and expansion in the Secretariat's work. It also outlined the organisational review process wherein the consultancy firm of Mercer Cullen Egan Dell (MCED) was contracted to assist the Secretariat, the consultations with a representative group of Secretariat staff in the form of a workshop, interviews with some SPREP Members with offices in Apia, and the presentation of MCED's preliminary findings to SPREP Member representatives attending the March Biosafety Workshop.

77. The Secretariat provided a brief summary of the key features of the four options proposed; explained the cost implications of each option, taking into account the harmonised terms and advised that the Secretariat's Preferred Option and the Status Quo were the least expensive and similar in cost.

78. In response to queries from the representative of Wallis and Futuna, the Secretariat advised that the new structure would assist in internal coordination of the organisation and that this would, in turn, be reflected in better coordination at the regional level. It was noted that the KRA and Process Coordinator positions would greatly assist in this regard. The Secretariat noted the request by Wallis and Futuna for a dedicated person to help improve communications with the French Territories and advised that while there was currently no such dedicated position, it would rely on Members' guidance in this regard. The Secretariat also advised that it worked closely with other CROP agencies where its work cuts across the activities of these agencies. In particular, the Secretariat advised that the position of Renewable Energy Officer was a 12-month position developed in response to the climate change agenda. The Officer, when recruited, would work closely with the CROP Working Group on Energy.

79. The representatives of Tonga and Guam highlighted the need for the terms of reference of the Service Delivery Manager (SDM) position to reflect a "technical" rather than "administrative" position. They noted that the SDM position was necessary for ensuring coordination within the organisation and the more efficient use of personnel expertise.

80. The representative of Samoa stated that while he was in general supportive of the Secretariat's preferred structure, he believed that the reinstatement of the Deputy Director post, in addition to the creation of four Programme Coordinators could enable Members to dispense with the SDM position. He explained that the SDM position added another layer to senior posts devoted to coordination and supervisory roles without sufficient focus and importance being given to programme staff who would actually deliver work programme activities. He also believed the Processes Division could be logically absorbed into the programme and support services divisions making SPREP's new structure leaner, less bureaucratic and a lot cheaper.

81 The representatives of American Samoa, Australia, Cook Islands, Federated States of Micronesia, Fiji, Guam, Kiribati, New Zealand, Niue, Palau, Solomon Islands, Tonga, Tuvalu, and the USA also expressed general support for the Secretariat's Preferred Structure. The representative of Kiribati expressed concern with regard to the position of the SDM, particularly in terms of an additional tier in the management hierarchy which may have the detrimental impact of limiting direct communications between Programme Coordinators and Members. The resulting debate examined the relative merits of retaining the key positions of Programme Coordinators, the Service Delivery Manager, the Business Services Manager and the implications these options would have on the workload of the Director, Deputy Director and on the overall administrative efficiency of the Organisation.

82. The representatives of American Samoa, Cook Islands and Guam urged that the Secretariat be entrusted with its preferred structure, noting that additional costs of this structure had already been shown to be minimal, and for the Secretariat to ensure that this structure would deliver on the performance measures and outputs of the Work Programme.

83. The representatives of Wallis and Futuna and French Polynesia stated that they would require additional information on how the preferred structure would impact on country contributions before they could make a decision on this issue.

84. The representative of the Solomon Islands stated that Solomon Islands is still committed to the principles of regional cooperation and therefore in supporting SPREP, whatever structure it has, and in fulfilling its functions. Recent domestic trends and events have not enabled the Solomon Islands to live up to its commitments and hence its inability to meet its obligations to SPREP as expected.

85. The representative of Australia noted that the preferred structure did not have many primary function positions funded by the core budget and asked that the Secretariat amend the structure to clearly reflect which positions were under the primary function, even if they were not funded through the core budget.

86. The Meeting, taking into consideration all the issues raised by representatives, adopted the Preferred Structure proposed by the Secretariat and agreed that it be gradually phased in, with the degree of its

implementation being subject to the availability of funds.

Agenda Item 7.3: Corporate Plan

87. The Secretariat introduced the revised Corporate Plan 2001–2004 which also contained the preferred Organisation Structure for SPREP. The Secretariat explained that the draft Corporate Plan, which had been approved in principle by the 11SM, had been revised as requested at the 11SM to identify outputs and performance indicators. A matrix showing the linkage and integration with the 2001–2004 Action Plan; Focus Areas and Objectives; Expected Outcomes of the Secretariat's four-year outputs; and Performance Indicators for the four Key Result Areas (KRAs) was also included.

88. The Secretariat suggested to the Meeting that it also consider extending the time period of the Plan to 2005, to fit in better with the Action Plan process. This would ensure that the next Corporate Plan was based on an approved Action Plan.

89. The Meeting approved the Corporate Plan 2001–2005.

Agenda Item 8:

Work Programme and Budget

Agenda Item 8.1: Proposed Work Programme and Budget for 2002

Agenda Item 8.2: Indicative Work Programme and Budget for 2003 and 2004

90. The Secretariat tabled the Revised 2002 Work Programme and Budget, amended to reflect the financial implications of the Meeting's decision on Organisation Structure, CROP Harmonisation including Job Sizing and withdrawal of Pitcairn Islands from SPREP membership.

91. The Secretariat advised that the current Work Programme and Budget reflected the priorities identified by Members over the past year and noted additional costs associated with operation and maintenance of new facilities. The Secretariat advised that the revised 2002 Budget would result in a deficit and urged Members to pay unpaid contributions to assist in reducing this deficit.

The Meeting was further requested to advise the Secretariat on the best approach to fully reducing the deficit.

92. The representatives of Samoa and Solomon Islands expressed concern that elements of budget income, in particular, interest income and other income, were not being treated by the Secretariat in accordance with the Financial Regulations.

93. The representative of Australia indicated that Members' core contributions did not fully fund primary functions of the Secretariat and that there might be a need for the Secretariat to have the work programme reflect the reality of this financial situation.

94. The representatives of the Cook Islands, Marshall Islands, Niue, Samoa and Tuvalu expressed the need for Members to fully commit to the organisation and further urged all Members to consider paying their contributions. The representative of Samoa proposed that the Director write to leaders of Members that were in arrears to meet these payments to enable the organisation to meet its priority activities. The Meeting endorsed this proposal, noting that had Members met their agreed contributions, the situation with which the Meeting was now faced, would not have arisen.

95. The representative of Fiji expressed concern that a trend was developing to increase contributions each year which increased hardship for Members. He suggested the need to review and re-prioritise proposed activities. This was supported by the representative of Tonga.

96. The representative of Australia supported a 10 per cent increase in contributions but expressed concern regarding the use of the reserve. He noted that the reserve had remained constant over a number of years and that whilst it may be necessary to use a small part of it, he could not support using 50 per cent of the reserve.

97. The representative of New Zealand was not in agreement with a 50 per cent draw-down on the reserve fund and suggested that further savings from the Work Programme should be considered to reduce the amount taken from the reserve.

98. The representative of the Federated States of Micronesia stated that he was not in favour of increasing the level of Members' contributions on the basis that

an increase had been agreed to at the 11SM. He cautioned against this becoming a precedent for requests in increases becoming an annual event.

99. The representative of Niue recognised that whilst the Work Programme and Budget were based on critical and practical programmes, the auditor's report showed that a number of outputs had not been achieved in 2000. He urged the Secretariat to ensure more effective and efficient use of limited resources.

100. The representative of the United States of America indicated that, although the United States was sympathetic to SPREP's need for increased funding to cover the anticipated cost of CROP harmonisation, it could not be a part of any consensus that raised core contributions to cover such costs. As an alternative, he suggested that the contributions table could feature a column for the category of "encouraged additional contributions".

101. The Director acknowledged the positive stance of the United States of America on this issue and expressed disappointment at the level of support from some Members. He noted that there had only been one increase over ten years in Members' contributions and that several Members continued to have very large arrears whilst the Secretariat endeavoured to deliver the activities as requested by Members. He suggested that it would be encouraging if Members could show a strong commitment to the support of the Secretariat and its staff.

102. The representative of American Samoa, in noting that there was no consensus on increasing Members' contributions, stated that the situation was not likely to improve and suggested that a clear picture was needed of Members' priority needs and the primary operating costs to deliver these. He also suggested that one way to save money would be to hold the SPREP Meeting biennially rather than annually. He added that the dilemma was that Members expected the Secretariat to deliver but that Members themselves were not fulfilling their obligations regarding payments.

103. The representative of Samoa proposed a way forward for removing the projected deficit of US\$262,433 from the 2002 Work Programme and Budget. This consisted of:

- an increase of 10 per cent on contributions (on 1999 figures) for the 2002 financial year (US\$49,000);

- a draw-down of reserve funds (US\$140,633); and
- a savings of US\$72,800 in core budget funding from Items 6.1.2 (Review of Action Plan – US\$34,800), 6.1.4 and 6.1.5 (Missions/Visits relating to Work Programme Evaluation – US\$25,000) and 6.1.6 (Missions/visits relating to post-project evaluation – US\$13,000).

104. The Meeting, in adopting the proposal by Samoa and the Work Programme and Budget, further directed the Secretariat that the 13SM be for a full five working days to allow sufficient opportunity for Members to fully review and prioritise Work Programme activities.

Agenda Item 8.3: Programme Issues Requiring Members' Direction

Agenda Item 8.3.1: Nature Conservation

Agenda Item 8.3.1.1: Regional Strategy for Avifauna Conservation – Future Direction

105. The Secretariat informed the Meeting of the progress of the Avifauna Conservation Programme and tabled for consideration and endorsement, the Draft Regional Strategy for Avifauna Conservation. The Secretariat provided detailed information regarding the progress of the project and emphasised the broad consultative nature of the development of the strategy, which enabled regionally-specific priorities to be considered. The representatives of Guam and French Polynesia expressed gratitude for the consultative process. The Meeting considered and endorsed the Regional Avifauna Conservation Strategy.

Agenda Item 8.3.1.2: International Coral Reef Action Network (ICRAN)

106. The Secretariat briefed the Meeting on the International Coral Reef Action Network (ICRAN), a major Programme recently funded by the United Nations Foundation through the UNEP Regional Seas Programme. The Pacific Action component budget is US \$1.32 million to cover activities over the next four years. SPREP will lead the South Pacific component, one of the four regional areas targeted by the ICRAN Programme. The Secretariat advised that the scoping phase, consisting of a review of existing projects and activities in the region, had commenced. The project will focus on strengthening existing activities, principally through support for demonstration projects.

107. In response to suggestions from the representatives of France, French Polynesia and Wallis and

Futuna, the Secretariat advised that the project would seek to collaborate with existing related activities in the region, such as those underway in French Polynesia. The representative of American Samoa noted that the project presented an excellent opportunity for collaboration on reef conservation initiatives promoted by the United States Coral Reef Task Force.

108. The Meeting noted the commencement of this project.

Agenda Item 8.3.1.3: 7th Pacific Islands Conference on Nature Conservation and Protected Areas

109. The Secretariat informed the Meeting about the 7th Pacific Islands Conference on Nature Conservation and Protected Areas to be held in the Cook Islands in July 2002. The Secretariat advised that it was working closely with the Cook Islands and other regional conservation organisations on the development of the Conference.

110. The Meeting was advised that the Conference was the pre-eminent Nature Conservation event in the region and that it had a critical role in determining regional nature conservation priorities.

111. The representative of the Cook Islands confirmed that the Conference would be held in the Cook Islands as planned.

112. The Meeting noted the Conference and progress made in its arrangements.

Agenda Item 8.3.1.4: Regional Marine Turtle Conservation Programme

113. The Meeting was advised on the status of the Regional Marine Turtle Conservation Programme (RMTCP) and noted that the Programme was working together with governments and NGOs to effect turtle conservation and sustainable use.

114. The representative of Wallis and Futuna expressed an interest in receiving documentation on this programme. The representatives of Australia and the Solomon Islands welcomed the revived work on turtle conservation and supported a full review of the programme in 2002. The representative of Australia drew attention to parallel work in the Indian Ocean and South-East Asia and suggested that it would be useful for the SPREP Officer coordinating the RMTCP to attend a proposed meeting on the South East Asia work,

bearing in mind the trans migratory nature of turtles. The representative of the Solomon Islands also noted the need for more scientific input to ensure effective turtle conservation in the region.

115. The Meeting noted the status and progress of the Regional Marine Turtle Conservation Programme.

Agenda Item 8.3.1.5: Proposal for a South Pacific Whale Sanctuary

116. The Secretariat informed the Meeting of the objectives and outcomes of the *Regional Forum and SPREP Member Regional Workshop for a South Pacific Whale Sanctuary* held on 17–20 April 2001 in Apia, Samoa. The Secretariat presented an outline of recommended follow-up actions for the further development and implementation of the South Pacific Whale Sanctuary, based on the outcomes of the 53rd International Whaling Commission (IWC) and the Forum Leaders' Meeting (Nauru, 14–15 August 2001).

117. The Secretariat drew the Meeting's attention to upcoming regional workshops in 2002, noting that additional resources would need to be sought for these.

118. In response to a query from the representative of the Marshall Islands, the Secretariat advised that the proposed South Pacific Whale Sanctuary (SPWS) would cover the area south of the equator.

119. The representative of France stated that it had sponsored the SPWS initiative in support of the French Territories and expressed regret that the IWC Meeting in London had failed to secure the required number of votes. He stressed the continued support of France for this initiative.

120. The representative of Samoa sought clarification from the Secretariat regarding the availability of the additional resourcing required to finance the recommended six additional activities, as well as the Regional Marine Mammal Conservation Programme (RMMCP) strategy review meeting being proposed for 2002. The Secretariat responded that additional funding was being sought and that donors had yet to respond.

121. The representative of Tuvalu, in highlighting efforts by some to propagate whale harvesting in the Pacific, urged that more scientific research was required by the Pacific island nations to ensure that the mission to establish the Whale Sanctuary became a reality. He further made mention of the decision of the Forum

Leaders' Meeting which called for action at the national as well as regional and international levels.

122. The representative of French Polynesia reported on the work in-country for the conservation of large marine mammals and added that legislation was being drafted to this effect.

123. The representative of Tonga expressed support for the on-going programmes and suggested that data from in-country scientific research by organisations such as 'Whales Alive' should be widely published.

124. The representative of Papua New Guinea requested the Forum Secretariat and SPREP to note that whales were currently listed in Appendix I of the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES) (which bans all trade in the species), however there have been moves to down-list whales to Appendix II which would allow trade. He noted that Fiji, Papua New Guinea and Vanuatu were parties to CITES.

125. The representative of the Solomon Islands stated that current regional efforts in terms of the approaches to the IWC had been out of focus and therefore proposed a strategic approach to activities, recommending greater focus on national efforts to help influence decisions at IWC. The representative proposed immediate awareness-raising activities in the Solomon Islands.

126. The representative of New Zealand thanked Members for their support of the SPWS at the IWC and elsewhere. The representative noted the change of emphasis reflected in the Forum Leaders' decision to continue to pursue whale conservation through national measures and requested the Meeting to note outcomes of the Forum Leaders' Meeting in Nauru.

127. The Director advised that the Secretariat was guided by the Forum Leaders on how to pursue initiatives with respect to the Sanctuary. He noted that a clear direction had been received at the most recent Forum Leaders' Meeting. This had brought about the need to review the RMMCP. He added that endorsement of the "Apia Statement" was required from SPREP officials to pursue the programme.

128. The Meeting, in noting the agreement of the Forum Leaders' Meeting (Nauru, 14–15 August, 2001)

on the development of Whale Sanctuaries in the region, agreed:

- to the activities listed under the “Apia Statement” Framework;
- to participate in, and provide further direction for, future RMMCP work; and
- on the need for a RMMCP Strategy Review Meeting, that will *inter alia* address actions needed for implementation of the SPWS proposal.

Agenda Item 8.3.2: Pollution Prevention

129. Members were advised of action taken with regard to Waste Management and Pollution Prevention under Agenda Item 6.1: Technical Report on Action Plan Implementation.

Agenda Item 8.3.3: Climate Change and Variability

Agenda Item 8.3.3.1: Pacific Islands Climate Change Assistance Programme (PICCAP) – Future Direction

130. The Secretariat presented the outcomes of the Nadi Meeting on Climate Change, Variability and Sea Level Rise and its implications for SPREP Members. The Nadi Meeting had developed a clear Pacific position and highlighted the importance of continuing assistance to national activities.

131. In response to a query from the representative of Tuvalu, the representative of the Forum Secretariat advised that the “Nadi Statement” had been discussed at the Forum Leaders’ Meeting held in Nauru in August and was reflected in the Forum Communiqué.

132. The representative of New Zealand acknowledged the compromise agreement reached in Bonn at the resumed session of COP6. He noted however, that more work was still needed on finalising the detailed text of the rules by which the Kyoto Protocol could operate. He further acknowledged the role of the Pacific island countries in contributing to the outcome of the discussions. He further requested information with regard to the timing of the proposed climate meetings to be organised by SPREP and for clarification on how this fitted into the overall Secretariat Work Programme. In response, the Secretariat advised that the meetings would take place in mid-2002 prior to the next Conference of Parties (COP8), 2002.

133. The representative of France also welcomed the agreement reached in Bonn and observed that this paved the way for implementation of the Kyoto Protocol. He added that there was a need now to put in place mechanisms that would enable the transfer of technologies to enable islands to combat the effects of climate change and sea-level rise.

134. In response to queries from the representatives of the Cook Islands and the Federated States of Micronesia, the Secretariat advised that support had been provided to Pacific island countries in the Climate Change negotiations since 1990. At the Resumed Sixth Conference of the Parties (COP6) to the UNFCCC, the Pacific Island Countries Coalition (PICC) had been established. Fiji was the current Chair of the PICC and SPREP had been requested to provide Secretariat support. During the Resumed COP6, the PICC had also considered candidates for AOSIS seats on the COP Bureau and Compliance Committee.

135. A separate informal meeting was held outside plenary to further discuss this issue.

136. The Meeting noted the outcomes of the Nadi Meeting and Ministerial Statement; requested the Secretariat to seek resources for convening similar meetings on an annual basis; and agreed to the further development of a programmatic approach to climate change, variability and sea level-rise and the examination of a similar approach to other Key Result Areas (KRAs).

Agenda Item 8.3.4: Economic Development

Agenda Item 8.3.4.1: State of Environment (SOE) Reporting Programme – Future Direction

137. The Secretariat presented information on State of Environment (SOE) Reporting Programme activities and future directions. Information needs, reporting requirements, data gaps and indicators for sustainable development were highlighted. Particular reference was made to securing funds for the longer-term SOE development programme.

138. The representative of Wallis and Futuna identified existing SOE reporting mechanisms within French Territories and sought clarification on their association with new SOE models. The Secretariat advised that it would make every effort to link the two

models, noting that it was aware that the mechanisms being used in the French Territories had been introduced in 1996.

139. The representative of the Cook Islands reinforced the importance of monitoring SOE indicators and informed the Meeting of her country's intention to update its SOE programme in the near future.

140. The Meeting noted the status and direction of the Secretariat's SOE programme.

Agenda Item 8.3.4.2: Global Environment Outlook No.3 – Future Direction

141. This Agenda Item was considered in conjunction with Agenda Item 8.3.4.1. The Secretariat informed the meeting of the progress of the Secretariat's involvement in Global Environment Outlook No. 3 (GEO-3) and sought Members' approval for continued involvement in the GEO process. The Secretariat drew the Meeting's attention to some of the obstacles being addressed in this area, including tight timelines and limited funding.

142. Members noted the work being undertaken towards the production of the GEO-3 report and the linkages between national State of Environment reporting processes and the broader regional and global process. The Meeting noted that positive aspects were also emerging with respect to inclusion in the report of issues such as data availability and globalisation as key challenges facing the region.

Agenda Item 8.3.5: Processes

Agenda Item 8.3.5.1: Waigani and Apia Conventions

143. The Secretariat informed the meeting on new developments which had occurred under the *Convention to Ban the Importation into Forum Island Countries of Hazardous and Radioactive Wastes and to Control the Transboundary Movement and Management of Hazardous Wastes within the South Pacific Region* (Waigani Convention) and the *Convention on Conservation of Nature in the South Pacific* (Apia Convention).

144. In respect of the Waigani Convention, the Secretariat advised that since the 11SM, four countries

had deposited their instruments on ratification: Cook Islands, Kiribati, New Zealand and Samoa. The Convention now had nine parties with the result that one more ratification¹ was required to bring the Convention into force. The representative of the Marshall Islands indicated that his country was in the process of arranging ratification.

145. The Secretariat informed the meeting of an Activity Plan to assist countries with the ratification and implementation of the Basel/Waigani Conventions. The Activity Plan is intended as a guide to assist with the development of regional strategies in support of each Convention, including reference material to assist Parties with the design of work plans.

146. The representative of the Cook Islands endorsed the Secretariat's activities in support of the ratification and implementation of the Waigani Convention including the collaborative arrangements that were being encouraged with the Secretariat of the Basel Convention and efforts to involve NGOs in national discussions relating to the Waigani Convention.

147. In respect of the Apia Convention, the Secretariat informed the Meeting that technical amendments to the Convention, adopted at the Fifth Meeting of the Parties to the Apia Convention, would enter into force when two-thirds of the Parties had submitted their instrument of ratification. The Secretariat advised the Meeting that to date, only Samoa had ratified the amendments to the Convention.

148. The Secretariat further advised that it was drafting an Options Paper for strengthening the Apia Convention in respect of nature conservation and biodiversity and to accommodate relevant emerging global issues. The draft would be tabled at the next meeting of the Parties to the Apia Convention in 2002.

149. The representative of Australia, reporting on the outcomes of an informal meeting of the Parties in the margins of the 12SM, noted that the Parties saw a need for more Pacific Island Members to accede to the Convention. He reported that the informal meeting had considered, but was not at this stage proposing:

- integrating international developments, particularly in respect of the Convention on Biological Diversity (CBD), into Convention text;
- expanding the focus of the Convention on protected areas to include conservation areas;
- including provision for threatened species;

Footnote 1: One week after the 12 SM, Tuvalu deposited its instrument of ratification. In doing so, Tuvalu brought the Waigani Convention into force. SPREP is the Secretariat to this Convention.

- developing the Convention to serve as a focus for regional technical support to global conventions such as the Bonn Convention on Highly Migratory Species, the CBD and CITES to achieve easier reporting for Parties to these Conventions;
- providing a legal underpinning for other regional initiatives, such as the Avifauna Conservation Strategy and the Nature Conservation Conference;
- financing arrangements to support Parties in their implementation of the Convention, perhaps including using the Convention as a framework for the proposed Nature Conservation Trust Fund;
- adopting the Convention to serve as a conduit for funding, for example from the World Heritage Convention; and
- inclusion of Protocols to reflect protocols under relevant Global Conventions, incorporating regional perspectives.

150. The informal meeting had suggested that Parties might work together with Non-Parties to revise the Convention, with Parties adopting the amendments and Non-Parties acceding to the revised Convention.

151. The representative of Samoa reaffirmed support for the objectives of the Apia Convention noting that, since the inception of SPREP as a project of the South Pacific Commission (now known as the Secretariat of the Pacific Community), Member countries, had consistently made the conservation and preservation of the region's cultural heritage, flora and fauna a priority which had led to the conclusion of the Apia Convention. Over the years, he had noted with some disappointment, that despite this situation and the fact that SPREP's largest programme in terms of expenditure and work done was in conservation, only five of its 25 Members were Parties to the Apia Convention. He also regretted that even in the Secretariat's working paper, it was only urging Members to accede to the Waigani Convention but no similar recommendation was being made for the Apia Convention. He urged Members and the Secretariat to make their best efforts to bolster stated regional priority concerns.

152. In response, the Secretariat noted that this was the first time the Secretariat had received clear direction from Members on their requirements for the two Conventions. This development was welcomed.

153. The representative of Tuvalu expressed concern at the number of Conventions and international agreements to which Members were expected to accede.

He advised that Tuvalu was also considering ratification of the CBD which had associated financial resources that could practically benefit Tuvalu.

154. The representative of the Cook Islands noted that this issue had been raised by an informal meeting of the Parties and Non-Parties to the Biosafety Workshop held in Apia in early 2001. She recommended that any review of the Apia Convention should develop synergies to take into account the CBD and related Multilateral Environmental Agreements.

155. With regard to the Waigani Convention, the Meeting:

- noted the progress made towards the entry into force of the Waigani Convention;
- endorsed the Activity Plan for the Ratification and Implementation of the Waigani Convention; and
- urged additional countries to become Party to the Waigani Convention.

156. With regard to the Apia Convention, the Meeting:

- noted the report of an informal meeting of the Parties held in the margins of the 12SM;
- reaffirmed the value of an options paper on the future of the Apia Convention;
- noted the work undertaken to progress the amendments to the Apia Convention;
- reaffirmed the importance of the Apia Convention as a regional mechanism to address concerns emanating from the Global level; and
- further urged and encouraged non-Parties which might be considering acceding to the Convention to do so, to give it new political impetus.

157. The Meeting also encouraged the Secretariat to further strengthen its activities in promoting the aims and objectives of the Apia and Waigani Conventions.

Agenda Item 8.3.5.2: Human Resource Development (HRD) for Environment Departments

158. The Secretariat presented a new project on Human Resource Development (HRD) to assist national capacity building in Environment Departments of Pacific Island Countries. The project is being funded by the Government of Australia.

159. In discussing the project, representatives of the Cook Islands, Kiribati, Marshall Islands and Niue indicated their willingness to be involved while Tuvalu and Tonga stated that they would be happy to stand aside

in favour of other countries, for this first stage of the project. The representative of the Cook Islands suggested that there be two countries selected from each sub-region, representing high and low stages of HRD activities.

160. The Secretariat also clarified that there would be no cost to countries other than provision of accommodation for volunteers associated with the project; there would be full consultation with Members to avoid duplication with other programmes; and the project would augment the existing country attachment scheme. This could include the use of country-to-country attachments.

161. The Meeting noted the Human Resource Development project and the collaboration between SPREP and Australian Volunteers International; noted the potential for collaborative partnerships with training institutions in SPREP Member countries (e.g. USP and ANU) and thanked Australia for funding the project.

Agenda Item 8.4.1: Approval of Work Programme and Budget for 2002

162. The Work Programme and Budget for 2002 was adopted (refer paragraphs 90–104).

Agenda Item 9:

Institutional Matters

Agenda 9.1: Report on SPREP Centre, Information Resource Centre (IRC) and Training and Education Centre (TEC) – Progress

163. The Secretariat advised the Meeting of the progress in further development of the SPREP Centre facilities.

164. The Secretariat advised that both Centres were progressing on schedule. The Training and Education Centre and the Information Resource Centre were due for completion in March and January, 2002 respectively.

165. The Meeting noted the progress with the development of these additional facilities at the SPREP Centre. The Meeting also acknowledged the generous support of the European Union (Information Resource Centre) and further acknowledged the support of both

the Government of Japan and the Government of Samoa (Training and Education Centre).

Agenda Item 9.2: Financial Regulations

166. The Secretariat recalled that the 11SM had adopted a new budget format that incorporated performance-based output functions. This, together with the need to reflect an annual meeting of Members to consider annual work programme and budget issues, necessitated a revision to SPREP's Financial Regulations. Accordingly, the Secretariat tabled its proposed amendments to the Financial Regulations.

167. The Meeting, on the recommendation of the representative of Samoa, agreed to defer discussion of the amendments to the Financial Regulations to the 13SM with further opportunity being given to Members to consider these prior to the Meeting.

Agenda Item 9.3: Staff Regulations

168. The Secretariat advised the Meeting that the Staff Regulations required amendment to reflect the proposed implementation of the review of remuneration, benefits and arrangements for all staff in accordance with the recommendations of the CROP Remuneration Review Working Group Report and the review of local contract staff terms and conditions.

169. The Secretariat advised the Meeting that amendments to the Staff Regulations would be required in order to reflect the following matters:

- Job sizing review;
- Review of local contract staff salaries and conditions of service; and
- Replacement of Schedule 2A and 2B to effect the above recommendation.

170. The Meeting, agreed to defer examining the amendments to Staff Regulations to the 13SM, noting that the legal authority for approval of the activities of the Secretariat is the SPREP Governing Council. The Secretariat was authorised by the 12SM to recruit new staff under the approved CROP harmonised conditions and it was agreed that the Staff Regulations would be applied to all new contracts from 1 January 2002.

Agenda Item 9.4: Process for Appointment of Director

171. The Secretariat advised the Meeting that the current Director of SPREP will end his six-year term with SPREP on 16 January, 2003. Accordingly, the process for appointment of the new Director was instigated at the 12SM so that a decision on the new appointment could be considered by the 13SM in 2002.

172. The Secretariat also provided a brief presentation of the proposed amendment to the *Rules of Procedure for Appointment of the Director* to reflect two three-year periods (total six years) rather than a period of four years followed by two years. Such amendment was suggested in view of the move (agreed at the 11SM) to an annual SPREP Meeting cycle.

173. The Secretariat further advised the Meeting that under Rule 3 of the *Rules of Procedure for Appointment of the Director*, the SPREP Meeting was required to appoint a Selection Advisory Committee (SAC) chaired by the current chairperson of the SPREP Meeting and at least two other Members of the SPREP Meeting.

174. During the course of discussion, a number of representatives noted the need for rotation among Members of the SAC. It was further suggested that SAC Members should be representatives of the three sub-regions.

175. The representative of American Samoa suggested that a formal mechanism for nomination of Members be put in place.

176. The Meeting:

- appointed the Solomon Islands (Melanesia), French Polynesia (Polynesia) and the permanent representation in Samoa (Australia, New Zealand, Samoa, Tokelau and United States of America) additional to the current Chair (Federated States of Micronesia), to the Selection Advisory Committee (SAC);
- decided that the SAC, at a date to be determined by the SAC Chair in consultation with the Secretariat, would meet in Apia, Samoa; and
- endorsed the suggested amendment to Rule 8 of the *Rules and Procedures for Appointment of Director*. The Amended Rule 8 now reads:

“The successful applicant shall be appointed for a period of three years in the first instance. The incumbent may seek reappointment, through application, for a further period of three years. The maximum length of service of any individual is six years”.

Agenda Item 9.5: Smaller Island State (SIS) Designation

177. In accordance with the request of the 11SM for the development of criteria to be used by SPREP in assessing applications for Smaller Island State (SIS) designation, the Secretariat advised the Meeting that under the 1985 South Pacific Forum definition of SIS, the composition of the SIS group currently comprises Cook Islands, Kiribati, Marshall Islands, Nauru, Niue and Tuvalu.

178. The Secretariat suggested that in cases where a SPREP Member was not a Forum Member, the Forum definition of SIS be applied upon formal application by a Member. The SPREP Secretariat would use the definition for assessment of SIS designation and then put a recommendation to the next SPREP Meeting for formal endorsement.

179. The Secretariat further advised the Meeting that in response to the request by the 11SM to advise Pitcairn of the possibility of formally applying for SIS status and to request clarification of their SPREP Membership position, the Governor of Pitcairn, Henderson, Ducie and Oeno Islands has advised with regret their decision to withdraw from participation in SPREP. The Governor has requested, however, that the possibility to review this decision in future, be left open to them.

180. The Meeting agreed that the Secretariat’s assessment of applications of Smaller Island State (SIS) designation should be based on the Forum definition. It also agreed that future proposals for designation of SIS be put to the SPREP Meeting for endorsement; and noted with regret the decision by Pitcairn to withdraw from participation in SPREP.

Footnote: Definition of SIS.

The concept of Smaller Island State (SIS) was recognised by the South Pacific Forum in 1985 as being those countries having:

Particularly acute characteristics of smallness, isolation, severe lack of resources, and vulnerability, exemplified by limited agricultural and manufacturing potential, diseconomies of scale and weak bargaining power.

Agenda Item 10:

Policy and Regional Coordination

Agenda Item 10.1: Council of Regional Organisations in the Pacific (CROP)

181. The Secretariat presented a paper outlining recent decisions taken by the Council of Regional Organisations in the Pacific.

182. The Meeting was given the opportunity to consider and provide further guidance on the development of the draft Pacific Islands Regional Oceans Policy by the CROP Marine Sector Working Group.

183. The Forum Secretariat encouraged SPREP Members to provide comments on the Policy.

184. The Meeting noted developments within CROP to improve the collaboration between regional organisations.

Agenda Item 10.2: International Waters - Status Report

185. The Secretariat advised the Meeting on the progress with implementation of the Strategic Action Programme for the International Waters of the Pacific Small Islands Developing States (the IWP).

186. The Meeting noted the progress in relation to the implementation of this programme.

Agenda Item 10.3: UNEPnet Mercure Project: Concepts and Consideration for Strengthening Environment Information Servicing of SPREP Members through Satellite Telecommunication

187. The Secretariat presented a proposal for the implementation of an environmental satellite network for the region and to seek the Meeting's support and advice on Strengthening Environmental Information Servicing in the South Pacific through better infrastructure. With the completion of a feasibility study, the Secretariat provided the meeting with UNEP satellite network project findings to date, next steps for implementation and asked the Meeting for guidance in pursuance of the feasibility of the proposal and possible implementation of the project.

188. The representative of the Forum Secretariat raised the issue of how CROP agencies would benefit from the project, highlighted certain licensing constraints in Members in terms of their telecommunications regulations, and noted the high risk with regards to sustainability if the network was restricted to only a few users.

189. The representative of American Samoa suggested that the Secretariat should provide Members with criteria or standards to assist countries to make decisions on such initiatives.

190. The representatives of Australia, Samoa and Tonga, while agreeing to the potential benefits of such an undertaking by the Secretariat, also drew attention to the potential catastrophic consequences of failure in this area. It was also noted that Information Technology engagement in such a venture deviated from its primary focus of providing support for the Secretariat's work programme delivery function, management support and Members' priority information requirements. They therefore urged the Meeting to approach this initiative with extreme caution and to fully consider all the cost implications, burdens and risks before making any decision on the issue.

191. The representative of Tuvalu advised that while Members should proceed with caution, Tuvalu supported the initiative.

192. The Secretariat noted that while it was necessary to proceed with extreme caution, similar network systems in the region were progressing well.

Agenda Item 10.4: Rio+10/World Summit on Sustainable Development

193. The representative of Kiribati, as Chair of the Pacific Regional Stakeholders' Preparatory Meeting for the World Summit on Sustainable Development (WSSD) held in Apia, Samoa 5-7 September, 2001, formally transmitted the Regional Submission drafted during the Preparatory Meeting.

194. The Meeting noted the Pacific Regional Submission to the World Summit on Sustainable Development (WSSD).

Agenda Item 11:

Items Proposed by Members

195. The representative of Guam sought clarification from the Secretariat on the process for proposing a change of the name of SPREP. The Secretariat advised that the process was to submit a formal written proposal to the Secretariat for the issue to be raised at the 13SM.

196. The representative of the Federated States of Micronesia raised the important issue of marine pollution from World War II relics throughout the Pacific Region. He thanked the Government of the United States of America, SPREP and SOPAC for their assistance to date in addressing this issue. However, he noted the need for a more systematic and proactive approach to this issue throughout the Pacific. The representative of the Federated States of Micronesia requested the Secretariat to develop a Regional Strategy or mechanism to address this issue to be prepared for the 13SM. The representative of Samoa endorsed a regional approach. The Secretariat agreed that a more systematic and proactive approach was required and should be addressed in consultation with other CROP agencies. The representative of SOPAC suggested that the issue be transferred to the CROP Marine Sector Working Group to work on a strategy within the next year. The representative of the Solomon Islands thanked the Federated States of Micronesia for raising the issue and thanked SOPAC for their work in the field. He suggested the need to address the legal issues related to relics and oil spills, to identify who was responsible for these issues to reduce pressure on SPREP and SOPAC in addressing this.

197. The representative of French Polynesia proposed that the Director or Deputy Director of SPREP be bilingual in French and English. The representatives of Wallis and Futuna and France supported this position. The representative of France reminded the Secretariat that French was an official language of SPREP.

198. The Secretariat noted that while it agreed that it was helpful to have French/English speaking staff within the organisation, this was a matter for the Meeting to consider. The representative of the United States of America expressed concern for bilingualism to be listed as a requirement, but noted that this should be left to the selection panel as an informal arrangement.

199. The representative of Samoa pointed out that it was not regional practice, in recruiting CROP Chief

Executives, to require ability to speak French. This also applies to the CEO of SPC for which France and its territories are members and which is headquartered in New Caledonia. The concern however by the four French-speaking members could be addressed by either France or its territories offering the next Director financial assistance to attend a short-term French language training course.

Agenda Item 12:

Statements by Observers

200. CROP Member representatives and representatives from international and regional organisations were present throughout the Meeting. Brief statements were made by the representatives of Council of Regional Organisations in the Pacific (CROP) partners namely: Pacific Islands Forum Secretariat, the South Pacific Applied Geoscience Commission (SOPAC) and the University of the South Pacific (USP). Statements were also made by the Asian Development Bank (ADB), Australian Marine Science and Technology Limited (AMSAT), Greenpeace Pacific, the Australian National University (ANU), United Nations Development Programme (UNDP)– Apia, United Nations Secretariat, United Nations Environment Programme/Regional Office for Asia and the Pacific (UNEP/ROAP), and the World Meteorological Organization (WMO) Sub-regional Office for the South-West Pacific. A summary of statements is attached as Annex IX.

Agenda Item 13:

Other Business

201. There was no other business.

Agenda Item 14:

Date and Venue of Thirteenth SPREP Meeting

202. The Meeting welcomed and accepted the offer by the Government of the Republic of the Marshall Islands to host the Thirteenth SPREP Meeting at a date

to be determined between the Secretariat and the Republic of the Marshall Islands.

Agenda Item 15:

Date and Venue of Ministerial Meeting

203. The Meeting welcomed and accepted the offer by the Government of the Republic of the Marshall Islands to host the Ministerial Meeting (in conjunction with the 13SM of Officials) at a date to be confirmed between the Secretariat and the Republic of the Marshall Islands.

Agenda Item 16:

Adoption of Report

204. The Meeting adopted the Report with amendments.

Agenda Item 17:

Close

205. In closing, the Director thanked the host Government, Samoa, for assistance provided to the Secretariat, particularly in terms of immigration and logistical arrangements for delegates. He paid special tribute to Mr Gerald Miles, Ms Neva Wendt and Mr Iosefatu Reti who would be completing their terms with the Secretariat at the end of the year. Thanks were also given to the representative of Guam, Mr Michael Gawel, Chair of the 11SM and, in keeping with the tradition started at the 11SM, a traditional gift of appreciation was presented to the Federated States of Micronesia, Chair of the 12SM (represented by the Honourable Mr Patrick Mackenzie). The same token was also accorded to the Cook Islands, Chair of the 10SM (represented by Ms I'o Tuakeu-Lindsay). The Director also acknowledged the work throughout the Meeting of the team of Secretariat staff, interpreters and translators.

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Annex II

Opening Address by Samoa's Minister for Lands, Surveys and Environment: Hon. Tagaloa Tuala Sale Tagaloa

Reverend Otele Perelini
Chairman of SPREP
Director of SPREP
Distinguished delegates
Ladies and Gentlemen

It is my great pleasure to address this 12th Annual SPREP Meeting this evening, and to extend to all delegates and observers from overseas a very warm welcome to Apia.

This being your first annual meeting in Apia since your new Headquarters was opened, I would like to congratulate you on that achievement. The opening of your new headquarters was of particular significance for SPREP Members, as it was the culmination of our Pacific region's collective efforts and commitment to the global call to protect the environment and utilise our scarce resources in a sustainable manner. To do that we needed a permanent home from where we could coordinate and initiate our activities.

It is almost a decade since the historic 1992 Rio Conference on the Environment, a time when SPREP as an intergovernmental organisation was also in its infancy, but one that was already becoming a robust and growing agency as it tried to respond to emerging environmental challenges of our region, whilst also assisting our member island countries' participation at numerous international negotiations.

Back then, environmental issues such as climate change, waste management and biodiversity to name a few, were all relatively new to many of our island countries. Our joint efforts with other island members of the United Nations in the international arena, beginning with climate change issues, led to the birth of the UN Alliance of Small Island States (AOSIS). This Alliance has played a key role since then, in formulating and promoting issues of importance to small island states. Needless to say, the Barbados Programme of Action for Sustainable Development of Small Island Developing States and the UN Small Island Developing States Unit were the results of the enormous contribution and hard work put in by our AOSIS members, with valuable support from our SPREP Secretariat.

Next year, the international community will review progress made since Rio. Already our region has begun its preparation for the Summit on Sustainable Development. Last week your representatives met here in Apia to prepare our regional submission for the Summit. You have before you the outcome of last week's consultation.

With the United Nations reviewing progress on sustainable development since Rio, this should also be a critical time for our Pacific region to reflect on the past decade: to assess our own accomplishments, review our shortcomings, and map out key priorities for the future.

Whether we have done enough to implement the Rio and Barbados outcomes, in addition to our national priorities is a question I would put before this meeting. As we look around our region, many of the old problems are still there and have grown in many of our small island countries. Coastal erosion, land degradation, urban material waste, to name a few, are a visible reminder to us that there is still a lot of work to be done.

Our participation at international meetings is vital, but it should also be matched with concrete action in our own individual countries. Our effectiveness can only be measured accurately by our achievements at the national and community level, not by what we say internationally. We all know what our environmental problems are. We need not wait for another global action plan to remind us of our obligations. Keeping the public awareness on environment issues alive and strong can only be sustained by taking action, in partnership with our non governmental organisations, who are prepared to assist.

Each country on this planet has a shared interest in protecting our environment, a global resource in which all countries have a stake. For our countries in the Pacific, the stakes are high, as our land and marine resources are certainly not in abundance. With rising populations and unemployment, we must adjust to these realities particularly in an increasingly globalised and competitive world economy, where only the strong would survive in the long run.

During the next few days, you will be deliberating on these and other complex issues that require deep thinking and solutions. You will also be assessing the performance of the Secretariat during the past year. There are also important institutional issues in relation to your budget and organisational review of the Secretariat which would require the Meeting's guidance and direction. These issues would be crucial to the recruitment, performance and retention of Secretariat staff and the delivery of programmes in the future in accordance with your new SPREP Action Plan, and other issues which your meeting would accord priority to in the next few days.

The recent Pacific Islands Forum in Nauru highlighted some of the longstanding key issues for our region such as climate change and the transport of radioactive wastes across the Pacific. We welcome the outcome of the recent Sixth Conference of the Parties (COP 6) Meeting in Bonn. The contribution and compromises we made with like-minded states, was vital to the advancement of the Kyoto Protocol and I look forward to your active participation at the next conference in November. A number of our Members have yet to ratify the Kyoto Protocol, and I would urge them to do so if we are really serious about climate change and its negative impact on our island countries.

There is always a natural tendency amongst our Members to expect much from our Secretariat while there is a limit to what any Secretariat could provide to address its Members' needs.

I need not stress at this stage the importance of capacity building to our efforts and goals. Capacity building and

training would go a long way in reducing our reliance on Secretariat support, particularly so when it is incumbent on us to take over the management of vital programmes whose funding has ceased or will soon be discontinued. I am pleased to note in the Director's report that capacity building continues to be a priority for SPREP. This is evident also in the work that has begun at your SPREP headquarters on a new Environmental Training and Education Centre funded by Japan, and an Information/Resource Centre funded by the European Union.

I would like on your behalf to thank the Government of Japan and the European Union for the assistance made available to enable us to proceed with these two important projects.

Given tight national budgets, funding constraints and the nature of your member contributions to the organisation, it is crucial that stringent measures are taken by SPREP and the Secretariat in particular, to ensure that contributions from our members, and assistance we are fortunate to receive from our donor partners, are used effectively.

With these few remarks, I would like to thank the Director and his staff for organising this meeting and I wish you success in your deliberations. It is my pleasure now to declare this 12th SPREP Meeting officially open.

Soifua.

Annex III

Statement by Tamari'i Tutangata, Director of SPREP

Reverend Otele Perelini;
Honourable Tagaloa Tuala Tagaloa, Minister for Lands,
Surveys and Environment of Samoa;
Honourable Ministers and Members of Parliament;
Your Excellencies and Representatives of SPREP
Members;
Members of the Diplomatic Corps;
Representatives of the Council of Regional
Organisations in the Pacific (CROP);
Special welcome to SOPAC Director, Mr Alf Simpson;
Representatives of other partner organisations;
Heads of Government Departments and those of you
from the business community of Samoa;
Distinguished guests, ladies and gentlemen.

It gives me great pleasure to welcome you all to this
Official Opening Ceremony of the 12th SPREP Meeting.

Thank you Reverend Otele Perelini for blessing us with
inspiring words from the fountain of wisdom and
knowledge with which to commence our proceedings.

I should also like to extend my sincere appreciation to
the Honourable Minister, Tagaloa Tuala Tagaloa for
his thought-provoking Opening Statement and for
sharing this special occasion with those of us who will
be taking part in this Meeting over the next four days.
Those of you who were here last week for the Workshop
that has paved the way for our Region's preparations
for the 2002 World Summit on Sustainable
Development, will remember that we were also
honoured by the Minister's participation at the opening
of that Workshop.

This year marks the commencement of the SPREP
Secretariat's focus on the implementation of the 2001–
2004 Action Plan for Managing the Environment of the
Pacific Islands Region which you, our members,
approved at the 11th SPREP Meeting held in Guam last
year. Members will, no doubt, recall that the Action
Plan states in part as follows:

“The Action Plan is intended to be implemented by
governments and administrations who are members of
SPREP, in conjunction with the many organisations and
individuals active in the protection of the environment

and natural resources of the Pacific islands region. Key
players include the environment, planning and
development agencies in each country and territory,
natural resource management agencies, local
communities and resource owners, regional and
international organisations, bilateral and multilateral
agencies, local non-government organisations (NGOs)
including churches, women and youth groups and other
interested partners”.

We have, therefore, submitted for your consideration,
a proposed Work Programme and Budget for the three-
year period 2002–2004 which is in keeping with the
spirit and even the letter of that section of the Action
Plan. Moreover, you will find that the proposed work
programme is directly linked to the relevant sections of
the Action Plan. We will inform you more specifically
over the rest of this week as to the measures we are
proposing, to comply with the requirements of the
Action Plan and the proposed Corporate Plan which you
will also be considering.

Obviously, as part of your consideration of the Corporate
Plan, the Secretariat's Organisational Structure is a
major issue requiring a well-balanced decision. In
making your decision, the primary consideration is your
collective vision as to how you would collectively want
to shape the SPREP Secretariat over the next few years.
Today's informal discussions will, hopefully, have
assisted you all in reaching a decision that will be in
your respective interests in terms of the ability of the
Secretariat to respond more appropriately to your
aspirations for sustainable development of our Pacific
islands region as a whole.

For our part in the Secretariat, we look forward to
receiving clear guidance from you as to the manner in
which you would like to see us assisting you and your
communities in implementing the Action Plan. In
providing us with such guidance, we look forward to
hearing from you as to how you and your Secretariat
can work more effectively together.

Hence, important as the issues that I have thus far
referred to are, to my mind, the most significant aspects
of this SPREP Meeting's agenda are ensuring that the

proposed work programme is consistent with your wishes as well as your commitment in assisting us to have the means to realise such a programme.

Over the years, you have seen how our list of active partner organisations has widened considerably. Indeed we are most grateful to those partners for their support and we will continue to make every effort to continue increasing that list of active working partnerships.

What we all need to recognise is that we are now competing globally for the resources that we make available to you. To do that even more successfully, it is essential for our existing and potential partners to be continuously reassured about your respective commitments to the work that we are undertaking in support of your own efforts.

There is no doubt in my mind that amongst our membership there has, in many cases, been evidence in more recent years of the growing recognition of the importance of the environment and the conservation of our natural resources towards a more sustainable future for our islands. The decision by the Government of Tonga to create a separate Department of the Environment earlier this year is a case in point. The recent establishment of an Environmental Coordination Office within the Office of the President of Palau is another. The establishment of an International

Environment Advisory Unit within the Environment Service in the Cook Islands is yet another example. And one can not help but admire the decision of the President and Government of Palau not to grant any license to companies that are keenly interested in exploratory drilling for oil in Palau when the evidence clearly points to commercial oil reserves being present.

I could go on with other examples including the significant increase in investment by our host country, Samoa, in expanding the capacity of its Environment Division into more specialised environment services.

Hence, there is cause for cautious optimism as to the future of the environment of our region. However, at the same time, we need to recognise that even greater efforts are required by all of us working together at the regional and international levels as well as within our respective communities, if we are to reverse the trend towards the degradation of our shared environment.

My staff and I look forward to working with you over the next four days to give greater impetus and focus towards our joint efforts for the sustainable development of your respective countries and our region as a whole.

Kia manuia. Soifua.

Annex IV

Agenda

Monday 10 September, 2001 (9 am – 5.00pm)

Pre Meeting Workshop on Organisation Structure

The purpose of this Pre Meeting Workshop was to provide Members with the opportunity to evaluate the issue of SPREP's structure in-depth, to openly discuss the matter and to review budgetary implications associated with implementation of suggested structural changes. The Meeting also discussed matters relating to CROP Harmonisation and Job Sizing. This was an 'informal' workshop to assist Members with any additional information required so that they were better able to address during the Meeting of Officials, *Agenda Item 7.2: Organisation Structure and Agenda Item 7.3: CROP Harmonisation including Job Sizing*.

Monday 10 September, 2001

Agenda Item 1: Official Opening 6.00pm – 6.30pm

Official Reception: 6.30pm – 8.30pm, Hotel Kitano Tusitala

Tuesday 11 to Friday 14 September, 2001

Agenda Item 2: Appointment of Chair and Vice-Chair

Agenda Item 3: Adoption of Agenda and Working Procedures

Agenda Item 4: Matters Arising from Eleventh SPREP Meeting

Agenda Item 5: Presentation of Annual Report for 2000 and Director's Overview of Progress since the Eleventh SPREP Meeting

Agenda Item 6: Performance Review

6.1 Technical Report on Action Plan Implementation

6.1.1 SPBCP Terminal Report

6.1.2 SPBCP Conservation Area Awards

6.2 Financial Reports

6.2.1 Report on Members' Contributions

6.2.2 Cash Flow and Primary Functions

6.2.3 Audited Annual Accounts for 2000 and Performance Audit

Agenda Item 7: Corporate Plan and Organisation Structure

7.1 CROP Harmonisation including Job Sizing

7.2 Organisation Structure

7.3 Corporate Plan

Agenda Item 8: Work Programme and Budget

8.1 Proposed Work Programme and Budget for 2002

8.2 Indicative Work Programme and Budget for 2003 and 2004

8.3 Programme Issues Requiring Members' Direction

8.3.1 Nature Conservation

- 8.3.1.1 Regional Strategy for Avifauna Conservation – Future Direction
- 8.3.1.2 International Coral Reef Action Network (ICRAN)
- 8.3.1.3 7th Pacific Islands Conference on Nature Conservation and Protected Areas
- 8.3.1.4 Regional Marine Turtle Conservation Programme
- 8.3.1.5 Proposal for a South Pacific Whale Sanctuary

8.3.2. Pollution Prevention

8.3.3 Climate Change and Variability

- 8.3.3.1 Pacific Islands Climate Change Assistance Programme (PICCAP) – Future Direction

8.3.4 Economic Development

- 8.3.4.1 State of Environment Reporting Programme – Future Direction
- 8.3.4.2 Global Environment Outlook No.3 – Future Direction

8.3.5 Processes

- 8.3.5.1 Waigani and Apia Conventions
- 8.3.5.2 Human Resource Development (HRD) for Environment Departments

8.4 Financial Issues Requiring Members' Direction

- 8.4.1 Approval of Work Programme and Budget for 2002

Agenda Item 9: Institutional Matters

- 9.1 Report on SPREP Centre (Information Resource Centre and Training and Education Centre – Progress)
- 9.2 Financial Regulations
- 9.3 Staff Regulations
- 9.4 Process for Appointment of Director
- 9.5 Smaller Island State (SIS) Designation

Agenda Item 10: Policy and Regional Coordination

- 10.1 Council of Regional Organisations in the Pacific (CROP)
- 10.2 International Waters – Status Report
- 10.3 UNEPnet Mercure Project: Concepts and Consideration for Strengthening Environment Information Servicing of SPREP Members through Satellite Telecommunication
- 10.4 Rio + 10

Agenda Item 11: Items Proposed by Members

Agenda Item 12: Statements by Observers

Agenda Item 13: Other Business

Agenda Item 14: Date and Venue of Thirteenth SPREP Meeting

Agenda Item 15: Date and Venue of Ministerial Meeting

Agenda Item 16: Adoption of Report

Agenda Item 17: Close

Annex V

Condolence Letter to the Government and People of the United States



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SPM 8/2

Transmitted by Ms Frankie R. Calhoun
US Charge d'Affaires, Embassy of the
United States of America in Apia.

12 September, 2001

Mr Colin Powell
Secretary of State
Government of the United States of America
WASHINGTON DC

Dear Secretary of State,

The participants at the 12th South Pacific Regional Environment Programme (SPREP) Meeting received the news of the terrorist attacks in the United States of America with shock and disbelief.

The participants express their deepest condolences to the Government and People of the United States, a Member of SPREP and participating in the meeting.

The thoughts and prayers of the participants are with the People of the United States, and the families of those whose lives were so brutally taken.

Participants requested me as Chairperson of the 12th SPREP Meeting, to convey these sentiments to the Government and People of the United States.

Yours sincerely,

Hon. Patrick Mackenzie
Chairperson to the 12th SPREP Meeting

SPREP Members, Representatives of the Council of Regional Organisations in the Pacific (CROP) and Observers present at the “12th SPREP Meeting”:

American Samoa	New Zealand
Australia	Niue
Cook Islands	Palau
Federated States of Micronesia	Samoa
Fiji	Solomon Islands
France	Papua New Guinea
French Polynesia	Tokelau
Guam	Tonga
Kiribati	Tuvalu
Marshall Islands	United States of America
Nauru	Wallis and Futuna

CROP Agencies

Pacific Islands Forum Secretariat (FORSEC)
South Pacific Applied Geoscience Commission (SOPAC)
University of the South Pacific (USP)

Observers

Asian Development Bank (ADB)
Australian Marine Science and Technology Limited (AMSAT)
Australian Volunteers International (AVI)
Food and Agriculture Organization of the United Nations (FAO)
 Sub-Regional Office for the Pacific Islands
GreenPeace Pacific
The Australian National University (ANU)
United Nations Development Programme (UNDP) – Apia
United Nations Secretariat, Department of Economic and Social Affairs
UNEP Regional Office for Asia and the Pacific – Bangkok
World Meteorological Organization (WMO) Sub-regional Office for the
 South-West Pacific
Special Advisor, World Summit on Sustainable Development, Denmark

Annex VI

SPREP Work Plan 2001—Key Achievements and Constraints



KRA 3 Climate Change & Variability

- PICCAP support to country teams and national capacity
- Regional Framework developed - programmatic approach proposed
- Information provided
- Participation in negotiations strengthened
- Montreal Protocol supported

KRA 1 Nature Conservation

- Species/ ecosystem monitoring strengthened
- New funding secured
- Financial and technical support to countries
- Training provided in several areas
- Regional mtgs/wshops - Whale Sanctuary, Biosafety, NBSAP Mainstreaming
- Support to Members - international meetings on CBD

KRA 4 (Sustainable) Economic Development

- New Programme - Environmentally sound trade and tourism promoted
- Environmental assessment (EA) strengthened
- Monitoring and reporting linked to national needs and Action Plan outcomes
- GEF and CSD coordination

KRA 2 Pollution Prevention

- PACPOL implementation
- Hazardous waste management
- Support for chemical conventions
- Promotion of Waigani Convention
- Waste awareness and solid waste management
- Land-based sources of marine pollution

Process 1 Policy, Planning and Institutional Strengthening

- Policy development and planning supported
- Legal assistance provided (national laws)
- Legal assistance (international convention level)

Process 2 Human Resource Development

- Training needs identified
- Country Attachments to SPREP
- Volunteer Technical assistance provided
- Environmental content incorporated - education system
- Community Awareness raised
- PICs assisted - Small Grants Scheme

Secretariat Functions/Corporate Services

- Performance monitoring system developed
- Performance Audit undertaken
- Construction Projects commenced
- Financial System upgraded

Process 3 Communications and Information

- Information clearinghouse streamlined
- Information technology support strengthened
- Corporate Data Management (CDM) developed
- Public Relations capacity strengthened (environmental media training)

Constraints

- Lack of programmatic approach
- Lack of continuity between projects
- Insufficient funding in some areas
- Insufficient staff in some areas
- Limited core budget
- Workload of focal points and engagement of other Ministries and partners

Annex VII

Remuneration and Grading Structure

Approved Remuneration and Grading Structure											
Executive/Professional Staff (Professional Contract Staff for SPREP)											
Base Salary (SDR pa) as at October 1999											
Grade	Minimum	Maximum	Minimum	Point 2	Point 3	Point 4	Point 5	Point 6	Point 7	Point 8	Maximum
M	1,050	1,310	39,493	41,692	44,431	46,901	49,370	51,839	54,308	56,778	59,239
L	840	1,049	33,851	35,969	38,036	40,204	42,321	44,439	46,556	48,674	50,777
K	630	839	29,971	31,293	32,615	33,936	35,258	36,579	37,901	39,223	40,552
J	470	629	25,977	27,125	28,272	29,420	30,567	31,715	32,863	34,010	35,143
I	350	469	20,309	21,327	22,345	23,363	24,381	25,399	26,417	27,436	28,442
H	260	349	10,668	11,398	12,128	12,858	13,588	14,318	15,048	15,779	16,510
Para-Professional/Technical/Support Staff (Local Contract Staff for SPREP)											
Base Salary (to be based on relevant Local Market) Samoan tala											
Grade	Minimum	Maximum	Minimum	Point 2	Point 3	Point 4	Point 5	Point 6	Point 7	Point 8	Maximum
F3	240	259	23,400	25,000	26,600	28,200	29,800	31,400	33,000	34,600	36,200
F2	220	239	18,400	19,675	20,950	22,225	23,500	24,775	26,050	27,325	28,600
F1	200	219	12,800	13,700	14,600	15,500	16,400	17,300	18,200	19,100	20,000
D/E	110	199	8,200	8,775	9,350	9,925	10,500	11,075	11,650	12,225	12,800
B/C	60	109	5,200	5,575	5,950	6,325	6,700	7,075	7,450	7,825	8,200
B	60	79									
A	40	59									

Annex VIII

CROP Remuneration Review Working Group: Decisions of the 12SM

A. Professional Contract Staff

	Benefit and CROP Principle	Current SPREP Conditions	Recommended CROP Harmonised Conditions	Decisions of the 12SM
1	Salary 1.1 Salary (and method of adjustment). Base salary based on median of Australian Public Service (APS) market.	Denominated in SDR and paid in Samoan Tala. Adjusted every 6 months on moving average SDR/WST over preceding 6 months.	Denominated in SDR (Special Drawing Rights) and paid in agreed or local currency according to the average SDR exchange rate in preceding period.	Add Grade H to accommodate Assistant Programme Officer (APO) grade (see Remuneration and Grading Structure). Grading from H to M. Denominated in SDR (Special Drawing Rights) and paid in Samoan Tala according to the average SDR exchange rate in preceding period.
	1.2 Salary on commencement Give flexibility in recruiting preferred candidate.	At whatever step, within the range, the Director considers appropriate.	At starting level or higher or lower level of salary range at management discretion.	At starting level or higher or lower level of salary range at management discretion.
	1.3 Salary on renewal.	No automatic increases in salary. Depends on merit, performance and funding.	Annual performance increments only.	Annual performance increments only.
	1.4 Salary adjustments. Based on annual performance contract.	Periodically in coordination with other CROP agencies and based upon: Recruitment effectiveness; Analysis of practices in the market from which the Secretariat recruits.	Annual performance increments and adjustments on internal annual comparison with appropriate market.	Annual performance increments and adjustments on internal annual comparison with appropriate market.
	1.5 Cost of Living Differential Allowance (COLDA) Suva is base station for COLDA.	COLDA is based on the cost of living difference between Suva and Apia. Adjusted annually only if variations of + or - 5% in index.	COLDA based on cost of living differential between Suva and Apia (exclusive of housing) calculated by Employment Conditions Abroad.	COLDA based on cost of living differential between Suva and Apia (exclusive of housing) calculated by Employment Conditions Abroad.
	1.6 Annual Increments.	Not automatic. Director has discretion to review the salary level at each annual review of appointment.	Performance contracts with associated increments.	Performance contracts with associated increments.
	1.7 External Job Sizing. To ensure salaries remain competitive in market.	Will adopt.	Sample of positions sized against market on 3 yearly basis by external consultant. Job Sizing to be conducted against market on three yearly basis by external consultant.	Sample of positions sized against market on 3 yearly basis by external consultant. Job Sizing to be conducted against market on three yearly basis by external consultant.

	Benefit and CROP Principle	Current SPREP Conditions	Recommended CROP Harmonised Conditions	Decisions of the 12SM
2	Superannuation. Minimum legal requirement in host country.	7% of base salary paid as allowance or to nominated fund. For Samoan citizens and residents, 7% is paid to the Samoan National Provident Fund (NPF).	5 – 8% but no lower than minimum legal requirement of host country. To be reviewed on confirmation of APS rate.	5 – 8% but no lower than minimum legal requirement of host country (Samoa). To be reviewed on confirmation of APS rate.
3	Housing. To ensure that all contract staff have access to a reasonable standard of housing appropriate to their position.	Rental assistance of 18% of base salary. Reviewed annually and adjusted on relative movement (between Suva/Apia) in rent index.	Rental assistance of 75% of typical rent of expatriate executive furnished housing and adjusted to local market rentals annually.	Rental assistance of 75% of typical rent of expatriate executive furnished housing and adjusted to local market rentals annually.
4	Spouse Allowance. Not required but note that for various reasons it is not easy for spouses to obtain work permits in base stations.	Nil.	Nil.	Not applicable, no policy change required.
5	Annual Leave.	5 weeks per annum (25 working days).	Five weeks per annum (25 days) but not less than the legal minimum. Maximum accrual allowable is double annual amount.	Five weeks p.a. (25 days) but not less than the legal minimum. Maximum accrual allowable is double annual amount.
6	Sick Leave. 6.1 Paid Sick Leave Standard allowance.	36 days per annum (including 6 days uncertified).	30 working days per annum [including] 6 days uncertified.	30 working days per annum including 6 days uncertified.
	Maximum Accrual.	108 days.	90 days.	90 days.
7	Other Leave. Standard allowances.	<ul style="list-style-type: none"> • Compassionate Leave – 5 days per event, with a maximum of 10 days per annum – (immediate family only). • Maternity Leave – 60 days after 1 year service. • Special Leave Without Pay – at the discretion of the Director. 	<ul style="list-style-type: none"> • Family Leave 6 days per annum - including Paternity and Compassionate leaves (for immediate family members only). • Maternity leave – 60 working days after 1 year service. • Special leave or Leave Without Pay at discretion of CROP Head. 	<ul style="list-style-type: none"> • Family Leave 6 days per annum - including Paternity and Compassionate leaves (for immediate family members only). • Maternity leave – 60 working days after 1 year service. • Special Leave or Leave Without Pay at discretion of Director.

	Benefit and CROP Principle	Current SPREP Conditions	Recommended CROP Harmonised Conditions	Decisions of the 12SM
8	Working Hours. Minimum legal standard.	8.00am to 12 noon and 1.00pm to 4.35 pm Monday – Friday.	37 hours minimum. Management discretion about hours.	8.00am to 12 noon and 1.00pm to 4.35pm Monday – Friday which conforms with two local Public Services. Management discretion about hours.
9	Health. Standard policy for international organizations.	"Reasonable" medical, dental, optical and pharmaceutical costs, for staff member, spouse and dependent children met by SPREP. Insurance cover (Medivac) for urgent overseas treatment (subject to conditions).	Management discretion, depending on schemes and reasonable costs. Schemes to cover spouses and dependants.	Management discretion, depending on schemes and reasonable costs. Schemes to cover spouses and dependants.
10	Life Insurance. Standard overseas condition but lower than government or commercial practice.	Annual life insurance cover equivalent to twice base salary, for staff member.	Term life insurance not less than twice but maximum of three times base salary for staff member.	Term life insurance not less than twice but maximum of three times base salary for staff member.
11	Travel on recruitment and repatriation. Got to get them there and back.	Economy air travel for staff member, spouse and accompanying dependents (business class for Director), between point of recruitment and Apia by most economical route.	Transport for staff member, spouse and accompanying dependants between agreed home and station by most economical route.	Transport for staff member, spouse and accompanying dependants between agreed home and station by most economical route.
12	Accommodation on arrival and repatriation. Subsidy to assist expatriate staff find suitable accommodation on arrival and repatriation.	5 working days hotel accommodation only on arrival and repatriation. Housing subsidy not paid during this period.	6 working days or with management discretion up to 12 working days hotel accommodation on arrival and up to 6 days on repatriation. Housing subsidy not paid.	6 working days or with management discretion up to 12 working days hotel accommodation on arrival and up to 6 days on repatriation. Housing subsidy not paid.
13	Establishment grant. Contribution to cover cost of disconnecting and connecting utilities and other costs required to move to base station.	For staff recruited from outside of the Greater Apia Area in Samoa WST\$2,060.	SDR\$1,100 for all contract positions recruited from outside locality of the base station.	SDR\$1,100 for all contract positions recruited from outside locality of the base station.

	Benefit and CROP Principle	Current SPREP Conditions	Recommended CROP Harmonised Conditions	Decisions of the 12SM
14	Removal expenses. To meet costs for moving personal effects of staff and dependants to station.	Reasonable expenses (packing, insuring, shipping and unpacking) from place of recruitment and on end of contract. Limited to 6 cubic metre for staff, 2 cubic metre for spouse and 1 cubic metre per dependent child.	Reasonable removal expenses (packing, insuring, shipping and unpacking) from place of recruitment and on end of contract. Normally, 6 cubic metres for staff; 2 cubic metres for spouse; and 1 cubic metre for each dependent child.	Reasonable removal expenses (packing, insuring, shipping and unpacking) from place of recruitment and on end of contract. Normally, 6 cubic metres for staff; 2 cubic metres for spouse; and 1 cubic metre for each dependent child.
15	Repatriation Grant (or gratuity if specified). To assist contract staff from outside base station area settle back in home location.	Equivalent to 2 weeks salary on repatriation of expatriate staff.	Equivalent to 2 weeks salary on repatriation.	Equivalent to 2 weeks salary on repatriation.
16	Home Leave Travel. To encourage staff to maintain contacts with home location. Common benefit for expatriates.	Annual return economy class airfares, between Apia and normal home, by most economical route, for staff member, spouse and dependent children.	Return economy class airfares between point of employment and home location for staff member, spouse and dependants every 18 months for contracts more than 2 years. To be taken at management discretion.	Return economy class airfares between point of employment and home location for staff member, spouse and dependants every 18 months for contracts more than 2 years. To be taken at management discretion.
17	Education Allowance. To allow contract staff to have children educated to an international standard (ie expatriate staff) and to National standards for local staff.	Up to WST\$10,788 per child and up to a maximum of WST\$32,364 per family for actual education costs, claimable against receipts. For expatriate staff only.	Tuition/Boarding only. Fees claimable against receipts. Reviewed every three years to cover 100% fees F4-7 at International School for expatriates and Local levels for locals.	Tuition/Boarding only. Fees claimable against receipts. Reviewed every three years to cover 100% fees F4-7 at International School for expatriates and Local levels for locals
18	School Holiday Travel. To assist parents with children overseas maintain contact.	One economy class return airfare per annum, for staff member or spouse to visit dependent child studying overseas, or for child to visit Apia. For expatriate staff only.	One economy class return airfare per annum for staff member or spouse to visit dependent child studying overseas or for child to visit country of base station (non-local citizens only). In addition to any home leave.	One economy class return airfare per annum for staff member or spouse to visit dependent child studying overseas or for child to visit country of base station (non-local citizens only). In addition to any home leave.
19	Child Allowance.	Nil.	Nil (unless required by law). In addition to any home leave.	Not applicable, no change in policy.

	Benefit and CROP Principle	Current SPREP Conditions	Recommended CROP Harmonised Conditions	Decisions of the 12SM
20	Tax Status Recognises status as international organization.	Tax-free for non-Samoan residents or citizens.	Should be tax-free for all staff.	This is a matter to be considered by the Secretariat and the host Government.
21	Location Allowances. To compensate contract staff who have had to leave a safe working environment for a base with harsh conditions.	5% of salary.	Only in Honiara. See CROP Harmonisation Report text for detail of current Honiara special conditions.	Only in Honiara. See CROP Harmonisation Report text for detail of current Honiara special conditions.
22	Duration of Contract.	3 years renewable, maximum of 6 years. After 6 years it is mandatory for position to be readvertised. Incumbent is eligible to reapply and should the Director reappoint the incumbent on merit, he may do so provided a report is made to the next SPREP Meeting.	3 years renewable subject to annual performance evaluation, post advertised after 6 years in a post. Provision for extension beyond 6 years.	3 years renewable subject to annual performance evaluation, post advertised after 6 years in a post. Provision for extension beyond 6 years.
23	Cost of Living Allowance (COLA).	Nil.	Nil.	Not applicable, no change in policy.
24	Vehicle Allowances. To meet cost of Executive vehicle.	Nil.	Nil.	Not applicable, no change in policy.
25	Clothing Allowances.	Nil.	Nil.	Not applicable, no change in policy.
26	Workers Compensation.	Local cover only.	Local conditions apply.	Local conditions apply.
27	Class of Travel.	Economy.	Economy.	Economy.
28	Termination of Contract.	One month's notice.	Minimum of one month's notice.	Minimum of one month's notice.

B. Local Contract Staff (Support Staff in other CROP Agencies)

	Benefit and CROP Principle	Current SPREP Conditions	Recommended CROP Harmonised Conditions	Decisions of the 12SM
1	Salary (state currency) and Employment basis. Set against top 75% of local Market.	Present salary scale Grades 1-5 are paid in Samoan currency. No annual increments but performance bonus of not more than 5% of annual salary on basis of exceptional performance. Fixed term contracts are renewable, subject to satisfactory performance and funding.	Annual increments on satisfactory performance. Contract employment renewable.	Combine CROP Grades B and C and D and E. Split F into F1, F2 and F3. Grades A and B are not applicable to SPREP Staff. Grading used will be from B/C to F3. Annual increments on satisfactory performance. Contract employment renewable.
2	Child Allowance.	Nil.	Nil (unless required by legislation).	Not applicable/No change in policy.
3	Superannuation. Minimum legal entitlement.	Payable to Samoan National Provident Fund at 7% of annual salary.	5 – 8% but no lower than minimum legal requirement of host country.	5 – 8% but no lower than minimum legal requirement of host country (Samoa).
4	Housing. In line with local market conditions.	Nil.	Nil (unless required by local laws).	Not applicable/No change in present policy.
5	Annual Leave. Local Market Conditions.	15 working days per annum. No carryover without the Director's approval. Maximum carryover is 50 days.	Minimum local legal conditions.	Minimum local legal conditions. (15 working days per annum. No carryover without the Director's approval. Maximum carryover is 50 days).
6	Sick Leave. 6.1 Paid Sick Leave Public Service Standard. 6.2 Maximum Paid Sick Leave Accrual. Public Service Standard.	36 days per annum.	Not less than local legal conditions.	As for professional staff. 30 working days per annum including 6 days uncertified.
		108 days.	Local conditions.	90 days as for professional staff.

	Benefit and CROP Principle	Current SPREP Conditions	Recommended CROP Harmonised Conditions	Decisions of the 12SM
7	Other Leave (eg. Long service, compassionate). Public Service Standard.	No Long Service leave. Compassionate Leave – 5 days per event, with a maximum of 10 days per annum – (immediate family only). Maternity Leave – 60 days after 1 year service. Special Leave Without pay – at the discretion of the Director.	<ul style="list-style-type: none"> Family Leave 6 days per annum - including Paternity and Compassionate leaves (for immediate family members only). Maternity Leave – 60 working days after 1 year service. Special Leave or Leave Without Pay at discretion of CROP Head. 	<ul style="list-style-type: none"> Family Leave 6 days per annum – including Paternity and Compassionate leaves (for immediate family members only). Maternity leave – 60 working days after 1 year service. Special Leave or Leave Without Pay at discretion of Director.
8	Working Hours. Public Service Standard.	Normal working hours: 8.00 am to 12 noon and 1.00 pm to 4.35 pm Monday to Friday. Variations for driver/messenger, gardener, handyman, tea attendant, cleaner and watchman per Staff Regulation 17(c) and 17(d).	Local conditions. Management discretion on hours.	No change to present policy. Normal working hours: 8.00 am to 12 noon; and 1.00pm to 4.35pm Monday to Friday. Management discretion on hours including variations for driver/messenger, gardener, handyman, etc... in accordance with staff regulations.
9	Health. Equity with contract staff.	*Reasonable* medical, dental, optical and pharmaceutical costs, for staff member, spouse and dependent children met by SPREP. Insurance cover (Medivac) for urgent overseas treatment (but is subject to conditions).	Management discretion, depending on schemes and reasonable costs. Schemes to cover spouses and dependant children.	Management discretion, depending on schemes and reasonable costs. Schemes to cover spouses and dependant children.
10	Life Insurance. Equity with contract staff.	Annual life insurance cover equivalent to twice base salary, for staff member.	Term life insurance not less than twice but maximum of three times base salary for staff member.	Term life insurance not less than twice but maximum of three times base salary for staff member.
11	Other Benefits.	No rights to use SPREP vehicles or equivalent. No advances of salary, whatsoever.	At management discretion on cost neutral basis.	At management discretion on cost neutral basis.

Annex IX

Observer Statements

Asian Development Bank's Environment Program in the Pacific Region

(Dr Peter N. King)

For the first time in ADB's history, an environmental scientist, Dr Peter King, has been appointed Manager of a region's operational program, and this regional program is under the Office of Pacific Operations. Hence, this is an historic opportunity for environmental issues to be mainstreamed in ADB's development program for the Pacific region.

In addition, since 1999, ADB has been a Global Environment Facility expanded opportunity agency, which means that ADB can source GEF funds directly and leverage its \$150 million annual investments in development projects to generate considerable sums of GEF grant funding to address global concerns.

ADB can utilize part of its \$12-15 million technical assistance grant funding for the Pacific on environmental studies and capacity building. ADB can also mobilize additional funds through bilateral channel funds (such as from Canada and the Netherlands),

through the Japan Fund for Poverty Reduction, and the Japan Fund for Information and Communication Technology, for projects related to the environment. Staff resources and staff consultancies can provide technical backstopping for regional and national environmental programs.

Partnerships are being formed with key NGOs such as The Nature Conservancy, World Wildlife Fund, the World Conservation Union, Conservation International and others.

Pacific Island Member Countries are also encouraged to consider secondment to the ADB for on-the-job technical training.

SPREP members are encouraged to provide comments on ADB's new Environmental Policy (circulated to the meeting and available on the ADB website) and ADB's planned Pacific Regional Environmental Strategy.

Australian Marine Science and Technology—AMSAT

(Dr Chalapan Kaluwin)

The Australian Marine Science and Technology (AMSAT) Pacific Regional Office, Samoa presented the South Pacific Sea Level and Climate Monitoring Project-Phase III which is a five year project (2001–2005) covering 14 Forum Island countries and is fully funded by the Australian Government (AusAID – A\$9.5 million).

The goal of the project is to provide an accurate long-term record of sea levels in the South Pacific for project partner countries and the international scientific community, that enables them to respond and manage any impacts.

The objectives are: to provide maintenance of the significant investment in infrastructure to date; increase regional participation in the project activities to enhance

project sustainability; enhance institutional capacity through training and technology transfer; and improve information and data exchange.

Challenges for the project are to: measure absolute Sea Level Rise; long-term sea level changes, climate change and variability; and linking science to policy developments.

There are five components of the Project, namely:

- Component 1: Sea Level Tide Gauge (SEAFRAME) Network
- Component 2: Geodetic Levelling and Network
- Component 3: Sea-level Databases
- Component 4: Information Products
- Component 5: Management

Our Project Partners/Alliances include: Pacific Islands Forum Secretariat; South Pacific Applied Geosciences Commission (SOPAC); South Pacific Regional Environment Programme (SPREP); Commonwealth Scientific Institute of Research Organisation (CSIRO); Australian Surveying and Land Information Group (AUSLIG); and National Tidal Facility Australia (NTFA).

Phase III has begun in 14 Forum Countries and is improving the understanding of sea level-rise and climate variability; transfer of technology and enhancing capacity building; and contributing to adaptation, mitigation and policy development.

Australian National University (Dr Padma Lal)

As countries embrace the philosophy of sustainable development, they recognize the need for a new breed of trained people to help identify, analyse and design better management strategies, policies and actions. In the past, most resource managers, policy analysts and policy advisers, were often trained in either science or social science and would thus traditionally have specialized in one discipline, be it ecology, chemistry, geography, sociology, economics or law. Consequently, their analysis, policy advice and management strategies generally reflected their individual disciplinary paradigms.

Today it is recognised that such an approach is not appropriate and single discipline-based management strategies cannot lead to sustainable development. It is also now acknowledged that countries cannot treat conservation and development in isolation but need generally to address conservation and development goals as a continuum. To achieve this, analysts and managers face many challenges, including: integration of environmental concerns into economic development; integration of income generating needs/interests in environmental conservation initiatives; understanding and learning to cope with the international actions (eg. Convention on Biological Diversity or World Trade Organization) and their implications on national policies, environment and domestic export/import, or livelihood; and designing appropriate management strategies, policies, and underpinned by integrated

interdisciplinary analysis. For this, policy analysts and managers require: new tools and skills drawn from many different disciplines; interdisciplinary problem solving techniques; biophysical, economic and social data analytical skills and methods, and biophysical, economic and social data collection techniques, and integrated decision-making skills.

To address such needs, the Graduate Studies in Environmental Management and Development at the National Centre for Development Studies in the Australian National University offers an integrated interdisciplinary graduate-level training programme in environmental management and developments aimed at policy analysts, managers and advisers to governments and NGOs. Students can work towards a Graduate Diploma, a Masters or PhD qualification undertaking a program of core and elective units as well as supervised research projects chosen by the student. The core set of units include, for example, ecology, people society and social systems, economics for the environment, as well as environmental governance and public policy, integrated environment assessment and issues in development and environment. All students also take a mandatory Academic Skills Unit that provides training in critical reading and writing, research and essay writing skills, as well as library skills. *For further details, contact the Director, Graduate Studies in Environmental Management and Development, Dr Padma Lal.*

United Nations Secretariat (Mr Espen Ronneberg)

The Small Island Developing States Unit of the United Nations Department of Economic and Social Affairs (SIDS Unit) welcomes the opportunity to participate in this meeting. SPREP is an important partner for us in the implementation of the Barbados Programme of Action (BPOA), and the Pacific region is recognised as a proactive group in the field of sustainable development. I am pleased to be able to offer some remarks in my personal capacity.

The SIDS Unit has been actively involved in gathering and disseminating information on sustainable development in SIDS, and has been expanding its operations to include capacity development workshops and project development assistance. We are also actively engaged in the WSSD process, with a view to ensure that the concerns of SIDS are given prominence and adequate reflection in the reports.

Together with the AOSIS chairman, we are involved in the planning of three meetings in the coming months. An inter-regional meeting of experts and governments in preparation for the WSSD is planned for January 2002. A meeting of trade experts and environment officials is planned for December 2001. A meeting on adaptation to climate change is being developed, but as yet there is no clear indication on the time frame.

A few words on the Small Island Developing States Network (SIDSNet). This is an internet-based information network, which should be familiar to many of you. It has been described as a community of stakeholders involved in the sustainable development of SIDS and the implementation of the BPOA. We currently host discussion forums, country information, we mirror SIDS websites and feature success stories in sustainable development from SIDS. We have received the endorsement of all SIDS regions, AOSIS and the United Nations General Assembly. We are entering a new phase of SIDSNet, now that a medium sized project for SIDSNet has been approved by the GEF CEO. The project will run for 3 years and will enable us to strengthen the current service and hardware. We will

also be able to place personnel in the SIDS region. We will start with the Pacific and Caribbean, with the Indian Ocean presence to be negotiated. SPREP and the University of the West Indies Centre for Environment and Development in Jamaica have been selected. We will begin the process of contracts and MOUs very soon.

A few highlights. We will expand the on-line library function to include sustainable development relevant documentation from and about SIDS. It will be in a searchable format by topic, regions and country, but also other functions. The SPREP library will be an important link in this regard.

We will feature best practices and success stories to show how sustainable development can be made to work in practice. This will provide for lessons learned and the sharing of information. We will also link this to our SIDS roster of experts.

Through the regional presence we will conduct national training workshops on SIDSNet and this can be linked to the activities of SPREP. We will also seek new partnerships. We have been in discussions with the World Bank on the use of their Information for Development Portal. One aspect of InfoDev is the facility of online translation service for documentation, which may be of interest to many of you. We have come across many interesting studies in French and Spanish that have previously been available to many of our communities.

Finally, we will establish an online discussion and negotiation forum for AOSIS. Current practice is that negotiation documents are elaborated and discussed by the experts over email. This is very cumbersome and time consuming. We will therefore have a secure forum where the experts can develop negotiating positions for important conferences. This would also be an important topic for discussion with SPREP in its assistance to the Pacific Island Countries Coalition in the climate change negotiations. (A full statement was circulated to the Meeting)

GreenPeace Pacific (Mr Pio Manoa)

Greenpeace Pacific Oceans Campaigner Pio Manoa greeted delegates and said that it was a privilege to observe deliberations and be part of the process. Mr Manoa noted that although Greenpeace Pacific was a small office, it had big ideals on environmental protection and sustainability.

He stated that Greenpeace's role was *to encourage* island nations to further the objectives of environmental protection, conservation and sustainability and that Greenpeace would always provide a supportive role.

In return, he added that Greenpeace will look to island nations for *inspiration*. Recently inspiration has come

from regional efforts toward biodiversity, climate change, sustainable fisheries management, establishment of conservation areas, and marine mammal protection through declaration of sanctuaries within Exclusive Economic Zones. He encouraged delegates to remain firm on the objectives at hand and to consider future generations of Pacific islanders and how they would review work undertaken by today's leaders.

Mr Manoa concluded by saying that they would encourage participation of civil society in national and regional meetings and that Greenpeace will continue to look to the region for inspiration.

United Nations Development Programme (UNDP)-Apia (Mr Serge Ducasse)

As a major donor, I know that I have no time limits...., but I just want, on behalf of the United Nations Development Programme (UNDP) to congratulate the SPREP Secretariat, the Director and SPREP staff, for their particularly impressive preparatory work for this 12th SPREP meeting. The supporting documentation made available was just excellent.

I would also like to congratulate all the delegates, the support staff and the translators for their contribution. This SPREP meeting was far more conducive than previous ones and several important decisions were taken, which will help the SPREP secretariat to serve better its members and protect better the natural resources in the region. Some inconsistencies remain, between more tasks and better services requested by member countries, and difficulties in increasing correspondingly, the contributions.

The partnership between SPREP and UNDP has further developed over the past year. My office is better equipped to not only channel more efficiently GEF funding to SPREP, but also provide advice and support, in order to face the new challenges. As you know, several initiatives and new projects are in the pipeline, and will be developed in close coordination with SPREP and the countries of the region.

For those of you who will join us in the GEF Country Dialogue Workshop (CDW) next week, I want to confirm that despite flight complications due to last week's tragedy in the United States of America, we will proceed with the CDW, as scheduled, and with the necessary adjustments. Thank you and Soifua.

United Nations Environment Programme (UNEP)

Let me first of all on behalf of UNEP thank SPREP and the Government of Samoa for the excellent meeting arrangements and the hospitality extended to us.

As many of you may know, UNEP has been working closely with SPREP since its inception and we consider SPREP a valued partner in the South Pacific. In recent times this cooperation has been strengthened through the signing of an MoU between our two organizations when UNEP's Executive Director, Dr Klaus Toepfer visited Samoa in March 2000.

Building upon this momentum of ongoing cooperation, UNEP is undertaking a number of activities in the South Pacific in collaboration with SPREP, member governments, and other partners. Many of our joint proposals and activities with SPREP, include the Pacific inputs to GEO-3, ICRAN coral reef project, GIWA, and UNEP Mercure, to name a few.

If I may, I would however like to draw your kind attention to three *selected* areas of UNEP activity with relevance to the Pacific Island countries, namely: (i) Global Programme of Action for the Protection of the Marine Environment from Land-Based Activities (GPA); (ii) GEF; and (iii) International Environmental Governance.

The GPA and the Washington Declaration was adopted by 108 Governments at an Inter-governmental Conference in Washington DC in November 1995 who committed themselves to protecting the coastal and marine environment. SPREP members may like to note that the ***First Inter-governmental Review Meeting (IGR) on the Implementation of the Global Programme of Action (GPA)*** will be convened in Montreal from 26-30 November. The major objectives of the Meeting being coordinated by UNEP are to:

- Bring to the fore the social, economic, human health and environmental benefits that can be derived from implementing the GPA;
- Mainstream the GPA into national policies and programmes, within the framework of regional and global cooperation; and
- Develop realistic guidance on how to finance the implementation of the GPA.

An information paper on the GPA and the draft Declaration for the Montreal Meeting in November is

being circulated and formal communication from the UNEP-GPA office on this matter should have reached the governments of this region. As this issue is at the very core of the environmental priorities for the Pacific Island Countries, I would hope that the governments would favourably consider participating in this meeting at the highest possible level and proactively contributing to its outcomes.

As one of the three implementing agencies of the GEF, UNEP is looking to expand our current portfolio of eligible projects under GEF in the South Pacific region. We already have a small number of enabling activities on climate change and biodiversity which are active in this region, but in light of the relatively new windows of opportunity, including possible activities on POPs, sustainable energy and transport, integrated ecosystem management, and biosafety, we are keen to work closely with SPREP interested governments, and other partners to develop appropriate project proposals, particularly under the Medium Sized Project framework and taking advantage of the new area approved by the GEF called the Capacity Development Initiative.

Finally, I would like to draw the meeting's attention to the timely issue of International Environmental Governance and the potential role of UNEP in facilitating the discussions on this issue, which is likely to be raised at the World Summit on Sustainable Development. Since this is a highly complex issue which has a number of dimensions which I would not be able to do justice to given the time constraints, I will try to simplify this within the context of our discussions during the meeting. Many of the SPREP members have lamented on the mushrooming of global and regional environmental conventions and their limited ability to cope with the national obligations attached to these.

There is a sense not just in the Pacific, but across the globe that more needs to be done to harmonize regional and global conventions and exploit the synergies amongst them. Some initial proposals include adopting a clustering approach to conventions which address a common theme, others however argue that lumping conventions together may negate the specificity of individual conventions and render them less effective. Given that UNEP has been the catalyst behind a number of key global environmental conventions, the inter-governmental debate on International Environmental Governance is also examining the future role of UNEP

insofar as resource mobilization and fulfilling its mandate in enhancing the administration, compliance and enforcement of the global environmental agreements in light of the overall sustainable development imperatives of nations. In this regard, I would encourage the governments of the Pacific Island Countries to actively participate and express their views

on this topical debate through the appropriate inter-governmental mechanisms already in place. For more information on this, I would refer you to the IEG website, located at www.unep.org/ieg

Thank you very much for your attention.

The University of the South Pacific (Prof. K. Koshy)

At the outset, may I congratulate the Director and the SPREP staff for the excellent work they are doing in the environmental field.

I will try to limit my brief observations and comments to the SPREP Work Programs relating to Nature Conservation, Pollution Prevention, Climate Change and Variability, Economic Development and other Special Initiatives including Environmental Education and Networking:

1. The University has a strong commitment to all of the above areas. We offer specialised courses and programs in the environmental field, both in natural sciences and social sciences and both at the undergraduate and graduate levels.

2. There are a number of departments which are very active in environmental teaching and research, leading to special skill development in environmental resource management in a sustainable way. Some of the current research areas are: sea level rise, hydrology, atmospheric science, renewable energy, coastal ecosystem studies, land management, marine affairs, ocean resource management and environmental economics.

3. USP's Marine Studies Program (MSP) needs special mention: It has a campus with world class facilities including its own laboratories, library, accommodation, training centres, teaching and research programs. MSP also includes the Institute of Marine Resources, and is also the base for the International Ocean Institute and the Pacific Regional Herbarium.

4. In addition, USP has a number of *Institutes* which offer specialised services: For example, the Institute of Applied Sciences has a fully equipped commercial analytical laboratory ideal for environmental sampling, analyses and research; the Institute for Research

Extension and Training in Agriculture, IRETA, has programs very relevant to the study of climate change impacts on agriculture; the Law Program has specialists on environmental law.

5. The USP Solutions is a special commercial arm geared towards proposal writing and consultancy services in many areas including environment.

6. USP Media Centre manages the USPNet satellite based live video broadcast system with link-ups to all 12 member countries of USP. USPNet may be able to enter into joint ventures with SPREP in its proposed UNEP Mercure Project.

7. University Extension: this division looks after the Distance and Continuing education using its own network of centres in the region and a flexible teaching and learning approach involving print, electronic, audio, video and live lecture and tutorial broadcast. I see great possibilities for the new Training and Education Centre at SPREP and UE getting involved in collaborative efforts.

Now I come to some very special initiatives of relevance to SPREP activities:

8. ***The Climate Change Vulnerability and Adaptation Assessment Program:*** This is a training program developed as part of the PICCAP initiative to provide Pacific islanders with the necessary skills to understand the science and policy implications of climate change and to train them in impact assessment and adaptation.

9. ***The Pacific Island Community Conservation Course:*** Another initiative aimed at providing training in community-based conservation practices.

10. *The Centre for Development Studies* which focuses on the complex processes of social, economic, cultural and political changes including their implication on the environment.

11. Latest Initiative: *Pacific Centre for Environment and Sustainable Development*. Established in August 2001, the Centre is designed to provide a focused approach in the environmental areas across USP, to

maintain close contact and collaborative links with regional and international agencies and to enhance science based capacity building through environmental education, research and training.

In conclusion, may I say Mr Chairman, that USP is indeed looking forward to working very closely with SPREP in the areas I have just talked about.

Pacific Islands Forum Secretariat (Mr John Low)

May I first bring greetings to you all from Secretary General, Mr Noel Levi.

Mr Chairman, on behalf of the Forum Secretariat, I would like to take this opportunity to acknowledge and convey our appreciation to SPREP and its governing council for the opportunity to participate in this meeting. Mr Chairman, the deliberations that have taken place in this meeting are of particular interest to the Forum Secretariat. In this context, you recall the close working relationship through CROP and CROP established mechanisms, such as through the Working Groups.

Mr Chairman, the Forum Secretariat acknowledges the support of SPREP on key areas such as the Climate Change Negotiations, the UN Commission on Sustainable Development, Regional Oceans Policy, Regional Forestry Strategy Land Resources Working

Group and the Rio + 10 process, to mention a few. Without this support we would not have been able to maximise the opportunity for our member countries.

Mr Chairman, as I have intervened several times during the meeting I do not wish to say too much more here. We have further provided an information paper on outcomes of the Forum Economic Ministers' Meeting and the Forum Trade Ministers' Meeting, together with the Forum Communiqué on various issues of relevance to SPREP's mandate and Work Programme and Budget.

Mr Chairman, in conclusion, we look forward to continuing our close working relationship.

Last but not least and on behalf of the Forum Secretariat, I thank the Government of Samoa and SPREP for the wonderful hospitality accorded us over the week.

World Meteorological Organization (Mr Henry Taiki)

It is a privilege and an honour for me to address the distinguished participants at this 12th SPREP Meeting. On behalf of WMO Secretariat, I would like to express the appreciation of WMO to Mr Tamari'i Tutangata, Director of SPREP for the invitation extended to WMO to participate in this meeting and to convey to you the greeting of Professor Godwin O. Patrick Obasi, the Secretary-General of WMO.

WMO is composed of 185 Members, comprising 179 States and 6 Territories, out of which there are 14 Member States and Territories from the Pacific region. WMO and the national Meteorological and Hydrological Services (NMHSs) have contributed to the advancement of meteorology, hydrology environment

and related sciences and their applications to sustainable development of the nations.

WMO has a number of programmes, and among them the World Weather Watch, World Climate Programme, Hydrology and Water Resources Programme, Education and Training Programme. WMO's Regional Programme cuts across all WMO programmes and provides the framework for the implementation of WMO programmes at the national, sub-regional, and regional level. One of the main long-term objectives of the WMO Regional Programme is to assist and support in building the meteorological capacities and capabilities of Member countries, either individually or as a group of countries.

WMO established a Sub-regional Office for the South-West Pacific in Apia in 1999, to serve Members in the Pacific region, particularly the Pacific Island Countries. I would like to take this occasion to express the appreciation of WMO to the Government of Samoa and the SPREP Secretariat for hosting the Office.

A Strategic Action Plan for the Development of Meteorology in the Pacific Region (2000-2009) was developed in collaboration with WMO, SPREP and some Members of SPREP.

I would like to assure you that WMO will continue its collaboration with SPREP and other regional

organisations in all aspects of meteorology, operational hydrology and environmental related activities for the benefits of the Members of all organisations in the region.

Furthermore, WMO, in cooperation with SPREP and other regional organisations will continue to assist and to enhance the capacity and capability of NMHS to play their full role in sustainable development of their countries, and of the Pacific region as a whole.

Thank you for your attention.

