



**SPREP**

South Pacific Regional Environment Programme

**Tenth SPREP Meeting**

**Working Papers**

15-18 September 1998

Apia

Samoa

363.7099  
TEN



**SPREP**

South Pacific Regional Environment Programme

## Tenth SPREP Meeting

## Working Papers

15-18 September 1998

Apia

Samoa



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa

15-18 September 1998

#### List of Working Papers

Agenda Item 1	Official Opening	--
Agenda Item 2	Appointment of Chairperson	--
Agenda Item 3	Adoption of Agenda and Working Procedures	WP.3 Agenda/Rev. WP.3/Att.1
Agenda Item 4	Matters Arising from Ninth SPREP Meeting	WP.4 WP.4/Att.1
Agenda Item 5	Presentation of Annual Report for 1996-97 and Director's Overview	WP.5 WP.5/Att.1 Annual Report
<u>Agenda Item 6</u>	<u>Policy</u>	
Agenda Item 6.1	Integrating Corporate Plan and SPREP Action Plan	WP.6.1 (to be tabled at the Meeting)
Agenda Item 6.2	Gender Policy	WP.6.2 WP.6.2/Att.1
<u>Agenda Item 7</u>	<u>Institutional Matters</u>	
Agenda Item 7.1	New Headquarters (Centre)	WP.7.1
Agenda Item 7.2	Review of SPREP Staff Terms and Conditions <b>(Restricted Distribution)</b>	WP.7.2 WP.7.2/Att.1 WP.7.2/Att.2 WP.7.2/Att.3 WP.7.2/Att.4 (Draft Revision of Regulations to be tabled at the Meeting)
Agenda Item 7.3	Personnel	WP.7.3 WP.7.3/Att.1 WP.7.3/Att.2 WP.7.3/Att.3
Agenda Item 7.4	Revision of SPREP Financial Regulations	WP.7.4 WP.7.4/Att.1
Agenda Item 7.5	SPREP Status as UN Observer	WP.7.5 WP.7.5/Att.1 WP.7.5/Att.2
Agenda Item 7.6	SPREP/IMO Agreement	WP.7.6 WP.7.6/Att.1 WP.7.6/Att.2
Agenda Item 7.7	Rules of Procedure for Appointment of Director	WP.7.7 WP.7.7/Att.1
<u>Agenda Item 8</u>	<u>Implementation of the Action Plan</u>	
Agenda Item 8.1	Summary of Programme Activities (Power Point Presentation by Secretariat and Member Country Discussion)	Printout of Presentation to be tabled at the Meeting.

Agenda Item 8.2	<u>Reports on Specific Issues</u>	
Agenda Item 8.2.1	Building EIA Capacity in the Pacific Island Countries	WP.8.2.1 WP.8.2.1/Att.1 (to be tabled at the Meeting).
Agenda Item 8.2.2	Action Strategy for Nature Conservation in the Pacific Islands Region 1999 - 2002	WP.8.2.2 WP.8.2.2/Att.1
Agenda Item 8.2.3	Environmental Education and Training Conference Outcomes	WP.8.2.3 WP.8.2.3/Att.1 WP.8.2.3/Att.2 (to be tabled at the Meeting).
Agenda Item 8.2.4	Climate Change Negotiations	WP.8.2.4 WP.8.2.4/Att.1
Agenda Item 8.2.5	Preparations for UN General Assembly Special Session on the Sustainable Development of Small Island Developing States	WP.8.2.5
Agenda Item 8.2.6	Pacific Ocean Pollution Prevention Programme (PACPOL)	WP.8.2.5/Att.1 WP.8.2.6
Agenda Item 8.2.7	Capacity Building for Environmental Management in the Pacific Programme (CBEMP)	WP.8.2.6/Att.1 WP.8.2.7
Agenda Item 8.2.8	Pacific Year of the Coral Reef (PYOCR) Campaign Outcomes	WP.8.2.8
<u>Agenda Item 9</u>	<u>Finance</u>	
Agenda Item 9.1	Report on Members' Contributions	WP.9.1 WP.9.1/Att.1
Agenda Item 9.2	Primary Budget Financing Issues	WP.9.2 WP.9.2/Att.1
Agenda Item 9.3	Cash Flow	WP.9.3
Agenda Item 9.4	Audited Annual Accounts for 1997	WP.9.4 WP.9.4/Att.1 WP.9.4/Att.2
Agenda Item 9.5	Appointment of Auditors	WP.9.5 WP.9.5/Att.1 WP.9.5/Att.2
<u>Agenda Item 10</u>	<u>Work Programme and Budget</u>	
	<ul style="list-style-type: none"> <li>• Proposed Work Programme and Budget for 1999</li> <li>• Indicative Work Programme and Budget for 2000 and 2001</li> </ul>	WP.10 WP.10/Att.1
Agenda Item 11	Report from Meetings of the Parties to Apia and SPREP Conventions	Report (to be tabled at the Meeting).
<u>Agenda Item 12</u>	<u>Items Proposed by Member Countries</u>	---
Agenda Item 12.1	Submission by the Government of the Republic of Nauru	WP.12.1 WP.12.1/Att.1
Agenda Item 13	Statements by Observers	---
Agenda Item 14	Other Business	---
Agenda Item 15	Date and Venue for Eleventh SPREP Meeting	---
Agenda Item 16	Adoption of Report	---
Agenda Item 17	Close	---



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa

15-18 September 1998

### Agenda Item 3: Adoption of Agenda and Working Procedures

#### Agenda

1. The Provisional Agenda is attached as 10SM/Agenda/Rev.

#### Timetable

2. A suggested timetable for the Meeting is also attached.

#### Sub-committee

3. A representative Drafting Sub-committee should be appointed to assist with the report of the Meeting.
4. It would also be helpful if the Work Programme and Budget Sub-committee was reconvened early in the proceedings to examine the Work Programme and Budget documentation so as to facilitate later discussions under Agenda Items 9 and 10.
5. The current Chair of the Work Programme and Budget Sub-committee is French Polynesia in accordance with agreement at the 9SM to rotate the chair alphabetically at future meetings.

#### Recommendation

6. The Meeting is invited to:
  - **consider** and **adopt** the Agenda;
  - **agree** on hours of work;
  - **appoint** a Drafting Sub-committee; and
  - **reconvene** the Work Programme and Budget Sub-committee.

---

9 June 1998



## **South Pacific Regional Environment Programme (SPREP)**

**Tenth SPREP Meeting**  
Apia, Samoa  
15-18 September 1998

### **Provisional Agenda**

1. **Official Opening**
2. **Appointment of Chairperson**
3. **Adoption of Agenda and Working Procedures**
4. **Matters Arising from Ninth SPREP Meeting**
5. **Presentation of Annual Report for 1996-97 and Director's Overview**
6. **Policy**
  - 6.1 Integrating Corporate Plan and SPREP Action Plan
  - 6.2 Gender Policy
7. **Institutional Matters**
  - 7.1 New Headquarters (Centre)
  - 7.2 Review of SPREP Staff Terms and Conditions
  - 7.3 Personnel
  - 7.4 Revision of SPREP Financial Regulations
  - 7.5 SPREP Status as UN Observer
  - 7.6 SPREP/IMO Agreement
  - 7.7 Rules of Procedure for Appointment of Director
8. **Implementation of the Action Plan**
  - 8.1 Summary of Programme Activities
    - Power Point Presentation by Secretariat
    - Member Country Discussion
  - 8.2 Reports on Specific Issues
    - 8.2.1 Building EIA Capacity in the Pacific Island Countries
    - 8.2.2 Action Strategy for Nature Conservation in the Pacific Islands Region 1999 - 2002
    - 8.2.3 Environmental Education and Training Conference Outcomes
    - 8.2.4 Climate Change Negotiations
    - 8.2.5 Preparations for UN General Assembly Special Session on the Sustainable Development of Small Island Developing States

- 8.2.6 Pacific Ocean Pollution Prevention Programme (PACPOL)
- 8.2.7 Capacity Building for Environmental Management in the Pacific Programme (CBEMP)
- 8.2.8 Pacific Year of the Coral Reef (PYOCR) Campaign Outcomes

9. **Finance**

- 9.1 Report on Members' Contributions
- 9.2 Primary Budget Financing Issues
- 9.3 Cash Flow
- 9.4 Audited Annual Accounts for 1997
- 9.5 Appointment of Auditors

10. **Work Programme and Budget**

- Proposed Work Programme and Budget for 1999
- Indicative Work Programme and Budget for 2000 and 2001

11. **Report from Meetings of the Parties to Apia and SPREP Conventions**

12. **Items Proposed by Member Countries**

- 12.1 Submission by the Government of the Republic of Nauru

13. **Statements by Observers**

14. **Other Business**

15. **Date and Venue for Eleventh SPREP Meeting**

16. **Adoption of Report**

17. **Close**

---

11 August, 1998



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa

15-18 September 1998

#### Suggested Meeting Timetable

##### Day 1

9.00 am	-	9.30 am	Official Opening
9.30 am	-	10.00 am	Morning Tea, Official Photograph and SPREP Website Launch
10.00 am	-	12.00 noon	Meeting in Session
12.00 noon	-	1.30 pm	Lunch
1.30 pm	-	3.00 pm	Meeting in Session
3.00 pm	-	3.30 pm	Afternoon Tea
3.30 pm	-	5.00 pm	Meeting in Session

##### Day 2

8.30 am	-	10.00 am	Meeting in Session
10.00 am	-	10.30 am	Morning Tea
10.30 am	-	12.00 noon	Meeting in Session
12.00 noon	-	1.30 pm	Lunch
1.30 pm	-	3.00 pm	Meeting in Session
3.00 pm	-	3.30 pm	Afternoon Tea
3.30 pm	-	5.00 pm	Meeting in Session

##### Day 3

8.30 am	-	10.00 am	Meeting in Session
10.00 am	-	10.30 am	Morning Tea
10.30 am	-	12.00 noon	Meeting in Session
12.00 noon	-	1.30 pm	Lunch
1.30 pm	-	3.00 pm	Meeting in Session
3.00 pm	-	3.30 pm	Afternoon Tea
3.30 pm	-	5.00 pm	Meeting in Session

##### Day 4

8.30 am	-	10.00 am	Meeting in Session
10.00 am	-	10.30 am	Morning Tea
10.30 am	-	12.00 noon	Meeting in Session
12.00 noon	-	3.30 pm	Lunch
3.30 pm	-	5.00 pm	Adoption of Meeting Report
5.00 pm	-		Close of Meeting





**South Pacific Regional Environment Programme  
(SPREP)**

**Tenth SPREP Meeting**

Apia, Samoa  
15-18 September 1998

**Agenda Item 4 : Matters Arising from Ninth SPREP Meeting**

**Purpose of Paper**

1. To report on the status of matters arising from the Ninth SPREP Meeting. These are outlined in the attached table.

**Recommendation**

2. The Meeting is invited to:
    - note this paper.
-

## Matters Arising from the Ninth SPREP Meeting

Agenda Topic	Report Paragraph Number	Matter Arising	Status
Frequency of SPREP Meetings	30	The Secretariat was requested to revise the <i>Rules of Procedure for Appointment of Director</i> to reflect synchronisation of the Director's term of office with the biennial SPREP Meeting schedule.	The Meeting is requested to approve the revision to the <i>Rules of Procedure for Appointment of Director</i> (under Agenda Item 7.7).
World Meteorological Organization (WMO) Sub-regional Office for Asia and the South West Pacific	35	The Secretariat was requested to continue its negotiations with WMO to physically locate the WMO Sub-regional Office for Asia and the South-West Pacific within SPREP, provided that the implications for such a proposal were "budget neutral".	Agreement signed by WMO, the Government of Samoa and SPREP and action taken to locate a WMO officer within the SPREP Secretariat.
SPREP Action Plan	37	The Secretariat was requested to ensure that performance measures were taken into account in implementation of the Action Plan.	The Secretariat has revised its Work Programme and Budget to better reflect outputs and performance through its move to Performance-based Output Budgeting. (See Agenda Item 10).
Selection Process for Director of SPREP	46 and 47	During the course of the selection process for the Director of SPREP, the Selection Advisory Committee became aware that clear guidance is not provided in the existing <i>Rules of Procedure for Appointment of Director</i> , especially Rule 6: Selection Advisory Committee Functions and Rule 7: Selection Criteria Advice. The Secretariat was requested to develop a more elaborate paper outlining options and to submit this paper to the 10SM.	See Agenda Item 7.7.

New SPREP Headquarters	60 - 63	The Meeting agreed that a Task Force, made up of the SPREP Director, Chair of the Work Programme and Budget Subcommittee, as well as members with representation in Western Samoa, be established to pursue funding for the new SPREP Headquarters. It was also agreed that the Headquarters proposal be scaled down in accordance with a more realistic framework for funding and it was further agreed that a preliminary Environmental Impact Assessment (EIA) of the proposed Headquarters be prepared.	The Task Force was established in February 1997 and has met on several occasions. An update on the work of the Task Force as well as matters relating to funding and the EIA, is contained under Agenda Item 7.1.
Work Programme Report - Conservation of Natural Resources Division	67	Secretariat requested to commence work on invasive species in the region.	An Invasive Species Officer has been appointed with funding assistance from New Zealand. A meeting was held in Apia in August 1998 with USA Government Agencies, to further discuss implementation of Invasive Species work. (See Agenda Item 8.1).
Work Programme Report - Environmental Education, Information and Capacity-building Division	74	The Secretariat was requested to seek additional funding for EEIC Division work and to include an element within each other Work Programme area budget to cover education, computer technology and information publication and dissemination, given the cross-cutting nature of the work of this Division.	Continued efforts are being made to allocate a proportion of all technical area budgets to cover EEIC Division costs. (See Agenda Item 8.1).
Work Programme Report - Environmental Management and Planning Division	79	The Meeting requested synthesis of EIA experience in the region.	A review of SPREP's EIA activities has been undertaken and a framework for building EIA capacity is being presented to the meeting. (See Agenda Item 8.2.1).
UN General Assembly Special Session	85	The Secretariat was requested to circulate a paper to SPREP members outlining the process and revised dates for the 1997 Special Session of the UN General Assembly.	During 1997, the Secretariat circulated briefing papers and revised dates. Preparations for the forthcoming UN General Assembly Special Session on SIDs is covered under Agenda Item 8.2.5.

Report on Members' Financial Contributions	91	The Work Programme and Budget Sub-committee requested countries in arrears to move as quickly as possible to clear their commitments to the organisation.	See Agenda Item 9.1.
Report on Members' Financial Contributions - Reclassification of Nauru	93	The Meeting agreed that, in order for Nauru's request for reclassification as a small island state to be considered, a formal submission would be required.	Nauru has formally requested reclassification as a small island state. See Agenda Item 12.1.
Cash Flow	97	The Work Programme and Budget Sub-committee requested the Secretariat to record administration costs progressively, rather than at the project end, so as to avoid generation of deficits.	The Secretariat is now recording administration costs on a monthly basis (see Agenda Item 9.3).
Appointment of Auditors	101	The Secretariat was requested to move towards an international call for tenders for future auditing of SPREP accounts.	The Secretariat has addressed this issue. See Agenda Item 9.5.
Work Programme and Budget	102	The Secretariat was requested to improve its budget format to clearly identify the state of progress on project implementation.	The Secretariat has now moved to Performance-based Output Budgeting. (See Agenda Item 10).



## **South Pacific Regional Environment Programme (SPREP)**

### **Tenth SPREP Meeting**

Apia, Samoa

15-18 September 1998

### **Agenda Item 5: Presentation of Annual Report for 1996-1997 and Director's Overview**

#### **Purpose of Paper**

1. To table the attached Annual Report of SPREP covering the period 1 June 1996 to 31 December 1997, to summarise developments in the Secretariat during that period, to alert Members to emerging issues and trends and to seek further direction and advice from Members.

#### **Preamble**

2. It will be noted that whilst previous annual reports covered twelve-month periods from 1 June to 31 May, the attached report is for a eighteen-month period as noted above. With the decision by the Ninth SPREP Meeting for SPREP Meetings to be held biennially, the opportunity was taken to align the reporting period for the annual report to the Secretariat's Fiscal Year (FY) which is from 1 January to 31 December. This will allow the Secretariat to match its projected outputs directly with budgeted and actual expenditure in future reports, thus presenting staff, management, members and donors with a much-improved basis for evaluating and monitoring the Secretariat's performance.

3. In addition, with SPREP's Work Programme and Budget from 1999 onwards being presented in the form of a Performance-based Output Budget as agreed by members, it is essential to match the reporting period to the FY in order to allow the presentation of full reports on progress on projected outputs. This move has also been made possible by the fact that for the first time since becoming an autonomous organisation in 1992, the Secretariat has been able to complete its annual accounts in regulation time which is within three months after the end of the FY.

4. The next annual report will, therefore, cover the period 1 January to 31 December 1998 and future reports will continue to be aligned to the FY.

### **Ninth SPREP Meeting**

5. The Ninth SPREP Meeting at Ministerial level, together with a Joint Extraordinary Meeting of the Parties to the Apia and SPREP Conventions, were generously hosted by the Government of the Kingdom of Tonga in Nuku'alofa in November 1996. Amongst other things, the SPREP Meeting approved/endorsed:

- the Action Plan for Managing the Environment of the South Pacific Region 1997 - 2000;
- SPREP Meetings being held biennially and the synchronisation of associated meetings and reviews;
- a Ministerial Statement on Environment and Development which included a call on their colleagues attending the Forum Economic Ministers Meeting (FEMM) to consider the environmental implications of economic policy decisions and to take fully into account environmental information that may assist in clarifying the range of sustainable development options; and
- the establishment of a Headquarters Task Force to advance the Headquarters proposal.

6. A summarised table showing follow-up action taken by the Secretariat to implement decisions of the Ninth SPREP Meeting has already been presented under Agenda Item 4.

### **Work Programme and Budget**

7. In the institutional arrangements that the Ninth Meeting approved, the approval process for the Secretariat's annual Work Programme and Budget as well as a monitoring and evaluation mechanism for the Secretariat's progress in the years between the biennial SPREP Meetings was overlooked. Through the good will of members, a temporary arrangement to approve the Work Programme and Budget for 1998 was accepted. This involved the convening of the Work Programme and Budget Sub-Committee to review the Secretariat's proposals for 1998 and to recommend approval by members. It was fortunate that members agreed to this interim measure on the understanding that a more permanent arrangement would be submitted by the Secretariat to the Tenth SPREP Meeting. This is the subject of a separate working paper.

8. The approval by members in 1997 of the Secretariat moving fully towards a performance-based output budget commencing with the 1999 FY was implemented by the Secretariat through the services of a consultant from the consultancy firm, Islandwide Consultants. The Secretariat fully expects that since this is the first attempt by any regional agency to move into this form of budget presentation, modifications of the format and envisaged reporting and evaluation processes may well be required. Nevertheless, it is expected that the new Work Programme and Budget format will lead to more tightly focused efforts by SPREP staff and management resulting in more effective utilisation of resources and services to members.

9. Work Programme highlights since the Ninth SPREP Meeting will be covered under Agenda item 8. It is the Secretariat's hope that the power-point presentation will provide a more stimulating format for greater inter-action between SPREP staff (i.e. including management and programme officers) and member representatives.

### **1997-2000 Action Plan**

10. Implementation of the 1997-2000 Action Plan is now in its second year and although the traditional work programme and budget format for the first half of the Action Plan cycle does not include the Plan's performance indicators, it is clear that progress has been made in the majority of strategies requiring SPREP Secretariat input. It is equally clear that since some Plan activities have only just commenced, many of the activities will flow on beyond the Plan period. Others will be implemented as resources become available in the latter half of the Plan cycle.

11. Members will recall that the Plan itself recognises that:

“the implementation of the Action Plan is the primary responsibility of SPREP members”;

and that

“the Secretariat will assist in building national capacity for this purpose, thereby allowing the Secretariat to move purposefully towards increased facilitation and co-ordination over the life of this Action Plan.”

The reports by members on their progress in implementing the Plan will determine whether substantial progress has been made towards this end by the region as a whole.

### **New Headquarters**

12. Efforts by the Headquarters Task Force established by the Ninth SPREP Meeting, with the help of the South Pacific Forum and its Secretariat will, hopefully, see the commencement of the construction phase of the SPREP Centre before the end of 1998. The original design has been modified to take account of the funding realities and the Secretariat's minimal requirements for office accommodation and related facilities. This is the subject of a separate agenda item.

### **Co-operation with other Governments and Regional and International Organisations**

13. The past two years have seen the maintenance of the upwards swing in the number of agencies that SPREP actively works with. These include the University of Waikato of New Zealand, United Nations Institute for Training and Research (UNITAR), World Bank, Pacific Resources for Education and Learning (PREL) and the United Nations Inter-regional Crime and Justice Research Institute (UNICRI).

14. Strengthened ties with existing partner agencies is also on the increase as evidenced by the co-hosting of the Pacific Regional Conference for Environmental Education and Training by the University of the South Pacific (USP) and their agreement to host the second (1999) 6-month certificate Climate Change Vulnerability and Adaptation Course. The convening of the first Partners Roundtable in the review process of the Nature Conservation Strategy, to be followed by the Second Roundtable immediately before the Tenth SPREP Meeting, is further evidence of this.

15. In 1997, the Canadian Government launched its successor to the five year Canada-South Pacific Ocean Development Program (C-SPOD I), which is the seven year C-SPOD II program. Funding for two SPREP projects on Integrated Coastal Management and Marine Pollution, has so far been received from C-SPOD II.

16. Established donors continue to contribute strongly to the Secretariat's activities while new initiatives such as New Zealand's Global Environment Issues Strategy for the South Pacific (GESSP), Australia's regional initiative on Persistent Organic Pollutants (POPs) and the GEF's initiative on International Waters enables the region and SPREP to benefit from the availability of these new avenues of funding.

#### **Staffing Issues**

17. A table showing staff movements during the two-year period June 1996 to June 1998 is attached. Personnel issues are addressed under agenda items 7.2 and 7.3.

#### **Conclusions**

18. The two-year gap between SPREP Meetings has achieved its objective of allowing the Secretariat to concentrate more on programme implementation in 1997. However, it has also meant that consideration of issues by members must now be undertaken every two years so that the agenda for the Tenth SPREP Meeting is somewhat more extensive than one might reasonably expect. The fact that a Ministerial-level SPREP Meeting is now held every four years when there is so much happening in both the regional and global environment agenda, is cause for concern.

19. We extend our appreciation to our members, donors and other partner agencies for their support.

20. I extend my sincerest appreciation to all SPREP staff who have served the region so capably over the past two years and who inducted me so well into the Secretariat in 1997.



**Recommendation**

21. The Meeting is invited to:

- **discuss** the summarised issues above;
- provide further **advice** and **direction** to the Secretariat; and
- **endorse** the 1996/97 Annual Report.

---

11 August, 1998

## STAFF MOVEMENTS

Name	Position	Country of Recruitment	Movement
<u>June 96 - June 97:</u>			
Tamari'i Tutangata	Director	Cook Islands	Replacement
Nuku Jones	Head, Finance & Administration	New Zealand	End of contract
Ray Wright	Head, Finance & Administration	Australia	Replacement
Roger Cornforth	Project Officer, Conservation Areas	New Zealand	Resigned
Samuelu Sesega	Programme Officer, Resource Management	Samoa	New appointment
Neville Koop	Climatologist/Meteorologist	Australia	Resigned
Penhuro Lefale	Climatologist/Meteorologist	New Zealand	Replacement
Lucas Dosung	Library & Information Centre Coordinator	PNG	End of contract
Satui Bentin	Librarian	Samoa	Promotion/Replacement
Alex Williams	Computer Information Technology Officer	Australia	Resigned
Herve Dropsy	Computer Information Technology Officer	Fiji	Replacement
Taiamoni Tongamoa	Population & Environment Officer	Tonga	End of contract
Craig Wilson	Project Officer, EEIC	Australia	End of contract
Tiare Holm	Environmental Education (Curriculum Dev.)	Palau	New appointment
Salafai Ah Tong	Assistant Accountant	Samoa	Resigned
Luapene Lefau	Assistant Accountant	Samoa	Promotion/Replacement
Juliana Mikaele	Accounts Clerk	Samoa	Replacement
Leigh Puepuemai	Accounts Clerk	Samoa	Resigned
Mafuli Matalavea	Accounts Clerk	Samoa	New appointment
Faatupu Poihega	SPBCP Secretary	Samoa	Resigned
Ruta Couper	SPBCP Secretary	Samoa	Promotion/Replacement
Sarona Stanley	Divisional Assistant, CNR	Samoa	Replacement
Sia Patelesio	Divisional Assistant, EMP	Samoa	Resigned
Olivia Partsch	Secretary, EMP	Samoa	Replacement
Lagi Leapai	Divisional Assistant, EMP	Samoa	Resigned
Tumema Fuimaono	Divisional Assistant, EMP	Samoa	Replacement
Talanoa Tuala	Driver/Messenger	Samoa	Resigned
Albert Williams	Driver/Messenger	Samoa	Replacement
Faalepo Ta'ei	Handyman	Samoa	Resigned
Aso Sione	Handyman	Samoa	Replacement

**STAFF MOVEMENTS (Cont'd)**June 97 - June 98:

Don Stewart	Deputy Director	New Zealand	End of contract
Michael McGrath	Project Officer, Socio-Economics	Vietnam	Resigned
Komeri Onorio	Environmental Impact Assessment Officer	Kiribati	End of contract
Bismarck Crawley	GIS/Database Analyst Officer	Samoa	End of contract
Gisa Salesa-Uesele	Environmental Education Officer	Samoa	End of contract
Seema Deo	Environmental Education Officer	Fiji	Replacement
Wayne King	Project Manager, PICCAP/CC:TRAIN	Cook Islands	New appointment
Graham Sem	Scientific Advisor, PICCAP/CC:TRAIN	Papua New Guinea	New appointment
Wanda Ieremia	Assistant Computer Information/Technology Officer	Samoa	Resigned
Matilda Tapusoa	Assistant Computer Information/Technology Officer	Samoa	Replacement
Selesitina Pule'aga	Executive Officer, SPBCP	Samoa	New appointment
Craig Wilson	Project Manager, Capacity Building	Australia	New appointment
Jan Sinclair	Editorial/Publications Officer	New Zealand	ComSec appointment
Clare Cory	Environmental Lawyer	Australia	New appointment
Steve Raaymakers	Marine Pollution Advisor	Australia	ComSec appointment
Suresh Raj	Project Coordinator, Waste Awareness & Education	Fiji	EU appointment
Tiare Holm	Environmental Education (Curriculum Dev.)	Palau	End of contract
Tiare Holm	Environmental Education Conference Coordinator	Palau	New appointment
Asofa Fereti	Assistant Accountant	Samoa	Promotion/New appointment
Fono Valasi	Divisional Assistant, Climate Change	Samoa	New appointment
Quandovita Reid	Temporary Divisional Assistant, EEIC	Samoa	Acting replacement
Tumema Fuimaono	Divisional Assistant, EMP	Samoa	Resigned
Sina To'a	Divisional Assistant, EMP	Samoa	Replacement
Tiana Tuipoloa	Temporary Registry Assistant	Samoa	Temporary replacement
Tologau Uatisone	Library Assistant	Samoa	New appointment
Mafuli Matalavea	Accounts Clerk	Samoa	Resigned
Faaitaita Sandy Young	Accounts Clerk	Samoa	Replacement
Esera Rusia	Gardener	Samoa	Deceased
Mapusone Peseta	Cleaner	Samoa	Resigned



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa

15-18 September 1998

#### Agenda Item 6.2 : Gender Policy

#### Purpose of Paper

1. To outline to the Meeting a proposed Gender Policy for SPREP and to seek endorsement of the Secretariat's efforts to harmonise its approach to gender issues analysis and gender sensitive programming with other SPOCC agencies.

#### Background

2. In line with an initiative currently being developed through the SPOCC Gender Strategy, the Secretariat has developed a draft Gender Policy to assist in directing its work and ensure that all Work Programme activities and internal operating procedures are grounded in gender equity and equality. To date in the region, commitments to gender equality have not been fully realised at the national level and regional inter-governmental agencies have thus lacked firm direction from member countries to formally acknowledge and address this cross-cutting issue. Achieving gender-balanced participation in development is central to sustainable development and management of resources. A gender approach takes into account the different knowledge, roles and responsibilities of women and men and recognises that, to effect long-term positive change in the conditions of communities and nations, actions and attitudes about men's and women's roles and rights need to incorporate gender equity and equality.

3. Accordingly, the Secretariat has produced the attached draft Gender Policy, with guidance from work being undertaken by other SPOCC agencies. This Policy is the first step in providing direction on gender equity and equality in SPREP Work Programme implementation and internal SPREP operating procedures. It is envisaged that this policy will evolve through continued efforts to harmonise practices of SPOCC agencies, especially through development of the SPOCC Gender Strategy.

#### Recommendation

The Meeting is invited to:

- **consider** the draft Gender Policy and its implications for the organisation;
- **endorse** the Policy; and
- **endorse** the Secretariat's efforts to harmonise this policy with the SPOCC Gender Strategy.

---

31 July 1998

## DRAFT GENDER POLICY

### Introduction

1. The mandate of the South Pacific Regional Environment Programme (SPREP) in its role of protecting the environment should be understood in the greater context of international and regional commitments that Pacific island nations have undertaken, including the Rio Declaration and Agenda 21, and the *Pacific Platform for Action: Rethinking Sustainable Development for Pacific Women Towards the Year 2000*. These commitments provide a framework in which the social impact, as well as the ecological impact of SPREP's activities should be considered.

2. Agenda 21 recognises the necessity of the "full, equal and beneficial" integration of women into the sustainable development process. It emphasises the participation of women in resource conservation and management activities and their traditional knowledge in sustainable resource use. It connects sustainable development to the active involvement of women in economic and political decision-making, the elimination of gender-based discrimination, and ensuring women have access to land and other resources, education, and safe and equal employment.

3. Sustainable development is only attainable when the needs and interests of both women and men are fully recognised in the planning and implementation of projects and programmes. In any development activity the likelihood of success is enhanced if the needs and roles of both women and men are taken into account. Because of the nature of their work, many women are affected differently and more strongly by environmental degradation. Many women are responsible for household work and also play significant roles in agricultural work. In most Pacific island countries, rural women perform much of the labour in subsistence tasks including gathering and using water and firewood and planting, irrigating and harvesting crops, for subsistence and sometimes for income as well. The recognition of the different impact of development on women and men, and the realisation that not all women and men are affected equally is a crucial concept in sustainable development.

4. SPREP's goal under the current Action Plan 1997-2000, recognises the need to build national capacity to protect and improve the environment of the region for the benefit of Pacific island people now and in the future. Therefore it is important that both men and women are equally involved in the planning and management of the environment and its natural resources at all levels of development.

### Proposed Policy and Strategies for the Integration of Gender Dimensions

5. In order to enhance the promotion of gender equity and equality in projects and in the work of the organisation, and thus the success and sustainability of the projects and programmes, SPREP will seek to ensure that:

- An understanding of gender roles and the gender division of labour becomes an integral part of all project and programme activities, from initial planning activities to final evaluation.

- Women's strategic interests and practical needs are integrated into all SPREP policy and programme goals, objectives, and priorities, utilizing new and existing mechanisms such as environmental impact assessment and guidelines.
- Any collective terminology in SPREP documents (e.g. "beneficiaries", "community", "participants", etc.) should be interpreted as applying equally to women and men.
- Both men and women should be able to participate and benefit equally from the new policies and programmes. Adequate procedures to monitor the impact of these policies and programmes on women, men and children should be in place.
- Women should be encouraged and enabled to participate equally and actively in the selection, planning, design, implementation, monitoring, and evaluation of all SPREP projects.
- Any data collected should be disaggregated by sex if possible, and should reflect the different impact on men, women and children.
- Criteria should be established to guide consultants and consultancy reports.
- Gender training for all male and female staff in the organisation should be provided so that staff can have a better understanding and appreciation of the gender-differentiated impact of development intervention that contributes to environmental degradation.
- Senior management should be committed to gender equity and equality and such commitment should be reflected in SPREP management decisions.
- The policy of gender equity and equality are entrenched in policy statements such as the Corporate and Action Plans.

6. SPREP also recognises the need for monitoring and evaluation of this policy and so will seek to:

- Hold consultations, where appropriate, with women and men directly and indirectly involved in programmes and projects on the relevance and success of this policy.
  - Provide support, where possible, for women's organisations involved in environmental activities.
  - Collaborate and cooperate with other national and regional organisations and agencies on gender issues and make continued efforts to harmonise SPREP's Gender Policy with the SPOCC Gender Strategy currently being developed.
-



## **South Pacific Regional Environment Programme (SPREP)**

### **Tenth SPREP Meeting**

Apia, Samoa

15-18 September 1998

### **Agenda Item 7.1 : SPREP Headquarters (Centre)**

#### **Purpose of Paper**

1. To inform the Meeting of the present status for the proposed construction of the SPREP Centre and to seek approval from the Meeting to proceed with construction of the Centre under the guidance of the Headquarters Task Force.

#### **Background**

2. In response to the decision of the Ninth SPREP Meeting, a SPREP Headquarters Task Force has examined funding options for the SPREP Centre. In light of the funding constraints, the Task Force has ultimately agreed:

- to forego the original design for the Centre;
- to pursue a minimal cost option which would provide the Secretariat with the basic office accommodation and facilities; and
- to proceed with a two-stage construction of the basic office accommodation and facilities should additional funds become available from other donors.

3. The Secretariat, with support from Australia, New Zealand and Samoa, in particular, has actively pursued funding assistance with potential donors. Discussions held with Japanese officials have indicated the possibility of some support coming from Japan, possibly by way of funding a specific component of the complex, with preference being for an Environmental Training Centre. This facility would assist in meeting part of the proposed SPREP Centre requirements and has contributed to the concept of proceeding with the construction of the Centre over two-stages.

4. The actual cost of proceeding with the Centre cannot be accurately determined until the project goes to tender, as building costs fluctuate substantially according to the volume of other building activities. However, the Task Force is satisfied that the cost of building the basic Centre, excluding the Training Centre, would not exceed US\$1.7 million. This estimate would include all the necessary site works, essential furnishings and a contingency to cover possible cost increases.

5. To date, the funding pledged and available to finance this stage of the Centre is:

- from New Zealand \$1.0 million NZ dollars;
- from Australia: \$1.25 AU dollars; and
- from Papua New Guinea: 100,000 Kina.

At present exchange rates, such pledges would amount to approximately US\$1.3 million in total, so that the present funding shortfall is a maximum of US\$400,000.

6. At the time of preparation of this Paper, a response was expected from Japan on the concept paper for the Training Centre. In addition, more details were being sought by the Task Force on aspects of the plans before deciding whether to proceed to the detailed design and tender phase for the first stage of construction.

7. The Ninth SPREP Meeting also required an Environmental Impact Assessment (EIA) to be carried out in respect of the proposed Centre. The EIA commenced once a decision was made in relation to the overall design. It is being conducted in accordance with Samoa Government procedures on the basis of the minimal cost option and the two-stage construction proposal.

8. The Secretariat also proposes to table at the Meeting an update in respect of any further progress on the SPREP Centre and Facilities proposal.

### **Recommendations**

9. The Meeting is invited to:

- **note** the present status;
- **advise** the Secretariat on options to meet the shortfall in donor funding; and
- **approve** of the Secretariat proceeding with the construction of the SPREP Centre under the guidance of the Headquarters Task Force as soon as sufficient donor funding is obtained.

---

7 August 1998





## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa,  
15-18 August 1998

### Agenda Item 7.3 : Personnel

#### Purpose of Paper

1. To inform the Meeting on personnel issues, including the organisational structure, and to seek guidance from the Meeting on action proposed by the Secretariat.

#### Background

##### *Positions of Executive Officer, Management and Deputy Director*

2. In 1997, the Secretariat considered the need to review the Management structure. A proposal was made to Members, with the 1998 Work Programme and Budget papers, for the position of Deputy Director not to be filled after the former Deputy completed his term of employment and for a special position of Executive Officer, Management, to be created and funded from savings from the Deputy's position.

3. The Work Programme and Budget Subcommittee considered the proposal and agreed that a detailed proposal should be referred to all Members. The Secretariat subsequently provided Members with the detailed proposal, together with the Subcommittee's recommendations on the 1998 Budget. The written approval of Members was sought for the Secretariat to proceed with the proposal.

4. Of the 19 Members who responded to the proposal: 13 agreed with it; one considered it to be a management decision; one agreed to accept the view of the majority of Members; one indicated they only had observer status and advised that the issue was for Members to decide; and three agreed to a short-term temporary appointment but also believed questions related to the post of Deputy should be referred to this Meeting. The Secretariat took the view that unless there was a consensus, it did not have the mandate to proceed with the proposal. That proposal, as previously circulated, is now reproduced as Attachment 1.

5. In summary, the Secretariat is recommending the creation of an Executive Officer, Management position, on a trial period of three years, with the position of Deputy Director to be retained (on hold) during this period. The proposal to dispense with the Deputy's position raises the issue of representation in the absence of the Director. It is therefore recommended that the HOD positions should be renamed as Assistant Directors. Assistant Directors will be expected to represent SPREP at high level consultations, while there is no Deputy. The Secretariat does not propose there be any variation to the salaries, just the designation.

### ***Consultant's report on the organisational structure***

6. The Secretariat engaged a Consultant during 1998 to conduct an independent review of the organisation and structure. The services of a consulting firm, Kolone Vaai & Associates were engaged to conduct this task. The report from the Consultant is included in Agenda Item 7.2 (10SM/WP.7.2/Att.1).

7. The report mainly dealt with a review of staff terms and conditions of service, for which separate terms of reference (TOR) were given. The Consultant considered both issues should be combined in the one report, because some aspects of both TOR overlapped. Most aspects of the report are discussed under Agenda Item 7.2, including the following which overlap into the organisational structural aspects of the report:

- (a) the administrative staff classifications; and
- (b) the five step salary classification structure.

8. A general recommendation was also made for SPREP to adopt a more vertical structure, with the objective of improving efficiency. The Secretariat has taken note of the report and is proposing to take internal action to address those issues raised which are relevant to the structure. This includes the variation of duties and responsibilities of some positions in the present structure.

### ***The Core Budget***

9. The Consultant's report recommends that consideration be given to progressively shifting at least eight positions, which have duties of a primary function nature, into the core budget. The eight positions identified in the report were:

Accountant;  
Assistant Accountant;  
Accounts Clerk;  
Finance and Administration Divisional Assistant;  
Driver/Clerk;  
Librarian;  
Library Assistant; and  
Assistant Computer/Information Technology Officer.

10. The position of Accountant is an established core position as confirmed at the 1994 SPREP Meeting. This position was excluded from previous core budgets because it was donor funded. Such funding ceases in 1998 and so the position has been included in the 1999 core budget. The Finance and Administration Divisional Assistant position was also donor funded until 1998 only and this position has also been included in the 1999 core budget.

11. The Assistant Accountant and the one Accounts Clerk positions have been donor funded to date, with these two staff working entirely on project management work. Donor funding has been sought for 1999 for these two positions, given they are key positions in the move to output budgeting. Donor funding has been secured for at least two more years for the one Driver Clerk position, which is also reflected in the project management budget.

12. The other three positions are also currently donor funded and it is hoped funding for such positions will continue beyond 1999. Under the 1999 output based budget, these positions are shown as working on specific Key Outputs outside of Management and Corporate Services which is a specific Strategic Output area.

13. The Secretariat endorses the recommendation to progressively shift positions into the core budget and has commenced this approach in the 1999 Budget, where the positions of Accountant and Finance and Administration Divisional Assistant are included in the core budget. The other two accounts staff positions and the one donor funded Driver/Clerk, are all included in the project management budget, with donor funding applied to offset their salaries. Should specific donor funding cease for any such position and the demand for their services warrant their retention, the Secretariat would need to consider the funding implications at the time, although it is possible their salaries could continue to be financed from the administrative service fees funding of the project administration budget.

15. The Secretariat would only seek to include the Librarian, Library Assistant and Assistant Computer/Information Technology Officer in the core budget if (or when) it is clear that their functions are to achieve Key Outputs within the Management and Corporate services area as well other Key Output areas. The cost of moving these positions into the core budget may involve substantial additional core budget funding. Subject to donor funding for these positions continuing to be available for some time, these positions could also be progressively moved into the core budget, provided additional core budget contributions are made.

16. There are other administrative and programme staff positions, which could also be considered to contain an element of core activities, that are also fully donor funded and were not included in the recommendation to be moved into the core budget. This includes one Secretary and three Divisional Assistants, as well as publications, legal, education and training programme staff. These staff are all currently engaged under contract, working directly on project implementation (Strategic and Key Output) activities. Some of these positions are not expected to continue after the specific activities are concluded. If future donor funded activities provide funding for the same or similar positions, the Secretariat could consider re-engaging such staff under new contracts tied to the new donor funding. Some activities are, however, of an ongoing nature which will require future consideration to be given to the core budget funding implications should the donor funding cease.

### ***Organisational structure***

17. The chart at Attachment 2 sets out the overall organisational structure of SPREP, including the changes recommended in this paper. The core positions, under the primary function and project management functions, are also summarised in Attachment 3.

18. The Secretariat has considered the need for job-sizing of all SPREP positions along similar lines to that being undertaken for the Forum Secretariat later this year. This is in view of the desire for harmonisation of all SPOCC agencies. It is envisaged

that a consultant would be engaged during 1999 to carry out this task. If the Meeting supports this approach, the outcome of the review is expected to be sent to Members, for the 2000 SPREP Meeting.

### **Recommendation**

19. The Meeting is invited to **consider and approve:**

- (a) the creation of a position of Executive Officer, Management for a trial period of three years;
- (b) retaining the position of Deputy Director, on hold, for this period;
- (c) the change in titles for Heads of Division, to Assistant Director;
- (d) the primary and project management staff establishment;
- (e) renaming those positions shown in the notes to the attachment, to reflect the variation of duties and responsibilities of such positions;
- (f) the necessary amendments to the Staff Regulations to reflect the changes arising from the decisions made in paragraphs (b) and (c) above; and
- (g) a consultancy for a job sizing review to be carried out during 1999 for the consideration of Members.

---

4 August 1998



## South Pacific Regional Environment Programme (SPREP)

**(NOTE: PAPER ISSUED PREVIOUSLY TO MEMBERS BY LETTER OF  
28 NOVEMBER 1997)**

**SPREP Work Programme and Budget Sub-Committee Meeting**  
SPREP Offices, Apia, Samoa  
26-27 November, 1997

**Proposed New Post: Executive Officer, Management**  
Paper by the Secretariat

### **Purpose of Paper**

1. To propose the establishment of a new post of Executive Officer, Management.

### **Background**

2. Since the SPREP Secretariat was relocated to Apia in 1991, the Director and Deputy Director has been considered to be its Management Team.

#### *Personnel and Organisational Structure*

3. At the time of the Secretariat's relocation, SPREP had a total of 11 staff. This number increased rapidly in the ensuing years so that by 31 January 1998, this number will have increased to 60.
4. Until 1994, the most senior programme officers were the two managers of two major projects (on Biodiversity and Capacity 21) together with the Finance Manager with all of them supervising the work of three to four other officers. Other professional officers worked directly to the Management.
5. With the increased staff numbers, the 1994 Seventh SPREP Meeting approved the establishment of four Divisions within the Secretariat under the supervision of Heads of Division (HODs). This decision was implemented in October 1994 with the following Divisions:
  - Conservation of Natural Resources (CNR)
  - Environment Management and Planning (EMP)
  - Environment Education, Information and Capacity-building (EEIC)
  - Finance and Administration (FAD)
6. However, because of the continuing limited core-budget situation, those appointed to these new posts could not be covered under Primary Functions. Because of this situation the Heads of the CNR, EMP and EEIC Divisions continued to be funded from extra-budgetary sources. This meant that those HODs still had to continue with their on-going

professional responsibilities as project managers or senior programme officer and could not, therefore, accord full-time attention to their roles as HODs. In the case of the Head of FAD, the limited core-funds also meant that the former Finance Manager post was upgraded to Head of FAD but the HOD still had to perform as Finance Manager.

7. Since 1994, the combination of improved capabilities and capacities of all staff in all Divisions and increased staff numbers have relieved HODs of some of their respective professional responsibilities so that HODs are now able to perform more effectively in the roles intended for them in 1994. As resources permit similar arrangements are intended for the other HODs.

8. For all practical purposes, Heads of Divisions have, during 1997, become part of SPREP's Management Team. By 1 December 1997, the HOD for the EEIC Division will be relieved of the project manager role that she has performed over the past five years so that she will be able to accord her full attention to her role as a HOD.

9. The current Organisation Chart is at Annex 1.

#### *Extra-Budgetary Support*

10. It will be noted from the Secretariat's Annual Reports since 1990/91 that SPREP's dependence on extra-budgetary (XB) support for its operations has continued to increase. In 1991, the ratio of extra-budgetary funds to those contributed by SPREP members to the core budget was 8 to 1. This ratio had increased to 14 to 1 by 1996. This means that for every dollar contributed to the core budget by SPREP members, extra-budgetary sources contributed fourteen (14) dollars.

11. Examples of comparative ratios for other regional agencies in 1996 are :

- |                                |          |
|--------------------------------|----------|
| • Forum Fisheries Agency (FFA) | 3.7 to 1 |
| • South Pacific Commission     | 1.4 to 1 |

12. It is clear therefore that the SPREP Secretariat is the most dependent of the regional agencies on donor funds and resources in relation to its total operations by a long way.

13. The responsibility for securing extra-budgetary support is currently shared between Management, HODs and Programme Officers with all groups being involved not just in the preparation of necessary documentation but at all levels of representation depending on time and opportunity. With the high level of extra-budgetary dependence of all SPREP activities, the on-going nature of the negotiations, monitoring and reporting processes at varying time-frames is time-consuming and detracts substantially from the professional responsibilities of both HODs and Programme Officers. However, no existing staff or Division can be accorded the responsibility for co-ordinating and overseeing extra-budgetary support activities given their existing full loads.

14. Because of existing staff pre-occupations with their normal responsibilities, there have been occasions when late extra-budgetary submissions have resulted in lost opportunities for SPREP.

#### *Performance Indicators and Output based Work Programme & Budget*

15. The process of converting the current budget and work programme format into a complete out-put based document with Performance Indicators consistent with the 1997 to 2000 SPREP Action Plan requires an officer who could devote the necessary time to this process rather than the ad hoc manner that partial progress towards this end has been undertaken especially by HODs as time permitted. Also, such an officer would need to take this process further into the identification, monitoring and maintenance of annual, measurable outputs by all Secretariat staff including Management.

16. While a consultant should be recruited for this process in 1998, in-house expertise would need to be developed in order to implement and maintain the operations of such a process. Existing staff within the administrative and financial arms of the Secretariat will not have the time to undertake such additional responsibilities.

#### *SPOCC Working Groups*

17. The preparation of regional strategies amongst SPOCC Agencies is one example of a series of meetings which call for participation in the working groups by officers other than those at the managerial level. SPOCC itself has established five working groups on Regional Strategies, Marine Resources, Agriculture, Information Technologies and Health this year. This will require ongoing meetings in Suva to agree on regional strategies for addressing related issues by specialist staff. However, maintaining uniformity in approach, co-ordination and monitoring progress within the Secretariat poses a problem in terms of currently available manpower.

#### *Conclusion*

18. In short, therefore, there is an urgent need for a new post to be created to take on the aforementioned areas and other areas that fall within the cracks of responsibility amongst current staff.

#### *Funding for Proposed New Post*

19. Since voluntary contributions by SPREP members has remained at the same level since 1991, it is clear that the core budget for Primary Functions is inadequate to cover the costs of such a new post. Coupled with this is the fact that the total costs of two divisional heads, pursuant to decisions made at the 9<sup>th</sup> SPREP Meeting, have had to be covered under Primary Functions with the fourth to be treated in like manner over the next three years. There is, therefore, no possibility for such an essential post to be covered under the current contributions situation.

20. Indeed, it was for this reason that SPREP's first Director, Dr Vili Fuavao, found it impossible to recommend the establishment of a similar post during his administration although he was convinced of its necessity. Further, as the UNDP-funded South Pacific

Biodiversity Conservation Programme (SPBCP) winds down from 1999 to 2001, subject to formal confirmation by UNDP of the continuation of their funding for this programme, three posts within the Finance and Administration Division, currently funded by the UNDP/SPBCP funds, will gradually have to be absorbed within the Primary Functions Budget over that extended period.

21. Currently, no new post could be funded through the core budget without a substantial increase in contributions and other income-generating administrative/financial functions of the Secretariat. There is no anticipated substantial increase in the level of the Primary Functions income under the existing situation.

22. Hence, in order to cover the costs for the proposed new post of Executive Officer, Management, it will be necessary to sacrifice one of the existing posts.

23. In reviewing the existing posts and organisational structure of the Secretariat, it is clear that all existing posts are justified within the current Management, Finance and Administration sections. However, given the fact that the four-division structure is now well established, the only possibility for including the Executive Officer, Management post within the current Staff Establishment is to forego the recruitment of a Deputy Director. The current Deputy Director will complete his six-year term in early January 1998. Thereafter, it is proposed that the position be left vacant and the funds allocated for the Deputy Director post be utilised to cover the costs of an Executive Officer, Management.

### ***Implications***

24. It should be noted that in proposing this course of action, the Secretariat should not be seen as stating that the Deputy Director post is not necessary for the efficient operations of the Secretariat, far from it. Unfortunately, under the current situation, the Secretariat is forced to make a choice in light of the budgetary constraints. In the Secretariat's view, while it is possible for the Deputy-Director's responsibilities to be shared out amongst the Director and the heads of Divisions, experience since 1991 clearly points to the urgent need for a dedicated officer to take primary responsibility for the areas outlined above.

25. It is also worth recalling that since the HODs posts were first established in 1994, HODs have been gradually integrated into the management process of the Secretariat as originally envisaged. Over the past ten months that process of integration has been completed to the extent that HODs now have full delegated authority over their respective divisional funds.

26. In terms of SPREP Secretariat representation, there will be greater pressure on the Director for representative duties in the absence of a Deputy Director. The intention is to formally recognise the HODs as being part of SPREP's Management Team and for them to share the SPREP representation duties with the Director as far as possible. Consideration could be given to HODs being re-designated as Assistant Directors thus fully recognising their current role within SPREP's organisational structure and adding weight to their recognition as SPREP representatives.



27. A by-product of this proposal is on annual savings of US\$30,000 which would reduce the proposed 1998 Budget deficit of US\$87,730 substantially.

28. Should this proposal be approved, the Secretariat undertakes not to seek to recruit a Deputy Director whilst the current Director is in post. A three-year contract would be offered to the first appointee to the new post with a view towards the relative merits of having a Deputy Director or Executive Officer, Management being evaluated after the first two years and the results submitted to the SPREP Meeting for review. The current Director's four-year contract expires in January 2001 and will coincide with the completion of that of the Executive Officer's three-year term if he/she is appointed in early 1998.

### Summary

29. A summary of the foregoing is provided hereunder:

- a. From a total staff complement of eleven (11) in early 1991, by 31 January 1998 total SPREP staff will be sixty (60).
- b. Four Heads of Division posts were established in October 1994 in recognition of the need for closer supervision and co-ordination at the professional level of activities of the rapidly increased number of staff. Also intended to facilitate co-ordinated inputs into the Secretariat's decision-making process at management level.
- c. Gradual integration of HODs into SPREP's Management team is now completed so that for all intents and purposes, HODs are part of the Management Team.
- d. The SPREP Secretariat, being the most dependent on extra-budgetary support for its total operations of all regional agencies, requires one officer dedicated to co-ordinating and monitoring all extra-budgetary support activities.
- e. The Secretariat also requires an officer to be assigned the responsibility for implementing, monitoring and maintaining Performance Indicators for all officers and an output-based Work Programme and Budget.
- f. The establishment by SPOCC of five Working Groups this year and the obvious increase in SPOCC-related activities also requires co-ordination within the Secretariat.
- g. Because of limited funds, it is proposed that the funds intended for the post of Deputy Director be used for the proposed new post.
- h. To facilitate the introduction of this new situation in the absence of a Deputy Director, the HODs are to be officially accepted as being part of SPREP's Management Team and consideration might be given to re-designating HODs as Assistant Directors.
- i. This new arrangement is to be a temporary one over three years commencing in 1998 with a review to be undertaken after two years and a final decision made in the third year as to its continuation or cessation by member governments through the SPREP Meeting to be held in the year 2000.

## Recommendation

30. It is recommended that members approve:

- of the addition of a new post of Executive Officer, Management to the SPREP Staff Establishment with the terms of reference in the attachment;
- of the post of Deputy Director being left vacant for three years effective as from the date that the current incumbent completes his term in early January 1998;
- of the budget allocation for the Deputy Director post being utilised to cover the costs of the Executive Officer, Management post;
- of the first appointment for this post for a period of three years in the first instance being made as early as possible in 1997 subject to a review after two years of the relative merits of having a Deputy Director or a Executive Officer, Management;
- of the responsibilities of the Deputy Director being shared amongst the Director and Heads of Divisions as far as possible; and
- of the SPREP Management being comprised of the Director and Heads of Divisions effective as from 1998 with authority for the Director to appoint a Head of Division as Acting Director in the Director's absence from Samoa on a rotational basis.

## Current Organisation Chart



<p><b>Divisions:</b></p> <ul style="list-style-type: none"> <li>Conservation of Natural Resources</li> <li>Environmental Education, Information and Capacity-building</li> <li>Environmental Management and Planning</li> <li>Finance and Administration</li> </ul>
---

## **Post Title: Executive Officer, Management**

Salary: Adviser level - WST83,958-108,669 p.a.

### **Responsibilities**

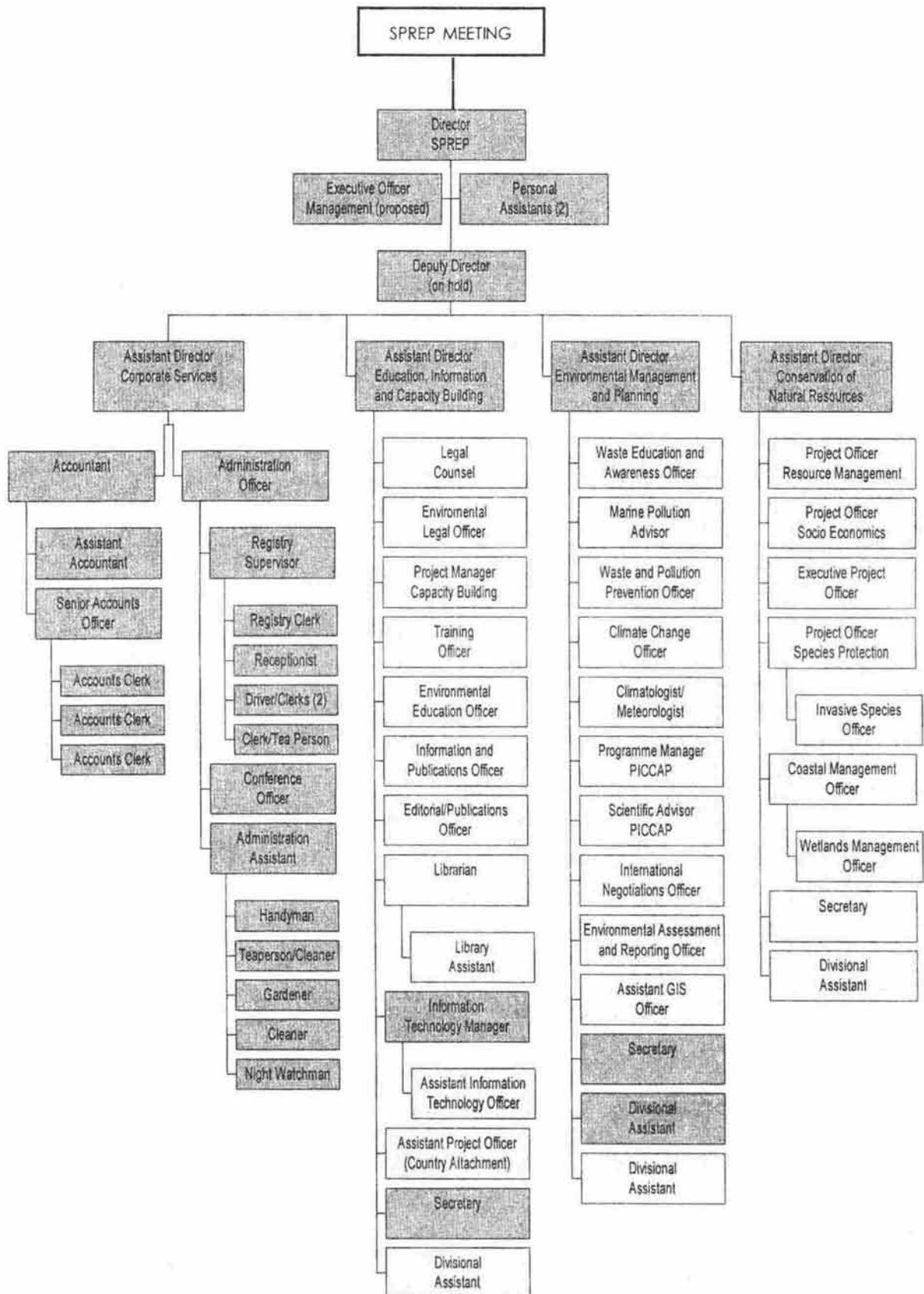
1. The Executive Officer, Management will be responsible primarily for the overall management, co-ordination and monitoring of the Secretariat's extra-budgetary funds as well as the phasing in, monitoring and management of an output-based work programme and together with the related operational processes for the Secretariat as a whole.
2. While the Officer's, focus will be on securing on-going support for the Secretariat's activities in identifying and tapping extra-budgetary sources, he/she will also be available to island member countries for advise on potential sources of funds and support for environmental activities at the national level.
3. The Officer, will also assist the Director in continually reviewing the Secretariat's operational procedures with a view towards assisting relevant personnel in maximising efficiency and resource utilisation within the Secretariat itself. In carrying out these responsibilities, the Executive Officer, Management will work closely with Heads of Divisions, Programme Officers as well as relevant staff within the Finance and Administration Division.
4. The Executive Officer, Management will be expected to perform the following duties:
  - a) Devise, implement and maintain a system for the on-going management and monitoring of extra-budgetary sources of support incorporating reporting requirements, review and re-negotiations, etc.;
  - b) In conjunction with Heads of Divisions, Programme Officers, identify potential extra-budgetary sources of support; prepare, submit and follow-up as necessary support for SPREP activities in a timely fashion;
  - c) Ensure on-going support for SPREP activities either from donor agencies or through other means such as sponsorship or similar support from private, commercial interests.
  - d) Recommend methodologies for the sound allocation of extra-budgetary amongst SPREP's activities;
  - e) Recommend and, once approved, implement, monitor and maintain an output-based work programme and budget system for SPREP;
  - f) Assist in the identification of an appropriate performance-based personnel evaluation system consistent with the output-based Budget;
  - g) Keep under constant review, appraisal and advise the operational process of the Secretariat in order to achieve and maintain maximum efficiency;
  - h) Represent SPREP at appropriate events both locally and overseas as approved by the Director;
  - i) Assist in monitoring relations and obligations with other regional and international agencies including the SPOCC arrangements; and
  - j) Other related activities as directed from time to time by the Director.

### **Desired Qualifications and Experience**

5. Candidates should preferably have post graduate qualifications in administration or related fields from a recognised institution and working experience in the Pacific islands region in development issues.
  6. Other essential requirements are:
    - proven management experience;
    - good communication skills in managing international projects and staff;
    - the ability to manage the work of consultants;
    - the ability to work with inter-disciplinary and multi-cultural teams;
    - ability to prepare project proposals and reports to deadlines often under difficult circumstances;
    - fluency in spoken and written English;
    - knowledge of other Pacific Island languages(s) would be advantageous.
  7. The role suits a team player.
  8. Applicants must be nationals of a SPREP member country.
-

# SPREP ORGANISATIONAL CHART

(from 1 January 1999)



### Core Positions under the Primary and Project Management Functions

Management	Finance	Administration
Director	Accountant	Administration Officer
Deputy Director (Note 1)	Assistant Accountant (Note 4)	Conference Officer
Assistant Director, CNR (Note 4)	Senior Accounts Officer	Registry Supervisor (Note 2)
Assistant Director, EIC	3 Accounts Clerks (Note 5)	Administration Assistant
Assistant Director, EMP		Registry Clerk (Note 3)
Assistant Director, CS		Stores Clerk/Tea person
Executive Officer (Note 1)		Receptionist
2 Personal Assistants	<b>Technical Area Support</b>	2 Driver/Clerks (Note 6)
	Information Technology Manager	Handyman
	2 Secretaries	Gardener
	Divisional Assistant	Night-watchman
		2 Cleaners
<b>Number of staff:</b>	8	10
		14

**Notes:**

- 1 These two positions are alternatives, not both, subject to the decision of the Meeting
- 2 This is the former "Registry Clerk". Position renamed to reflect a variation to the duties and responsibilities
- 3 This is the former "Registry Assistant". Position renamed (as in note 2)
- 4 These positions are currently donor funded, but should be funded under the core budget when donor funding ceases
- 5 One Accounts Clerk position is currently donor funded, but should be funded under the core budget when donor funding ceases
- 6 One Driver/Clerk position is currently donor funded, but should be funded under the core budget when donor funding ceases



## **South Pacific Regional Environment Programme (SPREP)**

### **Tenth SPREP Meeting**

Apia, Samoa

15-18 September 1998

### **Agenda Item 7.4 : Revision of SPREP Financial Regulations**

#### **Purpose of Paper**

1. To seek the Meeting's approval of amendments to the SPREP Financial Regulations and to provide the Secretariat with guidance on the future membership structure of the Work Programme and Budget Sub-committee.

#### **Background**

2. Financial Regulations 1 and 2 provide the "purpose" of and "definitions" contained within the Regulations.

3. Financial Regulations 3 to 5 specifically deal with the "Budget" with the requirement for preparation of an annual Budget, for presentation to an annual Intergovernmental Meeting, in such form as the Meeting may from time to time direct.

4. Financial Regulations 6 to 9 deal with "appropriations" and provide the necessary authorisations and directions to the Director to account for and expend funds in accordance with specific guidelines and within certain limits associated with the annual Budget estimates as determined by the annual Intergovernmental Meeting.

5. Financial Regulations 10, 11, 13 to 19, 22, 24 to 26, 31 to 34, 37 and 38 all contain reference to the Intergovernmental Meeting.

6. At the Ninth SPREP Meeting it was agreed that future Intergovernmental Meetings would be held biennially. No change was made at that time, to the Financial Regulations, to accommodate the change to biennial Meetings.

7. At the Ninth SPREP Meeting, the Work Programme and Budget Sub-committee was assigned the task of reviewing the 1998 Work Programme and Budget in 1997, a year when a Meeting was not held. The Meeting provided no guidelines to the operation of the Sub-committee in the year of no SPREP Meeting, nor was the Sub-committee given a mandate to approve the Budget in such year.

8. It became clear to the Secretariat and the Sub-committee, from the process which had to be adopted for the 1998 Budget to be approved, that a revision of the Regulations is necessary to accommodate the change to biennial Intergovernmental Meetings.



9. In the process of presenting annual Budget estimates in the new performance based output format, to meet the requirements of Members, it was also noted that the Secretariat has no mandate under the Regulations to change the Budget format to eliminate the "project management function" component of the Budget.

10. Under an output based Budget, such function should be incorporated into one of the Strategic Outputs, either as a Key Output of its own or as a part of each Key Output. Members have previously expressed the desire to be satisfied that the project management function is funded by donors and this has been achieved through specific donor funding, or from charging an administrative service fee on donor funded projects or through a cost recovery process from donor funded projects.

11. If the project management function were to be included as part of the project implementation Key Outputs, the fees or cost recoveries would not be identified, whilst many of the actual costs could not be specifically identified against each Key Output. The alternative is to reflect the project management function as a separate Key Output under the Management and Corporate Services Strategic Output. The actual Budget presentation would not significantly vary from the present format and it would still be capable of demonstrating to Members that the project management function (or Key Output) is funded by donors.

#### **Amendments Proposed**

12. The Secretariat has considered various alternatives for amendments to the Financial Regulations to address the issue and suggests that it would be possible to avoid making numerous amendments by inserting a definition of "Intergovernmental Meeting" into Regulation 2 as follows:

'Intergovernmental Meeting' means:

- (a) in any year where the biennial Meeting of all SPREP Members is to be held, that Meeting; and
- (b) in any other year, the Meeting of the Work Programme and Budget Sub-committee.

13. A definition would also be required for the "Work Programme and Budget Sub-committee". This could be defined as "the Committee that is appointed by the biennial Meeting of Members to review a subsequent Work Programme and Budget during the year that a Meeting of all Members is not to be held."

14. Related changes are also required to the Financial Regulations to ensure that Members are afforded sufficient time to provide comments on the Work Programme and Budget in those years where only a Sub-committee Meeting is being held and to allow time for all such comments to be circulated to those Members who will be attending the Sub-committee Meeting.

15. It is proposed that the Financial Regulation 5 (which requires the annual Budget estimates to be circulated at least six weeks prior to the annual Intergovernmental Meeting) could be amended to:

- (a) delete the word "annual" before "Intergovernmental Meeting";
- (b) insert the words "of all Members" after "Intergovernmental Meeting"; and
- (c) insert a second and third paragraph, as follows:

"In those years where an Intergovernmental Meeting of all Members is not to be held, the annual Budget estimates for the following year will be circulated to all Members at least eight weeks prior to the convening of a Work Programme and Budget Sub-committee Meeting."

"In those years where an Intergovernmental Meeting of all Members is not to be held, all Members will be invited to submit their comments, on the annual Budget estimates for the following year, to the Secretariat at least three weeks prior to the convening of the Work Programme and Budget Sub-committee Meeting and copies of all such comments received by the Secretariat will be distributed to all Members at least one week prior to that Meeting."

16. Financial Regulation 11(a) ensures that all Members receive copies of all documents relevant to the annual Budget estimates after they are adopted at a Meeting. The proposed changes to the Regulations would ensure decisions on the Budget arising from a Sub-committee Meeting would also be distributed to all Members.

17. There may be some Regulations on which Members may not want the Work Programme and Budget Sub-committee to be granted authority to make binding decisions. For example, in Regulation 10, the Director is required to recommend levels of Members' contributions to the Intergovernmental Meeting. In this case, it is suggested that the Regulation could be amended to insert the words "of all Members" after the words "Intergovernmental Meeting".

18. The Secretariat recommends that a membership structure be established for the Sub-committee, to ensure there is some representation from Members which do not have a diplomatic mission based in Samoa. It is suggested that the Sub-committee could comprise a representative from Samoa and those members which do have a diplomatic base in Samoa, plus one representative each from Melanesia, Micronesia and Polynesia. The actual representation for each region could be rotated or as agreed upon by Members.

19. The current arrangements for participation at SPREP Meetings is that Members meet their own costs of travel and per diems, except for Small Island States where the costs for one participant are funded either from donors or from the Core Budget. To enable the Sub-committee to become functional, the Secretariat would propose that travel and per diems for the one Sub-committee Meeting every second year be met by the Secretariat, either from donor funding or Core Budget.

20. To ensure that future output based Budgets can be presented to reflect the project management function as being a specific component (Key Output) of the Management and Corporate Services Strategic Output, it is proposed that Financial Regulation 4 be amended to insert the following paragraph at the end of the existing provisions:

“Nothing in this Regulation, or elsewhere in these Regulations, shall prevent the project management function component of the annual estimates from being incorporated into a Budget format which also includes the primary function component, provided that the incomes and expenditures of each component are clearly identifiable.”

21. To assist Members identify the amendments proposed in this Paper, a copy of the existing Regulations is attached (WP.7.4/Att.1). The proposed amendments are shown as revision marks, with additions shown in **bold** and deletions are struck through. To readily identify the proposed revisions, there is also a left border line on each line where a revision is made.

#### Recommendations

22. The Meeting is invited to:

- **approve** the proposed amendments to the Financial Regulations, as indicated in the attachment; and
- **consider** the membership structure of the Work Programme and Budget Sub-committee and to further **provide guidance** to the Secretariat in this regard.

5 August, 1998

**South Pacific Regional Environment Programme  
(SPREP)**

**Financial  
Regulations**

**Adopted at the Fifth Intergovernmental Meeting  
Apia, Western Samoa, 14-18 September 1992**

## Table of Contents

<b>Regulation</b>	<b>Number</b>	<b>Page Number</b>
Purpose	1	1
Definitions	2	1
The Budget	3-5	2-3
Appropriations	6-9	3-4
Provision of Funds	10-13	5
Funds	14-18	5-6
Custody of Funds	19-20	6
Investment of Funds	21	7
Bank Overdraft	22	7
Internal Control	23-25	7-8
Accounting	26-30	8
External Audit	31-34	9
General Provisions	35-38	10

## PURPOSE

### Regulation 1

These Regulations shall govern the financial administration of the South Pacific Regional Environment Programme.

## DEFINITIONS

### Regulation 2

In these Regulations, unless the contrary intention appears-

'Budget' means a consolidation of statements of income and expenditure for the primary, project management and project implementation functions.

'Capital Fund' means a general purpose fund, the proceeds of which will be applied from time to time to partially finance the activities of the South Pacific Regional Environment Programme.

**'Intergovernmental Meeting' means:**

- (a) in any year where the biennial Meeting of all SPREP Members is to be held, that Meeting; and
- (b) in any other year, the Meeting of the Work Programme and Budget Subcommittee.

'Operating Fund' means a fund for processing all receipts and payments.

'Primary functions' means core functions including servicing the Intergovernmental Meeting, seeking funds, co-ordination activities and providing information to members.

'Project management functions' means the management of donor funded projects on behalf of members and donors.

'Project implementation functions' means the implementation of donor funded projects on behalf of members and donors excluding the project management function.

'Secretariat' means the South Pacific Regional Environment Programme's personnel and financial resources associated with undertaking primary, project management and project implementation functions.

**'Work Programme and Budget Subcommittee' means the Committee that is appointed by the biennial Meeting of Members to review a subsequent Work Programme and Budget during the year that a Meeting of all Members is not to be held.**

## THE BUDGET

### Regulation 3

The annual Budget estimates shall cover income and expenditure of the South Pacific Regional Environment Programme and its auxiliary and subsidiary bodies for the fiscal year to which they relate and shall be present in US dollars. The fiscal year of the South Pacific Regional Environment Programme shall be the calendar year. The annual Budget estimates will incorporate income and expenditure proposals for the primary, project management and project implementation functions.

### Regulation 4

The annual Budget estimates shall be arranged in such form and in such Parts, Heads and Sub-Heads as the Intergovernmental Meeting may from time to time direct.

The annual Budget estimates shall include the following documents:

- (a) A detailed statement dealing with each sub-head separately of estimated income and expenditure for the following year for the primary, project management and project implementation functions and the basis of computation.
- (b) A comparative table, dealing with each sub-head separately, of actual income and expenditure during the last completed fiscal year; of estimated income and expenditure in the approved Budget for the current year; of revised estimates (if any) of income and expenditure for the current year, based on the latest figures available, and of estimated income and expenditure for the following year;
- (c) A detailed statement showing the estimated financial position of the South Pacific Regional Environment Programme at the end of the current fiscal year;
- (d) A detailed statement dealing with extra-budgetary funds;
- (e) Any other documents which the Intergovernmental Meeting may deem necessary and useful.

**Nothing in this Regulation, or elsewhere in these Regulations, shall prevent the project management function component of the annual estimates from being incorporated into a Budget format which also includes the primary function component, provided that the incomes and expenditures of each component are clearly identifiable.**

### Regulation 5

The annual Budget estimates for the following year will be circulated at least six weeks prior to the opening of the ~~annual~~ Intergovernmental Meeting **of all members.**

**In those years where an Intergovernmental Meeting of all Members is not to be held, the annual Budget estimates for the following year will be circulated to all Members at least eight weeks prior to the convening of a Work Programme and Budget Subcommittee Meeting.**

**In those years where an Intergovernmental Meeting of all Members is not to be held, all Members will be invited to submit their comments, on the annual Budget estimates for the following year, to the Secretariat at least three weeks prior to the convening of the Work Programme and Budget Sub-committee Meeting and copies of all such comments received by the Secretariat will be distributed to all Members at least one week prior to that Meeting.**

## **APPROPRIATIONS**

### **Regulation 6**

The adoption of the annual Budget estimates for the primary, project management project implementation functions shall constitute an authorisation to the Director to incur commitments and make payments for the purposes for which the expenditure was approved and up to the amounts so approved.

When the Intergovernmental Meeting has not met in a particular year to consider revised Budget estimates for that current year for the primary functions, the Director may subject to regulation 9 incur additional commitments and make additional payment up to a limit of ten per cent of the total sums already approved for the primary functions.

### **Regulation 7**

1. Income for the primary and project management functions shall be accounted for on a cash basis except for interest income.
2. Expenditure for the primary and project management functions shall be accounted for on an accrual basis.
3. Funds provided in the Budget for primary and project management functions shall be available for commitment during the fiscal year to which they relate.
4. Funds provided in the Budget for primary functions shall remain available for twelve months following the fiscal year to which they relate to the extent to which they are required to liquidate commitments.
5. Funds shall remain available in the Budget for project management functions until they are required to liquidate commitments.
6. The Director may transfer within the Budget for primary functions anticipated savings under any Part, Head or Sub-Head to meet anticipated expenditure under any other Part, Head or Sub-Head.



7. In the event of any delay in the meetings of the Intergovernmental Meeting to adopt the annual Budget estimates for the primary functions, the Director is authorised, pending approval of the annual Budget estimates for the primary functions, to incur obligations and meet expenditure in the first three months of the current year up to a limit not exceeding twenty five per cent of the total expenditure incurred for the whole of the preceding year, subject to any reservations which have been placed on any individual item,

8. The Director may incur additional expenditure on project management functions in excess of that provided in the Budget for project management functions provided that funding is available and that such additional expenditure does not adversely impact on the capacity of the Secretariat to carry out and manage the activities detailed in the Budget approved by the Intergovernmental Meeting.

### **Regulation 8**

1. Income and expenditure for the project implementation functions shall be accounted for on an accrual basis except for receipts for project implementation functions which shall be accounted for on a cash basis.

2. Funds provided in the Budget for project implementation functions shall be available for commitment until such time as a specific project is either amended, cancelled or replaced.

3. Funds shall remain available in the Budget for project implementation functions until they are required to liquidate commitments.

4. The Director may transfer within the Budget for project implementation functions anticipated savings under any Par, Head or Sub-Head to meet anticipated expenditure under any other Part, Head or Sub-Head.

5. The Director may incur additional expenditure on project implementation functions in excess of that provided in the Budget for project implementation functions provided that funding is available and that such additional expenditure does not adversely impact on the capacity of the Secretariat to carry out and manage the activities detailed in the Budget approved by the Intergovernmental Meeting.

### **Regulation 9**

The Director shall not enter into any commitment or expenditure in respect of any functions unless funds are available.

## **PROVISION OF FUNDS**

### **Regulation 10**

The Director shall recommend to the Intergovernmental Meeting of **all Members** levels of Members' contributions by taking into account:

- (a) The estimated expenditure for primary functions for the current fiscal year and the succeeding fiscal year;

- (b) Any other revenue in addition to Members' contributions;
- (c) Any balance of uncommitted funds available from previous fiscal years.

#### **Regulation 11**

After the Intergovernmental Meeting has adopted the annual Budget estimates the Director shall:

- (a) Transmit the relevant documents to all members of the South Pacific Regional Environment Programme;
- (b) Inform members of the South Pacific Regional Environment Programme of their commitments in respect of member contributions and the depository into which it is desired that the contributions be paid.

#### **Regulation 12**

Contributions shall be payable in US dollars. However, the Director is empowered to accept, at his discretion, the total or partial payment of contributions by a member of the South Pacific Regional Environment Programme in currencies other than US dollars which are necessary for the functioning of the South Pacific Regional Environment Programme.

#### **Regulation 13**

The Director shall submit to each Intergovernmental Meeting a report on the receipt of member contributions.

### **FUNDS**

#### **Regulation 14**

The working funds of the South Pacific Regional Environment Programme shall be held in two principal funds:

- (i) a Capital Fund; and
  - (ii) an Operating Fund;
- (a) Expenditure on primary functions under Regulation 7 may be financed by advances from the Capital Fund;
  - (b) Any advances made from the Capital Fund shall be reimbursed to that Fund as soon as available funds permit;
  - (c) Income derived from investments of the Capital Fund shall be credited to miscellaneous income;

- (d) All income of the South Pacific Regional Environment Programme shall be credited to the Operating Fund except for contributions to the Capital Fund.
- (e) Capital fund transactions shall be reported to the Intergovernmental Meeting.

#### **Regulation 15**

The Director may establish Special Purpose Accounts and shall inform the Intergovernmental Meeting of the details.

#### **Regulation 16**

The Director may establish Trust Funds with the approval of the Intergovernmental Meeting.

#### **Regulation 17**

The purpose and limits of each Trust Fund shall be clearly defined by the Intergovernmental Meeting and unless otherwise directed by the Intergovernmental Meeting such Funds shall be administered in accordance with these Regulations and audited reports be presented annually to the Intergovernmental Meeting.

#### **Regulation 18**

The Director may accept contributions for primary, project management and project implementation functions and shall inform the next Intergovernmental Meeting of details of such contributions.

### **CUSTODY OF FUNDS**

#### **Regulation 19**

The Director is authorised to open and close bank accounts and shall inform the Intergovernmental Meeting of the details.

#### **Regulation 20**

Project implementation function banking transactions shall be conducted through a separate account to that for primary and project management function transactions.

### **INVESTMENT OF FUNDS**

#### **Regulation 21**

The Director may make short-term investments in interest-bearing Bank deposits of monies not needed for immediate requirements.

## **BANK OVERDRAFT**

### **Regulation 22**

The Intergovernmental Meeting will set annually a limit on what advances by way of bank overdraft, the Director may obtain for a particular year.

## **INTERNAL CONTROL**

### **Regulation 23**

The Director shall:

- (a) Establish detailed financial rules and procedures in order to ensure effective financial administration and the exercise of economy;
- (b) Cause all payments to be made on the basis of supporting vouchers and other documents which ensure that the services or goods have been received, and that payments have not previously been made;
- (c) Designate the officers who may receive monies or incur obligations on behalf of the South Pacific Regional Environment Programme and disburse South Pacific Regional Environment Programme funds;
- (d) Maintain an internal financial control which shall provide for an effective current examination and/or review of financial transactions, in order to ensure:
  - (i) The regularity of the receipt, custody and disposal of all funds and other financial resources of the South Pacific Regional Environment Programme;
  - (ii) The conformity of commitments and expenditure with the appropriations or other financial provisions approved by the Intergovernmental Meeting, or with the purposes and rules relating to Trust Funds and Special Purpose Accounts;
- (e) Take all precautionary measures necessary to safeguard the property, equipment and supplies of the South Pacific Regional Environment Programme;
- (f) Arrange for the adequate protection of funds and property by insurance.

### **Regulation 24**

The Director may, after full investigation, authorise the writing off of losses of cash and other assets, provided that the value of all such items written off shall be reported to the Intergovernmental Meeting.

### **Regulation 25**

Rules governing quotations and tendering procedures for procurement and disposal of equipment and supplies shall be established by the Director and reported to the Intergovernmental Meeting for endorsement.

## **ACCOUNTING**

### **Regulation 26**

The Director shall:

- (a) Adopt accounting principles which conform to generally accepted international accounting standards;
- (b) Implement in consultation with South Pacific Regional Environment Programme officers appropriate financial management policies;
- (c) Submit annual financial statements to the Intergovernmental Meeting;
- (d) Give such other information to the Intergovernmental Meeting as appropriate to indicate the current financial position of the South Pacific Regional Environment Programme.

### **Regulation 27**

The financial statements and the accounting records of the South Pacific Regional Environment Programme shall be presented in US dollar.

### **Regulation 28**

Appropriate separate accounts shall be maintained for all Trust Funds and Special Purpose Accounts.

### **Regulation 29**

The financial statements shall be submitted by the Director to the Auditors as soon as possible following the end of each fiscal year and always by 31 March of the following year.

### **Regulation 30**

All liabilities in respect of the financing of assets shall be incorporated in the annual Budget estimates and annual financial statements.

## **EXTERNAL AUDIT**

### **Regulation 31**

The Intergovernmental Meeting shall appoint annually one or more Auditors in no way connected with the South Pacific Regional Environment Programme on such terms as it sees fit.

### **Regulation 32**

The Auditors shall:

- (a) Conduct their audit each year in accordance with generally accepted international auditing standard;

- (b) Prepare a report expressing an opinion as to the fairness of the South Pacific Regional Environment Programme's financial statements;
- (c) Conduct, at the request of the Intergovernmental Meeting, additional specific examinations and submit separate reports on the results of their examinations.

### **Regulation 33**

The Auditors, in their report on the accounts certified, shall mention:

- (a) the extent and character of their examination and any changes in accounting practice;
- (b) matters affecting the completeness or accuracy of the accounts;
- (c) the accuracy or otherwise of the supplies and equipment records as determined by stocktaking and examination of the records;
- (d) the adequacy of financial procedures of the South Pacific Regional Environment Programme including internal control matters and adherence to the financial regulations;
- (e) the adequacy of insurance cover for the buildings, stores, furniture, equipment and other property of the South Pacific Regional Environment Programme;
- (f) any other matters which should be brought to the notice of the Intergovernmental Meeting.

### **Regulation 34**

The Auditors shall submit their report to the Director as soon as possible following the end of the fiscal year to which it relates. The Director shall circulate the full report of the Auditors including comments on the financial operations of the South Pacific Regional Environment Programme and accounts, together with such remarks as the Director may wish to offer to members, prior to the next Intergovernmental Meeting.

## **GENERAL PROVISIONS**

### **Regulation 35**

The Director may enter into contracts and other agreements for the purposes of renting accommodation, office space, storage and any other requirements of the South Pacific Regional Environment Programme.

### **Regulation 36**

These Financial Regulations are to apply to all financial activities of the South Pacific Regional Environment Programme irrespective of the source of funds.

### **Regulation 37**

When the position of director is vacant the Director functions and powers shall be exercised according to the instruction of the Chairperson of the Intergovernmental Meeting and, in the absence of any instruction, by the Deputy Director.

In the absence from the South Pacific Regional Environment Programme headquarters or during the incapacity of the Director, the powers and responsibilities of the Director as provided in these Regulations shall, during such periods, devolve on the Deputy Director. In the event that the Director and Deputy Director are both absent, an officer of the Director's choice shall be designated Officer-in-Charge with such powers and responsibilities as determined by the Director.

### **Regulation 38**

These Regulations shall enter into force immediately after their approval by the Intergovernmental Meeting.

Amendments to these Regulations will have immediate effect upon acceptance by the Intergovernmental Meeting.



## **South Pacific Regional Environment Programme (SPREP)**

### **Tenth SPREP Meeting**

Apia, Samoa  
15-18 September 1998

### **Agenda Item 7.5: SPREP Status as UN Observer**

#### **Purpose**

1. To outline the steps necessary for SPREP to obtain observer status at the UN General Assembly (UNGA) as well as to outline costs and benefits.

#### **Background**

2. The United Nations currently has 185 Members and 31 Observers, the most recent inter-governmental organisation admitted being the Andean Community in 1997 to promote economic development of its member countries (list of current Observers is in Attachment 1).
3. In the South Pacific region, the South Pacific Forum is the only intergovernmental organisation with Observer status. This was obtained as a result of Forum member endorsement at the 25<sup>th</sup> South Pacific Forum Meeting in Brisbane, Australia, 31 July-7 August 1994. The Forum agreed that Observer status would be serviced by co-operation between the Secretariat and the SOPAC group of Forum missions in New York through the Forum Chairman.
4. On 14 April 1998, the Secretary General of the Forum Secretariat advised SPREP that regional organisations, with Forum authority, could use the Forum Observer seat for those meetings that the Secretary General does not attend. Although difficulties with this approach were experienced during the UNGA Special Session, 1997, in relation to documentation and seating, the benefits of separate Observer status for SPREP are more far reaching.
5. With UN Observer status, SPREP will be able to improve its delivery of technical advice and support to Pacific Island countries across the full range of international environmental meetings and negotiations. The formal recognition of SPREP will be raised with organisations such as the World Bank, United Nations Environment Programme (UNEP), United Nations Development Programme (UNDP), United Nations Educational, Scientific and Cultural Organization (UNESCO) and World Health Organization (WHO) that often use UN Observer status in identifying stakeholders and groups for consultation. Invitations to key meetings and the circulation of meeting papers will be significantly improved and our role in assisting PIC participation in international environmental meetings will be further enhanced.



6. There are no resource implications over and above the implementation of projects that assist PIC participation in international environment negotiations. Observer status is in fact expected to improve the efficiency of these projects and thereby increase Pacific input at the international level.

7. Though neither the Charter of the United Nations nor the Rules of Procedure of the General Assembly address the question of observers, in practice, the General Assembly has adopted resolutions according such observer status to intergovernmental organisations in the past.

8. The steps in obtaining observer status are as follows:

- SPREP Meeting to consider and endorse the need for Observer status;
- Member States request the inclusion of an appropriate item on the agenda of the General Assembly;
- The request must be accompanied by an explanatory memorandum and, if possible, basic documents or a draft resolution;
- The General Committee of the General Assembly then reviews the request and recommends to the General Assembly whether or not to include the item on the agenda;
- The Member States sponsor a draft resolution by which the General Assembly would decide that SPREP be invited to participate in the sessions and work of the General Assembly in the capacity of Observer; and
- The member States of the UN General Assembly decide on the proposed resolution, if necessary by a majority vote of members present and voting.

### **Recommendation**

9. The Meeting is invited to:

- **consider** and **endorse** the recommendation for SPREP to seek Observer status at the United Nations; and
- **approve** the attached request, explanatory memorandum and draft resolution for the General Assembly (Attachment 2).

---

10 August, 1998

**ORGANISATIONS GRANTED OBSERVER STATUS  
IN THE GENERAL ASSEMBLY**

African, Caribbean and Pacific Group of States: (15 October 1981)  
African Development Bank: (28 October 1987)  
Agency for Cultural and Technical Co-operation: (10 November 1978)  
Agency for the Prohibition of Nuclear Weapons in Latin America: (17 October 1988)  
Andean Community: (22 October 1997)  
Asian-African Legal Consultative Committee: (13 October 1980)  
Caribbean Community: (17 October 1991)  
Central American Integration System: (19 October 1995)  
Commonwealth of Independent States: (24 March 1994)  
Commonwealth Secretariat: (18 October 1976)  
Conference on Security and Cooperation in Europe: (13 October 1993)  
Council for Mutual Economic Assistance<sup>4</sup>: (11 October 1974)  
Council of Europe: (17 October 1989)  
Economic Co-operation Organization: (13 October 1993)  
European Economic Community: (11 October 1974)  
International Committee of the Red Cross: (16 October 1990)  
International Criminal Police Organization (Interpol): (15 October 1996)  
International Federation of Red Cross and Red Crescent Societies: (19 October 1994)  
International Organization for Migration: (16 October 1992)  
International Seabed Authority: (24 October 1996)  
International Tribunal for the Law of the Sea: (17 December 1996)  
Islamic Conference: (10 October 1975)  
Latin American Economic System (SELA): (13 October 1980)  
Latin American Parliament: (13 October 1993)  
League of Arab States: (1 November 1950)  
Organization of African Unity: (11 October 1965)  
Organization of American States: (16 October 1948)  
Organization for Security and Cooperation in Europe: (13 October 1993)  
Permanent Court of Arbitration: (13 October 1993)  
South Pacific Forum: (17 October 1994)  
Sovereign Military Order of Malta: (24 August 1994)

---

To: Secretary General  
United Nations  
New York

Fifty-fourth session

REQUEST FOR INCLUSION OF AN ADDITIONAL ITEM IN THE AGENDA  
OF THE FIFTY-FOURTH SESSION

OBSERVER STATUS FOR THE SOUTH PACIFIC REGIONAL  
ENVIRONMENT PROGRAMME IN THE GENERAL ASSEMBLY

Letter dated 15 September 1998 from the representatives of American Samoa, Australia, Cook Islands, Federated States of Micronesia, Fiji, France, French Polynesia, Guam, Kiribati, Republic of the Marshall Islands, Nauru, New Caledonia, New Zealand, Niue, Northern Mariana Islands, Palau, Papua New Guinea, Pitcairn, Samoa, Solomon Islands, Tokelau, Tonga, Tuvalu, United States of America, Vanuatu and Wallis and Futuna to the United Nations addressed to the Secretary-General

We have the honour to request, pursuant to Rule 15 of the Rules of Procedure of the General Assembly, the inclusion in the agenda of the fifty-fourth session of an additional item of an important and urgent character entitled "Observer status for the South Pacific Regional Environment Programme (SPREP) in the General Assembly".

Pursuant to Rule 20 of the Rules of Procedure of the General Assembly, this request is accompanied by an explanatory memorandum (Annex I) and the corresponding draft resolution (Annex II).

[to be signed by the relevant representatives]

Annex I

EXPLANATORY MEMORANDUM

The South Pacific Regional Environment Programme (SPREP)

The Conference on the Human Environment in the South Pacific, held at Rarotonga Cook Islands, on 8-11 March 1982 decided to establish the South Pacific Regional Environment Programme (SPREP) as a separate entity within the Secretariat for the Pacific Community (SPC). The United Nations Environment Programme (UNEP), Economic and Social Council for Asia and the Pacific (ESCAP), the South Pacific Forum and the South Pacific Conference supported the establishment and encouraged the development of SPREP as a regional programme and as part of UNEP's Regional Seas Programme.

For the past 16 years SPREP has promoted environmental protection within the region and cooperated with international organisations to ensure co-ordination in efforts to protect the environment and use the natural resources of the region on a sustainable basis. On 16 June 1993 the Plenipotentiaries of Fiji, France, Kiribati, Marshall Islands, Nauru, Niue, Samoa, Solomon Islands, Tuvalu, United States of America and Vanuatu signed the Agreement Establishing the South Pacific Regional Environment Programme as a separate legal autonomous body. The Programme moved its headquarters to Apia, Samoa and is now a 60 person organisation providing technical support and assistance to Pacific Island Countries. The Agreement entered into force on 30 August 1995 after the tenth (10<sup>th</sup>) signatory.

Capacity building and institutional strengthening underpin all SPREP activities. The programmes developed, support country activities at the national and regional levels, provide inter-regional support, for example to Governments participating in the Alliance of Small Island States (AOSIS) as well as supporting member countries at the global level, in negotiations such as the Conference of Parties to the UN Framework Convention on Climate Change, Convention on Biological Diversity and the UN Commission on Sustainable Development.

Objectives

- to promote cooperation in the Pacific Islands region and to provide assistance in order to protect and improve its environment and to ensure sustainable development for present and future generations.

Mechanism

To attain this objective SPREP currently has five programmes in its 1997-2000 Action Plan, approved by the Ninth SPREP Meeting in 1996.

1. Biodiversity and Natural Resource Conservation.
2. Climate Change and Integrated Coastal Management.

3. Waste Management, Pollution Prevention and Emergencies.
4. Environmental Management, Planning and Institutional Strengthening.
5. Environmental Education, Information and Training.

SPREP is the region's intergovernmental environmental organisation which enables member countries and the wider international community to direct their attention to environmental issues in the Pacific. To this end SPREP actively seeks collaborating partners and funding support which necessarily involves international organisations such as UNEP, UNDP, UNFPA, IMO, UNESCO, the World Bank and Global Environment Facility as well as Governments such as Canada, Denmark and Japan.

#### Institution

SPREP is composed of 22 Pacific Island countries and four developed countries with direct interest in the Pacific island region as follows:

American Samoa, Australia, Cook Islands, Federated States of Micronesia, Fiji, France, French Polynesia, Guam, Kiribati, Republic of the Marshall Islands, Nauru, New Caledonia, New Zealand, Niue, Northern Mariana Islands, Palau, Papua New Guinea, Pitcairn, Samoa, Solomon Islands, Tokelau, Tonga, Tuvalu, United States of America, Vanuatu and Wallis and Futuna.

SPREP's objectives and work plan are decided by member countries at biennial SPREP Meetings, facilitated by the SPREP Secretariat which consists of a Director, Deputy Director, and four Heads of Division (Conservation of Natural Resources; Environmental Education, Information and Capacity-building; Environmental Management and Planning; and Finance and Administration).

Annex II

DRAFT RESOLUTION

Observer status for the South Pacific Regional Environment Programme (SPREP)  
in the General Assembly

The General Assembly,

Noting the desire of the South Pacific Regional Environment Programme for co-operation between the United Nations and the South Pacific Regional Environment Programme,

1. Decides to invite the South Pacific Regional Environment Programme to participate in the sessions and the work of the General Assembly in the capacity of Observer;
2. Requests the Secretary General to take the necessary action to implement the present resolution.



South Pacific Regional Environment Programme  
**(SPREP)**

**Tenth SPREP Meeting**

Apia, Samoa

15-18 September 1998

**Agenda Item 7.6 : SPREP/IMO Agreement**

**Purpose:**

1. To inform SPREP members of developments concerning co-operation with the International Maritime Organization (IMO).

**Background**

2. As of 1 May 1998 there were 155 parties to the IMO Convention 1948, including the SPREP countries of Australia, Fiji, France, Marshall Islands, New Zealand, Papua New Guinea, Samoa, Solomon Islands, United Kingdom, United States of America and Vanuatu. As of 1995 there were 35 Agreements of Co-operation concluded between the IMO and other Intergovernmental organisations (list of Agreements is Attachment 1).

3. Formalising the co-operation between SPREP and IMO was considered in January 1997 in the light of the relevance of IMO administered Conventions to SPREP's waste management programme, capacity building and legal activities, and the proposed 1999/2003 Pacific Ocean Pollution Prevention Programme (PACPOL). The Agreement of Cooperation will allow the sharing of information, consultations and rendering of assistance, as well as the sending of representatives as Observers to each organisation's meetings. A similar Agreement is being developed by the Secretariat of the Pacific Community (SPC) following transfer of maritime functions from the Forum Secretariat.

4. The steps in concluding the Agreement are as follows:

- Council of the IMO approves the conclusion of an Agreement of Co-operation. This was done at the eighteenth session of the Council from 15-19 June 1998;
- SPREP members approve the Agreement at the Tenth SPREP Meeting, September 1998, pursuant to Article 9 of the IMO Convention 1948; and
- The Agreement is submitted to the next IMO Assembly in 1999 for final approval, prior to the final conclusion of the Agreement.

5. The resource implications of this proposal will be partly met by the Danish Government funded International Negotiations Officer position as well as the Commonwealth Secretariat funded Marine Pollution Adviser in SPREP, and will be

utilised by SPREP to ensure effective Pacific island contributions to global maritime developments as well as strengthening existing implementation of joint IMO/SPREP activities of a specialised, technical or legal nature, such as the Regional Workshops on Responses to Spills in the Marine Environment.

### **Recommendation**

6. The Meeting is invited to **approve** the Agreement of Co-operation, including the minor amendments noted in italics (Attachment 2).

---

29 July, 1998



**AGREEMENT OF CO-OPERATION CONCLUDED WITH OTHER  
INTERGOVERNMENTAL ORGANISATIONS**

1. World Customs Organization (WCO)
2. International Hydrographic Organization (IHO)
3. International Institute for the Unification of Private Law (UNIDROIT)
4. Organization of African Unity (OAU)
5. International Organization for Migration (IOM)
6. European Space Agency (ESA)
7. Central Office of International Railway Transport (OCTI)
8. Organization for Economic Co-operation and Development (OECD)
9. Council of Europe (CI of E)
10. Commission of the European Communities (EEC)
11. Commonwealth Secretariat
12. Danube Commission (CD)
13. International Telecommunications Satellite Organization (INTELSAT)
14. Organization of American States (OAS)
15. World Tourism Organization (WTO)
16. International Oil Pollution Compensation Fund (IOPC Fund)
17. Permanent Commission for the South Pacific (CPPS)
18. Inter-Governmental Standing Committee on Shipping (ISCOS)
19. Commission established by the Convention for the Prevention of Marine Pollution by Dumping from Ships and Aircraft (Oslo Commission)
20. Commission established by the Convention for the Prevention of Marine Pollution from Land-based Sources (Paris Commission)
21. Organization of Arab Petroleum Exporting Countries (OAPEC)
22. Arab Federation of Shipping (AFS)
23. Ministerial Conference of West and Central African States on Maritime Transport (MINCONMAR)
24. International Mobile Satellite Organization (Inmarsat)
25. The Baltic Marine Environment Protection Commission (Helsinki Commission)
26. League of Arab States
27. International Council for the Exploration of the Sea (ICES)
28. Caribbean Community (CARICOM)
29. Latin American Integration Association (ALADI)
30. Asian-African Legal Consultative Committee (AALC)
31. Regional Organization for the Protection of the Marine Environment (ROPME)
32. International Committee of the Red Cross (ICRC)
33. International Satellite System for Search and Rescue (COSPAS-SARSAT)
34. Port Management Association of Eastern and Southern Africa (PMAESA)
35. European Conference of Postal and Telecommunications Administrations (CEPT)

**TERMS OF AN AGREEMENT OF CO-OPERATION BETWEEN  
THE INTERNATIONAL MARITIME ORGANIZATION (IMO)  
AND THE SOUTH PACIFIC REGIONAL ENVIRONMENT  
PROGRAMME (SPREP)**

1. The Secretary-General of the International Maritime Organization (hereafter referred to as "IMO") and the ~~Executive Director~~ *Director* of the South Pacific Regional Environment Programme (hereafter referred to as "SPREP") will consult each other on matters of common interest to the two Organizations with a view to ensuring maximum co-ordination of the work and activities of the respective Organizations in respect of such matters.
2. Subject to such arrangements as may be necessary for safeguarding confidential information, the Secretariat of IMO and the Secretariat of SPREP will exchange information and keep each other fully informed of projected activities and programmes of work in fields of common interest. Accordingly, when either Organization proposes to initiate a programme or activity on a subject in which the other has or may have a substantial interest, consultation will be initiated between the Secretariats with a view to harmonising their efforts as far as possible, taking into account their respective responsibilities and any decisions or wishes of the appropriate governing bodies of the respective Organizations.
3. The Secretariat of IMO will invite the Secretariat of SPREP to send representatives to observe meetings or conferences convened by or under the auspices of IMO to consider matters in which SPREP has an interest in accordance with procedures applicable to each meeting or conference. The Secretariat of SPREP will invite the Secretariat of IMO to send representatives to observe meetings or conferences convened by or under the auspices of SPREP to consider matters in which IMO has an interest, in accordance with the procedures applicable to each meeting or conference.
4. The Secretariats of IMO and SPREP may consult, where appropriate, on the use of personnel, material, services, equipment and facilities for joint undertakings which may be agreed between them in fields of common interest to IMO and SPREP.
5. IMO will, at the request of SPREP, render assistance to SPREP with respect to matters within the scope of activities of SPREP; and SPREP will, at the request of IMO, render assistance to IMO in matters falling within the scope of IMO's activities. Where assistance which is required by either party under the terms of this Agreement involves substantial expenditure, consultation will take place with a view to determining the most equitable manner for meeting such expenditure.
6. It is further agreed that nothing in this Agreement shall bind any of the Member States of SPREP jointly or severally. Similarly, the Agreement shall not bind any of the Member States of IMO jointly or severally.

7. This Agreement shall be subject to revision by agreement between the Secretary-General of IMO and the ~~Executive Director~~ Director of SPREP.
8. The Secretary-General of IMO and the ~~Executive Director~~ Director of SPREP may terminate this Agreement by giving six months written notice to the other party.
9. This Agreement shall come into force on its approval by the Assembly of IMO and the ~~Directorate of~~ SPREP Meeting.

For and on behalf of the  
International Maritime Organization  
(IMO)

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

W.A. O'Neil  
Secretary-General  
International Maritime  
Organization (IMO)

For and on behalf of the  
South Pacific Regional Environment  
Programme (SPREP)

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Tamari'i Tutangata  
Director  
South Pacific Regional  
Environment Programme  
(SPREP)



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa  
15-18 September 1998

### Agenda Item 7.7 : Rules of Procedure for Appointment of Director

#### Purpose of Paper

1. Following a request from the Ninth SPREP Meeting, this paper is submitted to seek approval from the Meeting for revision to the *Rules of Procedure for Appointment of Director* to (i) reflect synchronisation of the Director's term of office with the biennial SPREP Meeting schedule; (ii) to give clearer guidance to future Selection Advisory Committees.

#### Background

2. During the course of the selection process for the Director of SPREP, the Selection Advisory Committee (SAC) became aware that clear guidance was not provided in the existing Rules of Procedure for Appointment of Director. A number of amendments are required to provide clarity, especially under Rules 6 and 7. Further, to ensure synchronisation of the Director's term of office with the biennial SPREP Meeting schedule, (also agreed to at the Ninth SPREP Meeting), amendment is required to Rule 8.

#### Rule 6

3. Under Rule 6, the SAC is required to draw up a shortlist. It was noted that for the sake of clarity and guidance to the SAC, the size of the shortlist should be specified. Examples of the practice within other Regional Organisations include:

**SPC:** establishes a preliminary shortlist of 5, plus a reserve list of 5, if justified by applicant numbers.

**FFA:** rules stipulate no more than 5 nominees.

The Secretariat suggests a shortlist "of no more than five people".

4. Under Rule 6, the SAC is required to notify Governments and Administrations of the shortlist. The provision allows for Member Governments and Administrations to receive a copy of the shortlist but, nowhere in the rules is there guidance as to what discretion members then have. For instance, whether or not members have a right to comment on the shortlist. The current language suggests that notification is for

information only. It is recommended that the purpose of notification be clarified. Wording suggested by the Secretariat is "notify Governments and Administrations of the shortlist [seeking their comment which should then be transmitted to the Chair of the SAC within fourteen days of date of notification]".

5. Under Rule 6, the SAC is required to make recommendations concerning the appointment, to the next SPREP Meeting preceding the expiry of the term of office of the incumbent Director. The language leaves the SAC with considerable discretion as to the kind of recommendation it makes to the next SPREP Meeting. For example, a single name might be recommended, or more than one that would be suitable for appointment. The SAC may decide to rank candidates in order of suitability/preference. It is therefore recommended that consideration be given to clarifying the SPREP Members' expectations of the SAC in making recommendations for appointment. Wording suggested by the Secretariat is "make recommendations concerning the appointment to the next SPREP Meeting preceding the expiry of the term of office of the incumbent Director. [Such recommendations should contain the shortlisted candidates in order of suitability/preference] or [Such recommendations should contain one/two/.....names]".

#### **Rule 7**

6. Under Rule 7, applicants must be nominated by a Government or Administration. An issue that assumed a high profile in the SAC was the number of candidates a Member Government or Administration can nominate. In seeking clarification on this point, the Chair of the SAC referred to the understanding and practice in the region that Governments and Administrations should undergo their own internal screenings and put forward only one candidate. It is recommended that consideration be given to clarifying SPREP Members' expectations of the number of nominations that a Government or Administration may make. Drawing from experience of the recent SAC, it would also be helpful if the SPREP Meeting could indicate whether senior office holders in SPREP, or other regional organisations, should be regarded separately. Wording suggested by the Secretariat is "applicants must be nominated by a Government or Administration. [Only one applicant per country is eligible for selection] or [...applicants per country are eligible for selection].

7. Under Rule 7, members of the SAC are not eligible for consideration. The Chair of the recent SAC proceeded on the basis that the reference to "members of the SAC not being eligible", related to individuals on the Committee, rather than Member Governments and Administrations. Otherwise, the provision would be unworkable. It is recommended that the SPREP Meeting clarify the meaning of "members", perhaps by replacing "members" with "individuals". Suggested wording would be "[individuals] of the Selection Advisory Committee are not eligible for consideration."

## Rule 8

8. Under Rule 8, the successful applicant shall be appointed for a period of three years in the first instance. Subject to the agreement of the SPREP Meeting, a Director may be re-appointed for a further three years. The maximum length of appointment for any individual is six years. The Ninth SPREP Meeting agreed that the term of appointment of the Director be synchronised with the Biennial Meeting Schedule. Accordingly, it was agreed that the Director be appointed for a period of four years in the first instance and, subject to the agreement of the SPREP Meeting, be re-appointed for a further two years, up to a maximum of six years. Amended wording to reflect the Ninth SPREP Meeting's agreement is: "The successful applicant shall be appointed for a period of [four] years in the first instance. Subject to the agreement of the SPREP Meeting, a Director may be re-appointed for a further [two] years. The maximum length of appointment for any individual is six years."

9. Accordingly, the Secretariat submits, for consideration by the Meeting, the above-mentioned proposals for amendment to the *Rules of Procedure for Appointment of Director*. (See bracketed text within 10SM/WP.7.7/Att.1)

## Recommendation

10. The Meeting is invited to:

- **consider** the proposed amendments submitted by the Secretariat; and
- **endorse** the proposed amendments to the *Rules of Procedure for Appointment of Director*.

---

11 August, 1998

## Rules of Procedure for Appointment of Director

### Contents

Rule No.	Subject
1.	Scope
2.	Definitions
3.	Selection Advisory Committee
4.	Chairperson
5.	Notices
6.	Selection Advisory Committee Functions
7.	Selection Criteria
8.	Term of Appointment
9.	Expenses
10.	Amendments

### Scope

#### Rule 1

These Rules shall apply to any appointment of a Director of SPREP under Article 3 (g) of the Agreement Establishing the South Pacific Regional Environment Programme.

### Definitions

#### Rule 2

For the purposes of these Rules:

- "Director" means the position established by virtue of Article 6 of the Agreement Establishing the South Pacific Regional Environment Programme;
- "SPREP" means the South Pacific Regional Environment Programme established by virtue of Article 1 of the Agreement Establishing the South Pacific Regional Environment Programme;
- "SPREP Meeting" means the organ of SPREP established by virtue of Article 1 of the Agreement Establishing the South Pacific Regional Environment Programme.

## **Selection Advisory Committee**

### **Rule 3**

The SPREP Meeting shall as required from time to time appoint a Selection Advisory Committee comprising:

- the current chairperson, who shall also chair the Selection Advisory Committee; and
- at least two other members of the SPREP Meeting.

## **Chairperson**

### **Rule 4**

The functions of the chairperson are to:

- inform Governments and Administrations of a pending vacancy;
- advertise the position;
- invite nominations;
- receive applications;
- convene the Selection Advisory Committee; and
- chair the Selection Advisory Committee.

## **Notices**

### **Rule 5**

1. The Chairperson shall transmit notice of a pending vacancy to all SPREP Member Governments and Administrations no later than six months prior to the expiry of the term of office of the incumbent.

2. Advertising of the position in major regional newspapers and periodicals shall be effected by the Secretariat in consultation with the chairperson no later than six months prior to the expiry of the term of office of the incumbent Director and in any case in sufficient time to enable the Selection Advisory Committee to complete its work prior to the next SPREP Meeting.

3. Applications should close no sooner than two months following such notification or advertising.



## Selection Advisory Committee Functions

### Rule 6

In considering applications received by the Chairperson, the Selection Advisory Committee shall:

- consider each application against the selection criteria;
- make such enquiries as it sees fit;
- draw up a shortlist [*of no more than five people*];
- notify Governments and Administrations of the shortlist [*seeking their comment which shall then be transmitted to the Chair of the Selection Advisory Committee within fourteen days of date of notification*];
- interview shortlisted candidates; and
- make recommendations concerning the appointment to the next SPREP Meeting preceding the expiry of the term of office of the incumbent Director. [*Such recommendations should contain the shortlisted candidates in order of suitability/preference.*] or [*Such recommendations should contain one/two/...names*].

## Selection Criteria

### Rule 7

The following criteria shall be taken into account by the Selection Advisory Committee when considering applications:

- applicants must be nominated by a Government or Administration. [*Only one applicant per country is eligible for selection*] or [*.....applicants per country are eligible for selection*];
- applicants must be nationals of the nominating Government or Administration;
- applicants must possess sound personal qualities;
- shortlisted applicants shall be selected on the basis of merit, with regard to:
  1. relevant qualifications and experience;
  2. proven management abilities; and,
  3. superior representational skills.
- [*individuals*] ~~members~~ of the Selection Advisory Committee are not eligible for consideration.

## Term of Appointment

### Rule 8

The successful applicant shall be appointed for a period of ~~three~~ [four] years in the first instance. Subject to the agreement of the SPREP Meeting, a Director may be reappointed for a further ~~three~~ [two] years. The maximum length of appointment for any individual is six years.

## Expenses

### Rule 9

All costs associated with convening meetings of the Selection Advisory Committee and with advertising and interviewing shortlisted candidates shall be met by the Secretariat.

## Amendments

### Rule 10

These Rules may be amended by consensus decision of the SPREP Meeting.

Adopted at Tarawa, Republic of Kiribati, this thirteenth day of October 1994.

[as revised at the 10<sup>th</sup> SPREP Meeting in Apia, Samoa, September 1998].



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa

15-18 September 1998

### Agenda Item 8.2.1: Building EIA Capacity in the Pacific Island Countries

#### Purpose of Paper

1. To present a framework for building Environmental Impact Assessment (EIA) capacity in the Pacific island countries within the context of a review of SPREP's EIA programme.

#### Background

2. After six years of investing in a range of EIA activities, the SPREP Secretariat undertook to review its EIA programme and to develop a new framework for building EIA capacity in the region. Circular 570 outlined the steps for this work including (i) a review of the EIA Programme 1991-97; (ii) a feasibility study of an EIA network for the Pacific region; (iii) a discussion paper on building EIA capacity in the region; (iv) an Expert Meeting to develop a draft framework for building EIA capacity in the region; (v) discussion of building EIA capacity in the region during the 18<sup>th</sup> International Association for Impact Assessment (IAIA) International Conference on EIA; (vi) circulation of a *Draft Framework for Building EIA Capacity in the Pacific* for comment; (vii) the incorporation of comments; (viii) circulation of the final *Framework for Building EIA Capacity in the Pacific* for consideration by the SPREP Meeting (to be tabled at the Meeting as 10SM/WP.8.2.1/Att.1).

3. Assistance for the review, the preparation of background papers and the expert meeting was provided by New Zealand under its Global Environment Strategy for the South Pacific.

#### Progress to build EIA capacity

4. Since 1991, SPREP's EIA programme has focused on awareness raising, training and technical assistance to undertake specific EIAs at the request of member governments. In evaluating progress it was identified that:

- there has been some increased use of EIA in attempting to address some of these issues, however, the application of EIA is not widespread;
- training provided over the past six years has raised awareness of EIA as a tool for better planning and management but not strengthened capacity to actually conduct EIAs;

- gender disaggregated data identified that in a number of training sessions women were under-represented or not represented at all;
- some guidelines had been developed to assist in scoping and screening but more would be required; and
- assistance from SPREP with conducting EIAs has been useful for countries without this capacity or where the costs of EIA had not been built into project or national budgets.

5. In developing the framework for building EIA capacity it was also considered important to:

- recognise that member countries varied considerably in their capacity to undertake EIAs;
- better utilise existing national and regional training institutions to increase the skills required;
- strengthen links between countries, and between countries and existing institutions, capable of supporting efforts to undertake EIAs, including monitoring;
- promote the role of bilateral assistance where country-specific capacity building was required; and
- address issues related to political support, public awareness and participation, the involvement of the private sector, the role and capacity of environment units/departments as well as line ministries, the regulatory framework and the cultural context for applying EIA.

### **Recommendation**

6. The meeting is invited to **consider** and **endorse** the Framework for Building EIA Capacity in Pacific Island Countries.

---

31 July, 1998



## **South Pacific Regional Environment Programme (SPREP)**

### **Tenth SPREP Meeting**

**Apia, Samoa**

15-18 September 1998

### **Agenda Item 8.2.2: Action Strategy for Nature Conservation in the Pacific Islands Region 1999 - 2002**

#### **Purpose of Paper**

1. To present for consideration, comment and endorsement the draft Action Strategy for Nature Conservation in the Pacific Islands Region 1999-2002.

#### **Background**

2. The draft Action Strategy for Nature Conservation is the fourth developed since 1985; the current Strategy expires at the end of 1998 and the draft Strategy is its replacement. The Strategy identifies the most critical issues in nature conservation facing the region and suggests the most urgent actions required at the local, national, regional and international level. It is intended to guide planning and implementation at the local, national and regional levels.

3. The Action Strategy provides a framework for implementation of the SPREP Action Plan. The objectives of SPREP's Action Plan in the area of nature conservation are pursued through the activities identified in the Strategy.

4. The draft Action Strategy is the result of a widely consultative process at local, national and regional levels. At the national level, inputs from representatives of local communities, national government and non-governmental organizations were first collated during the Sixth South Pacific Conference on Nature Conservation and Protected Areas held in September - October in Pohnpei FSM in 1997. The Strategy also draws on ideas expressed in other regional planning documents in whose formulation national representatives played a significant part. These include the previous 1994 - 1998 Action Strategy, GEF International Waters Strategic Action Programme, the Pacific Way Report to the 1992 UNCED, country National Environment Management Strategy (NEMS) and others. The process of formulating the Action Strategy required that an earlier draft underwent through a review process involving national reviewers. All SPREP member countries were invited to comment through their focal points. Many of the comments received from national reviewers have since been incorporated in this final draft. Regional organizations active in nature conservation in the Pacific Islands, identified and reviewed proposed activities, the implementation of which will be their responsibility at the regional level. This took place during the Pohnpei Conference and subsequently during the First Roundtable

Meeting for Nature Conservation in the Pacific Islands held in Apia, February 1998 and the second Roundtable Meeting in Apia, September 1998.

5. The draft Action Strategy is a product of past successes and is built upon lessons learnt and experience of approaches, methods and techniques for nature conservation that work best in the region.

### Recommendation

6. The Meeting is invited to **discuss** and **endorse** the draft Action Strategy for Nature Conservation in the Pacific Islands Region 1999 - 2002.

---

21 July, 1998

- DRAFT ONLY -

**ACTION STRATEGY  
FOR NATURE CONSERVATION  
IN THE PACIFIC ISLANDS REGION  
1999 - 2002**

## Foreword

The future prosperity of the Pacific islands depends on the wise stewardship of our natural resources, which form the foundation of our cultures and economies. For centuries, the peoples of the Pacific have relied on the rich bounty of their islands and the sea to meet all their needs.

In this vast region, we have globally important fisheries, coral reefs and rain forests, and more rare, endangered, threatened and endemic plant and animal species per unit land area than anywhere else on earth. Both the forest and marine environments in the Pacific play a significant role in stabilizing global climates and acting as carbon sinks. All of these valuable resources are managed by 22 island nations and territories, many among the smallest and poorest in the world.

Today, these essential resources are threatened by tremendous pressures for rapid economic development, forfeiting the future for short-term gains. Unsustainable logging, fishing, mining and other resource exploitation is widespread in the region and new threats are on our borders. Often this rapid resource exploitation yields minor benefits for local communities and governments. Instead, Pacific island governments struggle against daunting institutional and financial constraints. How can the legitimate development needs of their people be met within the limits imposed by the fragile ecosystems and finite natural resources of our islands?

We have learned that the future must build on the past. The Pacific way to deal with conflicting needs is through consensus and cooperation. Four years ago, the 1994 - 1998 Action Strategy heralded a major new approach to conservation in the Pacific -- community-based conservation. After decades of very limited success with other approaches, this "people first" approach went back to the roots of Pacific island traditions and enlisted local leaders and communities in the management and protection of their precious forest and reef resources. It worked. In four years, new community-based conservation areas have been established in almost every Pacific island country, bringing wise stewardship to rain forests, reefs, mangroves and other valuable island ecosystems.

However, communities cannot protect the resources of the Pacific alone. Decisions are made by governments and businesses every day that help or hinder their efforts. Hence, this Action Strategy for Nature Conservation in the Pacific Islands calls for yet another breakthrough -- the active integration of sound resource management practices into economic development decision-making. Some call it "mainstreaming", because it requires that we reach out and work with leaders and organizations who do not see biodiversity or conservation as their major concern, including businesses, finance and planning agencies, and policy decision-makers. These new partners for conservation are the key to a truly sustainable future and their support and skills are needed.

The past four years have shown what can be accomplished when people work together in new ways for conservation. The Sixth Conference on Nature Conservation in Pohnpei identified effective "Tools for Conservation" developed through the shared experiences of communities, NGOs, governments and international organizations. The



Pohnpei conference also called upon the international conservation community to "share the responsibility for implementing, monitoring and evaluating the regional actions of the 1999 - 2002 Action Strategy." In February 1998, these groups came together for the first time during the Pacific Islands Roundtable for Nature Conservation in Apia. Their collective resolve is to help Pacific island countries increase effective conservation action in the region.

The development of this 1999 - 2002 Action Strategy reflects the growing regional commitment to participatory planning and action. It is based on input from local communities and international organisations, government agencies and NGOs, public officials and traditional leaders. It builds on the lessons learned from past strategies and planning documents and successful projects throughout the region. As a result, this Action Strategy represents a broad consensus on the most urgent actions needed to slow the loss of biodiversity in the region and lay the foundation for a sustainable future.

All who contributed to this Strategy gratefully acknowledge the hard work of Audrey Newman of The Nature Conservancy (TNC) and Sam Sesega of South Pacific Regional Environment Programme (SPREP). With the help of many others, these two accepted the task of coordinating the wide array of inputs and comments from many different contributors and attending to all the details necessary to produce this Strategy for our use. The thoughtful discussion and significant contributions of the many reviewers are also gratefully acknowledged.

Many of our organisations at the local, national and regional levels have had long histories of working for the conservation and sustainable use of special places throughout the Pacific. This has enriched us with the experience, understanding and knowledge of our special circumstances that must now be used to implement this Action Strategy. We are committed to this task and we look forward to working closely with old partners and new friends in achieving its objectives. We also call on others to join us. Together, we can build on the successes of the last four years and meet the challenges facing island ecosystems and economies throughout the Pacific.

\_\_\_\_\_  
Chair  
SPREP Meeting  
On behalf of all SPREP member countries

\_\_\_\_\_  
Tamarii Tutangata  
Director  
South Pacific Regional Environment Programme

\_\_\_\_\_  
FSP-International

\_\_\_\_\_  
IUCN

\_\_\_\_\_  
NZMFAT

\_\_\_\_\_  
TNC

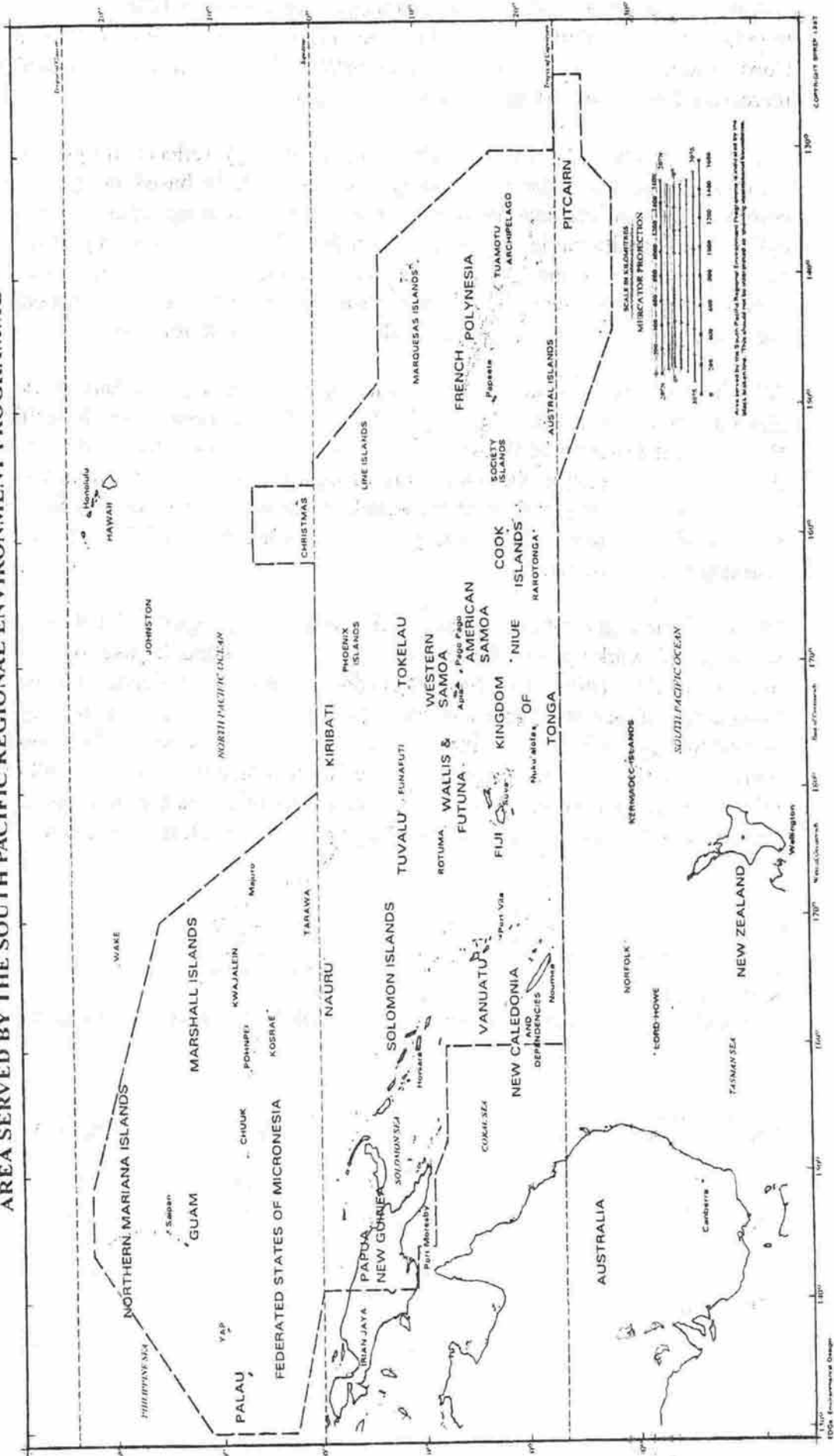
\_\_\_\_\_  
USP

\_\_\_\_\_  
WWF

**Others...**

# Map of the Pacific Islands Region

## AREA SERVED BY THE SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME



## Acronyms

ADB	Asian Development Bank
AusAID	Australian Agency for International Development
BCN	Biodiversity Conservation Network
BSAP	Biodiversity Strategies and Action Plans
CBCA	Community based Conservation Area
CBD	Convention on Biological Diversity
CITES	Convention on International Trade in Endangered Species
EEZ	Exclusive Economic Zone
EIA	Environmental Impact Assessment
EU	European Union
FFA	Forum Fisheries Agency
FORSEC	Forum Secretariat
FSP-I	Foundation for the Peoples of the South Pacific - International
GBRMPA	Great Barrier Reef Marine Park Authority
GEF	Global Environment Facility
IUCN	International Union for the Conservation of Nature and Natural Resources
NEMS	National Environmental Management Strategy
NZODA	New Zealand Official Development Assistance
SPBCP	South Pacific Biodiversity Conservation Programme
SPREP	South Pacific Regional Environment Programme
TNC	The Nature Conservancy
UNCED	United Nations Conference on Environment and Development
UNDP	United Nations Development Programme
UNESCO	United Nations Education, Science and Cultural Organization
UNESCO-WHC	UNESCO - World Heritage Centre
USAID	United States Agency for International Development
USP	University of the South Pacific
WB	World Bank
WCMC	World Conservation Monitoring Centre
WI	Wetlands International
WWF	World Wide Fund for Nature

## TABLE OF CONTENTS

### Foreword

Map of the Pacific Islands Region  
Acronyms

### 1. Introduction

### 2. Mission Statement

### 3. An Action Strategy for the Pacific Islands

3.1 Pacific Island Round Table for Nature Conservation

### 4. How to Use the Strategy

### 5. Action Strategy Objectives and Key Actions

5.1 Objective 1: Biodiversity Protection

5.2 Objective 2: Policy, Planning and Legal Frameworks

5.3 Objective 3: Local Communities and Customs

5.4 Objective 4: Capacity Building

5.5 Objective 5: Environmental Education, Awareness and Information Sharing

5.6 Objective 6: Financial Sustainability

### 6. References

### Annexes

Annex 1 List of Reviewers

Annex 2 Community-based Conservation Areas in the Pacific Islands

Annex 3 Summary of Terrestrial Conservation Areas in the Pacific Islands

Annex 4 Established Protected Areas and Conservation Areas in the Pacific Islands

Annex 5 Conventions Relevant to Conservation in the Pacific Islands

Figure 1 1999-2002 Action Strategy Formulation Process

## 1. INTRODUCTION

The *Action Strategy for Nature Conservation in the Pacific Islands* summarises the most urgent actions needed for conservation of the rich biological heritage of the Pacific Islands over the next four years. As the only regional planning document that focuses on nature conservation, it summarises the views of key stakeholders, including representatives of community, national, regional, and international groups.

In Pacific tradition, the *Action Strategy* represents the Pacific Islands' consensus on the immediate steps that we believe must be taken to meet the unique conservation and development challenges facing Pacific Island countries. It is intended to be used widely by national and international agencies to plan and evaluate nature conservation and economic development activities throughout the region.

### 1.1 Big Issues, Small Islands

The island countries and territories of the Pacific occupy a vast region, controlling more than 38 million square kilometres of the Pacific Ocean in their national waters and Exclusive Economic Zones, an area more than three times larger than the United States of America or China (see Map). Of this, less than 2% is land, scattered over thousands of large and small islands. Within this vast area are 22 island nations and territories and an incredibly diverse array of traditional cultures, all dependent upon their natural resources for survival.

In their eloquent report to UNCED in 1992, the Pacific island developing countries recognised the fundamental connection between their environment and their future:

*We can see the environmental consequences of poor development. We also know that the persistent neglect of environmental issues can over the long-term limit the opportunities for economic development in many Pacific island countries.... [E]nvironmental management and economic development are inextricably linked....[yet] not enough has been done to bring environment and development concerns together with economic planning and decision-making.*

*As a region, we are custodians of a large portion of the earth's surface....With an estimated population of only 5.8 million, our capacity to protect our fragile environments against damage from both internal actions and external influences is constrained. However, we accept the responsibility placed on our numerically small community, as it is essential for the sustainable development of our region and the world as a whole.*

*We recognise that the achievement of our goal will require close cooperation with other regions of the world and the continued assistance of the international community. We are ready to play our part.*

## 1.2 Pacific Resources at Risk

The Pacific islands region has more rare, endangered and threatened species per capita than anywhere else on earth. Its marine environment comprises an enormous and largely unexplored resource, including the most extensive and diverse reefs in the world, the largest tuna fishery, the deepest oceanic trenches and the healthiest remaining populations of many globally threatened species including whales, sea turtles, dugongs and saltwater crocodiles. Its high islands support large blocks of intact rainforests, including many unique species and communities of plants and animals found nowhere else in the world. For some islands, 80% or more of the species are endemic, and Dahl (1985) estimates that 50% of the region's total biodiversity is at risk.

Unfortunately, threats to the region's rich biodiversity continue to increase. Rapid population growth (2.2% for the region; as high as 3.6% in some countries); habitat destruction from logging, mining, agriculture, uncontrolled disposal of wastes and coastal/near-shore degradation; over-harvesting of fish and wildlife resources; and invasive species have combined to put tremendous pressure on natural environments and native species. Very new threats to the region's biodiversity are the destructive live reef fish trade from Asia and illegal bio-prospecting.

Large-scale industrial fishing and logging in the region deplete valuable resources while providing minimum benefits to local communities. For example, 50-60% of the US\$1.7 billion commercial tuna industry is caught in the EEZs of Pacific island countries, but these countries realize only 4% of the dollar value of the total catch (Cook Islands, NEMS *et al.* 1998). Rates of deforestation by timber operations in some countries have increased so drastically that their timber resources could be wiped out in less than 10 years. Yet, less than 10% of the value is estimated to stay within the national economy

Perhaps of greatest concern, coastal fishery yields are projected to decrease over the next 10-15 years if destructive fishing practices, pollution and coastal degradation continue without control. In some countries, more than 80% of the coastal households fish for their food, and the region's population is projected to increase by 48% by the year 2010. This population growth will increase demand for fish for local consumption by 49% at the same time that yields from coastal fisheries are likely to decline. The result will be higher reliance on costly imports, deteriorating food security and diet quality (Cook Islands. NEMS *et al op cit*).

## 1.3 Pacific Solutions

The trends in resource overexploitation are driven by a complex combination of many factors, including overpopulation, high development expectations, dependence on foreign exchange and export revenues, and a system of political and economic values that see the environment as external to social and development concerns.

But recent years have seen these perceptions being challenged. Participatory and transparent decision-making processes in policy and development planning are now

more commonplace. Environmental impact assessments are increasingly used to evaluate development projects. Strict resource use legislation, including moratoria on harvesting key species, have been introduced in many countries.

In nature conservation, enormous strides have been made:

- The community-based conservation area approach proposed in the previous Action Strategy has produced impressive results. At least 34 new conservation areas in 17 Pacific island countries have been established by local communities with the help of regional and national organisations over the past four years (see Annex 2). Together, these areas represent more than 1.8 million hectares of rainforests, mangroves, reefs, coastal waters and other island ecosystems.
- Extremely effective regional media campaigns have raised awareness about endangered turtles and the value of healthy coral reefs to all Pacific islanders.
- National campaigns promoting pride in unique island birds and their forest habitats reached everyone – from children to national leaders – in Samoa, Palau and Pohnpei.
- And scattered across the Pacific are examples of excellence in legislation, policy, enforcement, monitoring, NGO leadership, innovative conservation funding and more, upon which others can build.

For the first time, the Pacific island region has a growing set of proven tools for advancing conservation.

Not surprisingly, nearly all the successful conservation projects in recent years have been built upon strong partnerships between communities, NGOs, government agencies, funding organisations and regional organisations. These partnerships have facilitated the exchange of knowledge, expertise, and information; the sharing of responsibilities; and the pooling of resources. They have also shown what is possible when people with diverse skills and perspectives work together toward a common goal. This is another essential tool for successful conservation.

Today, Pacific island leaders recognise that implementing sustainable development is a task of immense proportion, but commitment is growing at all levels. Over the past four years, at least five countries have established a moratorium or strict controls on harvesting or export of vulnerable species. Twelve countries are collaborating with the GEF/UNDP/SPREP South Pacific Biodiversity Conservation Programme (SPBCP) in community based conservation areas. USAID's Biodiversity Conservation Network (BCN) and others have supported small-scale community enterprises that depend upon a healthy environment. In Papua New Guinea, World Wide Fund-US has partnered with Chevron to trial sustainable development at an industrial scale in the Kikori Basin, and The Nature Conservancy (TNC) has joined with a private timber company to secure a commercial timber concession to test large-scale sustainable forestry. Four years from now, the lessons from these early efforts will form new and better tools for future conservation.

There is tremendous urgency to slow the rapid rate of resource extraction and environmental damage occurring everywhere in the region. But there is still time to invest in environmental protection and sustainable development. With a few notable exceptions, the environment of the Pacific is still more intact than many other parts of the world. The strong traditional culture and close-knit societies of most island groups make change very possible, once there is consensus on the path to follow. In the past four years, this has been demonstrated in a few important sites across the region. The challenge of the next four years is to apply these successful approaches to conservation and development decisions on ever-larger scales.



## 2. MISSION STATEMENT

**The mission of this Action Strategy is:**

To protect the rich natural heritage of the Pacific Islands forever through the conservation and sustainable management of their natural resources and biodiversity for the benefit of the peoples of the Pacific islands and the world.

### Major Objectives for 1999-2002

1. ***Biodiversity Protection:***

To address the most urgent threats to the region's biodiversity and conserve the region's plants, animals and ecosystems for present and future generations.

2. ***Policy, Planning and Legal Frameworks:***

To integrate nature conservation and natural resources management into development policies, plans, legislation and budget processes at all levels.

3. ***Local Communities and Customs:***

To involve and support communities, resource owners, and resource users in cooperative and sustainable natural resource management that recognises and strengthens the rights and customs of local people as a basis for promoting environmentally sustainable and equitable development.

4. ***Capacity Building:***

To strengthen local expertise and technical ability in planning and implementing sustainable natural resource management programmes for marine and terrestrial environments through capacity building programmes that utilise local expertise whenever possible.

5. ***Environmental Education, Awareness, and Information Sharing:***

To strengthen environmental education, raise awareness and improve information sharing in support of conservation and sustainable use of natural resources.

6. ***Financial Sustainability:***

To identify and secure long-term support from multilateral and bilateral donors, while developing local, national, and regional sources to achieve the sustainable conservation and management of natural resources, and to develop and advocate appropriate and new funding mechanisms.

**(Impact indicators to measure progress toward these objectives will be developed at the September 1998 meeting of the Pacific Islands Roundtable for Nature Conservation immediately prior to the 10SM)**

### 3. AN ACTION STRATEGY FOR THE PACIFIC ISLANDS

The *Action Strategy* for 1999-2002 provides "one voice" for nature conservation priorities in the Pacific Islands. It aims to describe an ambitious but achievable work programme based on a widely consultative process, including input from local practitioners, country delegates, NGO representatives, regional organisations, donors and others.

#### *The Process*

The overall direction for the updated Strategy came from discussions at the *Sixth South Pacific Conference on Nature Conservation and Protected Areas* conducted on the island of Pohnpei in the Federated States of Micronesia, 29 September - 3 October, 1997 and the first *Pacific Islands Roundtable for Nature Conservation* in Apia, Samoa on 24 - 26 February 1998. In addition, it draws extensively from the previous *Action Strategy for Nature Conservation in the South Pacific Region, 1994-1998* and many other relevant and current planning documents, including the 13 completed National Environmental Management Strategies (NEMS), 1997 - 2000 SPREP Action Plan; GEF International Waters Strategic Action Programme, and "From Tonga to FSM" conference paper. It was reviewed in draft form by more than 70 individuals, representing a broad cross-section of stakeholders in the region. Their input significantly strengthened and clarified the final draft, which was considered and endorsed by the Tenth SPREP Meeting in Apia, Samoa, September 1998. Figure 2 summarises the process followed in developing the Action Strategy, which was reviewed and endorsed by the Forum Secretariat in August 1998.

#### *Who Will Use the Strategy?*

The Strategy is intended to be implemented by the many organisations and individuals working for conservation and development throughout the region. Key players include the environmental, planning and development agencies in each country and territory; individual and community resource owners; regional and international organisations; private donors; bilateral and multilateral agencies; local non-governmental organisations (NGOs) including churches, women's and youth groups; and formal or informal community leaders and groups. SPREP plays a dual role as facilitator of the processes for updating the Strategy and reporting on its progress, as well as implementing some of the key actions.

#### *New Issues for the 1999-2002 Action Strategy*

The Pohnpei conference called for the Strategy to maintain its strong emphasis on community-based conservation; conservation of marine systems; long-term funding mechanisms to support implementation; prevention of biodiversity loss; and monitoring and research as an integral part of all objectives and activities. In addition, it recognised four issues needing greater attention:

- ⇒ protecting intellectual property rights and ownership and access to genetic resources;
- ⇒ preventing and controlling invasive species (marine, freshwater and terrestrial) and genetically modified organisms;
- ⇒ capacity-building with measurable impacts; and

- ⇒ ratification of conventions that may facilitate or support conservation in the region.

These are all addressed in new or updated key actions in the 1999-2002 Action Strategy.

The Pohnpei conference also charged the drafters to thoroughly update the Action Strategy, especially the key actions to be accomplished in the next 4-5 years, and to correct two weaknesses identified in 1994 but not yet addressed:

- ✓ identify how (or by whom) the actions will be implemented; and,
- ✓ develop a way to regularly measure progress toward these objectives.

The Conference also re-titled the new *Action Strategy* to drop the word "South" to recognise that the islands of the North Pacific are active participants in all these conservation activities.

### 3.1 Pacific Islands Roundtable for Nature Conservation

Since responsibility for the Action Strategy's regional actions can and should be shared by the region's conservation organisations, the Pohnpei conference also called upon SPREP to convene a meeting of all regional and international organisations with active programmes for nature conservation in the Pacific region to:

- ⇒ help update the regional and international key actions in the Strategy;
- ⇒ voluntarily lead or collaborate in implementing and monitoring key actions relevant to their priorities and work programmes; and
- ⇒ agree on mechanisms for measuring progress, identifying difficulties, and addressing actions needing special attention at least once a year.

The first *Pacific Island Roundtable for Nature Conservation* held in Apia, Samoa, 24 - 26 February 1998 was attended by representatives from 15 major regional and international organisations. Working together, the Roundtable members updated the six objectives and the *Regional and International Key Actions* to describe how these organisations could assist Pacific island countries in achieving their desired twin goals of conservation and development. The group's input significantly strengthened and clarified the Strategy, including calling for greater action in two major areas:

1. "mainstreaming" nature conservation into development policies, plans, legislation and budget processes at all levels; and
2. recognising that financial sustainability will require countries to look for ways to supplement international assistance with new national and local sources of support from both the private and public sectors.

Each of these is discussed in more detail later in this Strategy (see Objectives 2 and 6).

Recognising the need for a greater linkage between conservation and development efforts in the Pacific, this Strategy frequently calls for 'sustainable' development, natural resources management or resource use. In all cases, the intent is for these

actions to be *ecologically* sustainable and economically equitable to the communities and countries where the resources exit.

The Roundtable also listed work currently underway or being planned by their organisations that would advance the regional and international key actions; these "implementing organisations" are listed in brackets after each action. The lists are incomplete, since they only reflect the work of the organisations attending the first Roundtable meeting and additional input from some reviewers. Nevertheless, some 290 activities were listed, representing significant effort for most of the 45 regional and international key actions. Of these, six key actions had little or no significant work planned, including actions to engage the business sector as an agent for conservation through incentives, investment policy, and conservation partnerships.

The Roundtable pledged to reconvene in September 1998 (immediately prior to the 10SM) to focus on these and other critical gaps and identify groups willing to work on them. At the same meeting, they plan to develop practical indicators to regularly measure progress towards the Strategy's objectives.

At the close of the first Roundtable meeting, the Director of SPREP noted that this was the first time in the history of the region that such a group of international partners had come together with a clear commitment to cooperate for conservation. The tremendous potential of this group will be focused on in advancing the priorities laid out in this Action Strategy.

#### **4. HOW TO USE THIS ACTION STRATEGY**

As a planning document, the *Action Strategy* seeks to be simple and brief to maintain focus on the most critically needed actions rather than being a shopping list of possible activities. Each objective has:

- ✓ a brief description of the current situation;
- ✓ key local and national actions to help guide national and site-specific planning; and
- ✓ key regional and international actions to help guide priority-setting for assisting organisations.

The six objectives are mutually dependent, and all are needed for long-term success. While biodiversity protection remains the overarching and paramount goal, the other five objectives are crucial to the overall strategy. Hence, setting priorities among the objectives depends on the current situation and trends in each country or site, and these priorities will change with time and progress. Organisational priorities will be determined, in large part, by each group's unique skills and mission. However, the Strategy provides a context for each group's work while encouraging them to seek partners capable of filling strategic gaps.

Corporate planners say that the "shelf-life" of a plan is 3-4 months. By this they mean that managers need to review their plans and progress at least every 3-4 months. If not, the plan will usually be forgotten, while the manager reacts to numerous daily demands.

Typically, a long-term plan or strategy is kept "alive" by developing an annual work programme from it. Then the annual work programme is detailed further in specific tasks to be accomplished and reported on 2-4 times each year.

Building on this approach, people in the region should refer to the Strategy when developing priorities for annual work programmes and reviewing annual progress. Pacific island countries are encouraged to draw on this strategy when developing their National Biodiversity Strategies and Action Plans (BSAPs) required under the Convention for Biological Diversity or updating their NEMS. At a local level, the Strategy can be used as a guide when developing site-specific plans.

For regional and international groups, the Action Strategy is regularly consulted and cited in the development of major regional initiatives, such as the South Pacific Biodiversity Conservation Programme, the GEF International Waters Strategic Action Programme and others. In addition, the Strategy is considered an integral part of SPREP's Action Plan and work programme, and many of SPREP's outputs for biodiversity and natural resources conservation are included and further clarified here.

Most importantly the Strategy will be the working document for the Pacific Island Roundtable, whose members are implementing major portions of the Strategy through voluntary action. The Roundtable will be a forum to focus action and track progress against the Strategy's ambitious targets. It will also bring attention to areas and issues that are not being addressed and will strive to find capable organisations willing to volunteer to fill these critical gaps.

Ultimately, this Action Strategy exists to be used by the people and organisations committed to achieving the conservation and sustainable use of the rich natural resources found on Pacific islands and in their extensive seas. Your feedback will help inform the revision of this Strategy during the Seventh Conference on Nature Conservation and Protected Areas in the Pacific Islands to be held in the Solomon Islands in 2001. Please fill out the enclosed feedback form or send your comments to:

Action Strategy 1999 - 2002  
South Pacific Regional Environment Programme  
P.O. Box 240  
Apia, Samoa

## 5.1 Action Strategy Objectives and Key Actions

### Objective 1: Biodiversity Protection

To address the most urgent threats to the region's biodiversity and conserve the region's plants, animals and ecosystems for present and future generations.

#### Current Situation

Despite our best efforts and some exciting new initiatives in the four years since the 1993 *Fifth South Pacific Conference on Nature Conservation and Protected Areas* held in Nukualofa, Tonga, Pacific islands biological diversity is still amongst the most critically threatened in the world today. Habitat loss through deforestation, pollution, physical alteration and sedimentation, and species losses from overexploitation, losses through competition with or predation by introduced alien species, and the use of destructive harvesting methods, are at the heart of the continued decline in the region's biodiversity. New threats to the region include the expansion eastwards from South East Asia of the live reef food and aquarium trades which use cyanide and other destructive fishing methods to over-harvest target species, destroying delicate coral reef ecosystems at the same time.

In the face of these problems, the achievements of the last four years have been outstanding. There is a growing understanding amongst conservation practitioners of the tools and approaches that work and the conditions under which they work best. Much of this understanding has been acquired in the course of implementing site and community-based conservation projects in a number of countries including the work spearheaded by the SPREP/GEF/UNDP South Pacific Biodiversity Conservation Programme and the USAID Biodiversity Conservation Network.

Other highly successful initiatives include SPREP's region-wide sea turtle conservation campaign and RARE's Center for Tropical Conservation's bird conservation programme involving several Pacific Island nations. SPREP's regional turtle campaign illustrated the power of concerted and well coordinated regional action for addressing regionwide problems. RARE's programme demonstrated how national pride can be tapped to rally effective public and political support for the protection of endangered bird species.

The 1989, 1993 and 1997 Nature Conservation conferences recognised several key elements for future success:

- the involvement and active support of local communities,
- the need to integrate conservation and development through the sustainable use of resources,
- the call to increase capacity and skills in sound resource management at all levels in both government and private sectors,
- the essential role of partnerships with communities, the private sector, development planners and policy makers;
- the requirement for effective monitoring systems; and

- the need to share information and experiences widely to encourage better decision-making about the use of the region's resources.

In the four years leading up to the next conference, the challenges will be to find ways to maintain the momentum of the past four years and to address two of the major threats to biodiversity in the region. The greatest threat throughout the region is the rapid and often destructive over-harvesting of resources for short-term profits that benefit foreign companies more than local and national economies. The conservation community must work with government to change the policies and development plans that allow this abuse. They must also work with responsible businesses and government to develop sustainable, equitable and profitable ways to use the valuable natural resources of the region. A less visible threat to almost all islands is the invasion of natural systems by alien species. The extinction of Guam's entire native bird fauna by the introduced brown tree snake is a tragic example of what can happen. Early action to prevent invasions is the most cost-effective strategy although control may be the only option if the invasion has already occurred, and the Pacific islands need to move quickly to secure their borders.

### **Local and National Key Actions**

- 1.1 Identify immediate, major threats to the endangered, threatened or vulnerable ecosystems and species in the country using all available approaches including:
  - monitoring harvest (at community and national levels) and export rates;
  - biological surveys of key species and ecosystems; and
  - periodic assessments of major changes and trends in the natural resource base - such as aerial photography, water assessments and marine stock assessments.
- 1.2 Identify terrestrial, freshwater and marine organisms and ecosystems that are rare, endangered, threatened or of special cultural, economic or ecological importance, and ensure that government agencies provide for their protection by ensuring that government policies do not lead to adverse impacts on biodiversity when designing and siting major development and infrastructure projects, especially roads and power plants.
- 1.3 Support and strengthen existing community-based conservation areas and other forms of conservation areas. Establish at least one additional model conservation area under community management to demonstrate biodiversity protection, sustainable use of natural resources and community economic development, preferably including adjoining terrestrial and marine resources. Jointly begin management and periodic monitoring.
- 1.4 Develop a prioritised list of threats to biodiversity including invasive plant and animal pests, and work with regional and international agencies to develop and implement effective programmes to deal with these threats. The list should include introduced or biologically-modified marine, freshwater and terrestrial organisms and micro-organisms.

- 1.5 Identify key ecological indicators including species (e.g. birds) and habitats (e.g. incidence of forest clearing/conversion and coral reef damage) to monitor trends and conditions of marine and terrestrial biota in at least one conservation area or area of high ecological value, and regularly assess the status of these indicators. Compare with suitable control sites outside the conservation area to assess the area's effectiveness.
- 1.6 Integrate population and conservation programmes to promote:
- better understanding of population trends and resource needs;
  - land use planning at the local level for projected population growth; and
  - eventual reduced population growth and sustainable resource use.

### **Regional and International Key Actions<sup>1</sup>**

- 1.7 Develop and implement sustainable approaches to activities that utilise major resources, including forestry, fisheries, agriculture, infrastructure development, mining and petroleum extraction, waste management, and tourism, taking into account lessons learned from 'best and worst practices' of sustainable resource utilisation. (BCN, EU, FSPI, GBRMPA, IUCN, NZODA, SPREP, TNC, WB/GEF, WI, WWF).
- 1.8 Building on the South Pacific Biodiversity Conservation Programme and other similar regional conservation programmes, work closely with countries to develop a series of community based conservation areas that demonstrate conservation of biodiversity, ecologically sustainable use of natural resources, and community economic development. Include projects that address key threats to the region's biodiversity and offer sustainable alternatives, and incorporate the use of evaluation techniques such as social impact analysis and cost benefit analyses. (AusAID, GEF, NZODA, IUCN, SPREP-SPBCP, TNC, UNESCO-WHC, USP, WI, WWF).
- 1.9 Work through international, regional and national agencies to implement effective biosecurity programmes to prevent the introduction of alien invasive species or assist with their control or eradication. (EU, IUCN, NZODA, SPREP, TNC).
- 1.10 Provide technical assistance in planning and implementing surveys to assist with national planning and identification of priority areas for biodiversity conservation, natural resource inventories and baseline monitoring needs. (NZODA, SPREP-SPBCP, TNC, UNESCO-WHC, USP, WI, WWF).
- 1.11 Develop standard, repeatable formal/informal survey methods for monitoring terrestrial and marine resources of high ecological value; use or adapt existing criteria, indicators and standards wherever possible. Prepare a manual and conduct

<sup>1</sup> The implementing organisations listed in brackets are only indicative; many others may become involved during the life of the Strategy.



in-country training courses for local communities and resource managers. ( BCN, IUCN, SPREP-SPBCP, TNC, UNESCO, USP).

- 1.12 Continue implementation of existing regional strategies for avifauna, marine mammals and turtles; review and evaluate progress and update strategies as necessary. Develop a regional strategy and national management plans for ecosystems including coral reefs, wetlands, and other threatened species and ecosystems (NZODA, SPREP, WI, WWF).

## **5.2 Objective 2: Policy, Planning and Legal Frameworks**

To integrate nature conservation and natural resources management into development policies, plans, legislation and budget processes at all levels.

### **Current Situation**

Between 1993 and 1997, twelve Pacific island countries and territories throughout the region convened national teams and conducted a broad-based participatory planning process to develop their National Environmental Management Strategies (NEMS) or an equivalent national conservation strategy document. This process was widely endorsed, and for many countries, the NEMS provided the foundation for coordinating conservation and development activities and planning to achieve sustainable development. Unfortunately, the NEMS process focused primarily on environmental priorities and failed to fully engage the finance and planning agencies, two key players. As a result, most of the NEMS teams became inactive due to limited funds or changing priorities. Recently, some countries have reconvened their NEMS teams and found they were able to quickly assist with new tasks.

The purpose of the NEMS remains relevant, but its scope needs to be broadened. One of the major continuing challenges facing Pacific Island countries is to incorporate conservation and natural resource management strategies into national development policies, planning, and public expenditure review. The broader national development framework and incentives affecting resource utilisation remain weak, and have in some cases constrained the progress in conservation achieved at the site level. There is an urgent need for policy makers to recognise that sustainable natural resources management is not a constraint, but a necessity and opportunity for the future development of Pacific island countries and territories.

Over the next four years, most countries and territories will need to update their national strategies to meet obligations under the Convention on Biological Diversity or for their own purposes. These updates provide an invaluable opportunity to build upon the excellent foundation provided by the NEMS. However, this time it will be essential to recruit strong representatives from the national planning, finance and foreign investment agencies and to ask them to assist in developing profitable and sustainable development strategies for the future.

To be successful, reforms will be needed at several levels:

- countries and territories need to review existing constraints to effective resource management, and develop enabling policies, market based incentives and legislation to support sustainable and equitable development;
- Proper valuation of resources and incorporation into national accounts should be carried out in order to optimise policy and resource allocation decisions;
- conservation strategies need to be seen not as isolated documents, but as effective planning tools involving all stakeholders, including businesses and key policy and decision makers;
- community based management structures need to be strengthened with national recognition and support; and
- where communities are unable to control external threats, effective enforcement mechanisms need to be put in place.

Ratification of international conventions such as the Convention on Biological Diversity (CBD), the World Heritage Convention, CITES and the Convention on Wetlands of International Importance should also be promoted as useful tools for advancing national conservation priorities. At the same time, regional action plans such as the Barbados Programme of Action and the GEF International Waters Strategic Action Programme should be considered with appropriate elements incorporated into national plans.

### **Local and National Key Actions**

2.1 Develop or update the national conservation strategy, including full integration with development and structural adjustment plans and processes, and set up interagency task teams to develop, promote, coordinate, monitor and reassess priorities for these national plans and their implementation.

2.2 Review and modify, where appropriate, existing resource management laws, regulations and policies to:

- adequately recognise customary and community based authority;
- define and enforce sustainable harvest rates;
- set standards for minimising direct and indirect impacts;
- provide support for on-site monitoring, on-site resource management and off-site conservation areas and feedback on enforcement of results of monitoring;
- provide and regulate access to genetic resources while protecting the biological and cultural property rights of Pacific Island communities;
- eliminate negative incentives that hinder biological diversity conservation;
- strengthen quarantine and biosafety laws and services to control the importation or traffic in invasive species and disease organisms and vectors; and

- provide for the establishment of a representative system or network of conservation areas to maintain the diversity of marine and terrestrial resources in the country.
- 2.3 Introduce and enforce social and environmental impact assessment (EIA) regulations to institutionalise these tools in the planning process.
- 2.4 Become active parties to international and regional conservation and resource management agreements and conventions in order to fully utilise the opportunities for support, and pursue cooperation between conventions and agreements where support may be complementary. Relevant conventions and agreements are:
- Apia Convention
  - Convention on Biological Diversity (CBD)
  - Convention on Drift Net Fishing
  - Convention on International Trade in Endangered Species (CITES)
  - Convention on Migratory Species of Wild Flora and Fauna
  - Convention for the Regulation of Whaling
  - Agreement on Straddling Fish Stocks
  - Convention on Wetlands of International Importance
  - Framework Convention on Climate Change
  - International Tropical Timber Agreement
  - London Dumping Convention
  - SPREP Convention
  - UN Convention on the Law of the Sea
  - Waigani Convention
  - World Heritage Convention

(See Annex 5 for a brief description and contact details for each Convention and Agreement.)

### **Regional and International Key Actions<sup>2</sup>**

2.5 Assist Pacific island countries and territories to develop appropriate policy frameworks to support natural resource management through advice, dialogue and technical assistance. Key areas needing attention include:

- setting and enforcing sustainable harvest rates;
- setting standards to minimise direct and indirect impacts;
- supporting periodic resource monitoring;
- eliminating negative incentives that hinder conservation; and
- identifying underlying causes for biodiversity loss and innovative approaches for addressing these causes.

(NZODA, SPREP, TNC, UNDP, USP, WB, WWF)

<sup>2</sup> The implementing organisations listed in brackets are only indicative; many others may become involved during the life of the Strategy.

- 2.6 Assist Pacific island countries and territories to integrate traditional rights and values with government policies and programmes. In particular, assist in strengthening community-based management structures in protected and conservation areas and species conservation projects. (NZODA, SPREP, TNC, WWF)
  - 2.7 Assist Pacific island countries and territories to review, update and draft legislation required for effective conservation and natural resource management. (FFA, NZODA, SPREP, UNDP, UNESCO-WHC)
  - 2.8 Provide technical assistance and support to Pacific island countries and territories to plan and implement national conservation strategies and sector strategies in areas such as forestry and fisheries including full integration with development and structural adjustment plans and processes. Assist with preparing national Biodiversity Strategies and Action Plans (BSAPs), with special emphasis on helping to integrate conservation and development in national consultations and planning processes. (EU, FSPI, GBRMPA, IUCN, NZODA, SPREP, TNC, UNDP, UNEP, USP, WB, WWF)
  - 2.9 Encourage and develop the use of market-based incentives and proper pricing, valuation, and accounting of natural resources.
  - 2.10 Assist Pacific island countries and territories to strengthen compliance with laws and policies for nature conservation and natural resource management. (BCN, FFA, NZODA, SPC, SPREP, USP).
  - 2.11 Introduce environmental, social and cultural considerations in investment and development proposals and approval processes.
  - 2.12 Implement a process of regional planning, coordination, monitoring and reporting among all regional and international organisations with active programmes for nature conservation or economic development in the Pacific islands. (SPREP, TNC).
  - 2.13 Assist Pacific island countries to participate in and make effective use of the Convention on Biological Diversity (CBD) and other related international and regional conventions by:
    - providing information on all conventions (including costs, benefits and process for becoming a Party;
    - developing a standard methodology and process for national reporting which integrates reporting for this Action Strategy with reporting requirements for the CBD and other related international and regional conventions;
    - providing opportunities for cooperation between convention secretariats for the benefit of nature conservation in the region; and
    - assisting with effective implementation of Party obligations.
- (SPREP, UNDP, UNESCO-WHC, WI, WWF)

### 5.3 Objective 3: Local Communities and Custom

To involve and support communities, resource owners and resource users in cooperative and sustainable natural resource management that recognises and strengthens the rights and customs of local people as a basis for promoting environmentally sustainable and equitable development.

#### Current Situation

Since 1992, both government and non-governmental organizations (NGOs) have sought to work more closely with local communities in cooperative conservation programmes. This approach is yielding promising results and has directly led to the establishment of 34 community-based conservation areas in more than 15 countries and territories in the Pacific. In almost all of these areas, all groups within local communities play a central role in planning, managing and monitoring conservation activities.

The collective experience of nature conservation practitioners in the region was shared at the 1997 Pohnpei Conference and provided key lessons for understanding and working effectively with communities, including:

- involvement of all community members and groups (including women and youth) in any project design and ensuring that they understand and are committed to the same environmental objectives;
- respect, acknowledgement and support of traditional knowledge and its incorporation into modern conservation strategies;
- the slow pace of change in communities and the risks of pushing for results too quickly;
- ways to design and implement projects that are process-oriented to respond to opportunities and avoid possible obstacles identified during project phases;
- the need for capacity building in many areas, including skills in business and project management;
- the need for benefit-generating activities to supplement community incomes and reinforce conservation ideals; and
- the need for easy access to external support and appropriate technical assistance for specialised activities, such as information gathering and resource surveys for baselines and planning purposes.

These lessons form the foundation of this Strategy.

Throughout the region, there is growing concern over the issue of protecting communities' intellectual, biological and cultural property rights. This complex issue needs good up-to-date information, properly orchestrated awareness campaigns, and possibly approaches at both the national and regional levels. And while the long term solution is in devising and enforcing appropriate legal instruments and effective licensing processes, vigilant monitoring against abuse and unauthorised bio-prospecting will offer some immediate protection.

On the wider development front, local communities need to be consulted and actively involved in decisions about development activities that impinge on areas under their

control. Investors will often find that consultation early in the planning process, will help them identify and address negative social impacts and critical habitat destruction before expensive commitments are made, often increasing the long-term success of their projects.

### **Local and National Key Actions**

3.1 Involve and support local communities in all phases of natural resource and development planning and management by:

- including community representatives (including women and youth) in all relevant committees and consultations;
- ensuring, by legislation, the participation of all community groups including women and youth in environmental and social impact assessments of major resource development projects; and
- fostering closer relations and regular dialogue with government agencies and NGOs.

3.2 Recognise community resource ownership and encourage communities to manage their own resources by:

- assisting them in developing and implementing their own plans through community consultation processes;
- empowering them through legislation and policy measures that legalise or recognise their ownership and control of their resources;
- instituting proper licensing and control procedures for regulating unlawful access and illegal use of community resources;
- controlling external developments outside their jurisdiction;
- supporting or facilitating the development of biodiversity-based benefit generating activities as incentives for conservation, where appropriate;
- devising and setting up community-based resource monitoring systems and assisting communities to use this information for decision-making; and
- providing external support, where needed.

3.3 Adopt or strengthen appropriate policies and legal mechanisms that protect or enhance indigenous intellectual, biological and cultural property rights.

3.4 Support local communities in negotiations with donors and developers by providing:

- access to sound and up-to-date technical and scientific advice and information;
- independent legal advice, resource assessment, valuation and financial expertise; and,
- assistance with identifying and addressing the social and cultural impacts of proposed projects.

3.5 Recognise and strengthen the special role of women, young people, traditional leaders, church groups and other interest groups in all aspects of resource

- management and conservation and ensure their proper participation in the formulation of nature conservation plans and in their subsequent implementation.
- 3.6 Ensure that all conservation activities (research, resource inventories, management, monitoring, etc.) undertaken by outside experts include:
- active participation of local counterparts and a requirement for hands-on training;
  - integration of local knowledge into the results; and
  - presentation of findings and reports to the communities directly involved or affected.
- 3.7 Identify, document and promote the wider use of customary knowledge and environmentally sound customary practices, including the medicinal uses of fauna and flora. Integrate appropriate local knowledge and practices into resource management and conservation area planning.

### **Regional and International Key Actions<sup>3</sup>**

- 3.8 Ensure full participation of communities, resource owners, and resource users in the design, implementation and monitoring of sustainable natural resource management activities as a requirement for external assistance. (BCN, FSPI, GBRMPA, IUCN, NZODA, SPREP, TNC, UNESCO, WB, WWF)
- 3.9 Encourage and support efforts to promote greater gender sensitivity in resource use planning and implementation and strengthen gender-dependent resource management capacities. (NZODA)
- 3.10 Promote and support the maintenance, revival and application of traditional environmental knowledge to modern natural resource management in local communities. This should include:
- recording and disseminating traditional knowledge with informed agreements before it is lost; and
  - giving appropriate recognition to persons noted for their wealth of traditional knowledge or involvement in traditional resource management.
- (FSPI, NZODA, SPREP-SPBCP, USP, TNC, WI, WWF)
- 3.11 Support the development of adequate and effective legal and other mechanisms for protecting intellectual, biological, and cultural property rights of local and indigenous communities, and traditional resource owners and users. This should include access to and ownership of genetic resources. (NZODA, SPREP, UNESCO, USP, WWF)

---

<sup>3</sup> The implementing organisations listed in brackets are only indicative; many others may become involved during the life of the Strategy.

3.12 Strengthen national efforts to assist communities to manage their own resources through:

- developing and implementing community-based gender sensitive planning, implementation and monitoring programmes;
- building awareness of the scope and implications of national legislation and policy on community resource management;
- developing supportive legislation and policy; and
- providing appropriate technical and financial support.

(BCN, FSPI, NZODA, SPREP-SPBCP, TNC, UNESCO, USP, WWF)

3.13 Develop and support programmes at the national level to assist community-based benefit-generating activities that meet one or more of a broad range of criteria including the following:

- promote sustainable natural resource-use practices;
- promote the maintenance of existing traditional subsistence production systems;
- provide economic incentives and benefits;
- provide other non-income related benefits;
- promote gender balance;
- facilitate and help in the planning/feasibility analysis of potential enterprises;
- provide information on appropriate technology for processing and value-addition;
- help in developing infrastructure for market access;
- strengthen managerial, financial and technical capacity; and
- facilitate access to credit and capital to set up community-based enterprises.

(AusAID, BCN, FSPI, NZODA, SPREP-SPBCP, TNC, USP, WWF)

3.14 Support the special roles in natural resource management of traditional leaders, women, young people, church and other important groups within communities. (SPREP, UNDP, UNESCO)

3.15 Develop and support programmes that facilitate the exchange and sharing of lessons in community based resource management and sustainable traditional practices within the region. (EU, FSPI, NZODA, SPREP-SPBCP, TNC, UNESCO, USP, WWF).

#### **5.4 Objective 4 - Capacity Building**

To strengthen local expertise and technical capacity in planning and implementing sustainable natural resource management programmes for marine and terrestrial environments through capacity building programmes that utilise local expertise whenever possible.



***Resolution 7: Roles of NGOs***

The Pacific Regional Conference for Environmental Education and Training:

Recognising the importance of the roles and potential of NGOs to develop and carry out environmental education and training particularly at the community level,

Noting the need for relevant information to support NGOs to effectively plan and carry out environmental education and training in the region,

Further Noting the need for closer cooperation between NGOs to effectively plan and carry out Environmental Education and Training in the region,

Calls on SPREP to establish an NGO liaison position within the SPREP Secretariat to facilitate NGO activities in the region.

***Resolution 8: Traditional Environmental Knowledge and Practices***

The Pacific Regional Conference for Environmental Education and Training:

Noting the strong support expressed by Conference participants for the integration of traditional environmental knowledge into Environmental Education and Training curricula,

Recognising that very few documented resources are available in this area for use by curriculum writers and teachers in the region,

Calls on SPREP, with assistance from USP, PREL and other agencies, to initiate a regional research project to document traditional environmental knowledge and practices in the region, taking into account intellectual property rights of indigenous peoples.

***Resolution 9: Pacific Regional Conference for Environmental Education and Training***

The Pacific Regional Conference for Environmental Education and Training:

Recognising the significance of the links forged and working partnerships made possible by the Conference,

Noting the development of the "Action Strategy for Environmental Education and Training in the Pacific Region 1999-2003",

Further noting the importance of review of the implementation of the Action Strategy,

Calls on SPREP to facilitate such review,

***Resolution 5: Tertiary Institutions***

The Pacific Regional Conference for Environmental Education and Training:

Cognizant of the fact that environmental issues, topics, concepts and environmental education teaching techniques have yet to be fully incorporated into curricula of many regional and national education and training institutions,

Appreciative of recent initiatives by USP and other tertiary institutions in offering courses in environmental studies,

Conscious of the need to increase and expand such initiatives by providing new and additional resources in support of these efforts,

Supports the creation of the Pacific Centre for Environment and Sustainable Development,

Urges USP and other tertiary institutions to investigate opportunities for incorporating environmental issues, topics, concepts and environmental education techniques into existing curricula, degree and research programmes,

Calls on the donor community to provide financial support for the implementation of these initiatives in the Pacific Islands region.

***Resolution 6: Clearing House***

The Pacific Regional Conference for Environmental Education and Training:

Recognising the lack of appropriate information and other resources in support of environmental education and training work particularly by NGOs and other community-based groups,

Being aware of the important role of SPREP as a clearing house for scientific reports and other environmental education and training information and materials,

Conscious of the need for SPREP to strengthen and expand this role to ensure that environmental education and training information reaches NGOs and other users on a timely basis,

Calls on SPREP to strengthen its clearing house capacity, and include a comprehensive collection of recent reports and education material, disseminated through the national focal points and relevant agencies to facilitate effective and timely dissemination of scientific reports and environmental education and training information and materials to NGOs and other users.

Calls on organisations within the region to make greater use of local skills, personnel and expertise to build capacity in the region and minimise the use of external consultants.

***Resolution 3: UN Agencies***

The Pacific Regional Conference for Environmental Education and Training:

Having been informed of the United Nations systems, programmes and activities, particularly those of UNEP's Regional Office for Asia and the Pacific and the Network for Environmental Training at Tertiary Level in Asia and the Pacific (NETTLAP) and UNESCO (Apia Office), on Environmental Education and Training in the region,

Recognising the work of the UN system to foster sustainable development in the region, through Environmental Education and Training,

Appreciative of the presence at this conference of UNEP (Bangkok Regional Office for Asia and the Pacific) and UNESCO (Apia Office and Asia-Pacific Centre of Educational Innovation for Development [ACEID]), and the potential to foster greater interaction and networking with the international community,

Calls on the UN system to actively support the implementation of the "Action Strategy for Environmental Education and Training in the Pacific Region 1999-2003", particularly through the ongoing programmes of UNEP, UNDP and UNESCO.

***Resolution 4: IUCN - International Union for the Conservation of Nature and Natural Resources (The World Conservation Union)***

The Pacific Regional Conference for Environmental Education and Training:

Having been informed of IUCN's global programmes and activities on Environmental Education and Training,

Realising the potential and capacity within IUCN, through its Commission on Education and Communication, to assist Pacific Island Countries in the development and implementation of Environmental Education and Training programmes and activities,

Noting however, that the IUCN Commission on Education has not included the Pacific Islands region in its programmes and activities to date,

Appreciative of the presence of IUCN at this conference and the potential for future collaboration and assistance in developing and carrying out Environmental Education and Training in the Pacific Islands region,

Calls on the IUCN to actively support Pacific Island efforts in the implementation of the "Action Strategy for Environmental Education and Training in the Pacific Region 1999-2003".

**PACIFIC REGIONAL CONFERENCE FOR ENVIRONMENTAL  
EDUCATION AND TRAINING  
29 JUNE - 3 JULY, 1998**

### **Conference Resolutions**

#### ***Resolution 1: Government Support***

The Pacific Regional Conference for Environmental Education and Training:

Recognising the important and effective role of environmental education and training in fostering a better relationship between people and their surrounding environment,

Noting that the ultimate goal of environmental education and training is to develop habits, behaviours and skills which inculcate best practices for sustainable management of natural resources and environmental quality protection,

Conscious of the need for all Pacific island countries to include environmental education and training as a part of the major decisions concerning natural resource development and management,

Aware of the acute lack of resources available to environmental educators to effectively plan, develop and implement environmental education and training programmes throughout the region,

Calls on all Pacific island governments to give priority consideration to environmental education and training in the allocation and distribution of national resources,

Further calls on SPREP and the donor community to continue their support for environmental education and training in Pacific island countries by providing technical and financial resources required for the implementation of such programmes both at the formal and non-formal levels.

#### ***Resolution 2: Capacity Building***

The Pacific Regional Conference for Environmental Education and Training:

Recognising the need to build endogenous capacity in the important area of Environmental Education and Training,

Aware that there is considerable expertise that exists within the region,

Noting that the use of external advisers/experts may be needed in very specific areas,

5. The Secretariat welcomes the Resolutions produced by participants at the Conference. These are most relevant and are targeted appropriately to those involved in implementation of Environmental Education and Training activities. Included in those Resolutions specifically addressed to SPREP, is one calling upon the Secretariat to establish an NGO Liaison Officer position which would facilitate NGO activities. Whilst appreciating the importance of such a position, the Secretariat does not envisage being able to establish such a post in the near future, given current staffing levels and priorities. SPREP priorities for positions associated with Environmental Education relate to an Environmental Education (Curriculum Development) Officer to work with the existing Environmental Education Officer.

### Recommendation

6. The Meeting is invited to:

- **consider** and **endorse** the Conference Resolutions;
- provide **guidance** on implementation of the Action Strategy for Environmental Education and Training in the Pacific Region 1999 - 2003; and
- **endorse** the Action Strategy.

---

11 August, 1998



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa,  
15-18 August 1998

### Agenda Item 8.2.3 : Environmental Education and Training Conference Outcomes

#### Purpose of Paper

1. To advise the Meeting of outcomes from the Pacific Regional Conference for Environmental Education and Training held in Suva, 29 June - 3 July, 1998.

#### Background

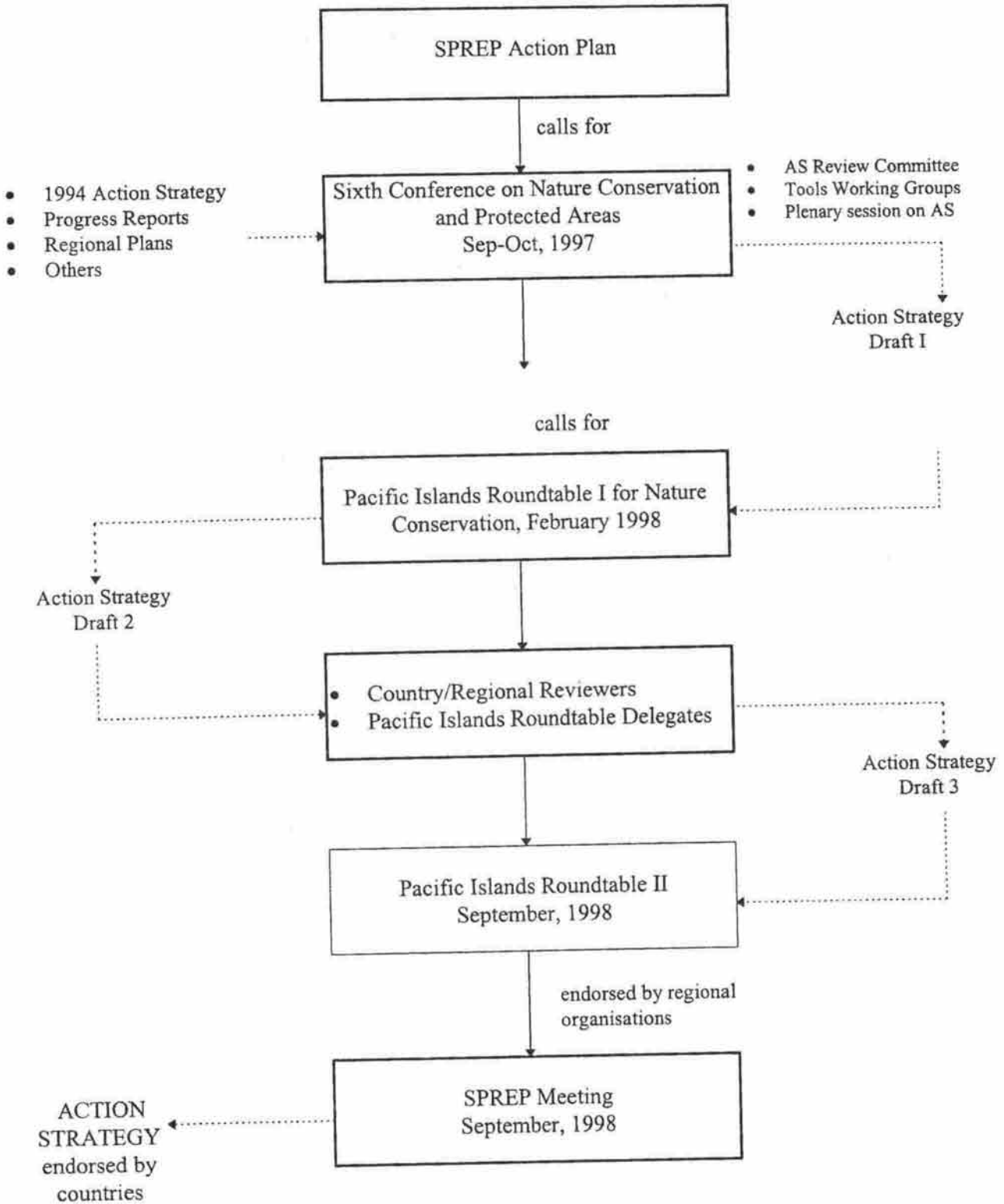
2. SPREP, in conjunction with the University of the South Pacific (USP) and the Pacific Resources for Education and Learning (PREL) co-hosted the Pacific Regional Conference for Environmental Education and Training with financial assistance from a number of donor agencies and countries, including AusAID, Danida, NZODA, and the United Kingdom Department of International Development, Pacific (DFID). This conference was attended by 170 participants including representatives from the Environment Departments, Education Departments and NGOs of 21 Pacific island countries, as well as representatives from regional and international organisations. It had been ten years since such a regional conference, specifically focusing on environmental education and training in the Pacific, had been held.

3. Objectives of the Conference included to:

- review the last ten years of environmental education efforts and assess the role of regional bodies in furthering environmental education and training efforts;
- exchange current environmental education materials and experiences, identifying commonalities, assets, needs and challenges;
- develop a Regional Strategy for ongoing environmental education and training activities; and
- create an Environmental Education and Training Network.

4. The above-mentioned objectives were achieved and some specific outcomes from the Conference are submitted for attention by the 10<sup>th</sup> SPREP Meeting. These include *Conference Resolutions* attached and a draft *Action Strategy for Environmental Education and Training in the Pacific Region 1999 - 2003* which is currently being circulated within the region for additional input and will be tabled at this Meeting for endorsement as 10SM/WP.8.2.3./Att.2.

# 1999-2002 Action Strategy Formulation Process



**12. SPREP Convention**

Also called the "Convention for the Protection of the Natural Resources and Environment of the South Pacific Region and related Protocols", this convention provides a broad framework for cooperation in preventing pollution of the marine and coastal environments. Each party is called on to endeavour to conclude bilateral or multilateral agreements that protect, develop and manage the marine and coastal environments of the Convention Area. [Opened for signature: Noumea, 24 November 1986. Entry into force: 22 August 1990].

**13. United Nation Convention on the Law of the Sea**

This Convention lays down the basic legal regime for the conservation and utilisation of marine resources. It gives coastal States jurisdiction over all resources, including living resources, in an exclusive economic zone (EEZ) that can extend up to 200 nautical miles from their coasts. The Convention also contains built-in safeguards for the protection and preservation of living marine resources beyond the limits of national jurisdiction. [Adoption: Montego Bay, 10 December 1982. Entry into force: 16 November 1994]

**14. Waigani Convention**

Regional convention signed by all Forum countries except Marshall Islands prohibiting the shipment of hazardous and radioactive wastes from outside Pacific Islands into Pacific Islands, and cooperation in the movement and management of hazardous waste. To date, it has been ratified by 3 countries but it would need 10 parties before it could enter into force.

**15. World Heritage Convention (Convention for the Protection of the World Cultural and Natural Heritage)**

International convention for the protection of the cultural and natural heritage sites that are of outstanding interest and universal value and therefore need to be preserved as part of the world heritage of mankind as a whole. [Adoption: Paris, 23 November 1972. Entry into force: 17 December 1975].

\*\*\*\*\*



## **6. Convention on Wetlands of International Importance**

International convention aimed at stemming the progressive encroachment on and loss of wetlands now and in the future, because of their great economic, cultural, scientific and recreational value, and especially as a waterfowl habitat. Also commonly referred to as the Ramsar Convention. [Adoption: Ramsar, 2 February 1971. Entry into force: 21 December 1975.]

## **7. Convention for the Protection of the Ozone Layer**

International convention aimed at protecting human health and the environment against the adverse effects resulting from the modifications of the ozone layer. [Adoption: Vienna, 22 March 1985. Entry into force: 22 September 1988.]

## **8. Convention for the Regulation of Whaling**

This convention's objective is to protect all species of whales from overfishing and to safeguard for future generations the great natural resources represented by whale stocks. The Convention sets up a Whaling Commission to encourage research and investigation and appraise and disseminate information concerning whaling and whale stocks, and to meet annually to adopt regulations for the conservation and utilisation of whale stocks. [Adopted in Washington, USA on 2 December 1946 and entered into force on the 11 October 1948.]

## **9. Convention on the Prevention of Marine Pollution by Dumping of Wastes and other Matters**

International convention requiring parties to control sources of pollution of the marine environment and to prevent pollution of the sea by the dumping of waste and other matters. The 1996 Protocol to this Convention, which is yet in force, bans incineration at sea and the dumping of all waste not listed in Annex 1 [Adoption: London, Mexico City, Moscow and Washington, 29 December 1972. Entry into force: 30 August 1975.]

## **10. Framework Convention on Climate Change**

International convention to protect the climate system for present and future generations from enhanced greenhouse effect resulting from the substantial increasing of atmospheric concentrations of greenhouse gases that is resulting in the additional warming of the Earth's surface and atmosphere. [Adopted 9 May 1992 at the UN Headquarters New York. Entry into force 21 March 1994.]

## **11. International Tropical Timber Agreement**

This Agreement provides an effective framework for consultation, international cooperation and policy development among all members with regards to all relevant aspects of the world timber economy. Among other aims, it seeks to encourage all members to develop national policies aimed at sustainable utilization and conservation of timber-producing forests and their genetic resources and at maintaining the ecological balance in the regions concerned, in the context of tropical timber trade. [Adopted in Geneva on the 26 January 1994 and entered into force 1 January 1997.]

## **Annex 5: Conventions Relevant to Conservation in the Pacific Islands**

### **1. Agreement for the Implementation of the Provisions of the United Nations Convention on the Law of the Sea of 10 December 1992 relating to the Conservation and Management of Straddling Fish Stocks and Highly Migratory Fish Stocks**

This Agreement was one of the concrete results of the United Nations Conference on Environment and Development (UNCED) held in Rio de Janeiro, Brazil in 1992. It introduces a number of innovative measures, particularly in the area of environmental and resource protection obligating States to adopt a precautionary approach to fisheries exploitation and gives expanded powers to port States to enforce certain obligations to safeguard proper management of fisheries resources. The Agreement was adopted by the UN Conference on Straddling Fish Stocks and Highly Migratory Fish Stocks on the 4 August 1995, signed by 59 States to date, and ratified or acceded to by 17. Entry into force of the Agreement requires 30 ratifications or accessions.

### **2. Conservation on the Conservation of Nature in the South Pacific Region (Apia-1976)**

Officially called the *Convention on the Conservation of Nature in the South Pacific*, this regional convention seeks to encourage the creation of protected areas. Opened for signature on 12 June 1976 and came into force on the 26 June 1990, after it was ratified by 5 countries. As of today, Papua New Guinea has signed this convention, but not ratified it.

### **3. Convention on Biological Diversity (CBD)**

International Convention to conserve biological diversity, the sustainable use of its component and the fair and equitable sharing of the benefits arising out of the utilisation of genetic resources, including by appropriate access to genetic resources and by appropriate transfer of relevant technologies, taking into account all rights over those resources and to technologies, and by appropriate funding. [Opened for signature on 5 June 1992, Rio de Janeiro. Entry into force on the 29 December 1993.]

### **4. Convention on the Conservation of Migratory Species of Wild Animals**

International Convention signed to ensure the conservation and effective management of migratory species of wild animals through the concerted action of all States within the national jurisdictional boundaries of which such species spend any part of their life cycle. [Adoption: Bonn, 23 June 1979; Entry into force: 1 January 1991.]

### **5. Convention on International Trade in Endangered Species (CITES)**

Convention for international cooperation in the protection of certain species of wild fauna and flora against over-exploitation through international trade. [Adoption: Washington, 3 March 1973; Entry into force: 1 July 1975.]

215. President Coolidge and Million  
 216. Dollar Point Res  
 217. Vathe Marine Conservation  
 Area\*  
 218. Whitesands Res  
**Wallis and Futuna (2)**  
 219. Wallis Toafa FR  
 220. Lalolalo Vao Tapu (aka Forbidden  
 Forest)  
**Western Samoa (7)**  
 221. Le Pupu Pue NP  
 222. Tusitala Historic and NR (3 units)  
 223. Palolo Deep Res  
 224. Togitogiga Rec Res  
 225. Falealupo Forest Preserve\*  
 226. Saanapu-Sataoa Conservation  
 Area\*  
 227. Uafato Conservation Area\*  
**Others (2)**  
 228. Lord Howe Is Group WHS  
 (Australia)  
 229. Kermadec Is NR (New Zealand)

\* Conservation and or protected areas reported to have been established between 1994 - 1998.

141. Bismarck-Raru ICAD Area\*
142. Cape Wom International Memorial Park\*
143. Collinwood Bay ICAD Area\*
144. Crater Mountain Wildlife Management Area\*
145. Crown Island (III) WMA
146. East Hunstein Reserve\*
147. Garu (I)\* WMA
148. Horseshoe Reef MP
149. Iomare (I) WMA
150. Jimi Valley National Parks
151. Kikori ICAD Area\*
152. Kimbe Bay Marine Conservation Area\*
153. Kokoda Trail NP
154. Lake Lavu (I) WMA
155. Lakekamu-Kunimaipa Basin\*
156. Long Island (III)
157. McAdam NP
158. Maza (I)\*
159. Mt Gahavisuka Park\*
160. Mt Kaindi\*
161. Mt Wilhelm NP
162. Moitaka WS
163. Mojirau (I)\*
164. Namanatabu Historic Reserves
165. Nanuk Island Park\*
166. Ndrolowa (I)\*
167. Neiru (I)
168. Nuserang (I)\*
169. Oia-Mada Wa'a (I)
170. Paga Hill ScR
171. Pirung (I)
172. Pokili (I)
173. Ranba (I)\*
174. Sawataetae (I)\*
175. Siwi Utame (I)
176. Talele Islands (Bismarck Archipelago) NR
177. Talele Islands Park\*
178. Tonfa (I)\*
179. Varirata
180. Zo-Oimagaga (I)

**Pitcairn Is. (1)**

181. Henderson Is WHS. (not incl. In Paine 1993)

**Solomon Is (12)**

182. Arnavon Islands Res Mgt Area \*
183. East Renell Is\*
184. Dalakalau
185. Dalakalonga
186. Kolombangara FR
187. Komarindi Catchment Conservation Area\*
188. Marovo Lagoon \*
189. Makira Community Forest Management Area\*
190. Tulagi Bird Sanctuary
191. Mandoleana
192. Oema Is
193. Queen Elizabeth NP

**Tonga (11)**

194. Eua NP
195. Fanga'uta and Fanga Kakau Lagoons Marine Res
196. Haapai Is Conservation Area\*
197. Haatafu Beach Res
198. Hakaumama'o Reef Res
199. Malinoa Is Res
200. Monuafe Is Res
201. Mui Hopo Hoponga Res
202. Pangaimotu Reef Res
203. Mounu Reef Sanct
204. Ha'amonga Trilithon Pk

**Tuvalu (1)**

205. Funafuti Atoll Marine Conservation Area\*

**US Minor Islands (4)**

206. Baker Is NWR
207. Howland Is NWR
208. Jarvis Is NWR
209. Johnston Atoll NWR

**Vanuatu (8)**

210. Aore Rec Pk
211. Bucaro Aore Rec Pk
212. Lolihor Community Conservation and Development Area, North Ambrym\*
213. Naomebaravu-Malo Res
214. Narong MR\*

- 66. Pati Point Natural Areas
- 67. Guam Territorial Seashore Park
- 68. Schroeder
- 69. War in the Pacific
- 70. Y-Piga

**Kiribati (12)**

- 71. Birnie Island WS
- 72. Cook Islet Closed Area  
(Kiritimati WS)
- 73. Kiritimati WS
- 74. Malden Island (Closed Area)
- 75. Motu tabu Islet Closed Area  
(Kiritimati WS)
- 76. Motu Upua Closed Area  
(Kiritimati WS)
- 77. McKean Island
- 78. Naa Islet CA - North Tarawa\*
- 79. Ngaontetaake Islet Closed Area  
(Kiritimati WS)
- 80. Phoenix Island (Rawaki)
- 81. Starbuck (Closed Area)
- 82. Vostok Island

**Marshall Islands (1)**

- 83. Jaluit Atoll Conservation Area\*

**New Caledonia (42)**

- 84. Amoa/Tchamba
- 85. Aoucpinies SFR
- 86. Boulouparis - Bourail
- 87. Branch Nord Dumbea et Couvelee
- 88. Col d'Amenieu FR
- 89. Chutes de Madeleine SBR
- 90. Foret de Sailles SBR
- 91. Haute Doutio
- 92. Haute Yate SFR
- 93. Koumac
- 94. Kuebini FR
- 95. La Dieppoisse SMR
- 96. Lagon Sud Terr Pk (5 units)
- 97. L'entange de Koumac SFR
- 98. L'Ile Pam SFR
- 99. L'Ilot Lepredour SFR
- 100. L'Ilot Maitre SFFR
- 101. "Michael Corbasson"
- 102. Mont Do SFFR
- 103. Mont Humboldt SBR

- 104. Mont Mou FR
- 105. Mont Mou SBR
- 106. Mont Panie SBR
- 107. Montagne des Sources NR
- 108. Nord Cote Est
- 109. Ora Peninsula
- 110. Ouenarou FR
- 111. Ouen-Toro Terr Pk
- 112. Paita-Dumbea-Mt Dore
- 113. Pic Ningua SBR
- 114. Ponerihouen
- 115. Pouembout
- 116. Povilla FR
- 117. Riviere Bleue Terr Pk
- 118. Southern SBR (7 units)
- 119. Tangadiou FR
- 120. Tango FR
- 121. Tiponite FR
- 122. Tournante de Marine Faune SMR
- 123. Thy Terr Pk
- 124. "South" of New Caledonia FR
- 125. Yves Merlet SMR

**Niue (1)**

- 126. Huvalu Conservation Area\*

**Northern Marianas (4)**

- 127. Asuncion Is Preserve
- 128. Guguan Is Preserve
- 129. Maug Is Preserve
- 130. Uracas Island Preserve (aka  
Farallon de Pajaros)

**Palau (5)**

- 131. Rock Island Conservation Area\*
- 132. Ngerukewid Is
- 133. Trochus Sanctuaries (21)
- 134. Ngerumekaol Grouper Spawning  
Area
- 135. Ngaremenduu Conservation  
Area\*

**Papua New Guinea (45)**

- 136. Bagial (I)\* WMA
- 137. Baiyer River S
- 138. Balek (III) WMA
- 139. Baniara Island (II) WMA
- 140. Bainings and Wide Bay Areas,  
East New Britain\*

**American Samoa (10)**

1. American Samoa National Parks (NP)
2. Rose Atoll National Wildlife Refuges (NWR)
3. Fagatele Bay National Marine Sanctuaries (NMS)
4. Aunu'u Island National Natural Landmarks (NNL)
5. Cape Taputapu (NNL)
6. Fogama'a Crater (NNL)
7. Leala Shoreline (NNL)
8. Matafao Peak (NNL)
9. Rainmaker Mountain (Mt Pioa) NNL
10. Vaiava Strait

**Cook Islands\*(5)**

11. Aitutaki Trochus Sanctuary
12. Manuae Lagoon Trochus Sanctuary
13. Palmerston Lagoon Trochus Sanctuary
14. Suwarrow Atoll NP
15. Takitimu Conservation Area\*(CA)

**Easter Island (1)**

16. Rapa Nui NP

**Federated States of Micronesia (16)**

17. Trochus Sanctuaries - Pohnpei
18. Nan Madol - Pohnpei
19. Pohnpei Watershed Management Project\*
20. Oroluk Sanctuary - Pohnpei
21. Kehpera (Black Coral) Sanctuary - Pohnpei
22. Enipein Marine Park - Pohnpei
23. Pwudoi Sanctuary - Pohnpei
24. Chuuk State Lagoon - Chuuk
25. Chuuk State Underwater Monument - Chuuk
26. Trochus Sanctuaries - Chuuk
27. Giant Clam Farms - Chuuk
28. Okat Trochus Sanctuary - Kosrae
29. Utwe and Walung Marine Park - Kosrae\*

30. Ringe Te Suh, Maskelynes Islands\*

31. Trochus Sanctuaries - Yap
32. Mile zone from Island Baseline - Yap

**Fiji (20)**

33. Bouma Project\*
34. Colo-I-Suva Forest Park
35. Draunibota and Labiko Is NR
36. JH Garrick Memorial Reserve
37. Koroyanitu Conservation Area\*
38. Lololo Amenity Reserves (AR)
39. Lomolomo AR
40. Nadarivatu AR
41. Namenalala Island NR
42. Naqarabuluti NR
43. Nukulau Island and Reef AR
44. Ravilevu NR
45. Saweni Beach AR
46. Sigatoka Sand Dunes NP and Res
47. Tavakubu AR
48. Tomaniivi NR
49. Verata Community CA, East Viti Levu\*
50. Vunimoli NR
51. Vuo Island NR
52. Yadua Taba Island Crested Iguana Reserve

**French Polynesia (7)**

53. Atoll de Taiaro (W.A.Robinson)
54. Biosphere and NR
55. Eiao Island Nature Reserve
56. Hatutu Island Nature Reserve Mohotani
57. Sable Island (Motu One)
58. Scilly Atoll (Manuae) Reserve
59. Vallee de Faaiti Nature Reserve

**Guam (10)**

60. Anao Conservation Reserves
61. Bolanos (Chalan Palii CR) Cotal
62. Haputo Ecological Reserve Areas
63. Masso River Reservoir Area
64. Natural Reserves
65. Orote Penninsula Ecological Reserve Areas

## Annex 4: Established Protected Areas and Community-based Conservation Areas in the Pacific Islands

### Explanatory Note on Annex 4

Names of protected and conservation areas, number of protected areas, total land area, protected land area and percentage of land were updated from the 1994-1998 *Action Strategy for Nature Conservation in the South Pacific Region*, with information from SPBCP, BCN, TNC, USP, WWF, UNESCO-WHC and NZODA representatives during the Pacific Islands Roundtable, February 1998. Additional information was received from regional and national reviewers during the Action Strategy Review process. The source for the 1994-1998 listing is Paine (1993). For many areas, the area cited is the best estimate. Comparative information for marine protected/conservation areas was not received in time to allow inclusion in this Action Strategy.

### Abbreviations Used

CA	Conservation Area
Cons	Conservation Reserve
Ecol	Ecological
FR	Forest Reserve
Is	Island(s)
MP	Marine Park
MR	Marine Reserve
NA	Natural Area
NHP	National Historic Park
NMS	National Marine Sanctuary
NNL	National Natural Landmark
NP	National Park
NR	Nature Reserve
NWR	National Wildlife Refuge
Pk	Park
Prov	Provincial
Rec	Recreational
Res	Reserve Sanctuary
SBR	Special Botanical Reserve
SFFR	Special Fauna and Flora Reserve
SFR	Special Fauna Reserve
SMR	Special Marine Reserve
SNR	Strict Nature Reserve
Terr	Territorial
WMA	Wildlife Management Area
WR	Wildlife Reserve
WS	Wildlife Sanctuary
WHS	World Heritage Site

### Annex 3: Summary of Terrestrial Conservation Areas in the Pacific Islands Region

Pacific Islands States and Territories	No. of protected areas	Land Area (sq. km)	Protected Land Area (sq. km)	% Land Protected
American Samoa	11	197	48	24%
Cook Islands	5	233	3.55	2%
Easter Islands	1	68	67	99%
Federated States of Micronesia	16	702	106.25	15%
Fiji	20	18,330	320.84	2%
French Polynesia	7	3,940	135	3%
Guam	10	450	85	19%
Kiribati	12	684	587	86%
Marshall Islands	1	181	11.34	6%
Nauru	0	21	0	0%
New Caledonia	42	19,105	7038	37%
Niue	1	259	60.29	23%
Northern Marianas	4	471	15	3%
Palau	5	365	23.59	6%
Papua New Guinea	45	462,840	15566	3%
Pitcairn Islands	1	42	NA	0%
Solomon Islands	12	29,790	199	1%
Tokelau	0	10	0	0%
Tonga	11	699	47.1	7%
Tuvalu	1	25	8	32%
U.S Minor Islands	4	658	542	82%
Vanuatu	8	14,765	34.7	0%
Wallis-Futuna	2	255	0	0%
Samoa	7	2840	54.81	2%
Other	2	NA	NA	0%
<b>Total</b>	<b>228</b>	<b>556,930.00</b>	<b>24,952.47</b>	<b>4.53</b>
Hawaii	105	16760	3095	18.47%



31	Utwa-walung Marine Park (FSM, Kosrae)	Utwa-walung Channel extends for more than 8.1 km.	N/A
32	Vatthe Conservation Area (Vanuatu)	Approximately 2,276 ha. lowland forest.	2,276
33	Verata Community Conservation Area, (Fiji)	CA contains 7 villages of Verata Tikina, an area of about 150 square kilometers.	15,000
34	Simbo Islands Megapode PAR (Solomon Islands)	Size of area not known.	260,000

15	Kimbe Bay Marine Protected Area (PNG)*	Size of area not known.	
16	Komarindi Catchment Conservation Area (Solomon Islands)	Approximately 19,300 ha.	19,300
17	Koroyanitu Conservation Area (Fiji)	Core area is 2,984 ha. Inclusion of buffer and transition zones may extend area to 19,000 ha.	2,984
18	Lakekamu-Kunimaipa Basin (PNG)*	Size of area not known.	
19	Lolihor Community Conservation and Development Area, North Ambrym (Vanuatu)*	Size of area not known.	
20	Makira Community Forest Management Area (Solomon Islands)*	Size of area not known.	
21	Marovo Lagoon (Solomon Islands)*	Size of area not known.	
22	Narong MR (Solomon Is)*	Size of area not known.	
23	Ngaremeduu Conservation Area (Palau)	CA contains 325 ha mangrove, 84 ha swamp forest, 75 ha freshwater marshes plus areas upland.	484
24	North Tarawa Conservation Area (Kiribati)	Land area is about 1,270 ha (Approximately 2/3 of Tarawa)	1,270
25	Pohnpei Watershed Management and Environment Project (FSM, Pohnpei)	Mangrove forest accounts for 5,525 ha, and upland rainforest for 5,100 ha.	10,625
26	Ringe Te Suh, Maskelynes Islands (Vanuatu)*	Size of area not known.	
27	Rock Islands Conservation Area (Palau)	Total area is approximately 100,000 ha, including 424 limestone islands. <sup>10</sup>	100,000
28	Saanapu/Sataoa Conservation Area (Samoa)	Approximately 75 ha. May be extended to cover 12,000 ha.	75
29	Takitumu Conservation Area (Cook Islands)	Avana valley covers 64.3 ha, Totokoitu covers 53.0 ha, and Turoa covers 37.6 ha.	155
30	Uafato Conservation Area (Samoa)	Land component covers 1,306 ha. Marine component is not determined. <sup>11</sup>	1,306

<sup>10</sup> Palau Conservation Society (1997) *Rock Island Conservation Area, Republic of Palau* (Concept Proposal). SPREP, Apia, Samoa [unpublished]. 20 p.

<sup>11</sup> Martel, Francois et al (1998) *Timber Inventory of the Ifilele Resource: Uafato Conservation Area Project*. SPREP, Apia, Samoa [unpublished]. 78 p.

\* Information received from Pacific Islands Round Table delegates.

## Annex 2: Community-based Conservation Areas<sup>7</sup> established over the last 5 years in the Pacific Islands

No	Name	Description	Area(ha)
1	Arnavon Island Community Managed Marine Conservation Area (Solomon Islands)	Total area is about 8,270, with a core of about 3,100 ha. The land area (size of Arnavon Islands) is about 500 ha.	8,270
2	Bainings and Wide Bay Areas, East New Britain (PNG)*	Size of area not known.	
3	Bismarck-Raru Integrated Conservation and Development (ICAD) Area (PNG)*	Size of area not known.	
4	Bouma Project, Taveuni (Fiji)*	Size of area not known.	
5	Collingwood Bay Integrated Conservation and Development (ICAD) Area (PNG)*	Size of area not known.	
6	Crater Mts. Wildlife Management Area (PNG)*	Size of area not known.	
7	Falealupo Forest Preserve, Falealupo (Samoa)	Size of area not known.	
8	Funafuti Marine Conservation Area (Tuvalu)	Six small islets are included, covering 8 ha of land in total.	3,300
9	Garu Wildlife Management Area, (PNG)*	Size of area not known.	
10	Ha'apai Conservation Area (Kingdom of Tonga)	Ocean area is about 1,000,000 ha. 62 islands are included, with a total land area of about 12,100 ha. Islands range in size from less than 1ha to 4,660ha, with 4 exceeding 1000ha.	1,000,000 0
11	Huvalu Forest Conservation Area (Niue)	Approximately 6,029 ha. <sup>8</sup>	6,029
12	Jaluit Atoll Conservation Area (Marshall Islands)	Lagoon area is 68,974 ha. Land area is 1,134 ha, comprising 91 fringing islets. <sup>9</sup>	70,100
13	Kiritimati Atoll Conservation Area (Kiribati)	Land and lagoon areas cover 36,370 ha. and 16,000 ha. respectively.	52,370
14	Kikori Integrated Conservation and Development Area (PNG)*	Size of area not known.	

<sup>7</sup> For the purposes of this Annex, Community-based Conservation Area is defined as any area, marine or terrestrial or both, wherein resources are either protected to some degree or managed for sustainable use, or both, with the active involvement and support of community resource users and owners.

<sup>8</sup> Whistler, Art. et al (1997) *Botanical Survey of the Huvalu Forest Conservation Area, Niue*. Apia, Samoa [unpublished]. 76 p.

<sup>9</sup> Environment Protection Authority (1997) *Concept Proposal for Jaluit Atoll Conservation Area*. Republic of the Marshall Islands [unpublished].

80. Tom Mortiz, IUCN/WCPA & California Academy of Sciences, USA.
81. Bill Raynor, The Nature Conservancy, Pohnpei
82. Diane Russell, Biodiversity Conservation Network, USA
83. David Sheppard, IUCN, Switzerland
84. Andrew Smith, The Nature Conservancy, Palau
85. M. Sovaki, Department of Environment, Fiji.
86. Francis Tarihao, Solomon Islands Development Trust, Solomon Islands.
87. Di Tarte, IUCN Australia/Australian Marine Conservation Society Inc.
88. Peter Taylor, Biodiversity Group, Environment Australia, Canberra
89. Charles Vatu, Vathe Conservation Area Project, c/- Environment Unit, Vanuatu
90. Bernd von Droste, UNESCO World Heritage Centre, Paris, France
91. Sarah Wilson, Conservation International, NZ.

#### **Additional SPREP Staff Reviewers**

92. James Aston
93. Lucille Apis-Overhoff
94. Satui Bentin
95. Bismarck Crawley
96. Clare Cory
97. Chalapan Kaluwin
98. Francois Martel
99. Gerald Miles
100. Sue Miller
101. Andrew Munro
102. Bernard Moutou
103. Jan Sinclair
104. Neva Wendt
105. Craig Wilson

37. Ata Moeava, Govt. of Tahiti/Nui, French Polynesia
38. Russell Nari, Environment Unit, Vanuatu.
39. Epeli Nasome, Dept. of Environment, Fiji
40. Moses Nelson, Dept. of Economic Affairs, FSM
41. H.E. Paul O'Callagan, Australian High Commission, Samoa
42. Rob Ogilvie, Ministry for the Environment, New Zealand
43. Demei T Otobed, Bureau of Natural Resources and Development, Palau.
44. Edwin Pittman, Ministry of Foreign Affairs, Cook Islands
45. Pius Pundi, Dept. of Environment and Conservation, Papua New Guinea
46. Mick Raga, Dept. Environment and Conservation, Papua New Guinea.
47. Rishi Ram, Ministry of Urban Development, Housing and Environment, Fiji
48. Elizabeth D Rechebei, Office of the Governor, CNMI
49. Jesus Salas, Environment Protection Agency, Guam.
50. Thomas Snead, OES/OA/MLP Dept of State, USA
51. Faufatu Sopoaga, Office of the Prime Minister, Tuvalu
52. Mose Sua, Ministry of Foreign Affairs, Samoa
53. Togipa Tausaga, Environment Protection Agency, American Samoa
54. Jorelick Tibon, Environment Protection Agency, Marshall Islands

**Additional International, Regional, National, and NGO Reviewers**

55. Herson Anson, Department of Resource Management & Development, Pohnpei
56. David Baker-Gabb, Birds Australia
57. Ernest Bani, Environment Unit, Vanuatu.
58. Chris Bleakley, Great Barrier Reef Marine Park Authority, Australia
59. Paul Butler, RARE Center for Tropical Conservation, USA.
60. Mick Clout, IUCN Invasive Species Specialist Group, University of Auckland, NZ.
61. Nancy Daschbach, Fagatele Bay National Marine Sanctuary, American Samoa.
62. Naomi Dumbrell, Environment Australia, Canberra, Australia.
63. Lucius G Eldredge, Pacific Science Association, USA
64. John Ericho, Research and Conservation Foundation of PNG
65. Richard Farman, Direction des Ressources Naturelles, New Caledonia.
66. Jeremy Harrison, World Conservation Monitoring Centre, UK.
67. Noah Idechong, Palau Conservation Society, Palau
68. Roger Jaensch, Wetlands International - Oceania, Australia
69. Hank Jenkins, Environment Australia, Canberra.
70. Arlyne Johnson, Research and Conservation Foundation of PNG,
71. Wep Kanawi, The Nature Conservancy, PNG
72. Gaikovina R Kula, Conservation International, PNG
73. Christopher S Lobban, University of Guam
74. Sarah Lowe, IUCN Invasive Species Specialist Group, University of Auckland, NZ.
75. Bing Lucas, IUCN World Commission on Protected Areas, NZ
76. Sango Mahanty, Australian National University NCDS, Australia.
77. Sue Maturin, Royal Forest and Bird Protection Society, NZ
78. Jean Yves Meyer, Delegation a la Recherche, Tahiti
79. Keith Morrison, Department of Resource Management, Lincoln University, NZ

## Annex 1: List of Reviewers

### Pohnpei Conference Action Strategy Review Committee

1. Dion Ale, O Le Siosiomaga Society, Samoa
2. Roger Cornforth\*, Ministry of Foreign Affairs and Trade, New Zealand
3. Audrey Newman\* (co-chair), The Nature Conservancy, Hawaii
4. Netatua Prescott, Ministry of Lands Survey & Natural Resources, Tonga
5. Alma Ridep-Morris, Bureau of Natural Resources & Development, Palau
6. Trevor Sankey\*, UNESCO, Samoa
7. Cedric Schuster\*, WWF South Pacific Programme, Fiji
8. Sam Sesega\* (co-chair), SPREP, Samoa
9. Birendra Singh, National Trust for Fiji
10. Randy Thaman\*, University of the South Pacific, Fiji
11. Kathy Walls, Department of Conservation, New Zealand

(the asterix (\*) denotes those who were also members of the Pacific Islands Roundtable)

### Pacific Islands Roundtable Delegates

12. Ganesan Balachander, Biodiversity Conservation Network, Philippines
13. Sofia Bettencourt, World Bank, USA
14. Kathy Fry, FSP-International, Vanuatu
15. Wren Green, IUCN, New Zealand
16. Peter Hunnam, WWF-South Pacific, Fiji
17. Sue Miller, SPREP, Samoa
18. Joe Reti, SPREP, Samoa
19. Allan Roach, Asian Development Bank, Philippines
20. Trevor Sankey, UNESCO, Samoa
21. Sealiitu Sesega, UNDP, Samoa
22. Peter Thomas, The Nature Conservancy - South Pacific Programme, New Zealand.
23. Sarah Titchen, UNESCO-World Heritage Convention Centre, Australia
24. Giuliana Torta, European Union, Fiji
25. Tamari'i Tutangata, SPREP, Samoa
26. Fiu Wiliame-Igara, Forum Secretariat-South Pacific, Fiji

### BSAP Coordinators and SPREP National Focal Points

27. Tererei Abete, Ministry of Environment and Social Development, Kiribati
28. Andrew Bignell, Dept. of Conservation, New Zealand
29. Moses Biliki, Ministry of Forests, Environment & Conservation, Solomon Is
30. H.E. Peter Hamilton, NZ High Commission, Samoa
31. Ned Howard, Environment Services, Cook Islands
32. Epel Ilon, Dept. of External Affairs, FSM
33. Kirifi Kirifi, Dept. of Natural Resources and Environment, Tokelau
34. Savae Latu, Ministry of Lands, Survey and Environment, Tonga
35. Monsieur le Prefet, Administrateur Supérieur du Territoire, Wallis et Futuna
36. Sailimalo Pati Liu, Dept. Environment and Conservation, Samoa

34. The Nature Conservancy, World Wildlife Fund, Greenpeace, Counterpart Foundation and Conservation International. 1994. *South Pacific Environment & Peoples: Challenges & Opportunities for U.S. Development Assistance*.
35. UNDP. 1998. *From Rio to Rabat: Capacity 21 at Mid-term*. NY.
36. Taule'alo, T.I. 1993. *Western Samoa State of the Environment Report*. Apia, Western Samoa, SPREP, 1993.
37. Thistlewaite, R., Prescott, N., Sheppard, D. 1993. *Kingdom of Tonga: Action Strategy for Managing the Environment*. SPREP, Apia, Samoa.
38. Toloa, F. 1995. *Tokelau: Action Strategy for Strengthening Environmental Management and Sustainable Development. (Tokelau 2000)*. SPREP, Apia, Samoa.
39. United Nations. 1992. *Agenda 21: Programme of Action for Sustainable Development*. New York. 294pp.
40. United Nations. 1994. *Programme of Action for the Sustainable Development of Small Island Developing States*. New York. 44pp.
41. UNDP. 1994. *Programme of Capacity Building for Sustainable Development in the South Pacific. Building on NEMS (unpublished)*. 50pp.
42. Vanuatu (Republic of). 1993. *Vanuatu: National Conservation Strategy*. Port Vila.
43. Wendt, N. 1993. "National Environmental Management Strategies". In *Fifth South Pacific Conference on Nature Conservation and Protected Areas. Vol 1. Conference Report. 4-8 October, 1993, Nukualofa, Tonga*. Apia. pp.27-34.

18. SPREP. 1992. *The Pacific Way: Pacific island developing countries report to the United Nations Conference on Environment and Development*. Noumea. 52 pp.
19. SPREP. 1993. *Fifth South Pacific Conference on Nature Conservation and Protected Areas. Vol 1. Conference Report, 4-8 October, 1993, Nukualofa, Tonga*. Apia. Vi, 49 pp.
20. SPREP. 1993. *Meeting Report of the Regional Technical Meeting for the Indian and Pacific Ocean. Input to the Global Conference on the Sustainable Development of Small Islands Developing States. 31 May - 4 June, 1993. Vanuatu*. Apia. 62 pp.
21. SPREP/UNDP. 1993. *South Pacific Biodiversity Conservation Programme: Project Document*. Apia. 90 pp.
22. SPREP. 1993. *Kiribati: National Environmental Management Strategy*. Apia, Samoa.
23. SPREP. 1994. *Action Strategy for Nature Conservation in the South Pacific Region, 1994-1998*. Apia, Samoa.
24. SPREP. 1994. *Niue: National Environmental Management Strategy*. Apia, Samoa.
25. SPREP. 1994. *Draft Corporate Plan*. Unpublished. 26 pp.
26. SPREP. 1995. "Environmental Law Fact Sheet" Fact Sheets Nos. 12/4 & 12/5. Apia, Samoa.
27. SPREP. 1997. *Action Plan for Managing the Environment of the South Pacific Region 1997 - 2000*. Apia. Samoa: SPREP 1997.
28. SPREP. 1997. "From Tonga to FSM...". Sixth Conference on Nature Conservation in the South Pacific. Conference Information Paper 2. (unpl.)
29. SPREP. 1997. "Revisions of the Action Strategy for Nature Conservation in the South Pacific Region 1994-1998." 6<sup>th</sup> Conference Final Plenary Paper 1. SPREP. Samoa. 4 pp. (unpl.):
30. SPREP 1996. *Report to the United Nations Commission on Sustainable Development on Activities to Implement the Barbados Programme of Action in the Pacific Region*. Apia, Samoa.
31. SPREP 1997. *Action Plan for Managing the Environment of the South Pacific Region, 1997-2000*.
32. SPREP 1998a. *Strategic Action Programme for the International Waters of the Pacific Islands*. (unpl.)
33. SPREP 1998b. "GEF Project Brief: Implementation of the Strategic Action Programme (SAP) of the Pacific Small Island Developing States." Apia, Samoa. (unpl.)



## 6. References

1. Cook Islands. *National Environmental Management Strategies*. SPREP. Apia. 126pp.
2. Cook Islands, et al. 1998. *Strategic Action Programme for International Waters of the Pacific Islands region*. Apia, Samoa: SPREP, 1998. xv. 52 pp.
3. Crawford, M. 1993. *Marshall Islands: Republic of the Marshall Islands: National Environment Management Strategy*. SPREP, Apia, Samoa.
4. Dahl A.L. 1980. *Regional Ecosystem Survey of the South Pacific Area*. Technical Paper No. 179. South Pacific Commission. Noumea. 99 pp.
5. Dahl A.L. 1985. "Adequacy of Protected Areas in Oceania." Paper presented at the Third South Pacific National Parks and Reserves Conference. Conference Report - Volume 2. SPC 1985.
6. Gawel, M.J., 1993. *The Federated States of Micronesia. State of the Environment Report*. Apia, Western Samoa, SPREP, 1993.
7. IUCN. 1991. *IUCN Directory of Protected Areas in Oceania*. IUCN. Gland. xxiii.447 pp.
8. IUCN and WCMC. 1994. *Revised IUCN Categories for Protected Areas*.
9. Kurukulasuriya, L., Moutou, B. & Cory, C. (compilers). 1998. *South Pacific Handbook of Treaties and other legal instruments in the field of environmental law*. Apia; Nairobi: SPREP; UNEP, 1998. (ii) 389p.
10. Maiava, I. & Bureau of Natural Resources and Development. 1994. *Republic of Palau: National Environmental Management Strategy*. SPREP, Apia, Samoa.
11. Micronesia (Federated States of). 1993. *National Environmental Management Strategies*. SPREP. Apia. 154 pp.
12. Miles, Gerald. Fuavao, Vili. & Smith, Andrew. 1995. "Implementing Agenda 21: oceans, coasts and the Barbados outcomes in the Pacific region." Printed in *Oceans & Coastal Management*, Vol. 29, Nos 1-3, pp. 125-138, 1995. Elsevier Science Ltd., Northern Ireland.
13. Paine, J.R. 1993. "A review of the protected areas system in the South Pacific". In *Fifth South Pacific Conference on Nature Conservation and Protected Areas, Volume 2, Conference Papers, 4-8 October, 1993, Nukualofa, Tonga*. Apia. pp.17-26.
14. Scovazzi, T. & Treves, T. eds.. 1992. *World Treaties for the Protection of the Environment*. Istituto Per L'Ambiente. Milano. Italy.
15. Solomon Islands. 1993. *National Environmental Management Strategy*. SPREP. 159 p.
16. SPREP/SPC. 1985. *Action Strategy for Protected Areas in the South Pacific Region*. Noumea. 21 p.
17. SPREP/IUCN. 1989. *Action Strategy for Nature Conservation in the South Pacific*. Fiji. 49pp.



REPUBLIC OF NAURU  
DEPARTMENT OF EXTERNAL AFFAIRS

17 July, 1998

Mr. Tamari'i Tutangata  
Director  
South Pacific Regional Environment Programme  
Apia  
SAMOA  
(by fax (685) 20231)

SOUTH PACIFIC REGIONAL ENVIRONMENT	
PROGRAMMS ACTION FILE	SPM 614
DATE	16 JUL 1998
SECTION OFFICER	<i>[Signature]</i>

Dear Tamari'i,

I wish to kindly acknowledge receipt of your facsimile message of 13<sup>th</sup> July, 1998, regarding our proposal to be reclassified as an SIS member state of SPREP.

Nauru as you may know is now fully classified as a Small Island State in the South Pacific Forum together with other SIS countries such as Cook Islands, Kiribati, Tuvalu, Niue and the Marshall Islands. We had also sought and recently been granted the same status in the Forum Fisheries Agency (FFA). We therefore consider that our request for reclassification is very much consistent with our present status in both the Forum and the FFA.

Accordingly, I now write to formally submit Nauru's proposal to be reclassified as a Small Island State, and would be grateful if this request is circulated to member states for the issue to be considered at the next Tenth SPREP Meeting in September 1998.

I trust that the formal procedure for our submission is acceptable, however let me know if anything further is required.

Yours sincerely,

**Angie Itsimaera**  
Secretary for External Affairs

6.11 Increase and commit contributions from regional organisations and member countries to support conservation and sustainable resource initiatives, including the Action Strategy for Nature Conservation in the Pacific Islands. (FSPI, NZODA, SPREP, UNDP, WWF)

6.12 Encourage and develop partnerships with regional, national and local businesses to promote and support conservation activities, and share successful approaches within the region. (FSPI)

6.13 Design and adapt external assistance programmes to be flexible in schedules and budgets, so they can respond to and build upon participatory planning processes, set realistic expectations, and clear, mutual goals.

6.3 Develop in-country and site-specific sources of funding and investment for conservation and sustainable resource use initiatives. Possible sources include:

- Nature-based enterprises - e.g. handicrafts, food products, etc.;
- Resource rentals and/or royalties - e.g. commercial fishing, logging, mining;
- User fees for tourism activities - e.g. sport fishing, diving;
- Environmental bonds to ensure responsible resource use by development and resource extraction projects;
- Special taxes for visitors and tourists - e.g. addition to airport tax, hotel room tax, aviation fuel tax; and
- Private sector support and donations from individuals, businesses and industry groups, including local co-management options, in-kind services, conservation memberships, and cause-related marketing.

6.4 Investigate the use of trust funds and develop them, as appropriate, to assist the long term viability of local and national conservation programmes.

6.5 Assist local communities and individuals with feasibility assessments, planning, and access to local financial agencies to aid the establishment of sustainable, nature-based enterprises.

6.6 Further develop in-country capacity (government and non-government) to identify financial needs, prepare proper funding proposals for donor financing, secure funding and manage budgets effectively to ensure accountability required by donors and the public.

### **Regional and International Key Actions<sup>6</sup>**

6.7 Establish regional or national trust funds to provide long-term support for community-based approaches to conservation and sustainable resource management, with top priority to support conservation area identification, establishment and management. (NZODA, SPREP, TNC, UNDP)

6.8 Explore the possibility of debt-for-nature swaps or other financial incentives for conservation.

6.9 Provide technical and financial assistance to countries and territories to develop in-country, site-specific, and cause-specific sources of funding and investment for conservation and sustainable resource use initiatives. (BCN, FSPI, NZODA, SPREP-SPBCP, TNC)

6.10 Compile a database with information on existing international and regional funding organisations and their criteria for access by national, local, and community groups.

<sup>6</sup> The implementing organisations listed in brackets are only indicative; many others may become involved during the life of the Strategy.

Nature conservation projects take a long time to produce results, and community-based conservation approaches take even longer. Thus, while essential to sustainable development, community-based conservation's requirement for a long-term funding commitment is a difficult proposition for all donors. Some of these difficulties might be eased by clarifying donor roles and improving coordination among donors, so they can each invest long-term in areas and approaches that fit their organisation's priorities and comparative advantages.

Yet nature conservation needs secure funding. The issues and challenges of funding facing the region are stark and clear. All recipients of donor funds (countries, organisations etc.) need to convince donors to make long-term funding commitments to see nature conservation projects through. They also need to find ways to clearly demonstrate steady progress toward specific goals, so that donors can be confident in maintaining their long-term commitment. At the same time, regional organisations and national agencies should be devising new and innovative ways to provide long-term funding.

For donors, fundamental changes in some of their planning assumptions are called for. There is a need for them to recognise and accept that changes in communities' attitudes and in achieving conservation at this level takes time. To force the pace of change is risky and is more likely to be counter-productive than useful. This reality should be factored into programme design and funding arrangements.

For national and regional organisations, developing new and innovative funding mechanisms and sources from within the region that will provide long-term financial sustainability is imperative. Possibilities include trust funds, debt-for-nature-swaps, carbon offsetting schemes, special user fees, resource extraction taxes, partnerships with the private sector and others. These options should be thoroughly explored and advocated with donors, Pacific island governments and the private sector.

For conservation communities and field implementing agencies, individual programmes and projects should be designed and managed to generate revenues and be self-supporting as quickly as possible. This could include site-specific sources such as visitor and user fees, local business sponsorships, volunteer services by local residents and more.

### **Local and National Key Actions**

- 6.1 Prepare a funding plan for the country/territory's top conservation priorities. This plan should identify opportunities for self-funding core costs from in-country sources and long-term international cost-sharing options.
- 6.2 Facilitate effective access to external sources of funding (bilateral, multilateral, international) for conservation and sustainable resource initiatives, including those in the NEMS and BSAP. Work with national aid coordination ministries to include conservation projects in government aid requests.

- 5.11 Encourage and develop innovative environmental awareness campaigns at regional, national and community levels, and share successful approaches within the region. (FSPI, RARE, WWF, SPREP, TNC)
- 5.12 Establish a network of Pacific islands protected and conservation areas to share information and experiences and to collaborate, as necessary, on sub-regional or regional conservation action. (NZODA, SPREP, TNC, UNESCO, WWF)
- 5.13 Explore the feasibility of a South Pacific Protected Areas Resource Centre (SP-PARC) and if appropriate, support and assist its establishment. (NZODA, SPREP, WCMC/IUCN, USP)
- 5.14 Develop and adopt common protocols and standards for data collection and data management to ensure compatibility of data exchange at local, national and regional levels and with others outside the region. (SPREP, UNESCO, WCMC/IUCN)
- 5.15 Cooperate with international efforts to collect and share information for international conventions, such as the clearing house mechanism under the Convention on Biological Diversity, and initiatives such as the Biodiversity Conservation Information System, with a view of adapting international mechanisms to fit regional/national needs. (SPREP, UNDP, WHC-UNESCO, WWF)
- 5.16 Provide support and technical assistance to promote greater coverage of Pacific island environmental issues by local, national, regional and international media. (FSPI, NZODA, SPREP, UNESCO, WI)

## **5.6 Objective 6 : Financial Sustainability**

To identify and secure long-term support from multilateral and bilateral donors, while developing local, national and regional sources, to achieve the sustainable conservation and management of natural resources and to develop and advocate for appropriate and new funding mechanisms.

### **Current Situation**

The declining volume of total official development assistance to the Pacific Island region and the ever-expanding demand for public services on national budgets have significant implications for nature conservation. Conservation activities in the region are mainly financed by international donors on a project basis. The decline thus points to difficult times ahead given the unlikely event that national budgets will fill the gap when they face other pressing and politically sensitive needs and very limited resources. This situation is not likely to change soon.

The difficulty with funding for conservation activities is partly donor-based and partly inherent in the conservation process. Most donors are results-driven and are most comfortable with short term projects that yield clearly predictable and visible outputs.

### **Local and National Key Actions**

- 5.1 Improve the transfer and sharing of environmental information through the use of the theatre, music, media and attractive visual and print materials. Materials should incorporate local customs in resource management and should use local language(s) as much as possible.
- 5.2 Involve government, NGOs, businesses, local communities, and technical resource people in planning, implementing and evaluating conservation activities and programmes.
- 5.3 Ensure easy public access to resource data and information necessary to design, implement, monitor and evaluate conservation programmes.
- 5.4 Develop the interpretative and repackaging skills of local agencies and organisations active in information dissemination to ensure the effective sharing and transfer of information.
- 5.5 Encourage local conservation areas to join in a regional network of protected areas and to use this for information sharing including discussion of successes and failures for key aspects of conservation and sustainable resource management.
- 5.6 Encourage and support the development of close working relationships between conservation areas and the private sector, including local financial institutions to support benefit-generating activities of conservation area communities.
- 5.7 In collaboration with regional agencies, assess biodiversity information requirements for users at the national level.
- 5.8 Develop appropriate in-country resource databases to support conservation and sustainable development decision-making and implementation.

### **Regional and International Key Actions<sup>5</sup>**

- 5.9 Following an information needs analysis, develop and maintain systems and services for collecting and sharing information needed by national policy makers, technical and research agencies, and communities for sustainable use and conservation of natural resources. (ADB, FFA, NZODA, SPC, SPREP, TNC, UNDP, USP)
- 5.10 Develop regionally integrated educational curricula (that can be adopted region-wide) supported by resource materials and teacher training on sustainable resource management and biodiversity conservation. (FSPI, SPREP, USP, UNESCO, WI)

---

<sup>5</sup> The implementing organisations listed in brackets are only indicative; many others may become involved during the life of the Strategy.

- 4.13 Develop a clearing house or register of qualified, experienced capacity building services (e.g. trainers, mentors, courses) that can serve as a referral service for groups or agencies in need of quality assistance in building stronger local skills in natural resource management, organisational development or other relevant fields. (NZODA, TNC).

## **5.5 Objective 5: Environmental Education, Awareness and Information Sharing**

To strengthen environmental education, raise awareness and improve information sharing in support of conservation and sustainable use of natural resources.

### **Current Situation**

The vast distances across the Pacific Ocean, coupled with the diversity of its island cultures and languages, create special challenges for information sharing between countries and for regional approaches to conservation issues.

Innovative approaches have, however, brought significant successes in the past four years. The two regional conservation campaigns for marine turtles and coral reefs were highly visible, well supported and popular. Most importantly, the turtle campaign led to countries taking legislative steps to protect turtles. At a national level, the unique approach of RARE Center for Tropical Conservation to forest and bird conservation in FSM, Palau and Samoa produced commendable results. Other countries are now keen to have RARE work with them as well.

The strong workshop focus of the 1997 Conference on Nature Conservation in Pohnpei was a major contributor to the useful exchanges of information and experiences. Underpinning these specific efforts is the need to be assisting wherever possible with the fundamentally important task of strengthening environmental education efforts throughout the region. The 1998 *Pacific Regional Conference for Environmental Education and Training* recognises the importance of this task.

At a time when the world appears to be awash with electronic information, a key task in the Pacific is to carefully assess the information needs of each country, coupled with an analysis of their capacity to manage information flows. A closely related need is to better understand the role of information in environmental policy-making. The challenge is to develop effective and efficient information sharing mechanisms and networks that share the 'right' information at the appropriate levels.

Yet it is clear that, in some form or other, computer-based information services are needed. The proposal for a Pacific Conservation Area Resources Centre, by WCMC, IUCN and SPREP, is an exciting concept that needs more analysis. The challenge is to use the rapid changes in computer and information technology to link the region in ways that benefit communities and countries while safeguarding their biological and cultural diversity.



- terrestrial and marine conservation operations and techniques;
  - proposal and report writing, using formats from major funding agencies; and
  - other skills identified by each country's training needs assessment.
- 4.3 Incorporate conservation and sustainable resource use concepts into local primary and secondary school science curricula.
- 4.4 Encourage and facilitate the participation of community representatives from different gender groups including women and youth, NGOs and resource owners in training programmes in-country and abroad, including programmes currently managed by or for government agencies.
- 4.5 Provide appropriate resources (staff, budgets, equipment, etc.) for environmental agencies, co-operating organisations, and communities to implement the national conservation strategy.
- 4.6 Strengthen extension services in areas such as fisheries, agriculture, forestry and tourism to provide more technical support to communities.

#### **Regional and International Key Actions<sup>4</sup>**

- 4.7 Assist with strategic assessments of capacity building needed for sustainable natural resource management, and provide financial and technical assistance to address the prioritised needs of target areas or groups. (BCN, EDI-WB, FORSEC, FSPI, IUCN, NZODA, SPREP-SPBCP, TNC, UNESCO-WHC, WI, WWF)
- 4.8 Promote and support innovative approaches to needs assessment and capacity building that are more relevant and effective given the cultural and economic realities of target groups (e.g. participatory approaches, community drama etc.).
- 4.9 Strengthen linkages and collaboration between agencies involved in capacity building and target groups. (GBRMPA, IUCN, SPREP-SPBCP, WB, WWF)
- 4.10 Strengthen extension services responsible for natural resource management, human welfare, and economic development (e.g. forestry, fisheries, agriculture, environment, health) to provide effective conservation technical assistance to communities, especially in biologically significant areas. (BCN, FSPI, NZODA, TNC, UNESCO, UNESCO-WHC, USP, WI, WWF)
- 4.11 Strengthen formal education for environmental conservation at all levels (primary, secondary and tertiary). (SPREP, UNESCO, UNESCO-WHC, USP)
- 4.12 Encourage and collaborate with appropriate educational institutions to focus current training in nature conservation to include skills relevant to community-based approaches now widely used in the region. (BCN, FSPI, NZODA, SPREP, TNC, USP, WI)

<sup>4</sup> The implementing organisations listed in brackets are only indicative; many others may become involved during the life of the Strategy.

## **Current Situation**

Pacific Islands do not have sufficient capacity to implement sustainable management of natural resources. Most national environmental agencies have a skeletal staff of a few trained officers. NGOs operate on shoestring budgets with fewer and less trained staff. With continuing economic difficulties in many countries and territories, marked improvement is unlikely, and in some countries pressure on government spending could lead to further staff and funding reductions. While external aid funds for implementing projects may be available, they usually cannot be used to support staff positions.

The 1994-1998 Action Strategy called for the greater harnessing of "...communities' traditional skills and capacity for conservation and sustainable development". To some extent, the community-based conservation area programmes have made progress in this area. Traditional skills and practices are increasingly recognised and built into nature conservation activities and plans. New skills in resource monitoring, community-based planning methods, the management of benefit-generating activities and others are increasingly being transferred. There is also a growing recognition of the different roles that gender groups play in resource use and decision making and of the ensuing need for capacity building to be gender sensitive in focus.

The need for capacity building remains at all levels in government and non-government agencies and in communities participating in nature conservation programmes. It includes the greater transfer of relevant skills, additional trained people, information, funds, equipment and support infrastructure. In terms of skills, planning and management of nature conservation projects is an area of priority but a thorough needs assessment should provide the basis for properly targeted and gender sensitive training programmes. More effort should be made to record, use and share more widely traditional methods and skills that are relevant and useful.

Experience with local leadership in community-based conservation indicates clearly that sustainability depends on local residents having the necessary skills to lead and manage activities on their own. People like teachers, nurses and extension officers who work for the government in the community are a key source of technical assistance and would need to be trained and equipped to work with communities to promote the sustainable management and use of their resources.

## **Local and National Key Actions**

- 4.1 Assess specific training needs of government agencies, NGOs and local communities responsible for managing and monitoring terrestrial and marine environments as a basis for formulating a prioritised training programme. Give special attention to gender-dependent skills, in particular skills for women and youth in the needs assessment and the resulting training programme.
- 4.2 Using local experts as trainers and resource people whenever possible, conduct in-country training courses for government agencies, NGOs, community representatives and resource owners, to strengthen their skills in:
  - community-based resource planning, management and monitoring;

27. To date the following funding has been secured:

- Salary, other emoluments, equipment grant and travel supplement for the SPREP Marine Pollution Adviser, from the Commonwealth Secretariat;
- C\$65,000 from the Canada - South Pacific Ocean Development (C-SPOD) Program to revise the SPREP/IMO Strategy and evolve it into PACPOL;
- Commitment from C-SPOD of C\$1 million for the implementation of PACPOL projects;
- US\$200,000 under the IMO's Integrated Technical Cooperation Programme (ITCP) for the implementation of three high priority PACPOL projects;
- Likelihood of further IMO/ITCP support for PACPOL projects;
- An offer of support from IMO for joint approaches for additional resources;
- Provision of financial support by the Australian government (through Environment Australia and the Australian Maritime Safety Authority), for the attendance of Pacific island delegates at maritime pollution conferences, workshops and training courses, and a commitment of further support from these agencies; and
- Commitment of support-in-kind for maritime pollution education by BHP Transport (Australia).

#### **Recommendation**

28. The Meeting is invited to:

- **endorse** the revised SPREP/IMO Strategy as PACPOL and actively **support** the effective and timely implementation of PACPOL projects.

---

29 July, 1998

### PACPOL Support Countries

21. The non-island members are associated with PACPOL because of their immediate proximity to the region and/or their association with the territories. These are industrialised countries with well developed maritime pollution programmes. They play an important role as supporters of PACPOL. The five PACPOL Support Countries are:

- Australia
- France
- New Zealand
- United Kingdom (SPC member only)
- United States of America

### Regional Cooperation

22. Because of a lack of major land-barriers throughout the Pacific, combined with a complex pattern of trans-oceanic currents, the Pacific Ocean is perhaps the most highly connected and continuous ocean, in terms of water movement, on the planet. This compounds the seriousness of maritime pollution for the region. Events in one area can have implications for other areas, as pollutants and contaminants are carried from their sources by ocean movements.

23. The global shipping fleet is dominated by industrialised countries, and perhaps the biggest environmental threat from shipping in the region comes from transit shipping, which is largely beyond the control and influence of Pacific island countries. Pacific islands must therefore work together, through regional programmes such as PACPOL, if maritime pollution is to be addressed effectively. No single country in the region can address this problem in isolation.

24. It is vital that PACPOL is not just a SPREP initiative but is truly a regional programme. In particular, PACPOL links with SPC's Regional Maritime Programme (RMP) and identifies the RMP as the implementer of some PACPOL projects. Other regional organisations such as ForSec, FFA, SOPAC and USP are also important players.

25. The PACPOL Target Countries have perhaps the most important role to play in ensuring the successful implementation of PACPOL projects within each country. As well, involvement of the private sector, in particular the shipping, port, oil and waste management industries, is vital to the success of PACPOL.

### Funding

26. The total budget required for the full implementation of all PACPOL projects is US\$14 million within the first five year implementation period, covering 14 Pacific island countries. This represents an average annual investment of US\$200,000 per country, over five years. This is a modest budget when considered on a per country basis. Given the benefits that will arise from a more sustainable shipping industry and better protected marine resources, it is a worthwhile investment.

### *Geographical Scope*

18. The geographical scope of PACPOL includes the coastlines and all marine waters within the 200 nautical mile limits of all Pacific islands which are members of SPREP. For the purpose of project implementation, PACPOL groups SPREP island and non-island members into Target Countries, Link Countries and Support Countries, as outlined below.

#### PACPOL Target Countries

19. With regard to project implementation, PACPOL targets 14 SPREP island members. These are:

- Cook Islands
- Federated States of Micronesia
- Fiji
- Kiribati
- Marshall Islands
- Nauru
- Niue
- Palau
- Papua New Guinea
- Samoa
- Solomon Islands
- Tonga
- Tuvalu
- Vanuatu

#### PACPOL Link Countries

20. There are also eight island members which are not targeted directly by PACPOL. These islands are territories of (or have other associations with) metropolitan countries. They obtain relatively high degrees of assistance directly from their metropolitan countries. They are therefore not considered to require the same level of special assistance as the target countries listed above. PACPOL is designed to link with maritime pollution activities in these islands, and to seek regional arrangements to address pollution from shipping in cooperation and coordination with them. The eight PACPOL Link Countries are:

- American Samoa
- French Polynesia
- Guam
- New Caledonia
- Northern Marianas
- Pitcairn
- Tokelau
- Wallis and Futuna

16. Initiatives to be implemented under PACPOL include:

- assessment of shipping patterns throughout the Pacific, including identification of high frequency/high risk areas for shipping/pollution incidents, using GIS;
- an assessment of the risk of foreign marine organisms being introduced to the region via ships' ballast water and hull fouling;
- a review of shipping incident/pollution prevention measures in the region, including:
  - provision of navigation aids;
  - pilotage requirements;
  - maritime training;
  - port State Control capabilities; and
  - provision of ships' waste reception facilities.
- completion of regional, national and port-specific marine spill contingency plans for the region;
- establishment of a central, regional pollution incident reporting centre and database;
- development of guidelines and provision of assistance for the development of environmental management plans for existing ports throughout the region and environmental impact assessment and environmental planning for new ports;
- characterisation of hydrodynamic conditions and circulation patterns, and modelling of likely pollution dispersal scenarios, for selected high risk shipping areas in the region;
- monitoring of ship-sourced marine debris at selected high exposure (sink) coastal sites throughout the region;
- assisting countries to accede to/ratify the MARPOL and London Conventions and develop/implement national maritime pollution legislation;
- improving regional marine pollution surveillance and enforcement capabilities (by linking with existing regional fisheries surveillance and enforcement programmes); and
- a major emphasis on education, training, extension and communication.

17. Table 1 provides a summary of regional projects to be carried out under PACPOL. In addition, country-specific projects are being and will continue to be developed over time in response to member-country needs, whilst retaining flexibility to respond to changes in needs.

- preparation of a draft of PACPOL, based on the SPREP/IMO Strategy, by the SPREP Marine Pollution Adviser (April 1998);
- circulation of this to all stakeholders for review and comment. Stakeholders included IMO, all SPREP members, other regional organisations including the Secretariat for the Pacific Community (SPC), South Pacific Applied Geoscience Commission (SOPAC), South Pacific Forum Secretariat (ForSec) and Forum Fisheries Agency (FFA), the shipping, port, oil and waste management industries and various non-government organisations (NGOs) (May- August 1998);
- a consultation and site familiarisation visit by the SPREP Marine Pollution Adviser to member countries and other stakeholders (June - August 1998);
- a review by SPREP of other similar regional maritime pollution strategies (e.g. Baltic, Mediterranean and Caribbean) to identify any useful lessons for the Pacific (June - August 1998);
- presentation to the 10SM for endorsement (September 1998);
- publication by SPREP of the final PACPOL document ready for implementation (October 1998); and
- holding of a regional workshop to focus on implementation (December 1998).

14. Through this process, SPREP and IMO are confident that PACPOL represents a regionally relevant programme that should significantly reduce the environmental impacts of shipping in the region. This will allow the shipping industry to develop further to serve the economic and social aspirations of Pacific island peoples, without degrading their ocean and coasts.

#### *PACPOL Projects*

15. The PACPOL Work Plan includes 28 regional projects and 14 country-specific projects which, if implemented effectively on-the-ground, will significantly reduce maritime pollution in the Pacific islands region, while improving the safety, efficiency and performance of the shipping industry. Most of these projects are based on those contained within the previous SPREP/IMO Strategy. Updates include addressing country-specific needs, re-ordering of priorities away from oil pollution, expansion of the focus on marine debris, addition of introduced marine species as a priority, a major emphasis on education, training, extension and communication, and the inclusion of industry interests.

assisting SPREP island members to develop the capacity to effectively respond to shipping incidents and maritime pollution.

### *The Development of PACPOL*

9. In response to the environmental impacts of shipping, IMO, the United Nations agency with global responsibility for shipping matters, has developed and is implementing a *Strategy and Global Programme for the Protection of the Marine Environment*. Within this framework, several regional programmes to address maritime pollution have been established in different parts of the world, including the Caribbean, Africa and South East Asia.

10. The need for such an initiative for the Pacific islands has long been recognised by IMO and SPREP member countries. This need is reflected in the National Environmental Management Strategies (NEMS) that have been prepared in association with SPREP by each island member country. In response to this need, during the early 1990s IMO assisted SPREP to prepare the SPREP/IMO Strategy. This was published in 1993. Unfortunately, for various reasons, none of the projects contained in the Work Programme have been implemented. The development of PACPOL stems directly from a revision and updating of the SPREP/IMO Strategy, and represents a concerted effort to resurrect this strategy and proceed with on-the-ground implementation.

11. The reason for a name-change to the simple acronym PACPOL (as compared to SWPPMESPR), is to assist the success of the programme through more effective communication and stakeholder recognition.

12. The reasons for the revision and updating include:

- the time that has passed since the SPREP/IMO Strategy was published;
- changes that have occurred in shipping (including the rise of new environmental priorities such as introduced marine species);
- changes in international, regional and national regulatory regimes;
- changes within SPREP members;
- the need to ensure that industry is included in the programme; and
- the need to ensure that the requirements and priorities of SPREP members are reflected in the programme, and that there is strong ownership of the programme by members.

13. Development of PACPOL is being undertaken with funding from the Commonwealth Secretariat (COMSEC) and the Canadian International Development Agency (CIDA), under the Canada - South Pacific Ocean Development (C-SPOD) Program Phase II. The process involves the following general activities:



- the leaching into the sea of toxic chemicals from anti-fouling paints on ships' hulls; and
- coastal and marine environmental impacts from the development and operation of ports which serve the shipping industry.

5. The importance of coastal and marine environments to every aspect of the lives of Pacific Islanders cannot be overstated, and the impacts of maritime pollution constitute a major concern for Pacific island peoples. The Pacific islands are particularly susceptible to shipping impacts. This is due to a history of focus by management agencies on areas other than the Pacific (e.g. Baltic, Mediterranean, Atlantic and Caribbean), the special value and sensitivity of Pacific island coastal environments and a current lack of regional and national capacity to address maritime pollution.

6. IMO considers the Pacific islands as an 'Area of Concern'. Most Pacific island countries have not become Party to the various IMO Conventions relating to shipping safety and protection of the marine environment. There is clearly a need for a concerted, regionally coordinated and well resourced programme to address this urgent situation. PACPOL provides such a programme.

#### *Aim and Objectives*

7. The ultimate aim of PACPOL is to:

- support a shipping industry that continues to develop and serve the economic and social needs of Pacific island peoples, whilst
  - maintaining, protecting and enhancing the marine and coastal environments of the region, through
  - reducing/eliminating maritime pollution and other environmental impacts associated with shipping activities.

8. The objectives of PACPOL are to:

- assess the current and potential risks of maritime pollution in the Pacific islands region;
- undertake concerted action, through well-planned and managed projects, to effectively address these risks, including:
  - assisting SPREP members to become Party to and to implement the Convention for the Prevention of Pollution from Ships, (MARPOL) and other IMO Conventions;
  - assisting SPREP island members to develop the capacity to effectively *prevent* shipping incidents and maritime pollution; and



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa

15-18 September 1998

### Agenda Item 8.2.6: Pacific Ocean Pollution Prevention Programme (PACPOL)

#### Purpose of Paper

1. To report on progress with the SPREP/International Maritime Organization (IMO) Strategy and Work Programme for the Protection of the Marine Environment in the South Pacific Region (SPREP/IMO Strategy), which was approved and endorsed by a meeting of SPREP Member countries held in Tonga 1994, but which has not been implemented to date.

2. To seek endorsement for the revision and updating of the SPREP/IMO Strategy to become PACPOL - the Pacific Ocean Pollution Prevention Programme - as a concerted effort to resurrect and supersede the now outdated SPREP/IMO Strategy and ensure effective and timely implementation of projects.

#### Background

##### *Shipping and Maritime Pollution in the Region*

3. Shipping is vital to the Pacific islands region. As island states within the world's greatest ocean, the Pacific islands are overwhelmingly dependent on shipping for economic survival in the modern age. Shipping is the major form of transport of goods and materials. The development of the shipping industry has been fostered to service the economic and social needs and aspirations of Pacific island peoples.

4. Despite the benefits and necessity of shipping, this human use of the ocean can also cause a range of sometimes severe environmental impacts. These include (but are not restricted to):

- the translocation and introduction of marine species across environmental barriers attached to ships' hulls and within ships' ballast tanks;
- shipping accidents resulting in sometimes catastrophic releases of oil and possibly other contaminants;
- the disposal of ships' wastes, including waste oil and plastics and other garbage into the sea;
- the dumping of wastes other than ships' wastes at sea;

May-June	Consultations as needed	All countries	<ul style="list-style-type: none"> <li>• removal of obstacles in negotiations</li> <li>• further elaboration of the region's preferred outputs for UNGASS</li> </ul>
July	Ministerial/private sector round table on tourism and environment	Tourism Council of the South Pacific (TCSP)/SPREP/Advisory Committee On the Protection of the Sea (ACOPS)	<ul style="list-style-type: none"> <li>• platform for discussion of the region's priorities for tourism and the environment at UNGASS</li> </ul>
August	Forum	Forsec	<ul style="list-style-type: none"> <li>• political endorsement of final positions</li> </ul>
September	UNGASS on SIDS	Forsec and SPREP to coordinate TCSP/Caribbean Tourism Organisation (CTO) Cultural Event	<ul style="list-style-type: none"> <li>• agenda for implementation</li> <li>• political declaration</li> <li>• tourism/environment/private sector initiative</li> <li>• increased understanding of island priorities and cultures</li> </ul>

**TIMETABLE OF PREPARATIONS FOR 1999 UNGASS ON SIDS**

DATE	EVENT	RESPONSIBLE AGENCY	OUTPUT
<b>1998</b> 14-18 September	SPREP Meeting	SPREP	<ul style="list-style-type: none"> <li>• agreed process</li> <li>• environment priorities discussed</li> </ul>
September	SOPAC Governing Council	SOPAC	<ul style="list-style-type: none"> <li>• agreed process</li> <li>• freshwater, energy priorities</li> </ul>
September	CRGA	SPC	<ul style="list-style-type: none"> <li>• agreed process</li> <li>• fisheries, land priorities discussed</li> </ul>
10-13 November	Workshop linking GEOII and preparations for CSD and UNGASS (Samoa)	<ul style="list-style-type: none"> <li>• SPREP/UNEP to coordinate</li> <li>• inputs from countries, SPOCC agencies, and UNDP (particularly on project profiles)</li> </ul>	<ul style="list-style-type: none"> <li>• progress on implementation of Barbados Programme of Action (BPoA)</li> <li>• priorities for the 1999 Donor Roundtable, CSD and Special Session</li> <li>• input relevant to other CSD agenda items</li> </ul>
15-16 November	Environment Ministers Roundtable (Samoa/Auckland)	<ul style="list-style-type: none"> <li>• SPREP to coordinate</li> <li>• inputs from other SPOCC agencies</li> </ul>	<ul style="list-style-type: none"> <li>• political endorsement of priorities at regional level</li> </ul>
<b>1999</b> 1-4 February	Inter-regional Meeting and IGO Secretariat Meeting (Samoa)	AOSIS and relevant Secretariats	AOSIS priorities for: <ul style="list-style-type: none"> <li>• Donor Roundtable</li> <li>• CSD and</li> <li>• Special Session</li> </ul>
24-26 February	Donor Roundtable (New York)	Forum Secretariat to coordinate input from SPREP, and UNDP	<ul style="list-style-type: none"> <li>• agreed portfolio of projects</li> <li>• investment priorities</li> </ul>
1-5 March	CSD Working Group on Oceans and SIDS (New York)	SPREP and Forum Secretariat to coordinate	<ul style="list-style-type: none"> <li>• draft decisions for CSD</li> </ul>
19-30 April	CSD - 7 <sup>th</sup> Session	SPREP and Forsec to coordinate	<ul style="list-style-type: none"> <li>• draft decisions for UNGA Special Session</li> </ul>

*International level*

Countries should actively:

- reach consensus with other island States (i.e. within AOSIS) on priorities for the donors conference, CSD and the Special Session;
- consult with other States on agreed priorities for the donors conference, CSD and the Special Session.

**Timetable**

The attached table outlines the schedule of meetings and events in the lead up to the Special Session.

## **Framework for Preparations**

### **Expected Outcome**

A political declaration and implementation agenda that would include:

- Ongoing support for a comprehensive approach to the sustainable development of small island developing States (i.e. reaffirming Barbados Declaration and Programme of Action);
- Specific initiatives supported by the international community (i.e. some consensus reached during the Donors Conference on "bankable" SIDS initiatives);
- Strategies for involvement of the private sector in the sustainable development of SIDS (i.e. based on a targeted dialogue during the session on sustainable tourism);
- Agreement to the incorporation of a vulnerability index and its operational guidelines in the UN definition of the development;
- Agreement to ongoing funding arrangements and resource flows from the UN system that are favourable to the SIDS priorities; and
- Recognition of the need for special consideration to be given to SIDS in the emerging WTO/GATT and regional/sub-regional trade arrangements.

### **Responsibilities**

To achieve the objectives agreed by the FOC the following responsibilities are recommended:

#### *National level*

National governments with the involvement of relevant stakeholders should:

- report on progress to implement the Barbados Programme of Action (linked to national input to the GEOII process)
- prepare proposals for the donors conference and identify priorities for the review of the Barbados Programme of Action and the Special Session
- participate in relevant regional and international negotiations

#### *Regional level*

The SPREP Secretariat with input from national governments and SPOCC members shall:

- compile information on activities to implement the Barbados Programme of Action as part of the Pacific input to the GEOII
- assist with the compilation of a package of proposals for the Donors Conference with inputs from countries, other regional organisations and UNDP
- facilitate the development of consensus on regional priorities

- c. maximise the impact of the planned 1999 UN Donors Conference in support of the implementation of the Barbados Programme of Action for the Sustainable Development of Small Island Developing States by assisting member countries to prepare suitable national and regional proposals; and
  - d. promote activities undertaken in the International Year of the Ocean, including the CARICOM initiative to have the Caribbean Sea declared a Special Area and the Commonwealth Ocean Resources Programme for the Western Indian Ocean (CORP-WIO), in the context of sustainable development.
9. In regard to the debate in the UN on the use of composite vulnerability indices for determining eligibility for international aid, trade and lending concessions, the IGO meeting agreed to:
- a. use existing research and conclusions by UN agencies and the Commonwealth Secretariat as the basis for seeking international political recognition of the rationale for taking vulnerability into account;
  - b. draw member countries' attention to options for encouraging international support in pursuing this issue in the UNGA this year; and
  - c. further developing vulnerability indicators appropriate to each region.

#### **Framework for preparations**

10. Based on the outcomes on the Commission on Sustainable Development, April 1998, the attached framework (10SM/WP.8.2.5/Att.1) for preparations for the Special Session was prepared and endorsed in principle by SPOCC. Timetables and responsibilities are being determined. It was also agreed to integrate efforts to prepare Pacific input to the Global Environment Outlook II with the preparations for the Special Session. This will include the collation and reporting of activities to implement the Barbados Programme of Action.

#### **Recommendation**

11. The meeting is invited to:
- **consider** the issues raised in the paper; and
  - **endorse** the Secretariat's *Framework for Preparations*.

---

5 August 1998

At the Forum Officials Meeting, December 1997, Forum members agreed on the following specific targets for the UNGA Special Session:

- the 1999 UNGASS resolutions reflect the priority objectives of the region;
- the vulnerability index is incorporated in the UN definition of development and its operational guidelines;
- funding arrangements and flow from the UN system are favourable to the SIS ie., Forum Island Countries (FICs) priority projects; and
- the UNGASS recognise the need for special consideration to be given the SIS or SIDS in the emerging World Trade Organisation/General Agreement on Tariffs and Trade (WTO/GATT) and regional/sub-regional trade arrangements.

#### **Steps to be taken by SPREP members**

6. To achieve the specific targets agreed by the Forum Officials Committee, SPREP members will need to:

- contribute to the review of the Barbados Programme of Action by identifying actions taken at the national level to implement the Programme;
- submit proposals to be considered by the Donors Conference that reflect national priorities;
- participate in relevant preparatory meetings, in particular regional and inter-regional meetings, and the Special Session to ensure the outcomes best reflect their national and regional priorities.

7. Further guidance is expected from the South Pacific Forum in August this year. An update will be provided to the meeting.

#### **Support from regional organisations**

8. In 1998, the African, Caribbean and Pacific Group (ACP) Secretariat, United Nations agencies, Caribbean Community (CARICOM) the Indian Ocean Commission and other Pacific regional organisations attended a meeting of Inter-governmental Organisations (IGOs) in Suva. The organisations agreed to:

- a. collaborate on the development of common policy initiatives for the Special Session, focussed on the UN themes for 1999 of Oceans and Seas, Sustainable Tourism and on the involvement of the private sector;
- b. jointly promote through the Alliance of Small Island States (AOSIS), the acceptance in the UN of shared initiatives;





## **South Pacific Regional Environment Programme (SPREP)**

### **Tenth SPREP Meeting**

Apia, Samoa

15-18 September 1998

### **Agenda Item 8.2.5: Preparations for UN General Assembly Special Session on the Sustainable Development of Small Island Developing States**

#### **Purpose of Paper**

1. To outline preparations for the UN General Assembly Special Session (UNGASS) on the Sustainable Development of Small Island Developing States and for the review of the Barbados Programme of Action.

#### **Background**

2. The UNGASS on the Sustainable Development of Small Island Developing States provides a valuable opportunity to gain further recognition that Small Island Developing States (SIDS) and islands supporting small communities are a special case for both environment and development. More specifically, the Special Session and its preparatory meeting are expected to address the issue of island vulnerability, trade liberalisation, resource flows, and progress to implement the Barbados Programme of Action on the Sustainable Development of Small Island Developing States.

3. During the UN Commission on Sustainable Development (CSD), April 1997, and subsequent UNGASS on the Earth Summit, June 1997, it was agreed that a Special Session on the Sustainable Development of Small Island Developing States would be convened for two days immediately preceding the UN General Assembly in September 1999. A full and comprehensive review of the Barbados Programme of Action will be completed by the Commission on Sustainable Development, April 1999, in the lead up to the Special Session.

4. The UN Secretariat, SIDS Unit, has also arranged for a Donors Conference to focus on implementation of the Barbados Programme of Action. The timing of this Conference, February 1999, now makes it an integral part of preparations for the Special Session. To provide the context for the proposals submitted to the Donor Conference, some measure of progress to implement the Barbados Programme of Action at the national and regional levels will be required.

5. The Special Session and review of the Barbados Programme of Action will address a range of economic, social and environmental issues confronting island States.

SBSTA requested the IPCC to prepare and provide information as a special report on land use change and forestry in order for the COP to take decisions on the recommendations from SBTA on the report. Comments by Parties to the Secretariat on SBSTA/1998/INF.1 should be made before 15 August 1998. The Alliance of Small Island States (AOSIS) is submitting a paper on this item.

SBSTA requested IPCC to examine the scientific and technical implications of carbon sequestration strategies related to land use change and forestry activities for water, soils, biodiversity, and other environmental and socio-economic effects. (Under SBSTA/1998/CRP.3)

- **Co-operative implementation mechanisms (Joint Implementation, Emissions Trading and the Clean Development Mechanism)**

SBI and SBSTA considered these extensively. In conclusion SBI and SBSTA invited Parties to submit views on these mechanisms<sup>1</sup>. Submissions received by 10<sup>th</sup> September 1998 will be distributed as a miscellaneous document, whilst views submitted after 10<sup>th</sup> September would be distributed at SBI/SBSTA-9. The paper SB/1998/CRP.2 forms the basis of the conclusion and outlines the discussion and recommendations of the established contact group. Developing countries (the Group of 77) agreed that the Clean Development Mechanism should be the first mechanism under the Kyoto Protocol to be defined and clarified at SBI/SBSTA-9 and the COP4 (under SBI/1998/CRP.2). The Alliance of Small Island States AOSIS is submitting a paper on this item.

- **Non-Annex I national communications**

The SBI will hold further discussions on this issue at SBI-9 and COP4. During SBI much discussion was held on what information should be contained in non-annex I national communications and some Annex I Parties proposed a review of the guidelines for national communications should be undertaken at COP4.

- **Multilateral consultative mechanism under AG13**

The established contact group was tasked to resolve outstanding issues on para.11 (Committee) of the report of the meeting and on para.9 of the terms of reference for the multilateral consultative process (MCP). After discussion and agreement the report of the meeting (with brackets on para.11) and draft of the MCP were adopted and will be presented at COP4.

---

<sup>1</sup> referred to in decision 1/CP.3, paragraph 5(b, c, and e)

## Matters Arising from the Negotiations

1. In June 1998, the Eighth Sessions of the Subsidiary Body for Implementation (SBI) and Subsidiary Body for Scientific and Technological Advice (SBSTA), and the Sixth Session of the Ad-Hoc Group on Article 13 of the UNFCCC, undertook preparatory work leading to the COP4.

2. A number of key issues have been identified as important to Pacific Island countries. These include:

- **Review of the Adequacy of Commitments under Article 4.2 paragraphs (a) and (b) of the UNFCCC**

The SBI will consider this issue at SBI-9 and invited Parties to submit their views by 15 August 1998. The UNFCCC Secretariat was asked to compile these views and make them available for its ninth session. (Under SBI/1998/CRP.4)

- **Implementation of Article 4 paragraphs 8 and 9 of the UNFCCC**

The SBI decided to continue its consideration of this item at SBI-9, by convening a contact group, with a view to preparing a recommendation for a draft decision for adoption by COP4. In so doing, the SBI agreed to use the text contained in the Non-Paper of the Contact Group as a basis for discussion.

- **Article 6 of the UNFCCC on public awareness, education and training**

SBSTA urged Parties to submit their views to the Secretariat before 14 December 1998 on possible means of promoting the implementation of Article 6. The Secretariat was asked to identify proposals on how to integrate Article 6 into the work programme of SBSTA for consideration at SBSTA-10. (Under SBSTA/1998/CRP.2)

- **Land use change and forestry (Sinks issues)**

SBSTA invited Parties to submit information related to:

(i) the implementation of Article 3.3 of the Kyoto Protocol, particularly on data and methods, and questions and issues identified in document SBSTA/1998/INF.1, by 15 August 1998; and,

(ii) modalities, rules and guidelines as to how and which additional human induced activities might be included under Article 3.4 of the Kyoto Protocol, by 1 October 1998.

SBSTA also requested the UNFCCC Secretariat to organise a workshop prior to COP4 with participation by experts, including those nominated by the IPCC, possibly coinciding with an IPCC expert meeting. The Secretariat should report on the initial workshop at SBSTA-9.

12. SPREP is currently coordinating the US Department of Energy Atmospheric Radiation Measurement (ARM) Programme in the Pacific region which aims to reduce the uncertainties surrounding the links between impacts and greenhouse gas emissions. ARM is gathering information on the radiative transfer of energy in the atmosphere and the impact of clouds which remains one of the greatest sources of error and uncertainty in current climate research and prediction.

### **Secretariat's View**

13. In summary, it is essential for island countries to continue to seek the early entry into force of the Kyoto Protocol, to ensure that the implementation mechanisms of the Protocol will actually achieve the intended 5.2% reduction and to continue to call for stronger emission reductions from industrialised countries. The current commitments for Annex I Parties amount to a global reduction of 5.2% of 1990 levels whereas the IPCC recommended in 1990 that a reduction of 60 to 80% of 1990 levels was required to stabilise GHG concentrations in the atmosphere.

14. Relying on the Convention process alone is unlikely to be adequate to reduce global emissions of greenhouse gases to levels that will have minimal impacts on this region. It will be important for particular effort to be placed on the development and transfer of appropriate, affordable and environmentally sound technologies and securing international commitment to energy conservation and efficiency requirements for the development of renewable energy sources that can be used whether legal targets are in place or not. Countries with particular expertise in solar power and other renewable energy sources could be called upon to assist as a matter of urgency. Forum members may also wish to consider a regional policy of investing in renewable energy, as a means of setting a moral imperative for industrialized countries to follow.

15. At a national level, there is evidence that Pacific island countries will need to take steps to adapt to climate change and, in particular, sea level rise that is expected to take place. Adaptation may vary from developing appropriate planning approaches to investing in specific infrastructure. Support for adaptation measures will be required and implementation of the Convention should address the need to adapt to climate change.

### **Recommendation**

16. Countries are invited to:

- **consider** the information provided;
- **discuss** the implications for members; and
- **identify** additional areas where the Secretariat can assist members in the preparations for COP4.

the present day, and how much more sea-level rise could be expected if the world acceded to the provisions of the Kyoto protocol and then ceased all non-natural greenhouse gas emissions from 2020. The study concludes that sea level rise resulting from greenhouse gases already in the atmosphere has the potential to threaten all regions of the Pacific, particularly in areas where coastal impacts are currently marginal. By the year 2020 sea level rise that will result from greenhouse gases already in the atmosphere will increase the severity of impacts in areas currently under threat.

9. The CSIRO models determined that sea-level rise caused by past human emissions of greenhouse gases would be in the order of 5 – 12 cm, peaking between 2020 – 2025. Sea-level rise likely if the provisions of the Kyoto Protocol were adhered to, and if the world then ceased all anthropogenic greenhouse gas emissions after 2020, would range between 14 – 32 cm, peaking from 2050 - 2100.

10. The South Pacific Sea Level and Climate Monitoring Project, initiated by the Forum and executed by the National Tidal Facility (Australia) and SPREP with Australian funds, has been monitoring sea level since 1990. The project has found that, while there is variation in the region, on average a 20-30mm relative sea level rise, including the influence of El Nino, has been experienced in the region from 1991-97<sup>6</sup>.

11. In the Pacific, areas under threat have been identified as marine ecosystems, coastal systems, tourism, human settlement and infrastructure.<sup>7</sup> There is growing evidence of the nature of impacts in this region related to climate change. This region has lost atolls due to rising seas and experienced more extreme events and weather, coupled with El Nino, resulting water shortages and drought in Papua New Guinea, the Marshall Islands, Federated States of Micronesia, American Samoa, Samoa and Fiji and floods in New Zealand. Data gathered by New Zealand's National Institute of Water and Atmospheric Research (NIWA) also show a general change in the South Pacific climate from the mid-1970s:

- Kiribati, the northern Cook Islands, Tokelau and northern parts of French Polynesia have become wetter.
- New Caledonia, Fiji and Tonga have become drier.
- Samoa, eastern Kiribati, Tokelau, north east French Polynesia have become warmer and cloudier and the difference between daytime and night-time temperatures has decreased.
- New Caledonia, Fiji, Tonga, the southern Cook Islands and south west French Polynesia have become warmer and sunnier.
- Western Kiribati and Tuvalu have become sunnier.

---

<sup>6</sup> SPREP (1998) Proceedings of the Third SPREP Climate Change and Sea Level Rise Meeting. 18-22 August 1997. 335pp.

<sup>7</sup> IPCC (1998) The Regional Impacts of Climate Change; An Assessment of Vulnerability: Chapter 9; Small Islands, Inter-governmental Panel on Climate Change (IPCC), A special Report of IPCC Working Group II, WMO/UNEP, Cambridge University Press, 1998.

COP3 outcomes, Subsidiary Body for Implementation (SBI)/Subsidiary Body for Scientific and Technical Advice (SBSTA-8) outcomes and positions for COP4. An open roundtable is being planned for 28 October to allow for an exchange of views with other governments and NGOs.

- e) The Pacific Islands Climate Change Assistance Programme (PICCAP) is undertaking a number of activities to further assist countries meet their obligations under the UNFCCC. These will include:
- National Workshops and Seminars on the UNFCCC in 10 countries;
  - Initial greenhouse gas inventories in 5 countries;
  - Revising initial greenhouse gas inventories using 1994 as a baseline in a further 5 countries;
  - Vulnerability and Adaptation Certificate Training Course with participants from 10 countries;
  - Regional Meeting on National Communications scheduled for August 1998; and
  - Regional Meeting on Mitigation Analysis scheduled for September 1998.

#### Related Scientific Information

6. From a legal perspective, the Kyoto Protocol is a significant first step towards limiting the continued growth in greenhouse gas emissions globally. However, it is important to note that the Kyoto Protocol, even if fully implemented, would not result in stabilisation of greenhouse gas concentrations in the atmosphere. The ultimate objective of the UNFCCC contained in Article 2 calls for stabilisation of greenhouse gases at a level that would prevent dangerous human interference with the climate system.

7. The Intergovernmental Panel on Climate Change (IPCC), the world authority on the science of climate change, recently released reports<sup>2</sup> confirming that "a balance of evidence suggests a discernible human influence on global climate". The IPCC reports noted "more convincing recent evidence for the attribution of a human effect on climate is emerging..."<sup>3</sup> and that this is unlikely to be "a result of natural internal variability".<sup>4</sup>

8. In a recent study commissioned by SPREP<sup>5</sup>, the CSIRO Division of Atmospheric Research (Australia) examined how much sea-level rise is already inevitable because of the warming caused by human emissions of greenhouse gases from pre-industrial times to

<sup>2</sup> IPCC, (1996): *Climate Change 1995: The Science of Climate Change; Contribution of Working Group I to the Second Assessment Report of the Intergovernmental Panel on Climate Change* [Houghton, J.T, Filho Meira, L.G., Callander, B.A., Harris, N. Kattenberg, A and Maskell, K.] Cambridge University Press, Cambridge and New York, 584 pp.

IPCC, (1998): *The Regional Impacts of Climate Change: An Assessment of Vulnerability; A special report of IPCC Working Group II* [Watson, T. Robert, Zinyowera, C Marufu, Moss, H. Richard] WMO/UNEP, Cambridge University Press, Cambridge and New York, 517pp.

<sup>3</sup> See note 2.

<sup>4</sup> See note 2.

<sup>5</sup> CSIRO (1998) An analysis of impacts of the Kyoto Protocol on Pacific island countries: part one - identification of latent sea level rise within the climate system at 1995 and 2020. Research Report prepared by Dr Roger Jones for SPREP. 10pp.

sinks under the Protocol is limited to afforestation, reforestation, and deforestation, using 1990 as the baseline year for calculating reductions from these anthropogenic sinks.

- All Parties to the UNFCCC can work together to implement the Kyoto Protocol through Joint Implementation, Emissions Trading, and the Clean Development Mechanism. The first two of these mechanisms are limited to developed countries listed in Annex I of the UNFCCC, minus Turkey. The Clean Development Mechanism covers cooperation between all Parties (Annex I and non-Annex I Parties);
- The Clean Development Mechanism has yet to be clearly defined but is expected to accrue fees from certified project activities to be determined by the Conference of the Parties serving as the Meeting of the Parties to the Protocol that will be given for administration expenses and for costs to assist developing country Parties that are particularly vulnerable to the adverse effects of climate change adapt to it.
- The Kyoto Protocol does not contain "new commitments" for (non-Annex I Parties) developing countries but "re-affirmed" these Parties' existing commitments under Article 4, paragraph 1, of the UNFCCC and continuing to advance these commitments in order to achieve sustainable development.

4. At COP3 it was agreed that COP4 would be held in Buenos Aires, Argentina, from 2-13 November 1998. A number of procedural and substantive issues require input from Parties to the UNFCCC. Forum Members may wish to consider possible cooperation on formulating such input, either jointly or separately. The Alliance of Small Island States (AOSIS), to which all the Forum Island Countries belong, has completed an extensive process of consultations, culminating in submissions on several of the topics listed in Attachment 1 - Matters arising from the negotiations.

#### **Regional Preparations for COP4**

5. A number of activities are being organised in preparation for COP4. These include:
- a) An analysis of the effects on Pacific Island countries of the Kyoto Protocol based upon "business as usual" and "Kyoto commitments" scenarios. This work commenced end of May 1998.
  - b) The development of guidelines for adaptation proposals from Pacific Island countries. The development of adaptation guidelines would be based upon proposals from countries. This work will commence early August 1998.
  - c) A briefing paper for the Forum Officials Committee, 21-22 August 1998, Pohnpei, Federated States of Micronesia.
  - d) SPREP, in collaboration with the Forum Secretariat, will convene a Preparatory Meeting for PIC delegations attending UNFCCC COP4, scheduled for 29-30 October 1998 in Nadi, Fiji. Consideration of a briefing document outlining



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa

14-18 September, 1998

### Agenda Item 8.2.4 : Climate Change Negotiations

#### Purpose of Paper

1. To brief member governments on issues for the Fourth Conference of the Parties (COP4) to the UN Framework Convention on Climate Change and related scientific and technical information.

#### Background

2. The Third Meeting of the Conference of the Parties (COP3) to the United Nations Framework Convention on Climate Change (UNFCCC) was held from 1-11 December 1997 in Kyoto, Japan.

3. At COP3, a Protocol was adopted by consensus on 11 December 1997. The Kyoto Protocol to the UNFCCC aims to reduce overall global emissions of six main greenhouse gases<sup>1</sup> by 5.2% below 1990 levels in the commitment period 2008-2012. The decisions relating to the Protocol can be summarised as follows:

- To achieve the overall global emission reduction of 5.2% by 2012, each of the 39 developed countries and countries undergoing transition to a market economy listed in Annex B of the Kyoto Protocol was assigned a different quantified emission limitation or reduction commitment target in accordance with their national circumstances.
- To enter into force, the Protocol must be ratified, acceded to, or approved by at least 55 countries who are Parties to the UNFCCC which accounted in total for at least 55% of the total carbon dioxide emissions in 1990 of the Parties included in Annex I of the UNFCCC, minus Turkey.
- The Kyoto Protocol urges Annex I Parties to cooperate with other Annex I Parties to enhance individual and combined effectiveness of their policies and measures to reduce emissions. These include the net changes in greenhouse gas emissions from their sources and removals by anthropogenic (man-made) sinks as part of their efforts to reduce emissions. The agreement on anthropogenic

---

<sup>1</sup> Carbon Dioxide (CO<sub>2</sub>), Methane (CH<sub>4</sub>), Nitrous Oxide (N<sub>2</sub>O), Hydrofluorocarbons (HFCs), Perfluorocarbons (PFCs) and Sulphur hexafluoride (SF<sub>6</sub>). Sectors/sources categories for emission reductions of these gases are required to be reduced from specific sectors (e.g. energy, industrial processes, solvent and other products, agriculture, waste) specified in Annex A of the Kyoto Protocol.



Further calls on SPREP, USP, PREL and other relevant agencies to work together to convene the next Pacific Regional Conference for Environmental Education and Training by the end of the year 2003.

***Resolution 10: Vote of Thanks***

The Pacific Regional Conference for Environmental Education and Training:

Recognising the need for a regional strategy on environmental education and training in the Pacific,

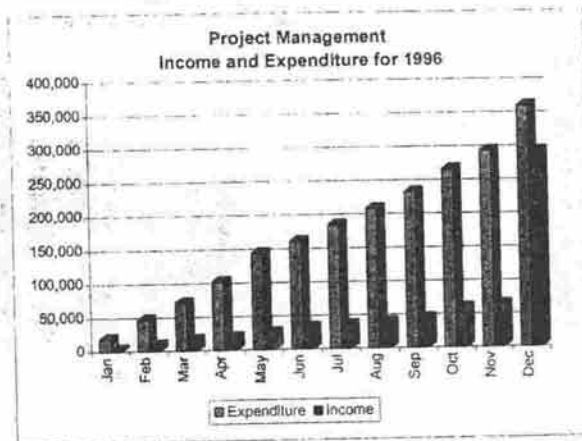
Further recognising the value of a regional conference to develop such a strategy and to create and renew links between environmental educators and trainers in the Pacific region,

Thanks the Government of Fiji for its warm hospitality and support for the objectives of the conference,

Thanks the Governments of Australia, Denmark, New Zealand and the United Kingdom for their partnership in supporting the Conference,

Thanks the Conference Organisers USP, PREL and SPREP for their hard work in convening this conference.

---



13. Negative cash flows were experienced for the cumulative total under this function from January 1996 through to October 1997. This is attributable primarily to a shortfall in administration fees. These fees are calculated by the Secretariat as a percentage of actual Project Implementation expenditure incurred during the year. However, actual Project Implementation expenditure was somewhat less than total project funds received during the year.

14. Some factors contributing to this include :

- approval from donors to spend project funds has, in some cases, been delayed for considerable periods; and
- arrival of new Project Officers to replace staff whose contracts had expired, resulted in an initial lessening of project expenditure as the new officers became familiar with their new jobs.

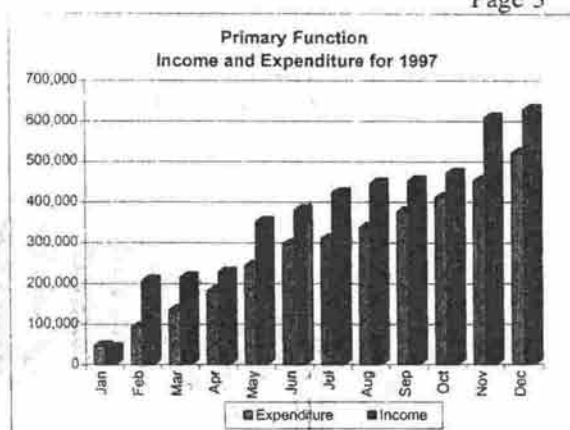
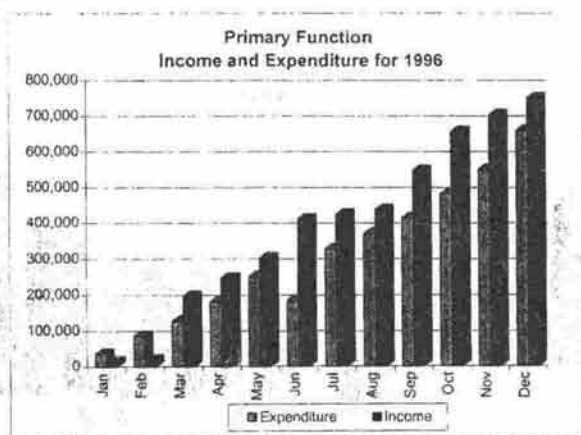
15. The Secretariat continues to monitor project expenditure closely, through Management and Divisional Heads weekly, and regular consultation with all Project Officers on an individual basis.

16. Donors have been reluctant to meet the full cost of administration fees on donor funded projects. The Secretariat will continue to seek an increase in these fees.

### Recommendation

17. The meeting is invited to :

- **note** the report;
- **encourage** members with outstanding contributions to remit these as soon as possible; and
- **commend** and encourage members to continue to remit future contributions early.



8. A slow inflow of Members' contributions in the first two months of 1996 resulted in a negative cashflow which the Secretariat was able to cover from Capital Funds. For the rest of the year and in 1997, Primary Function income was sufficient to cover expenditure. This is reflected as a positive cash flow in the tables and on the graphs.

9. This cash flow position was a result of:

- early payment from some metropolitan countries whose contributions amount to a significant proportion of Members' contributions;
- Members' contributions received in 1996 but relating to previous years amounting to \$104,190

10. As shown in the foregoing tables, a surplus of \$91,153 in 1996, and \$106,479 in 1997 was realised in the Primary Function. The working paper covering the audited annual accounts provides further details on this.

11. The Capital Fund was used to provide funds to meet the shortfall in Primary Function income during the earlier part of 1996.

### Project Management Cash Flow

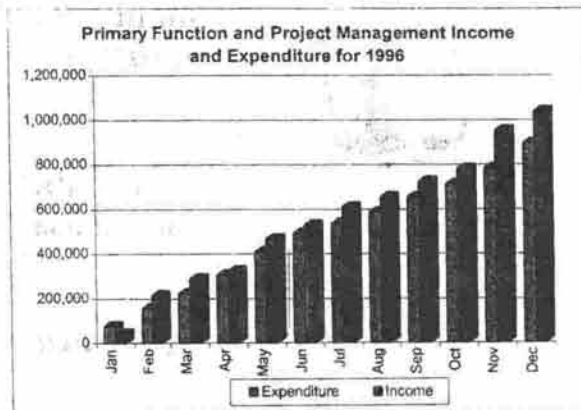
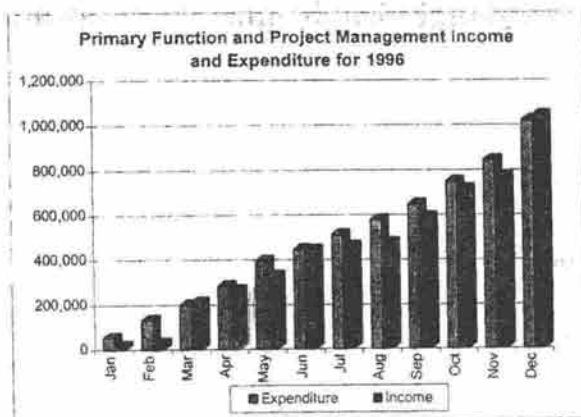
12. The following tables and graphs show income received and expenditure incurred in the Project Management Function.

**Project Management  
Income and Expenditure for 1996**

	Expenditure	Income	(Deficit)
Jan	18,167	2,679	(15,488)
Feb	46,561	8,623	(37,938)
Mar	71,405	16,102	(55,303)
Apr	101,647	18,781	(82,866)
May	143,614	25,560	(118,054)
Jun	160,231	32,611	(127,620)
Jul	184,194	35,490	(148,704)
Aug	207,356	38,169	(169,187)
Sep	231,776	43,598	(188,178)
Oct	264,911	58,777	(206,134)
Nov	292,260	62,956	(229,304)
Dec	358,851	291,230	(67,622)

**Project Management  
Income and Expenditure for 1997**

	Expenditure	Income	(Deficit)
Jan	29,955	3,023	(26,932)
Feb	61,621	6,046	(55,575)
Mar	87,381	72,408	(14,973)
Apr	122,983	95,249	(27,734)
May	163,997	114,713	(49,284)
Jun	195,492	148,859	(46,633)
Jul	225,865	185,576	(40,289)
Aug	248,637	206,170	(42,367)
Sep	276,316	270,280	(6,036)
Oct	301,368	308,815	7,447
Nov	331,244	341,028	9,784
Dec	371,811	407,408	35,596



5. Although the income for most of 1996 was not sufficient to cover expenditure for the year, the Secretariat was able to use the Capital Fund to cover costs until the end of the year when all the administration fees were realized. This led to a review and change in our operations where all administration fees were charged and transferred on a monthly basis. We also encouraged our members to have their contributions paid at the beginning of each year. The effect of this is reflected in a positive Cashflow for 1997 except for January. The above tables and graphs illustrate this.

6. A clearer perspective of this result can be gained by separating cash flows into Primary Function and Project Management. The following tables and graphs provide cashflow breakdowns for each of these functions.

### Primary Function Cash Flow

7. The following tables and graphs for 1996 and 1997 respectively show income received and expenditure incurred in the Primary Function.

**Primary Function  
Income and Expenditure for 1996**

	Expenditure	Income	(Deficit)
Jan	35,816	13,793	(22,023)
Feb	85,483	18,532	(66,951)
Mar	127,120	195,953	68,833
Apr	181,291	246,526	65,235
May	250,777	302,171	51,394
Jun	184,340	410,401	226,061
Jul	327,542	423,696	96,154
Aug	370,001	436,609	66,608
Sep	414,660	545,648	130,988
Oct	481,730	655,460	173,730
Nov	549,309	703,309	154,000
Dec	658,986	750,139	91,153

**Primary Function  
Income and Expenditure for 1997**

	Expenditure	Income	(Deficit)
Jan	46,087	40,166	(5,921)
Feb	91,588	206,960	115,372
Mar	135,149	214,496	79,347
Apr	180,773	226,571	45,798
May	242,816	350,411	107,595
Jun	296,118	379,219	83,101
Jul	308,682	422,303	113,621
Aug	336,246	445,343	109,097
Sep	375,478	452,122	76,644
Oct	410,935	470,511	59,576
Nov	452,223	607,765	155,542
Dec	521,221	627,700	106,479



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa

15-18 September 1998

### Agenda Item 9.3: Cash Flow

#### Purpose of Paper

1. To report on Primary and Project Management Functions cash flow during 1996 and 1997.

#### Background

2. The Fifth SPREP Meeting directed the Secretariat to present to each subsequent Meeting a report summarising cash flow for SPREP finances.
3. The Project Implementation Function is donor funded with expenditure being committed only when funds are available. If insufficient funds are on hand, the donor is requested to make an advance to cover projected expenditure. Only when funds are actually received is expenditure incurred. Project Implementation Function cash flows are therefore not included in this report which covers only Primary and Project Management Functions.

#### Overall Cash Flow Position

4. Combined cash flows in 1996 and 1997 for Primary and Project Management Functions are shown in the following tables and graphs.

Primary Function & Project Management  
Income and Expenditure for 1996

Month	Expenditure	Income	(Deficit)
Jan	53,983	16,472	(37,511)
Feb	132,044	27,155	(104,889)
Mar	198,524	212,054	13,530
Apr	282,937	265,306	(17,631)
May	394,390	327,730	(66,660)
Jun	444,570	443,012	(1,558)
Jul	511,735	459,185	(52,550)
Aug	577,356	474,778	(102,578)
Sep	646,435	589,245	(57,190)
Oct	746,640	714,237	(32,403)
Nov	841,567	766,265	(75,302)
Dec	1,017,837	1,041,368	23,531

Primary Function & Project Management  
Income and Expenditure for 1997

Month	Expenditure	Income	(Deficit)
Jan	76,043	43,189	(32,854)
Feb	153,209	213,006	59,797
Mar	222,530	286,904	64,374
Apr	303,757	321,820	18,063
May	406,812	465,124	58,312
Jun	491,610	528,078	36,468
Jul	534,548	607,879	73,331
Aug	584,782	651,513	66,731
Sep	651,794	722,402	70,608
Oct	712,303	779,326	67,023
Nov	783,466	948,793	165,327
Dec	893,034	1,035,108	142,074

## SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME

## LEVEL OF MEMBERS' CONTRIBUTIONS

	Country/State	Percentage of Total	Current Contribution US	1999 Contribution US (*2)	2000 & 2001 Contribution US (*2)
1.	American Samoa	1.145%	\$5,725	\$6,412.00	\$6,870
2.	Australia	20.811%	\$104,055	\$116,541.60	\$124,866
3.	Cook Islands	1.145%	\$5,725	\$6,412.00	\$6,870
4.	Fed. States of Micronesia	1.145%	\$5,725	\$6,412.00	\$6,870
5.	Fiji	2.289%	\$11,445	\$12,818.40	\$13,734
6.	France	15.088%	\$75,440	\$84,492.80	\$90,528
7.	French Polynesia	2.289%	\$11,445	\$12,818.40	\$13,734
8.	Guam	2.289%	\$11,445	\$12,818.40	\$13,734
9.	Kiribati	1.145%	\$5,725	\$6,412.00	\$6,870
10.	Marshall Islands	1.145%	\$5,725	\$6,412.00	\$6,870
11.	Nauru	2.289%	\$11,445	\$12,818.40	\$13,734
12.	New Caledonia	2.289%	\$11,445	\$12,818.40	\$13,734
13.	New Zealand (*1)	7.615%	\$38,075	\$42,644.00	\$45,690
14.	Nuie	1.145%	\$5,725	\$6,412.00	\$6,870
15.	Northern Marianas	1.145%	\$5,725	\$6,412.00	\$6,870
16.	Palau	1.145%	\$5,725	\$6,412.00	\$6,870
17.	Papua New Guinea	2.289%	\$11,445	\$12,818.40	\$13,734
18.	Pitcairn Island	1.145%	\$5,725	\$6,412.00	\$6,870
19.	Samoa	2.289%	\$11,445	\$12,818.40	\$13,734
20.	Solomon Islands	2.289%	\$11,445	\$12,818.40	\$13,734
21.	Tokelau	1.145%	\$5,725	\$6,412.00	\$6,870
22.	Tonga	1.145%	\$5,725	\$6,412.00	\$6,870
23.	Tuvalu	1.145%	\$5,725	\$6,412.00	\$6,870
24.	United States of America (*1)	21.000%	\$105,000	\$117,600.00	\$126,000
25.	Vanuatu	2.289%	\$11,445	\$12,818.40	\$13,734
26.	Wallis & Futuna Islands	1.145%	\$5,725	\$6,412.00	\$6,870
<b>Total Contributions</b>		100.000%	\$500,000	\$560,000.00	\$600,000
<b>Summary:</b>					
24.	United States of America	21.000%	\$105,000	\$117,600.00	\$126,000
2.	Australia	20.811%	\$104,055	\$116,541.60	\$124,866
6.	France	15.088%	\$75,440	\$84,492.80	\$90,528
13.	New Zealand *1	7.615%	\$38,075	\$42,644.00	\$45,690
	Group 1 (9 States at 2.289%)	20.601%	\$103,005	\$115,365.60	\$123,606
	Group 2 (13 States at 1.145%)	14.885%	\$74,425	\$83,356.00	\$89,310
<b>Total Contributions</b>		100.000%	\$500,000	\$560,000.00	\$600,000

## Notes: \*

1. New Zealand's contribution increased and United States of America contribution decreased by US\$4,255 (0.851%) from 1997, as accepted at the Ninth SPREP Meeting.
2. Contribution projections for 1999 and 2000 assume the existing formula applies.

**Recommendations**

11. The Meeting is invited to **consider** the issues, **approve** the proposed overall increases in Members' contributions for 1999 and 2000 and to **advise** the Secretariat on any changes to the formula for and rates of Members' contributions and on any further action that should be taken.

---

31 July, 1998

7. The 1999 Primary Budget has therefore been prepared on the basis of a 12% increase in the rate of Members' contributions, from a total of US\$500,000 up to a total of US\$560,000. To accommodate the increasing costs in the year 2000, the year of the next SPREP Meeting, the total level of Members' contributions has been projected to increase to US\$600,000, a level which the Secretariat considers could be sustained at least for the year 2001. Such Budgets still assume that all Members' contributions will be received, although history has clearly indicated this outcome is unlikely. To do otherwise, however, could be seen as a signal, to those Members who do not currently meet their contributions, that any amount less than a full contribution is acceptable.

8. The 12% increase for 1999, with a further 8% (over 1998 levels) proposed increase in the year 2000, represents a combined increase of 20% over the 1998 level of contributions. Such increase is, however, also over the actual level of 1992 contributions, as there has been no increase in Member's contribution rates since the first year when SPREP became an independent authority. The increase represents a 2.5% per annum increase over the total eight year period. In the same period, donor funded project implementation activities have increased from US\$2,486,193 in 1992 to an estimated US\$9.36 million for the year 2000. This represents an increase of 276% (or 34.5% per annum) in donor funding project activities, all for the overall benefit of Members.

9. The present formula for and levels of Members' contributions is shown in the Attachment, together with the projections for 1999 and 2000. The original formula and rates were established under Guidelines that were agreed to by Members in 1991. The only subsequent variation to the original contribution levels was endorsed by Members at the Ninth SPREP Meeting. At that Meeting, United States of America advised it only accepted a level of US\$105,000 contributions (or 21% of the total) compared to the level of US\$109,255 (or 21.851%) previously applied. At that Meeting, New Zealand agreed to increase its contribution, for 1997 onwards, by US\$4,255 (0.851%) to meet the shortfall resulting from the reduction in the United States contribution.

10. The Meeting may also wish to reconsider the formula and rates of contributions by each Member, particularly in the light of changes in the economies of some Members since the original formula was established in 1991. For example, Nauru has made a request, to be considered at this Meeting (WP12.1), for their status to be that of a Small Island State. Nauru's contribution rate is currently fixed at the Group 1 States rate.





## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa

15-18 September 1998

### Agenda Item 9.2 : Primary Budget Financing Issues

#### Purpose of Paper

1. To bring to the Meeting's attention, discussion and deliberation, issues relating to the financing of the Primary Budget.

#### Background

2. The issues of financing the Primary Budget, levels of Members' contributions and the non-receipt of contributions, has been the subject of discussion, comment and concern at every SPREP Meeting held since 1991. A Paper on this issue, prepared by external consultants, was discussed at the Ninth SPREP Meeting.

3. Agenda Item 9.1 for this Meeting, specifically WP9.1/Att.1, highlights that the level of outstanding Members' contributions has not significantly improved since the Ninth SPREP Meeting. At 30 June 1998, the total unpaid prior year contributions amounted to US\$511,871, of which US\$251,035 is for prior years.

4. Combined with the overall amount of unpaid contributions, the last approved increase in the actual annual level of contributions from each Member was given in 1991. The Secretariat has tried to maintain the same levels of advice and assistance to Members with what is actually less funding in real terms. Improved systems have been developed in the attempt to achieve the same outputs with no increase in funding, despite the fact that many costs contained in the Primary Budget have increased through inflation.

5. The overall workload of the Secretariat has increased substantially since 1991, as Members require more donor funded activities to be undertaken by SPREP. There are some increased Primary function administrative costs that become essential as a result of such additional donor funded activities. Donors cannot be expected to finance all the increased administrative costs in servicing Members' increasing needs.

6. The Primary Budget has now reached the point where it is no longer possible for the Secretariat to obtain sufficient donor support to balance the Primary Budget, nor is it possible to ignore the fact that Members have not been meeting the total costs of the services they require and expect from the Secretariat.

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME  
OUTSTANDING MEMBERS CONTRIBUTIONS AS AT 30 JUNE 1998  
(US DOLLARS)**

COUNTRY	Relocation Contribution	1992 Contributions	1993 Contributions	1994 Contributions	1995 Contributions	1996 Contributions	1997 Contributions	Prior Years Sub-total	1998 Contributions	Balance 30/06/98
American Samoa						5725	5725	11,450	5725	17,175
Australia								0		0
Cook Islands					5725	5725	5725	17,175	5725	22,900
Federated States of Micronesia								0	5725	5,725
Fiji								0	2,945	2,945
France								0		0
French Polynesia								0	11,445	11,445
Guam							11,445	11,445	11,445	22,890
Kiribati								0		0
Marshall Islands						5,725	5725	11,450	5725	17,175
Nauru	2,862	6,600	11,445	11,445	11,445	11,445	11,445	66,687	11,445	78,132
New Caledonia								0	0	0
New Zealand								0		0
Niue								0	5,725	5,725
Northern Marianas						5,725	5725	11,450	5725	17,175
Palau								0	0	0
Papua New Guinea								0	11,445	11,445
Pitcairn Island							5725	5,725	5725	11,450
Solomon Islands	11,445	2,862	11,445	11,445	11,445	11,445	11,445	71,532	11,445	82,977
Tokelau							5725	5,725	5725	11,450
Tonga							4,713	4,713	5725	10,438
Tuvalu								0	5725	5,725
United States of America	27,314				470	4,255		32,039	105,000	137,039
Vanuatu							11,445	11,445	11,445	22,890
Wallis & Futuna Islands								0	5,725	5,725
Western Samoa								0	11,445	11,445
	<b>\$41,621</b>	<b>\$9,462</b>	<b>\$22,890</b>	<b>\$22,890</b>	<b>\$29,085</b>	<b>\$50,045</b>	<b>\$84,843</b>	<b>\$260,836</b>	<b>\$251,035</b>	<b>\$511,871</b>

6. The Secretariat has continued to urge Members to meet their contributions due to SPREP. In accordance with the decision of the Ninth SPREP Meeting in 1996, the Secretariat has been advising Members that such contributions are vital to the functional operation of the Secretariat. This approach has not produced any improvement for most Members that are in arrears. At the Ninth SPREP Meeting, the prior years outstanding contributions amounted to only US\$205,955. As reflected in the table, the prior years' outstanding contributions now stands at US\$260,836. A further update, on the level of outstanding Members' contributions will be provided to Members at the Meeting.

### **Recommendation**

7. The Meeting is invited to **note** the report, in particular the implications on the Primary Function Budget of the shortfall in members' contributions, and to **advise** the Secretariat on action, if any, to be taken.

---

31 July 1998



## **South Pacific Regional Environment Programme (SPREP)**

### **Tenth SPREP Meeting**

Apia, Samoa  
15-18 September 1998

#### **Agenda Item 9.1 : Report on Members' Contributions**

##### **Purpose of Paper**

1. To report on the receipt of Members' contributions in accordance with Financial Regulation 13.

##### **Background**

2. Financial Regulation 13 requires the Director to submit to each SPREP Meeting a report on the receipt of Members' contributions. As no SPEP Meeting was held in 1997, this report addresses Members' contributions received during both 1996 and 1997 and also provides an update on outstanding Members' contributions as at 30 June 1998.

##### **Members' Contributions received in 1996 and 1997**

3. As shown in the 1996 Audited Annual Accounts, Members' contributions totalling US\$566,875 were received during 1996. Of this total, US\$438,500 was in respect of 1996 contributions and US\$104,190 was for prior years' contributions. The balance (US\$24,185) was for 1997 contributions in advance which are reflected in the 1997 contributions below.

4. As shown in the 1997 Audited Annual Accounts, Members' contributions totalling US\$478,350 were credited in 1997 (including US\$24,185 received in 1996 - see above). Of the total credits, US\$448,141 was for 1997 contributions and US\$20,000 was for prior years' contributions. A further US\$10,209 advance contributions were received in 1997.

##### **Outstanding Contributions**

5. The attached table shows the status of outstanding contributions as at 30 June 1998. The Secretariat is very concerned at the level of such outstanding contributions. Only six members (out of twenty six) had paid their 1998 contributions by 30 June 1998. Eleven Members have still not yet paid their 1997 contributions, seven of which have not paid any of their 1996 contribution. Three of these Members also have not paid any 1995 contribution, two of which also have contributions outstanding for 1994, 1993 and 1992. Three Members also have an outstanding contribution due for financing the Relocation of SPREP in 1992.

- Across the region, the use of mobile theatres/plays/skits were found to be successful means of conveying the coral reef conservation message; and
  - The Caribbean region has decided to adopt the Pacific Regional Campaign Plan, its campaign slogan and key messages for their own Coral Reef campaigning.
5. Based on the above outcomes, the Meeting agreed that the PYOCR goal "*to increase understanding, appreciation, support and immediate action for coral reef conservation and wise use*" had been successfully achieved.
6. The Meeting also agreed that it was imperative that the awareness, interest and support for coral reef conservation generated through the PYOCR campaign at the local, national and regional levels be maintained. The Meeting therefore identified and prioritised coral reef issues that were relevant to country needs and concerns as was experienced through the campaign. An Activity Plan to address these issues at both the national and regional levels was then developed for implementation over the next five years.

#### **Activity Plan for the conservation of coral reefs in the Pacific Islands Region.**

7. This Activity Plan comprises 5 key issues: (i) Education and Awareness; (ii) Monitoring, Assessment and Research; (iii) Capacity Building; (iv) Legislation; and (v) Networking/linkages.
8. The Activity Plan includes national and regional action to achieve coral reef conservation objectives. Time frames to undertake and complete these actions are also included and lead agencies are expected to co-ordinate and implement these actions. Countries agreed to meet at the end of 5 years to review progress with the implementation of the Plan and to decide on future follow up action.
9. To assist with the implementation of activities relating to the Activity Plan, the Meeting also agreed to establish a Coral Reef Expert Group with terms of reference to be drafted by the Secretariat.

#### **Recommendations**

10. The SPREP Meeting is invited to **note** the outcomes of the PYOCR Campaign including:
- The development of a *Five Year Activity Plan for the Conservation of Coral Reefs in the Pacific Islands Region*;
  - The establishment of a Coral Reef Expert Group to assist with the implementation of the Activity Plan; and
  - Countries to meet at the completion of the life-span of the *Five Year Activity Plan for the Conservation of Coral Reefs in the Pacific Islands Region* to review progress and to agree on future action.

---

11 August, 1998



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa,  
15-18 September 1998

### Agenda Item 8.2.8 : Pacific Year of the Coral Reef (PYOCR) Campaign Outcomes

#### Purpose of Paper

1. To inform the Meeting of the outcomes of the 1997 Pacific Year of the Coral Reef (PYOCR) Campaign.

#### Background

2. In 1996, the South Pacific Regional Environment Programme (SPREP) was directed by member governments to co-ordinate activities relating to the International Coral Reef Initiatives (ICRI) in the Pacific. In recognition of the important value of coral reefs and associated marine life to the social, cultural and economic well-being of Pacific island countries, member governments also declared 1997 as the Pacific Year of the Coral Reef. SPREP and a team of regional co-ordinators were tasked with the planning and implementation of a regional campaign for the conservation of coral reefs in the region.

3. Eighteen member countries participated in the Coral Reef campaign which was officially launched in Apia, Samoa on 11 February 1997. Eleven countries also launched their national campaigns on the same day. The campaign came to an official end on 11 February 1998. However, the Campaign was only a kick start to national and regional initiatives for coral reef conservation in the region.

#### Outcomes of the Campaign

4. A Regional Evaluation Meeting for the PYOCR Campaign was held in Nadi, Fiji, 20 to 24 April 1998, to review the outcomes of the campaign. Despite a number of limiting factors, a number of success stories were reported from across the region, especially increased awareness of corals as living communities; that they are slow growing and fragile, yet provide bountiful goods and services that sustain our lives. This level of awareness led to a host of positive in-country action including the following:

- Local communities declaring reef reserves and marine protected areas;
- Local dive operators in countries with thriving tourist industries have, at their own initiative, taught tourists and villagers about the "things not to do" and the "things you can do" on a coral reef;
- The use of *taboos* and other traditional marine management systems have been re-introduced to allow coral reefs and associated marine life to rehabilitate and restock;
- Students in many countries are doing beach and reef cleanups as well as using their own school magazines to feature articles about the beauty and bounty of coral reefs;

### **Funding for CBEMP**

15. It is estimated that a total budget of approximately US\$3 million would be required to implement a 30 month capacity building programme in 12 member countries. UNDP has provided US\$541,000. Additional funds to supplement the UNDP contribution are actively being sought from potential donors including NZODA, AusAID and the United Nations Foundation.

16. The design of the Programme Development Stage (Phase One) has been geared towards achieving the maximum benefits from the available level of initial funding. During the Programme Development Stage a number of potential donors have been approached and there are indications that additional funds will be available for capacity building activities within the Pacific region. As additional funds are accessed the activities designed in Phase One will be offered to countries to expand their involvement in other thematic areas.

### **Recommendation**

17. The Meeting is invited to:

- **note** the CBEMP Programme development approach which involved extensive in-country consultation;
- **note** the emphasis within CBEMP to integrate beneficial traditional resource management practices within current national resource management systems; and
- **support** the Secretariat's efforts to obtain additional financial resources to assist member country implementation of CBEMP.

---

10 August, 1998

## 13. Expected end-of-project situation:

- Countries will have people trained and with the expertise to collect information on traditional resource management practices.
- Countries will have established databases on traditional knowledge and have people trained and with the expertise to access the information for government and community use.
- Countries will have decision makers at the government and community level who are more aware of the importance of traditional management practices. Decision makers will have enhanced ability to promote the better management of natural resources at the policy level and for hands-on utilisation of resources at the community level.
- Countries will have increased capacity to prepare education resource materials for use within schools to further the awareness of students. Widespread usage of the resource materials will encourage practitioners of traditional knowledge to contribute to national discussions on resource use and management.
- Countries will have increased capacity to ensure that aspects of traditional knowledge are incorporated into national legislation. Legislation will then be more relevant to the broader population and more likely to be accepted by the community resulting in adherence to laws and regulation and an associated increase in sustainable resource utilisation.
- Countries will have identified potential demonstration projects that will utilise aspects of traditional knowledge, encourage community participation and promote income generation.

## 14. Target beneficiaries include:

- Communities, as natural resource owners and managers, within Pacific member countries;
- Pacific island countries who are able to improve and strengthen their resource management agencies;
- SPOCC regional organisations and international institutions who are associated with the project through improved information and operational exchanges that will, in-turn, provide more effective delivery of services to their member countries; and
- Non-government organisations, through their involvement in community based activities.



9. Once the information is collected, appropriate database systems will be identified for storage of the information. Countries that are participating in the SPREP/UNEP State of the Environment and Global Environment Outlook (GEO) II programme will have an existing database system and some countries already have an effective national resource information system in operation e.g. VANRIS in Vanuatu. These databases will be utilised for storage of traditional information. Where no database system is in operation, opportunities to develop an appropriate system will be investigated. Training in the input of information into database systems will be provided.

10. Following storage of information, utilisation of data will be carried out through implementation of the following key activities.

- Educational resource materials will be produced through a series of workshops with curriculum developers. While specifically targeting school curriculum, the resource materials will be used in a broad range of applications providing information to both government and community audiences.
- Using the resource materials produced at the in-country workshops and other relevant information from the database, awareness raising workshops will be held for decision makers at the national government, local government and community level. The workshops will emphasise the beneficial aspects of traditional management and determine on a co-operative basis, how the traditional practices can be most effectively integrated on a country specific basis to improve current management practices.
- The capacity to integrate traditional management practices into current and new legislation will be assessed. Training assistance can be provided in areas such as the drafting of new legislation and the review of current legislation and regulations.
- In specific thematic areas, identification of demonstration projects based on aspects of traditional and non-traditional practices, will be carried out. Opportunities for job creation in areas including recycling, eco-tourism, traditional medicinal practices and non-timber product development will be identified.

11. It should be highlighted that participating countries will have the option to nominate which activities they would like to participate in. The decision will be made by each country, according to need and suitable timing of the activities.

12. Initiatives developed in the project will be reinforced through activities including training programmes, technical assessments and workshops and through the forging of formal networks throughout the region and internationally. It is intended that linked networks will be established to collectively address identified issues to minimise duplication and to improve the delivery of project activities. Organisations that could partner CBEMP activities would include the UN agencies such as UNEP, UNIFEM, ILO and FAO and the regional SPOCC organisations.

## **CBEMP Programme Development Stage**

5. An intensive in-country consultation process has been undertaken during the Programme developmental stage, over the last six months, to ensure that national priorities and views on the most appropriate form of capacity building are taken fully into account in the final Programme Document.

6. In each participating country a National Programme Co-ordinator (NPC) was nominated by the respective government as their in-kind contribution. The role of the NPC has been to assist in the establishment of a National Co-ordinating Committee to facilitate the consultation process. The NCC, made up of representatives of national and local government, non-government organisations and the private sector, developed a range of capacity building needs through consultations at all levels of government and the community. Priorities for inclusion in the Country Reports were then determined taking into consideration existing national development plans, sectoral strategies and policy documents. Relevant information provided in the Country Reports was then used to prepare the CBEMP Programme Document. Other national priorities identified in the Country Reports but not included in the CBEMP Programme, are being re-directed to other relevant SPOCC and international organisations.

## **CBEMP Programme**

7. The objective of the CBEMP is:

*To build capacity in government and community based institutions to integrate beneficial traditional and non-traditional environmental management practices and to identify areas for job creation and sustainable livelihoods for both men and women at the community level.*

The integration of the two management systems has the potential to provide a system that exhibits the benefits of both, while minimising the shortfalls of inappropriate cultural usage and unsuitability of some traditional and non-traditional practices in specific environments. In order to achieve the objective a series of activities will be implemented. These activities, nominated by each participating country, will be carried out in thematic areas established under the UNDP Sixth Programming Cycle of Sustainable Management and Utilisation of Natural Resources (SMUNR) Programme.

8. A key activity is the collection of information on traditional management practices in the country nominated thematic area. Initially, a review will be carried out to determine the level of traditional information that is currently held by the countries. Gaps in the knowledge base and potential sources of information will be identified for collection. It is anticipated that national organisations or institutions will be used in review and collection activities. Where required, training in the collection of information will be provided. Information on the different roles that men and women play in resource utilisation will also be targeted.



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa,  
15-18 August 1998

### Agenda Item 8.2.7 : Capacity Building for Environmental Management in the Pacific Programme (CBEMP)

#### Purpose of Paper

1. To inform the Meeting of new support to member countries through the *Capacity Building for Environmental Management in the Pacific (CBEMP) Programme* and to note the programme approach and provide guidance for the Secretariat in its efforts to attract additional financial resources to this area of its Work Programme.

#### Background

2. The CBEMP is a SPREP-implemented/UNDP-funded initiative which focuses on building national capacity to integrate beneficial traditional and non-traditional environmental management practices, whilst at the same time identifying areas for job creation and sustainable livelihoods. The programme has been developed through an intensive in-country consultation process and it is anticipated that implementation of the project will commence in September 1998 and run for 30 months, i.e. until March 2001.

3. Traditional practices and customs within member countries have allowed many communities to pursue a functional subsistence lifestyle. However, population levels have risen in most Pacific island countries placing pressures on natural resources through population growth and rising commercialisation leading to disruption of living systems and individual species. The pace of change that is being generated by a regional population growth rate of approximately two per cent and the demand to generate income for a growing demand for material goods, is putting national resource management agencies under increasing pressure. Utilisation of natural resources is predicted to increase as economic development is promoted as the most effective and viable pathway to ensure ongoing existence of Pacific island economies within an increasingly globalised trading environment.

4. Economic growth that is environmentally sustainable will be influenced by two scenarios namely, the efficiency of existing resource management institutions to stimulate resource utilisation and an associated capacity of the private sector to create new employment opportunities. Development and implementation of an environmental management system that is integrated into the normal processes of government and community life is vital if the threats that are facing the sustainability of natural resources in the Pacific are to be addressed.

<p>Marine Spills (MS) contd</p>	<p>MS10: Review of Spill Impacts</p>	<ul style="list-style-type: none"> <li>Provide management with regionally relevant data on the impacts of marine oil spills on Pacific island environments, by reviewing impacts of and recovery from known spills in the region to date (including WWII spills).</li> </ul>	<p>1. SPREP 2. Consultant</p>	<p>12 months</p>	<p>150,000</p>
<p>Ships' Waste (SW)</p>	<p>SW 1: Ships' Waste Reception Facilities</p>	<ul style="list-style-type: none"> <li>Review current adequacy of ships' waste reception facilities against IMO criteria in all Target Countries.</li> <li>Develop action plan for provision of adequate facilities</li> </ul>	<p>1. SPREP 2. Consultant</p>	<p>9 months</p>	<p>200,000</p>
<p>Port Activities (PA)</p>	<p>SW 2: Marine Debris Monitoring/Clean-ups</p>	<ul style="list-style-type: none"> <li>Establish marine debris monitoring at a limited number of regionally representative sink sites.</li> <li>Establish annual marine debris clean-up programmes in each Target Country</li> </ul>	<p>1. SPREP 2. Consultant / PACPOL Target Countries</p>	<p>Establishment: 6 months. Implementation: Annual / ongoing</p>	<p>Monitoring: 50,000 per year Clean-ups: Nil</p>
<p>Port Activities (PA)</p>	<p>PA 2: Port Environmental Management Plans (EMPs)</p>	<ul style="list-style-type: none"> <li>Develop regional guidelines for port EMPs.</li> <li>Assist each Target Country to develop an EMP for each port.</li> </ul>	<p>3. SPREP 4. SPREP / PACPOL Target Countries.</p>	<p>Guidelines: 6 months EMPs 2 years</p>	<p>Guidelines: 10,000 EMPs: 200,000</p>
<p>Port Activities (PA)</p>	<p>PA 3: Port EIA</p>	<ul style="list-style-type: none"> <li>Develop regional guidelines for port EIA.</li> <li>Assist each Target Country to implement port EIA guidelines.</li> </ul>	<p>1. SPREP 2. SPREP / PACPOL Target Countries.</p>	<p>Guidelines: 6 months</p>	<p>10,000</p>

<p>Marine Spills (MS) contd</p>	<p>MS 3: Training and Exercises</p>	<ul style="list-style-type: none"> <li>• Hold one regional marine spill response training course per year.</li> <li>• Hold one marine spill response exercise in each Target Country each year.</li> </ul>	<ol style="list-style-type: none"> <li>1. SPREP</li> <li>2. SPREP, PACPOL Support Countries, PACPOL Target Countries, IMO, industry</li> </ol>	<p>Annual, ongoing</p>	<p>140,000 per year</p>
	<p>MS 4: Equipment</p>	<ul style="list-style-type: none"> <li>• Review marine spill response equipment needs in each Target Country.</li> <li>• Develop rolling programme for the provision, use and long-term maintenance of this equipment.</li> </ul>	<ol style="list-style-type: none"> <li>1. SPREP</li> <li>2. Consultant / PACPOL Target Countries / industry</li> </ol>	<p>6 months. Ongoing.</p>	<p>40,000 TBD</p>
	<p>MS 5: Coastal Resource Mapping</p>	<ul style="list-style-type: none"> <li>• Provide a coastal resource map for each Target Country (3 pilot projects first)</li> </ul>	<ol style="list-style-type: none"> <li>1. SPREP</li> <li>2. Consultant / PACPOL Target Countries.</li> </ol>	<p>Pilot projects: 18 months All countries: 3 years</p>	<p>Pilot: 300,000 All: 2 million Total: 2.3 million</p>
	<p>MS 6: Trajectory Modelling</p>	<ul style="list-style-type: none"> <li>• Provide spill trajectory models for a limited number of high risk areas in each Target Country for use in spill response planning (3 pilot projects first)</li> </ul>	<ol style="list-style-type: none"> <li>1. SPREP</li> <li>2. Consultant / SOPAC</li> </ol>	<p>Pilot projects: 18 months All countries: 3 years</p>	<p>Pilot: 300,000 All: 2 million Total: 2.3 million</p>
	<p>MS 7: PACPOLRep</p>	<ul style="list-style-type: none"> <li>• Establish a regional marine spill reporting Centre and database to provide information to support management.</li> </ul>	<ol style="list-style-type: none"> <li>1. SPREP</li> <li>2. Consultant / SPREP / PACPOL Target Countries</li> </ol>	<p>3 months. Ongoing</p>	<p>30,000</p>
	<p>MS 8: PACPOLPatrol</p>	<ul style="list-style-type: none"> <li>• Establish a regional maritime pollution surveillance programme, utilising existing Pacific patrol boats programme, existing fisheries surveillance programme and routine civil flights and merchant shipping.</li> </ul>	<ol style="list-style-type: none"> <li>1. SPREP</li> <li>2. Steering group</li> </ol>	<p>Set up: 6 months Ongoing.</p>	<p>Set up: 50,000 Ongoing: TBD</p>
	<p>MS 9: PACPOLFund</p>	<ul style="list-style-type: none"> <li>• Establish a regional fund to cover the response to marine spills in Target Countries which can not be recovered from the polluter or covered by national funds.</li> </ul>	<ol style="list-style-type: none"> <li>1. SPREP</li> <li>2. SPREP / PACPOL target Countries.</li> </ol>	<p>Set up: 3 months. +ongoing</p>	<p>Set up: 1 million</p>

Conventions and Legislation (CL)	<p>CL 1: National Maritime Pollution Legislation</p> <p>CL 2: SPREP Convention Protocols</p> <p>CL 3: IMO Conventions</p> <p>CL 4: IMO Representation</p>	<ul style="list-style-type: none"> <li>Assist each Target Country to develop and implement integrated national maritime pollution legislation, consistent with IMO maritime pollution conventions.</li> <li>Suggest update of the 2 SPREP Convention Protocols to ensure consistency with OPRC and London Conventions respectively.</li> <li>Assist Target Countries to become party to, ratify and implement IMO maritime pollution conventions.</li> <li>Ensure effective and cost-effective representation of region at relevant IMO meetings, including Marine Environment Protection Committee (MEPC) and London Convention.</li> </ul>	<ol style="list-style-type: none"> <li>SPREP</li> <li>Working group</li> </ol>	1 year	3 year	
Introduced Marine Species (IMS)	<p>IMS 1: IMS Risk Assessment</p> <p>IMS 2: IMS Surveys</p> <p>IMS 3: IMO/IMS Representation (linked to CL 4)</p>	<ul style="list-style-type: none"> <li>Assess the risk of IMS entering each Target Country through shipping</li> <li>Determine the presence/absence, distribution and impacts of and recommend response to IMS in all Target Countries.</li> <li>Ensure IMO ballast water regulatory regime addresses regional concerns, including concerns about ballast discharges into regional waters by transit shipping undertaking ballast exchange.</li> </ul>	<ol style="list-style-type: none"> <li>SPREP</li> <li>Consultant</li> </ol>	18 months	500,000	
Marine Spills (MS)	<p>MS 1: Spill Prevention Review</p> <p>MS 2: Spill Response Plans</p>	<ul style="list-style-type: none"> <li>Review current spill prevention (maritime safety) measures in all Target Countries and recommend improvements.</li> <li>Update/develop marine spill response plans for the region and each Target Country.</li> </ul>	<ol style="list-style-type: none"> <li>SPREP</li> <li>SPREP / IMO / Shipping industry</li> </ol>	12 months	50,000	
			<ol style="list-style-type: none"> <li>SPREP</li> <li>SPREP / PACPOL Target Countries</li> </ol>	Ongoing	30,000 per year	
			<ol style="list-style-type: none"> <li>SPREP</li> <li>SPREP / SPC RMP / PACPOL Target Countries</li> </ol>	Ongoing	2 million	
			<ol style="list-style-type: none"> <li>SPREP</li> <li>SPREP / IMO / Shipping industry</li> </ol>	Ongoing	IMS 1 CL 4.	
			<ol style="list-style-type: none"> <li>SPREP</li> <li>SPREP / PACPOL Target Countries</li> </ol>	12 months	50,000	
			<ol style="list-style-type: none"> <li>SPREP</li> <li>SPREP / PACPOL Target Countries</li> </ol>	12 months	250,000	

**Table 1: Work Plan Summary: Regional Projects (Apply to all PACPOL Target Countries)**

(where blanks appear in Budget and Priority columns, these are still being developed in consultation with member countries and other stakeholders)

Project Area	Project No. and Title Summary	Description	1. Management 2. Implementation	Time Frame	Budget (US\$)	Priority
Risk Assessment (RA)	RA 1: Assessment of Shipping Patterns	<ul style="list-style-type: none"> <li>Describe/map shipping patterns and identify high risk areas throughout the region and within each target country</li> </ul>	<ol style="list-style-type: none"> <li>SPREP</li> <li>Consultant</li> </ol>	3 months. (+biennial review)	30,000	
Education and Awareness Raising (EAR)	EAR 1: Visual Materials	<ul style="list-style-type: none"> <li>Produce visual materials for maritime pollution education, including posters, stickers, brochures/pamphlets.</li> </ul>	<ol style="list-style-type: none"> <li>SPREP</li> <li>Consultant</li> </ol>	6 months. (+biennial review)		
	EAR 2: Video	<ul style="list-style-type: none"> <li>Produce video for maritime pollution education.</li> </ul>	<ol style="list-style-type: none"> <li>SPREP</li> <li>Consultant</li> </ol>	6 months. (+biennial review)		
	EAR 3: School Curriculum	<ul style="list-style-type: none"> <li>Review regional primary/secondary school curriculum and identify opportunities for marine pollution education component.</li> <li>Develop/produce marine pollution education package.</li> </ul>	<ol style="list-style-type: none"> <li>SPREP</li> <li>SPREP / Consultant / Education departments.</li> </ol>	Review - 6 months. Develop package - 6 months.		
	EAR 4: Tertiary Courses	<ul style="list-style-type: none"> <li>Review regional tertiary education courses and identify opportunities for marine pollution education component.</li> <li>Develop/produce marine pollution education package.</li> </ul>	<ol style="list-style-type: none"> <li>SPREP</li> <li>SPREP / Consultant / Tertiary institutions.</li> </ol>	Review - 6 months. Develop package - 6 months.		
	EAR 5: Maritime Training Institutions	<ul style="list-style-type: none"> <li>Review regional maritime training courses and identify opportunities for marine pollution education component.</li> <li>Develop/produce marine pollution education package.</li> </ul>	<ol style="list-style-type: none"> <li>SPREP</li> <li>Consultant (SPC)</li> </ol>	Review - 6 months. Develop package - 6 months.		
	EAR 6: Media Strategy	<ul style="list-style-type: none"> <li>Develop and implement media strategy for PACPOL</li> </ul>	<ol style="list-style-type: none"> <li>SPREP</li> <li>SPREP</li> </ol>	Develop - 1 month. Implement - ongoing.		



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa

15-18 September 1998

#### Agenda Item 9.4 : Audited Annual Accounts for 1997

#### Purpose of Paper

1. To present the Audited Annual Accounts for the years ended 31 December 1997.

#### Background

2. Financial Regulation 26(c) requires the Director to submit annual financial statements to the SPREP Meeting, while Regulations 27-33 prescribe the manner in which the financial statements are to be presented and audited. Regulation 34 requires the Director to circulate the full report of the auditors, including comments on the financial operations of SPREP together with such remarks as the Director may wish to offer, prior to the next SPREP Meeting.
3. The attached Financial Statements for the year ended 31 December 1997 have been prepared in accordance with these Regulations and comprise the following documents together with the Director's remarks:

- Audit Report
- Balance Sheet
- Income & Expenditure Statement
- Notes to the Accounts
- Tables to the Accounts

#### Recommendation

4. The Meeting is invited to **adopt** the Audit Report and the Financial Statements.

---

31 July, 1998



**Audited Annual Accounts for 1997**

**Director's Remarks**

**Balance Sheet**

1. The Balance Sheet shows total assets of US\$2,859,270 at 31 December 1997, comprising Bank Accounts, Term Deposits, Fixed Assets and other Sundry Assets.
2. The liabilities comprise : Advance Funding of US\$1,922,587 representing funds received from donors mainly for Project Implementation Function activities of which a few had not been completed and funds not spent at 31 December 1997; Sundry & Other Creditors of US\$593,272; Small Grants Scheme of US\$19,878; a surplus of Members Funds of US\$166,036 and Reserves of US\$157,497. Approximately US\$1.7 million of the Advance Funding was intended to be spent on 1998 Projects.
3. Included in Reserves is a Capital Fund of US\$46,425. This was established in 1993 using accumulated surpluses from the Primary and Project Management Functions.
4. Members' share of total assets is the combined total of Members' Funds and Reserves. At 31 December 1997, this amounted to US\$323,533, an increase of US\$149,069 in the last two years as a result of savings in the Primary and Project Management Functions. The table below reflects this:

	1992	1993	1994	1995	1996	1997
Members' Funds	212,650	149,235	79,876	429	23,960	166,036
Reserves	151,953	331,931	189,565	174,035	155,890	157,497
Members' share (Total Assets)	364,603	481,166	269,441	174,464	179,850	323,533
Total Assets	2,228,352	3,690,648	2,938,835	3,363,918	3,484,807	2,859,270
Percentage	16%	13%	9%	5%	5%	11%

5. The main contributing factors to this positive result are some Members' outstanding contributions for previous years paid up in 1996, the increase in donor activities and spending in 1997 which yielded a higher level of administration fees, and tighter control of expenditure in Primary and Project Management Functions.

**Income & Expenditure Statement**

6. The Income & Expenditure Statement should be read in conjunction with the Notes and Tables which provide more detailed information on items summarised in the Statement.
7. The Statement allocates SPREP's financial activities into three Functions:
  - Primary Function - which relates to all activities which are core functions of SPREP including the servicing of the SPREP Meeting, seeking funds, co-ordinating activities and providing information to members.

- Project Management - which relates to the management of donor funded projects on behalf of Members and donors.
- Project Implementation - which relates to the implementation of donor funded projects on behalf of Members and donors excluding the project management function.

8. As directed by the Fifth SPREP Meeting, the Secretariat has developed a system to apportion expenditure between these Functions. Costs directly attributable to a particular Function are charged to that Function. Where they relate to more than one Function, costs are allocated by a ratio (called a "cost-driver") derived from estimates provided each week by staff of how much time is spent on respective Functions. The current "cost-driver" allocates 60% of costs to Primary Function and 40% to Project Management, except for salaries which are allocated on the basis of time estimates.

9. The presentation adopted since the 1994 Annual Accounts has been used again for 1997 to provide a closer link with the Organisation's Divisional structure.

### Primary Function

10. Members' contributions have been separated in the Annual Accounts to distinguish between contributions received in the current year but relating to previous years and those received in the current year for the current year and the future.

11. Total income for the Primary Function was US\$607,700 made up of contributions from Members for the current year, other income, and donor funding.

12. Expenditure was US\$521,221, summarised in the following categories :

Salaries	387224
Operating Costs	86333
Language services	17502
Duty Travel	30162
<b>Total</b>	<b><u>521221</u></b>

13. Tighter controls and closer monitoring of expenses in 1997 paid off with a surplus of US\$86,479 realised for the year.

14. As indicated in paragraph 10, Members' contributions received during the year but relating to previous years have been shown separately in the Annual Accounts. These contributions of US\$20,000 boosted the total surplus in the Primary Function to US\$106,479.

### Project Management Function

15. Total income for the Project Management Function was US\$407,408, comprising, US\$36,275 from donor funds provided for some staff costs, administration recoveries of US\$97,205 and administration fees of US\$273,927.

16. Expenditure was US\$371,811, summarised in the following categories :

<b>Salaries</b>	<b>278569</b>
<b>Operating Costs</b>	<b>61464</b>
<b>Language services</b>	<b>11668</b>
<b>Duty Travel</b>	<b>20110</b>
<b>Total</b>	<b><u>371811</u></b>

17. A net surplus of US\$35,597 was realised for the year. As mentioned in paragraph 5, this is due to an increase of administration fees and recoveries and is attributable mainly to increased Project activities and actual Project Implementation expenditure during the year.

18. The Secretariat will endeavour to maintain and/or increase the level of Donor funded activities which will flow through to an increased income to help fund and supplement the operations of the Organisation in the future.

### **Project Implementation Function**

19. Most of SPREP's income and expenditure falls within this Function which involves the implementation of donor-funded projects.

20. Total income of US\$4,791,366 was provided by donors.

21. Expenditure for the year was US\$5,034,176. A detailed breakdown of this is provided in the Tables to the Accounts.

22. The end of year deficit of US\$242,810 represents over expenditure for a small number of Project Implementation activities. Funding was received from the relevant donors for these projects in 1998 to cover this shortfall.

---

24 June 1998

Betham  
& Co.

certified public accountants  
and business assurance advisors

4th Floor  
John Williams Building  
Apia

P.O. Box 4453, Matafetu-Uta  
Samoa

10SM/WP.9.4/Att.2

Page 1

Telephone (685) 24337  
(685) 24575

Facsimile (685) 24336

INDEPENDENT AUDIT REPORT  
TO THE MEMBERS OF THE  
SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME

Scope

We have audited the balance sheet of the South Pacific Regional Environment Programme as of 31 December, 1997, and the related income & expenditure statement for the year then ended as set out on pages 2 to 15. The organisation's management are responsible for the preparation and presentation of these financial statements and the information they contain. Our responsibility is to express an opinion on these financial statements based on our audit.

Our audit has been conducted in accordance with International Standards on Auditing to provide reasonable assurance as to whether the financial statements are free of material misstatement. Our procedures included examination on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether in all material respects, the financial statements are presented fairly in accordance with generally accepted accounting principles and regulatory requirements so as to present a view which is consistent with our understanding of the organisation's financial position and results of their operations.

The audit opinion in this report has been formed on the above basis.

Opinion

In our opinion, the financial statements give a true and fair view of the financial position of the South Pacific Regional Environment Programme as of 31 December, 1997, and of the results of its operations for the year then ended in accordance with generally accepted accounting principles and in accordance with the organisation's financial regulations.

  
BETHAM & CO  
Certified Public Accountants

Apia  
Date

May 1, 1998



**South Pacific Regional Environment Programme  
(SPREP)**

**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 1997**

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME**

**BALANCE SHEET  
AS AT 31 DECEMBER 1997**

	Note	31/12/97 USD	31/12/96 USD
<b>ASSETS</b>			
<u>Current Assets</u>			
Banks	4	875,068	707,681
Prepayments		9,453	9,754
Sundry debtors			2,696
Short term deposits	5	1,841,897	2,612,951
		<u>2,726,419</u>	<u>3,333,082</u>
<u>Fixed Assets</u>	6	<u>132,852</u>	<u>151,725</u>
<b>TOTAL ASSETS</b>		<u><u>\$2,859,270</u></u>	<u><u>\$3,484,807</u></u>
<b>LIABILITIES</b>			
<u>Current Liabilities</u>			
Sundry & other creditors	7	593,272	309,123
Advance Funding	8	1,922,587	2,950,731
Small Grants Scheme	9	19,878	45,103
		<u>2,535,737</u>	<u>3,304,957</u>
<u>Reserves</u>			
Foreign exchange variation reserve	3C	76,519	66,057
Capital Reserve	10	34,553	43,408
Capital Fund	11	46,425	46,425
		<u>157,497</u>	<u>155,890</u>
<u>Members Funds</u>			
Members funds	12	166,036	23,960
		<u>166,036</u>	<u>23,960</u>
<b>TOTAL LIABILITIES</b>		<u><u>\$2,859,270</u></u>	<u><u>\$3,484,807</u></u>

Tamariri Tutangata  
Director

Date : 30 April 1998

The above Balance Sheet is to be read in conjunction with the notes to the accounts.

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME

INCOME AND EXPENDITURE STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 1997

	Table Reference	1997 Actual				1996 Actual
		Primary Function USD	Project Management USD	Project Implementation USD	Total USD	Total USD
<b>INCOME</b>						
Member Contributions	1	448,141			448,141	438,500
Other Income	1	105,145			105,145	102,273
Primary Function Subsidy	3					104,171
Donor funds	2.1 - 2.2	54,414	407,408	4,791,366	5,253,188	4,677,090
<b>TOTAL INCOME</b>		<u>\$607,700</u>	<u>\$407,408</u>	<u>\$4,791,366</u>	<u>\$5,806,474</u>	<u>\$5,322,034</u>
<b>EXPENDITURE</b>						
Primary Function & Project Management	3	466,808	335,535		802,343	937,457
Project Implementation Salaries & Duty Travel not Funded	3					104,171
Conservation of Natural Resources	4	42,263	28,175	2,079,818	2,150,257	1,629,813
Environmental Management & Planning	5			1,737,396	1,737,397	1,480,734
Environmental Education, Information & Coordination	6			832,694	832,694	950,880
Finance & Administration	7			52,603	52,603	7,884
Miscellaneous Activities	8	12,151	8,100	331,665	351,916	349,699
<b>TOTAL EXPENDITURE</b>		<u>\$521,221</u>	<u>\$371,811</u>	<u>\$5,034,176</u>	<u>\$5,927,210</u>	<u>\$5,460,638</u>
<b>NET SURPLUS/(DEFICIT) for the year</b>						
Primary Function/ Project Management	Note 12	86,479	35,597		122,075	-80,659
Project Implementation <i>(transferred to Advance Funding)</i>	Note 13			(242,810)	(242,810)	(57,942)
		86,479	35,597	(242,810)	(120,735)	(138,601)
Previous Years Contributions	Table 1, Note 14	20,000			20,000	104,190
Extraordinary Item 1992 Translation Cost.	Note 15					
<b>Net surplus/(deficit)</b>		<u>\$106,479</u>	<u>\$35,597</u>	<u>(242,810)</u>	<u>(100,735)</u>	<u>(34,411)</u>

The above Income & Expenditure Statement is to be read in conjunction with the notes to the accounts.

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME**

NOTES TO THE ACCOUNTS

**1. GENERAL**

The South Pacific Regional Environment Programme - also known as SPREP - is a regional organisation established by the governments of 22 Pacific Island countries and territories, and four developed countries. SPREP's Headquarters was moved to Apia, Western Samoa from Noumea, New Caledonia in early 1992. The governments concerned agreed to re-constitute SPREP as an autonomous organisation. This was done at a Plenipotentiary Meeting of SPREP member governments and administrations in Apia June 1993 which adopted an Agreement establishing SPREP as an Intergovernmental Organisation.

**2. GENERAL ACCOUNTING POLICY**

Modified accrual accounting has been used in the preparation of these accounts whereby income is accounted for on a cash basis while expenditure is accounted for on an accrual basis.

Income & Expenditure includes contributions from Donors and expenditure relating to Donor funded projects. This is in line with the treatment in the Budget preparation and approvals as submitted to the Intergovernmental Meeting.

**3. PARTICULAR ACCOUNTING POLICIES**

**3.A Accounting Period**

The accounting period covers the period from 1 January 1997 to 31 December 1997.

**3.B Currency Used**

Unless otherwise stated all financial information in these accounts is in United States dollars.

**3.C Exchange Rate Policy**

Currencies are converted at an average rate set by SPREP each month. These rates are based on rates for internal transfers from SPREP's US dollar account to its bank accounts held in other currencies.

**3.D Apportionment of expenses between Primary Function, Project Management, and Project Implementation Expenses have been apportioned on the following basis :**

- Costs that are direct costs to Primary Function have been charged to Primary Function.
- Costs that are direct costs of Project Management have been charged to Project Management.
- Costs that are direct costs of Project Implementation have been charged to Project Implementation
- Costs that are common between Primary Function and Project Management have been allocated between Primary Function and Project Management on the basis of cost drivers ( which are based on time) developed by the SPREP Secretariat. For 1997 the cost drivers have resulted in 60% of common costs being allocated to Primary Function and 40% to Project Management.

**3.E Depreciation - Refer Note 6.**

**4. BANKS**

	1997	1996
US Dollar account	214,466	260,747
Australian Dollar account		13,309
Western Samoa Tala accounts	47,451	13,328
US Dollar account - SPBCP Programme	575,462	390,300
Western Samoa Tala account - SPBCP Programme	37,483	29,792
Petty Cash	205	205
	<u>\$875,068</u>	<u>\$707,681</u>

**5. SHORT TERM DEPOSITS**

US Dollar call account		200,000
US Dollar 30 day deposit	1,841,897	2,412,951
	<u>\$1,841,897</u>	<u>\$2,612,951</u>



## SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME

NOTES TO THE ACCOUNTS

## 6. FIXED ASSETS

Fixed Assets - Primary Function

These assets are shown in the Balance Sheet at cost price and depreciated at the following rates :

Building improvements	15 years life, with no residual value i.e. 6.7% flat
Equipment	5 years life, with no residual value i.e. 20% flat
Furniture & fittings	10 years life, with no residual value i.e. 10% flat
Motor vehicles	10 years life, with no residual value i.e. 10% flat

	Cost	Provision for Depreciation	Provision for Depreciation (Capital Reserve)	Book Value 31/12/97
Building improvements	69,859	16,952		52,907
Computer equipment	20,293	14,162		6,131
Equipment	63,660	27,214	18,750	17,697
Furniture & fittings	88,679	4,730	43,001	40,947
Motor vehicles	33,284	9,283	8,831	15,170
	<u>\$275,774</u>	<u>\$72,341</u>	<u>\$70,582</u>	<u>\$132,852</u>

Fixed Assets - Donor Funded

These assets have been expensed in the accounts because they are related to specific Project expenditure. The ownership of these assets will not be determined until the end of each relevant project, at which time the assets will be included in the Balance Sheet and an entry credited to the Capital Reserve account. (Refer also to Note 10)

1997

1996

Value of Donor funded assets which have been expensed

## 7. SUNDRY &amp; OTHER CREDITORS

Sundry creditors and accruals	494,181	252,680
PAYE		962
Provident Fund		341
Other creditors	99,091	55,140
	<u>\$593,272</u>	<u>\$309,123</u>

## 8. ADVANCE FUNDING

Advance funding are funds not expended at 31 December 1997. It includes, unspent Donor Funds carried forward from 1996 and those received in 1997, members contributions paid in advance, and Donor funds for completed projects (\$162,012) to be returned.

\$1,922,587\$2,950,731

## 9. SMALL GRANTS SCHEME

The 6th SPREP meeting agreed that the Small Grants Scheme be reactivated. Relocation contributions received from Members since 1991 (in excess of actual relocation expenditure) have been credited to this scheme.

Balance carried forward from previous year	45,103	59,051
<u>Small Grants :</u>		
FSM - Environment Awareness	(1,925)	
Report for CSD		(1,441)
Basic Research Project - Niue		(2,245)
Western Samoa Water Authority		(5,262)
Vulnerability of Pacific Islands to Sea		(5,000)
Tokelau - Nukunonu Pigsty Project	(10,000)	
Tonga - Nukualofa Mangroves Refuse	(8,000)	
Yap - Tinag's Story EEO Video	(5,000)	
USP - Marine Study Programme	(2,300)	
	<u>\$19,878</u>	<u>\$45,103</u>

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME

NOTES TO THE ACCOUNTS

10. CAPITAL RESERVE (Refer also to Note 6)

This reserve has been created for assets transferred to SPREP on completion of the Relocation Project. Depreciation for these assets is charged to the Capital Reserve account.

	1997	1996
Balance brought forward from previous year	105,135	105,135
Fixed assets acquired on completion of Donor funded projects (i.e. Relocation)		
Deduct		
Cost of assets depreciated (refer note 6)	(70,582)	(61,727)
	<u>\$34,553</u>	<u>\$43,408</u>

11. CAPITAL FUND

The 6th SPREP meeting agreed that 1992 net surpluses be transferred to the Capital Fund. SPREP's financial regulations govern the use of the Capital Fund.

Total surplus 1992	212,650	212,650
Deduct :		
Fixed assets purchased for Primary Function 1992	25,952	25,952
1994 Transfer to Members Funds	135,273	135,273
1995 Transfer to Members Funds	5,000	5,000
	<u>\$46,425</u>	<u>\$46,425</u>

12. MEMBERS FUNDS

Opening balance 01.01.1997	23,960	429
Transfer from/(to) Capital Fund (see note 11)		
Surplus/(Deficit) for the year after abnormal item :-		
Primary Function	106,479	91,153
Project Management	35,597	(67,622)
	<u>\$166,036</u>	<u>\$23,960</u>

13. PROJECT IMPLEMENTATION DEFICIT

This represents an excess of expenditure over receipts for a small number of projects. This amount has been offset against Advance Funding, pending reimbursement in 1998.

<u>\$242,810</u>	<u>\$57,942</u>
------------------	-----------------

14. PREVIOUS YEARS CONTRIBUTION

Members contributions have been separated in these Financial Statements, to reflect contributions received in 1997 but relating to previous years, and those received in 1997 for 1998.

15. EXTRAORDINARY ITEM

None for 1997.

16. CONTINGENT LIABILITY

None for 1997.

## SOUTH PACIFIC ENVIRONMENT PROGRAMME

## TABLES TO THE ACCOUNTS

## DONOR FUNDS PROVIDED TO SPREP

	1997 Actual			Total USD	1996 Actual
	Primary Function USD	Project Management USD	Project Implementation USD		Total USD
<u>CONSERVATION OF NATURAL RESOURCES</u>					
ANCA					3,687
AusAID			252,444	252,444	100,912
CORA			(3,306)	(3,306)	48,813
MISC			20,860	20,860	18,027
MULTI			225,719	225,719	203,830
NZ			144,099	144,099	70,016
UNDP	42,263	28,175	1,432,693	1,503,131	1,120,979
UNEP					10
US Dept of State					45,000
	<u>\$42,263</u>	<u>\$28,175</u>	<u>\$2,072,509</u>	<u>\$2,142,947</u>	<u>\$1,611,274</u>
<u>ENVIRONMENTAL MANAGEMENT &amp; PLANNING</u>					
Australian EPA			8,304	8,304	3,464
AusAID			579,619	579,619	566,191
Auckland University			(1,500)	(1,500)	-924
CFTC			(1,069)	(1,069)	8,337
Danish Government			11,479	11,479	100,833
DEST			63,079	63,079	18,149
FAO					9,976
JAPAN			1,722	1,722	46,066
Los Alamos National Laboratories			71,903	71,903	61,643
MULTI			40,563	40,563	77,760
NTF Flinders University			(12,564)	(12,564)	32,410
NZ			104,940	104,940	132,575
Miscellaneous					5,799
UNDP			470,969	470,969	
Republic of China			106,964	106,964	46,741
SOPAC			(309)	(309)	399
UNEP			55,582	55,582	133,828
UNFPA			30,519	30,519	203,921
US Dept of State			6,820	6,820	7,930
WMO			(527)	(527)	1
			<u>\$1,536,494</u>	<u>\$1,536,494</u>	<u>\$1,455,099</u>
<u>ENVIRONMENTAL, EDUCATION, INFORMATION, &amp; COORDINATION</u>					
AusAID			366,532	366,532	429,659
CORA			54	54	
DASET					1,785
FRANCE			21,812	21,812	12,209
BBDP					-6,000
EWS McArthur			415	415	-2,500
MISC.			2,777	2,777	5,605
MULTI			116,334	116,334	117,956
NZ			80,206	80,206	14,501
Radio Australia			2,304	2,304	8
SPC			4,465	4,465	9,185
UNDP			203,196	203,196	352,172
University of PNG					3,430
WWF					50
			<u>\$798,096</u>	<u>\$798,096</u>	<u>\$938,060</u>

TABLE 2.2

SOUTH PACIFIC ENVIRONMENT PROGRAMME

TABLES TO THE ACCOUNTS

DONOR FUNDS PROVIDED TO SPREP

	1997 Actual			1996 Actual
	Primary Function USD	Project Management USD	Project Implementation USD	Total USD
<b>FINANCE &amp; ADMINISTRATION</b>				
AusAID			52,603	52,603
NZ				6,284
				1,600
			<u>52,603</u>	<u>52,603</u>
				<u>7,884</u>
<b>MISCELLANEOUS ACTIVITIES</b>				
AusAID			57,998	57,998
CHILE				165,161
MULTI			11,166	11,166
NZ	12,151	8,100	262,501	282,752
	<u>12,151</u>	<u>8,100</u>	<u>331,665</u>	<u>351,916</u>
				<u>348,749</u>
<b>PRIMARY FUNCTION &amp; PROJECT MANAGEMENT</b>				
MULTI				56,948
Recoveries	Salary	3,942		3,942
	Stationery	2,350		2,350
	Communication	5,500		5,500
	Printing	2,500		2,500
	Other	76,913		76,913
	Electricity	2,000		2,000
	Admin	4,000		4,000
Project Administration Fees		273,927		273,927
		<u>371,132</u>		<u>371,132</u>
				<u>316,025</u>
<b>Total donor funds</b>	<b>\$54,414</b>	<b>\$407,408</b>	<b>\$4,791,366</b>	<b>\$5,253,187</b>
				<u>4,677,091</u>

TABLE 3

## PRIMARY FUNCTION &amp; PROJECT MANAGEMENT

	1997 Actual			1996 Actual
	Primary Function	Project Management	Project Implementation	Total
	USD	USD	USD	USD
<b>Funding Summary</b>				
Members (Table 1)	583,495			669,148
Project Administration Fees (Table 2.2)		371,132		259,077
Donor funds (Table 2.2)				56,948
	<u>\$583,495</u>	<u>\$371,132</u>	<u>\$954,627</u>	<u>985,173</u>
<b>Detailed Expenditure Breakdown -</b>				
<i>Expenditure met from Members Funds &amp; Project Administration Fees</i>				
Library	20	14	34	157
Official entertainment	1,483	988	2,471	1,115
Vehicle expenses	1,580	1,054	2,634	3,426
Postages/couriers	2,851	1,901	4,752	2,921
Printing/publications	12,114	8,076	20,190	15,500
Stationery/expendable equipment	12,482	8,321	20,803	14,507
Telephone/fax/telex	9,061	6,041	15,102	13,718
Audit fees	3,602	2,402	6,004	6,199
Bank charges	670	447	1,117	1,417
Cleaning	2,704	1,802	4,506	5,159
Electricity & water	17,545	11,697	29,242	23,625
Property maintenance	440	294	734	2,750
Insurance	3,447	2,298	5,745	10,030
Operating maintenance	3,919	2,613	6,532	3,442
Salaries	332,810	221,874	554,684	579,963
Duty travel	30,162	20,110	50,272	27,305
Language services	17,502	11,668	29,170	117,456
Other costs	2,840	1,883	4,723	5,195
Depreciation	11,576	7,718	19,294	19,675
Other expenses				5,389
Capital expenditure				4,000
Consultants		3,824	3,824	4,000
Salaries		20,510	20,510	17,559
Other Costs				
	<u>466,808</u>	<u>335,535</u>	<u>802,343</u>	<u>880,509</u>
<i>Expenditure met from Donor funds</i>				
Small Islands participation at SPREP meetings				7,672
8th SPREP meeting				49,276
9th SPREP meeting				
Apia Convention				
SPREP Convention				56,948
	<u>\$466,808</u>	<u>\$335,535</u>	<u>\$802,343</u>	<u>\$937,457</u>
<b>Total expenditure</b>				

**Primary Function Subsidy**

There was no Primary Function Subsidy for this year as the positions subsidised last year have all been fully funded by Donors.

TABLE 4

## CONSERVATION OF NATURAL RESOURCES

	1997 Actual				1996 Actual
	Primary Function	Project Management	Project Implementation	Total	Total
	USD	USD	USD	USD	USD
<b>Funding Summary</b>					
ANCA					3,687
AusAID			252,444	252,444	100,912
CORA			(3,306)	(3,306)	48,813
MISC			20,860	20,860	18,027
MULT			225,719	225,719	203,830
NZ			144,099	144,099	70,016
UNDP	42,263	28,175	1,432,693	1,503,131	1,120,979
UNEP					10
US Dept of State					45,000
	<u>\$42,263</u>	<u>\$28,175</u>	<u>\$2,072,509</u>	<u>\$2,142,947</u>	<u>1,611,274</u>
<b>Expenditure</b>					
Capital Expenditure			48,410	48,410	43,848
Consultants			182,790	182,790	374,727
Duty Travel			160,027	160,027	52,936
In-country Activities			939,952	939,952	99,868
Meetings/workshops			243,785	243,785	416,675
Salaries	42,263	28,175	258,214	328,652	359,383
Other Costs			246,640	246,640	282,375
	<u>\$42,263</u>	<u>\$28,175</u>	<u>\$2,079,818</u>	<u>\$2,150,256</u>	<u>1,629,812</u>

TABLE 5

## ENVIRONMENTAL MANAGEMENT &amp; PLANNING

	1997 Actual				1996 Actual
	Primary Function	Project Management	Project Implementation	Total	Total
	USD	USD	USD	USD	USD
<b>Funding Summary</b>					
Australian EPA			8,304	8,304	3,464
AusAIC			579,619	579,619	566,191
Auckland University			(1,500)	(1,500)	(924)
CFTC			(1,069)	(1,069)	8,337
Danish Government			11,479	11,479	100,833
DEST			63,079	63,079	18,149
FAO					9,976
JAPAN			1,722	1,722	46,066
Los Alamos National Laboratories			71,903	71,903	61,643
MULT			40,563	40,563	77,760
NTF Flinders University			(12,564)	(12,564)	32,410
NZ			104,940	104,940	132,575
Miscellaneous					5,799
UNDP			470,969	470,969	
Republic of China			106,964	106,964	46,741
SOPAC			(309)	(309)	399
UNEP			55,582	55,582	133,828
UNFPA			30,519	30,519	203,921
US Dept of State			6,820	6,820	7,930
WMO			(527)	(527)	1
			<u>\$1,536,494</u>	<u>\$1,536,494</u>	<u>1,455,099</u>

## Expenditure

Capital Expenditure			134,080	134,080	23,540
Consultants			192,955	192,955	143,089
Duty Travel			145,667	145,667	121,216
In-country Activities			168,166	168,166	61,631
Meetings/workshops			476,840	476,840	478,189
Salaries			432,687	432,687	299,202
Other Costs			187,001	187,001	353,866
			<u>\$1,737,396</u>	<u>\$1,737,396</u>	<u>1,480,733</u>

TABLE 6

## ENVIRONMENTAL, EDUCATION, INFORMATION, &amp; COORDINATION

	1997 Actual			1996 Actual
	Primary	Project	Project	Total
	Function	Management	Implementation	Total
	USD	USD	USD	USD
<b>Funding Summary</b>				
AusAID			366,532	429,659
CORA			54	1,785
DASET				12,209
FRANCE			21,812	(6,000)
BBDP				(2,500)
EWS MacArthur			415	5,605
MISC			2,777	117,956
MULT			116,334	14,501
NZ			80,206	8
Radio Australia			2,304	9,185
SPC			4,465	352,172
UNDP			203,196	3,430
University of PNG				50
WWF				
			<u>\$798,095</u>	<u>\$798,095</u>
				<u>938,060</u>
<b>Expenditure</b>				
Capital Expenditure			113,065	53,325
Consultants			25,029	61,800
Duty Travel			59,026	120,584
In-country Activities			105,567	120,996
Meetings/workshops			40,137	114,682
Salary			271,461	320,729
Other Costs			218,409	158,764
TOTAL			<u>\$832,594</u>	<u>\$832,694</u>
				<u>950,880</u>



TABLE 7

## FINANCE &amp; ADMINISTRATION

	1997 Actual			1996 Actual
	Primary Function	Project Management	Project Implementation	Total
	USD	USD	USD	USD
<b>Funding Summary</b>				
AusAID			52,603	6,284
NZ				1,600
			<u>52,603</u>	<u>7,884</u>
<b>Expenditure</b>				
Capital Expenditure			32,140	3,274
Consultants			15,279	
Duty Travel				1,222
In-country Activities				
Meetings/workshops				
Salaries				3,388
Other Costs			5,184	
Total			<u>52,603</u>	<u>7,884</u>

TABLE 8

MISCELLANEOUS ACTIVITIES

Funding Summary	1997 Actual				1996 Actual
	Primary Function	Project Management	Project Implementation	Total	Total
	USD	USD	USD	USD	USD
AusAID			57,998	57,998	165,161
CHILE					
MULTI			11,166	11,166	65,790
NZ	12,151	8,100	262,501	282,752	117,798
	<u>\$12,151</u>	<u>\$8,100</u>	<u>\$331,665</u>	<u>\$351,916</u>	<u>348,749</u>
<b>Expenditure</b>					
Capital Expenditure					8,705
Consultants					42,968
Duty Travel			6,294	6,294	94
In-country Activities					
Meetings/workshops					15,255
Salaries	12,151	8,100	209,079	229,330	202,872
Other Costs			116,292	116,292	79,805
	<u>\$12,151</u>	<u>\$8,100</u>	<u>\$331,665</u>	<u>\$351,916</u>	<u>349,699</u>



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa

15-18 September 1998

### Agenda Item 9.5: Appointment of Auditors

#### Purpose of Paper

1. To seek the Meeting's approval of the appointment of Auditors for 1999 and 2000, in accordance with Financial Regulation 31.

#### Background

2. Financial Regulation 31 requires the Meeting to appoint annually, one or more Auditors in no way connected with the South Pacific Regional Environment Programme, on such terms as it thinks fit. As Meetings are now being held biennially, a separate proposal is being made at this Meeting to revise Regulation 31 to make the appointment of Auditors biennially.

3. At the 9SM it was agreed to appoint the international chartered accounting firm of Coopers & Lybrand as SPREP's Auditors for 1996/97. In February 1997 the firm changed its name to Betham & Co. (Attachment 1). As no SPREP Meeting was held in 1997, the appointment of Betham & Co. was extended to cover 1997/98.

4. Betham & Co. (formerly Coopers & Lybrand) have audited SPREP's annual accounts efficiently over the past seven years. They have also been engaged to perform other tasks as required. The Secretariat has developed a good working relationship with the current Auditors, and is more than satisfied with the services and quality of work they have provided in the past.

5. At the 9SM it was also agreed that the auditors should, from time to time, be appointed on the basis of an international call for tenders. As the total audit fees is not significant (WS\$13,200 base fee) overseas firms may not be as competitive, given the cost of airfares and accommodation in Apia for two weeks or more for the annual audit. A formal expression of interest was obtained from the present auditor to indicate the capacity and experience of the firm. The expression of interest is Attachment 2 to this paper. The Secretariat proposes to pursue the proposal for an international call for tenders for Auditors in early 2000 so that the 11SM can be provided with alternatives to the Audit process should members consider this is still required. The Secretariat would welcome any feedback on this proposal.

**Recommendation**

6. The Meeting is invited to **appoint** Betham & Company as auditors for 1999 and 2000, and to **provide** the Secretariat with **guidance** on appointment of Auditors in the future.

15 July, 1998

**Coopers  
& Lybrand**

certified public accountants

P.O. Box 4463  
Matautu - uta Apia  
Western Samoa

telephone (685) 24337  
(685) 24575  
facsimile (685) 24336

February 14, 1997

The Director  
South Pacific Regional Environment Programme  
VAITELE

SOUTH PACIFIC REGIONAL ENVIRONMENT	
PROGRAMMS ACTION FILE FN 1/2	
DATE	18 FEB 1997
ACTION OFFICER	<i>DISPER</i> <i>Don</i>


Dear Sir,

re: Change of Firm Name effective from 28 February 1997

Please note that because I have now purchased all of the shares in Coopers & Lybrand, Apia, our firm will be called "**Betham & Co**" as from the 28/2/97.

Although our formal link to Coopers & Lybrand will cease, we have two local staff now working in Coopers & Lybrand offices in Auckland and one in Coopers & Lybrand in Brisbane. All of them have degrees and will return later this year with good overseas auditing experience and with overseas Accounting bodies' professional qualifications and membership as well. All of these staff are working in the audit sections in the overseas firms. This is part of a long term plan to ensure that we maintain and improve on our auditing standards and quality in order for us to continue giving you the best auditing services that we can.

Yours faithfully

  
J T Betham  
Partner in Charge

**Betham  
& Co.**

certified public accountants  
and business assurance advisors

4th Floor  
John Williams Building  
Apia.

P.O. Box 4463, Matautu-uta  
Samoa.

telephone (685) 24337  
(685) 24575

facsimile (685) 24336

3 July, 1998

Mr Tamarii Tutangata  
Director  
South Pacific Regional  
Environment Programme  
VAITELE

Dear Mr Tutangata

**PROPOSAL FOR AUDIT SERVICES FOR THE  
FINANCIAL YEARS ENDING 31 DECEMBER, 1998 AND 1999**

Thank you for the opportunity to submit our proposal for the regulatory audit of the financial statements for the South Pacific Regional Environment Programme ('SPREP') for the years ending 31 December, 1998 and 1999 as well as the audits of related projects.

Our proposal details the way in which we will continually meet your needs cost effectively with no compromise in quality. Being auditors for your organisation since 1992, we have gained an invaluable insight into your operations. This has enabled us to continually improve our auditing focus and procedures without affecting audit costs.

From my experience, I am conscious that often there may be but few points of apparent differentiation between audit firms themselves. However, I am firmly of the view that it is the *people who make the difference*. It is the people who work with SPREP management. It is the people who must have that fine sense of judgement that will never allow any compromise in their overriding obligation to the organisation. It is the people, and not the firm, who have the skills and experience to provide a high quality service in order to exceed the expectations of the organisation.

We trust that our proposal meets with your approval and look forward to a continued and rewarding professional relationship with you.

Yours faithfully



**J T Betham**  
Partner

**AUDIT PROPOSAL FOR THE  
SOUTH PACIFIC REGIONAL  
ENVIRONMENT PROGRAMME  
(‘SPREP’)**

**Proposal for the South Pacific Regional Environmental Programme (SPREP)**

---

**Contents**

*Issues facing SPREP*

*Personnel - our people make the difference*

*Our experience*

*Reporting deadlines*

*Audit approach*

*Audit fees*

*List of selected clients*

*CV - Terry Betham*



---

## ***Our Assessment of the Issues Facing SPREP***

### ***Asian Economic Crisis***

With the recent Asian economic crisis, currency exchange movements have made a significant impact on most of the world economies.

If the effects of the Asian economic crisis and in particular the Japanese recession are not effectively controlled, member country contributions and donor agency contributions may be affected over the next two years.

The result is that there may be delays in receiving contributions which will mean stronger cost and budgetary control measures for the organisation.

In addition, any delays in funding for ongoing projects will have an impact on the continuation of those projects thereby potentially jeopardising the *organisations* primary objective.

### ***Personnel - Our people make the difference***

#### ***Terry Betham***

Terry Betham, the local partner, is a New Zealand Bachelor of Commerce degree graduate and is a member of both the New Zealand and Samoan accounting bodies. Apart from his auditing experience, Terry has been involved in numerous consultancies for local and other Pacific Island governments as well as regional organisations.

#### ***International accounting qualifications***

Apart from Terry Betham who is a member of the Institute of Chartered Accountants of New Zealand, two of our personnel have gained membership of internationally recognised accounting bodies. Mr Talalelei Pauga is also a chartered accountant from New Zealand and Mr Ernest Betham is a member of the Institute of Chartered Accountants in Australia.

#### ***International auditing experience***

Three senior members of our staff have all had at least two years working experience with Coopers & Lybrand in New Zealand and Australia. The experience gained overseas is invaluable and they have been able to impart this knowledge to ensure that our local methodologies and practices are comparable to international accounting and auditing firms.

---

### ***Continuity of personnel***

We recognise the importance of continuity of an engagement team, and assure you of the continuity and commitment of the senior members of our team that have been working on the audit for the last year.

### ***Our experience***

#### ***Audits for similar organisations***

We are auditors for similar internationally aid funded organisations such as:

- Pacific Regional Agricultural Programme (PRAP);
- ACP-EU Technical Centre for Agricultural and Rural Co-operation (CAT);
- EU/Treasury Micro Projects.

We have also had experience with other project audits for the Food and Agricultural Organisation (FAO) and the European Union (EU) as well as with projects funded by International bodies through the Treasury Department of the Government of Samoa.

#### ***Local auditors for subsidiaries of multi-national companies***

We also act as auditors for local subsidiary companies which have significant ownership interests by international parent companies and whose auditors are internationally recognised audit firms. These being:

- Rothmans Tobacco Company Limited - (Australian parent company auditor - Coopers & Lybrand);
- Blue Flame Gas (Boral Gas American Samoa Inc.) - (Australian parent company auditor - KPMG);
- Boral Gas Western Samoa Limited (Australian parent company auditor - KPMG);
- British Petroleum (Fiji parent company auditor - Coopers & Lybrand).

These international companies have been satisfied with the quality of our work which has allowed us to remain as auditors for at least the last 7 years.

Because of the standard of our audit services, the above multi-national companies have not deemed it necessary to engage internationally recognised audit firms to audit their local subsidiary companies.

---

## **Reporting deadlines**

### **31 March requirement**

The audit opinion for the 31 December, 1997 financial statements was signed on the 1st of May, 1998. This was possible because the financial statements for the organisation were completed by the 31st of March in accordance with the Financial Regulations.

We are committed to working with management to ensure that our audit opinion is signed within one month after the completion of the financial statements.

Because of the continued improvement in the completion of the year end financial statements, our audit visits for the 1998 and 1999 financial years have been scheduled for the second week of April following the 31st of March financial statement completion deadline.

Having an early audit completion will no doubt assist you in the timely compilation and circulation of papers for the Intergovernmental Meeting as well as the preparation of the annual reports.

### **Audit approach**

Our audit approach is essentially the same as in previous years which is based on the requirements of the International Standards on Auditing<sup>1</sup>. These International Standards on Auditing are also required by the SPREP Financial Regulations to be adhered to by the auditors.

The key characteristics of our approach are:

- Understanding your business
- Business risk evaluation
- Strategy determination
- Assessment of controls
- Testing of transactions
- Audit completion and reporting

### **Understanding your business**

Being a regionally funded organisation, the complete and accurate receipt and disbursement of funds in accordance with the specified projects is vitally important to the member countries and donor agencies.

Because of the high volume of transactions that are processed by the organisation, adequate accounting and internal controls are necessary.

<sup>1</sup> - International Standards on Auditing are developed by the International Federation of Accountants.

Our audits therefore, have always relied on the effective accounting and internal controls of the organisation which provide comfort over the complete and accurate recording of receipts and disbursements.

***Business risk evaluation***

Our audits focus on the business issues and risks you face. Note that unlike companies which operate in particular industry segments and are thus exposed to specific industry risks, SPREP is not exposed to any specific risk. Most of the risks it faces are general and equally applicable to every type of organisation. Our assessment of these risks are:

- Macro economic - the effect of the Asian crisis and its indirect effect on the financial statements
- Operations and finance - completeness and accuracy of recording receipts and disbursements and the preparation of reconciliations;
- Information systems - integrity of programmes; security of data; effectiveness of access controls; disaster recovery and year 2000 issue;

***Strategy determination***

Our audits have always concentrated on the key areas which have been controls over the appropriate disbursement of funds and the classification of such expenditure as well as the receipting of those funds.

We have avoided unnecessary effort in areas where risk is considered low.

***Assessment of controls***

Every year we make an assessment of the accounting and internal controls of the organisation. Because of the high volume of transactions that are processed, having strong internal controls are crucial.

The effectiveness of internal controls provides scope for reducing detailed testing of transactions and over the years we have been able to rely on internal controls thereby stabilising audit costs.

---

### ***Testing of transactions***

Apart from the normal substantive audit procedures over cash balances, deposits, prepayments and other creditors we also use analytical review techniques over income and expenditure.

Analytical review is an important audit technique in reducing audit time and audit costs and has ensured that our audit fees have remained stable over the years. Detailed analysis will assist us in highlighting areas requiring additional focus.

### ***Audit completion and reporting***

Whilst there is ongoing dialogue throughout the course of the audit we believe a timely summary at the conclusion of the audit is essential. At the conclusion of the audit we have always formally advised management on issues which have come to our attention during the audit and any related recommendations.

### ***Audit Fees***

#### ***Audits of year end financial statements***

Our fees for the audits for each financial year ending 31 December, 1998 and 31 December, 1999 will be \$13,200 including VAGST.

You will notice that this has been our base fee every year since we began auditing your organisation in 1992. Despite a 40.47%<sup>1</sup> increase in the period average consumer price index figures from 1993 to 1997, we have been able to keep audit fees constant because of the familiarity and level of knowledge that we have gained over the years.

We believe that the base fee of \$13,200 is the absolute minimum level at which audit fees for your organisation should be charged based on the level of income and expenditure. Charging any less, would raise serious doubts as to the credibility of the financial statements regardless of whether an unqualified audit opinion is attached to the financial statements.

#### ***Audits of specific projects***

Similarly for project audits, we propose to apply the same level of fees as in the previous project audits with the actual fee base to be dependant upon the actual work involved bearing in mind that the time and complexity of project audits vary from year to year depending on the level and type of funding and expenditure involved.

<sup>1</sup> - Based on the consumer price index figures from the Central Bank of Samoa bulletin for March, 1998

Proposal for the South Pacific Regional Environmental Programme (SPREP)

---

**Betham & Co. Selected Clients**

- *Samoa Breweries Limited*
- *Electric Power Corporation*
- *Samoa Water Authority*
- *Public Trust Office*
- *Boral Gas Samoa Limited*
- *Blue Flame Gas (Boral Gas Pago Pago)*
- *Rothmans Tobacco Company Limited*
- *National Pacific Insurance Limited*
- *National Bank of Samoa Limited*
- *Hellaby Samoa Limited*
- *Tropical Island Bottling Co. Ltd.*
- *Samoa Life Assurance Corporation*
- *Marriott International \**

\* - consultancy client

**CURRICULUM VITAE - JOHN TERRENCE BETHAM**

- Education** : Bachelor of Commerce Degree  
Auckland University, New Zealand (1967)
- Membership of Professional Societies** : Member, New Zealand Society of Accountants (1975)  
Associate Member of New Zealand Institute of Management (1983)  
Member, Western Samoa Society of Accountants (1967)
- Countries of Work Experience** : Western Samoa  
American Samoa  
Tonga  
Tuvalu  
New Zealand  
Australia
- Committee/Board Experience** : 1990 Company Secretary for one of the largest merchant public companies in Western Samoa  
  
Chairman/Governor Central Bank of Western Samoa (up to 1/8/96)  
  
Chairman of Samoa Industrial Gases Limited (up to 1996)  
  
President of Western Samoa Chamber of Commerce (1995 to date)
- Chairman of following Commissions of Inquiry (1987-1992)**
1. Taxation in Western Samoa
  2. Remuneration of Members of Parliament and other senior Western Samoa Government Officials.
- The recommendations and conclusions in the Taxation Commission of Inquiry formed the basis of the introduction of the Value Added General Sales Tax in 1994 in Western Samoa and other tax measures e.g., Capital profit, tax introduction

and review of the PAYE refund system amongst other measures.

### Career History

- : 1966 to 1970  
After working for one year in the New Zealand Tax Office returned to Western Samoa and worked in senior Government positions including those in the Tax, Audit and Treasury Departments. In 1970 started work as Chief Accountant for Polynesian Airlines until appointed as General Manager. While with the Airline became responsible for co-ordinating the first Polynesian Airlines direct jet (B737) service between New Zealand and Western Samoa. As part of my responsibilities I carried out various investment project evaluations for the introduction of the first jet service in W. Samoa. These evaluations required in-depth studies of the tourist, visitors and airline sectors including detailed market research and analysis.

On October 1981 resigned from Polynesian Airlines and started as a Public Accountant in private practice. In 1983 merged the practice with the International Accounting firm of Coopers and Lybrand. As from the beginning of 1997, purchased all of the shares from Coopers & Lybrand and started practising in the name of

### Selected Consultancies

- \* 1981/1982 Consultancy services for the Copra and Cocoa Boards re setting up formulas for producer subsidies.

Consultancy services for Western Samoa Shipping Corporation Limited re financial and administrative requirements.

- \* 1982/1983 Reviewed and reported on Aid from Peoples Republic of China for projects. Prepared accounts for Government Banana Plantation at Tanumalala. Client was Government of Western Samoa.



**Proposal for the South Pacific Regional Environmental Programme (SPREP)**

---

- \* 1986 - Consultancy Agriculture Stores Corporation Western Samoa - Financial Administrative Systems and Procedures.
- \* 1986 - Assisted Starkist Samoa Inc with meetings with Western Samoan Government officials and general advice on feasibility of setting up fish processing operations in Apia.
- \* 1986 - Consultancy services for Air Samoa re starting air services between American Samoa and Western Samoa.
- \* 1986 - Financial and Accounting Consulting Services for Accident Compensation Board of Government of Western Samoa.
- \* 1989 - Special Accounting Assignment for the Development Bank of Western Samoa relating to a major Bank client.
- \* 1990 - Major Tax Consultancy Services for one of the largest manufacturing companies in Western Samoa i.e. Western Samoa Breweries Limited.
- \* 1992 - Assisted in Consultancy Services for W Samoa Government to advise on the setting up of a Members of Parliament Pension Scheme.
- \* 1993 - Report to the Tuvalu Government and the Delegation of the Commission of the European Community for the Pacific following the audit of the Coastal Protection Project for Tuvalu (AUS\$1,192,790) which I personally carried out.
- \* 1993 - Review of Accounting and Financial Systems of South Pacific Regional Programme in Western Samoa as per Donor request.
- \* 1993 - Setting up Financial Regulations and Computerised accounting system for Western Samoa Polytechnic Institute. (In 1995 I set up a similar system for the Accident Compensation Board).

- \* 1993 - Consultancy Services for the World Bank (Urban Services Review).

This study was carried out by Coopers and Lybrand Australia in association with myself in Apia. It focused on the immediate steps needed to operationalize the Water Authority including financing arrangements; the need for a Municipal Authority in Apia and its possible role; strengthening sector institutions through improvements in organisation structure, staffing, training, use of commercial accounting systems etc. The study highlighted the changes necessary to the linkages with related institutions especially in environment and public health; and determined the changes needed to the pricing.

- \* 1994 - Conducted a Workshop in Tuvalu on EDF accounting and administrative procedures on behalf of the Tuvalu Government and the Delegation of the Commission of the European Community for the Pacific.  
Special emphasis was given to "Works carried out by Direct Labour" form of operation for projects financed by the European Community.

**NOTE:** The above does not include numerous financial consulting services provided to clients as part of my Public Accounting Practice such as Insolvency/Receivership work, Auditing and Financial Services, Restructuring of Companies, and applications for Tax and Custom duty incentives.

Previous working experience and ongoing involvement with high level Government financial and administrative procedures have provided me with a sound background and knowledge in these areas.

During my period as Chief Accountant of the Treasury Department of the Western Samoa Government, I became familiar with Government accounting, financial and administrative requirements etc. I have also accompanied the Western Samoa Minister of Finance to several World Bank meetings overseas as part of the official Western Samoan delegation.

---



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa  
15-18 September 1998

#### Agenda Item 10:

- **Proposed Work Programme and Budget for 1999**
- **Indicative Work Programme and Budget for 2000 and 2001**

#### Purpose of Paper

1. To present the above documents for the Meeting's consideration and approval.

#### Financial Implications

2. In Agenda Item 9.2 (10SM/WP.9.2) the Secretariat has proposed that increases be made in the amount of Members' contributions to SPREP in 1999 and again in 2000. Should Members not approve such increases, the financial implications would be to increase the budget deficit in 1999 by US\$60,000 and in 2000 by US\$100,000.

#### Recommendation

3. The Meeting is invited to:
  - **consider;** and
  - **approve** the Work Programme and Budget proposals.

---

24 July 1998

**South Pacific Regional Environment Programme  
(SPREP)**

**WORK PROGRAMME AND BUDGET  
FOR THE YEAR ENDING 31 DECEMBER 1999**

# 1999 DRAFT WORK PROGRAMME AND BUDGET

## TABLE OF CONTENTS

1	<b>FOREWORD</b> .....	2
2	<b>BACKGROUND</b> .....	3
3	<b>INTRODUCTION TO PERFORMANCE-BASED OUTPUT BUDGET</b> .....	3
4	<b>SCOPE AND PURPOSE</b> .....	4
5	<b>PROCESS AND DESIGN</b> .....	5
	5.1 <i>Diagram – Performance-based Output Budget Process</i> .....	6
6	<b>MONITORING AND REPORTING</b> .....	7
7	<b>ASSUMPTIONS FOR EFFECTIVE IMPLEMENTATION</b> .....	7
8	<b>WORK PROGRAMME</b> .....	8
9	<b>STRATEGIC OUTPUTS</b> .....	9
	9.1 <i>Summary of 1999 Strategic And Key Outputs</i> .....	9
	9.2 <i>SPREP Activities in Member Countries</i> .....	10
10	<b>STRATEGIC OUTPUT SCHEDULES</b> .....	15
	<i>Strategic Output 1</i> .....	15
	<i>Strategic Output 2</i> .....	23
	<i>Strategic Output 3</i> .....	28
	<i>Strategic Output 4</i> .....	34
	<i>Strategic Output 5</i> .....	39
	<i>Strategic Output 6</i> .....	44
11	<b>FINANCIAL STATEMENTS</b> .....	47
	11.1 <i>Explanatory Notes to the Accounts</i> .....	47
	<i>Table 1: Consolidated Performance-based Output Budget</i> .....	50
	<i>Table 2: Primary Function Budget</i> .....	51
	<i>Table 3: Project Management Budget</i> .....	52
	<i>Table 4: Project Implementation Budget</i> .....	53
12	<b>ANNEXES</b> .....	54
	<b>Detailed Budget Analysis:</b>	
	<i>Annex - 1 Strategic Output 1</i> .....	54
	<i>Annex - 2 Strategic Output 2</i> .....	56
	<i>Annex - 3 Strategic Output 3</i> .....	57
	<i>Annex - 4 Strategic Output 4</i> .....	58
	<i>Annex - 5 Strategic Output 5</i> .....	59
	<i>Annex - 6 Strategic Output 6</i> .....	60
	<i>Annex - 7 Schedule of Staff Salaries for 1999</i> .....	61
	<i>Annex - 8 Glossary</i> .....	63
	<i>Annex - 9 Source of Funding - Donor Abbreviations</i> .....	65

## 1. FOREWORD

The South Pacific Regional Environmental Programme continues to ensure that member countries receive continued assistance in their conservation efforts to achieve sustainable development for their respective countries. While resources available to the SPREP Secretariat from donors to meet the needs of its members continue to increase from year to year there is an urgent need for management and budgetary processes to be more results driven so that the efficient and effective utilisation of such resources can be more transparent.

To this end and with the approval of its members in December 1997, the Secretariat is moving fully into Performance-based Output Budget mode.

Performance-based Output Budgeting will provide for SPREP a more transparent and defined budget with outputs and performance indicators that reflect the attainment of the goals and objectives as defined in the 1997-2000 Action Plan. It will also ensure more effective use of the resources entrusted to it by donors and members alike.

This new system will improve the way information and knowledge is managed and will give clear guidance to member countries of the benefits and support they could expect to receive over the ensuing year. The new system will better show that SPREP's management actions, advice and technical support will have positive impacts on the natural resources of the Region. Although a difficult task, the changes in operating style will enhance SPREP's focus on performing more effectively in delivering its services to the Region and seeking to ensure the sustainable utilisation of its natural resources for present and future generations.

## **2. BACKGROUND**

The 9<sup>th</sup> (1996) SPREP meeting approved the 1997-2000 Action Plan, at which the members also expressed their wish for the budget to be linked to the 1997 - 2000 Action Plan. Accordingly, the format and content of the 1998 SPREP Work Programme and Budget document was the first attempt to reflect the request made by members.

In line with the structure of the 1997-2000 Action Plan, and the recommendation of the Work Programme and Budget Sub-committee Meeting which was subsequently approved by Members in December 1997, the Secretariat has provided for the consideration of members a new integrated Performance-based Output Budget design and format for 1999. The new budget design will be further developed to:

- establish a robust system for monitoring;
- reporting on specific activities proposed;
- produce a summary of costs; and
- produce performance or output indicators which will evaluate progress towards achieving the Action Plan objectives.

The Secretariat intends to continue this process for future Budgets should members accept this development. Further modifications and development of design will follow during 1999 to improve format and reporting procedures. From the Secretariat's viewpoint, the process of producing a Performance-based Output Budget for the Annual Work Programme will ensure that all SPREP activities are linked more closely with the Action Plan. Information provided in the new Work Programme presentation will provide members and donors with concise details of current activities and will greatly facilitate the on-going process of reviewing all documents as well as measuring the performance of SPREP from one year to the next.

## **3. INTRODUCTION TO PERFORMANCE-BASED OUTPUT BUDGET**

Recent developments in the Pacific demonstrate that a more performance-based output approach does enable the quality and relevance of budget decisions to be improved. Organisations that adopt Performance-based Output Budgets become much more results oriented – simply because that is what all staff are now focusing on. There are a number of Pacific Island countries, like the Cook Islands, Solomon Islands and Vanuatu that have moved in this direction.

The rationale is that it will alter the focus of budgeting as well as improve the focus of management practices. This in turn enhances the incentives facing staff within the organisation and places a much stronger emphasis upon achieving results i.e. on performance. The second major reason for adopting this budget process is that it provides a strong linkage between strategic direction, policy and priorities.

Output budgeting is the allocation of resources to particular outputs, rather than operational units, or inputs. The choice of outputs should reflect SPREP member's priorities and the means for the SPREP Secretariat to achieve them as well as the associated justification for intervention.

Use of output budgeting normally implies:

- pricing each output on the basis of a market price;
- identifying the various resources that will be required e.g. personnel, travel, etc; and
- formulating the estimated cost of the output.

Development and implementation of a Performance-based Output Budget for SPREP will achieve better management of resource allocations because of the focus on appropriate expenditure programmes obtaining better value for money.

Strong linkages will exist between Action Plan objectives and delivery of SPREP services to member countries. It links output expectations to performance arrangements and then helps to ensure that desired results or objectives are achieved.

The Secretariat's work comprises six Strategic Outputs, which directly contribute to the achievement of the SPREP mission. They are the Action Plan objectives and desired outcomes as agreed by member countries. Strategic Output 6, Management and Corporate Services is work which directly contributes to outcomes such as management, consultation, co-ordinating and assisting Members to implement activities under the SPREP Action Plan. Each Strategic Output will have a number of Key Outputs.

The Key Outputs are the particular and distinct services or products that SPREP members want the Secretariat to produce through the activities identified in the Annual Work Programme.

Key Outputs will be achieved within the appropriated sum and within timeframes specified. In some cases there is some additional breakdown of activities for operational purposes. Each Key Output will also identify appropriate and agreed performance indicators.

#### **4. SCOPE AND PURPOSE**

The scope and purpose of the Performance-based Output Budget is to provide Member countries and donors with information to assess the strategic importance and value of the Secretariat outputs. It also allows comparisons to be made with similar outputs across both the public and private sectors.

The Secretariat will have appropriations for expenditure in six Strategic Outputs specified as the Action Plan objectives. These are identified as:

1. Biodiversity and Natural Resource Conservation.
2. Climate Change and Integrated Coastal Management
3. Waste Management, Pollution Prevention and Emergencies
4. Environmental Management, Planning and Institutional Strengthening
5. Environmental Education, Information and Training
6. Management and Corporate Services



The Annual Work Programme details the six Strategic Outputs, Key Outputs, Activities and Performance Indicators that the Secretariat has undertaken to provide together with their performance attributes, indicative costs and the terms and conditions. This includes:

- the appropriate cost, quantity and quality standards for the proposed outputs;
- making comparisons with other providers where possible of similar outputs;
- assessing the risks and obligations associated with delivery of the outputs;
- allowing the Secretariat to be adequately flexible to be able to respond to member requests;
- subsequently verifying that the output has been delivered; and
- holding the Secretariat accountable for delivery of the specified output.

With some outputs, performance information is only meaningful at a project level, which can make sensible aggregation of the data difficult. Forecasting levels of activity can be problematic given the demand driven and unpredictable nature of many activities. In some cases the levels of activity are indicative only and may be subject to change at a later date.

It is expected that this will be an active document that will provide for donors and member countries the information they require to monitor and to measure regularly the activities and work programme of SPREP.

## 5. PROCESS AND DESIGN

In considering the budget process and design it is important that there is first a clear understanding of the role of SPREP and its functions. SPREP's role and function is defined in the Agreement Establishing SPREP as well as the Corporate Plan and the Action Plan. The budget must align with the policy direction and priorities these policy instruments provide and then show the link between policy intent, physical result intended and the resources allocated. This process deliberately questions what SPREP as a regional organisation is trying to achieve. If it is agreed to pursue a particular expenditure programme then relevant questions must be asked.

- Is the output consistent with what members see as SPREP's role?
- Is the output consistent with the intent as outlined in the Action Plan?
- Can it be funded?
- How does it rank with member country priorities?

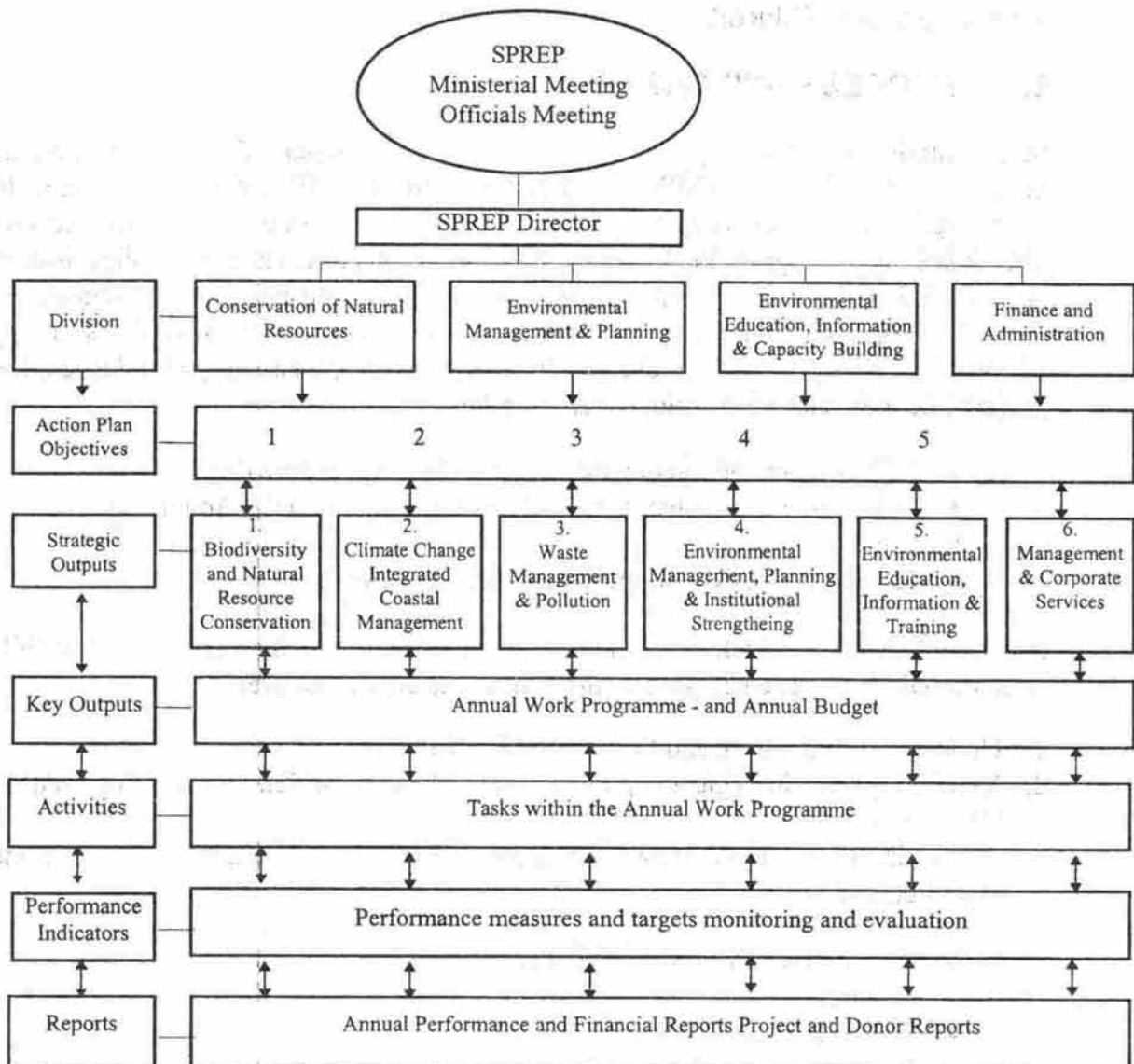
Applying priorities, which represented optimum use of funds, was the responsibility of Heads of Division. The key parts of the output-related process are:

1. Understanding the Role and Function of SPREP;
2. Identifying the Strategic Outputs for SPREP as identified by the five Action Plan Objectives;
3. Identifying or specifying Key Outputs for each of the Strategic Outputs which must fit the criteria of:
  - A response to a SPREP function;
  - Distinct;
  - Identifiable; and
  - Service provided for member countries

4. Identify Activities for each Key Output;
5. Fully costing each output;
6. Identify Performance Indicator for each Key Output Activity that will reflect achievement of:
  - Quality;
  - Quantity;
  - Timeliness;
  - Cost; and
  - Location

### 5.1 Diagram – Performance-based Output Budget Process

The diagram shows how the Budget design operates and demonstrates linkages with the Action Plan. The arrows pointing in both directions in the lower section of the diagram indicate the integrated nature of the design and highlight the interdependence of each link. (Please note the arrows should go in both directions from below Action Plan Objectives as well as arrows between reports and Performance Indicators).



## 6. MONITORING AND REPORTING

The use of Performance-based Output Budget will place extra demands on information systems. The information system to ensure careful and regular monitoring will require key features:

- Recognition of Strategic Output, Key Output, Division;
- Integration with Performance Indicators;
- Efficient Cost Allocation;
- Flexible reporting; and
- Adequate access and timely information dissemination

The quality of reporting relies on internal controls that are audited annually. Independent attestation of performance will be assessed at the end of each year and will be reported together with the annual audited accounts. Audit of performance indicators will be completed by an external consultant and would be completed within the first three months of the following year.

The focus will be on detailing as provided in the Strategic Output Schedules physical results before actions are taken, so that this establishes a 'benchmark' against which donor or member countries can judge the performance of SPREP. This is more logical than arguing after the event about what has been achieved, and whether that was intended.

Reports will provide both financial and non-financial information as well as providing an assessment of performance indicators against the outputs. The Director will be accountable to the SPREP Meeting for the delivery of those outputs specified in the Work Programme and Annual Report and subject to any conditions for fulfilling those outputs as agreed by the Meeting.

## 7. ASSUMPTIONS FOR EFFECTIVE IMPLEMENTATION

There are a number of assumptions underpinning the effective implementation of the work programme that may impinge on achieving the outputs and performance levels the Secretariat has identified.

### Funding

In the interests of programme and funding continuity, SPREP endeavours to maintain systematic and comprehensive sources of donor funding in support of projects on a rolling 4-year basis wherever possible. The Secretariat will have appropriations for expenditure in six Strategic Outputs outlined in the Work Programme section. It is noted that there is a large proportion of unsecured funding where donors remain uncommitted due in part to the different financial cycles of the donor organisations.

Most of SPREP's budget comes from donor contributions for activities developed by the Secretariat on behalf of member countries in furtherance of SPREP's strategic and key outputs. A part of the budget (currently about 7%) comes from members' annual contributions to SPREP and forms the core funds. These contribute to a portion of the management staff costs including the servicing of the SPREP Meeting, seeking funds, coordinating activities, and providing information to members. The balance of the management staff and related costs are covered from extra-budgetary contributions as well as implementation charges against programmes. The possible delay in contributions and

reluctance by some donors to allow for appropriate implementation management fees against programmes may reduce funds available to the Secretariat for operations.

#### Secretariat Personnel

An essential element of ensuring effective facilitation and coordination of SPREP programmes is to have the ongoing capacity to attract, recruit and maintain well-qualified personnel. Attracting local and regional personnel will continue to be a high priority for the Secretariat.

#### Member country commitment

The primary responsibility for implementing SPREP's plans rests with the country members of SPREP as stated in the Action Plan. Governments should provide an appropriate framework for the continued administration of key environmental policies in the region. This framework should facilitate the mobilization and provision of adequate financial and human resources for the fulfillment of objectives of the Action Plan. To address environmental issues in common, SPREP members will work individually, collectively and with the support of the Secretariat. If there is a lack of member country commitment then this will reduce the impact of regional actions as well as prevent the achievement of the strategic and key outputs.

## **8. WORK PROGRAMME**

The Work Programme format is consistent with the Performance-based Output Budget. It provides the reader with a clear indication of what activities will be carried out during the 1999 period as well as financial projections for 2000 and 2001.

It provides concise descriptions for Strategic and Key Outputs with well-defined Performance Indicators. The format allows the reader to understand what and where activities will take place and source of funds for the Key Outputs illustrated in the Matrix – SPREP Activities in Member countries.

The Work Programme is divided into two sections - Section 1 Strategic Outputs and Section 2 Financial Statements

#### Section 1 Strategic Outputs

- Summary of 1999 Strategic and Key Outputs
- SPREP Activities in Member Countries
- Strategic Output Schedules
  - key outputs
  - activities
  - performance indicators
  - summary of Strategic Output Budget Analysis

#### Section 2 Financial Statements

- Explanatory notes to the Financial Statements
- Consolidated Performance-based Output Budget
- Primary Function Budget
- Project Management Budget
- Project Implementation Budget

## 9. STRATEGIC OUTPUTS

The Strategic Outputs form the Strategic Framework and Work Programme that the Secretariat will undertake in partnership with member Countries over the next three years.

### 9.1 Summary of 1999 Strategic and Key Outputs

<b>STRATEGIC OUTPUT 1 – BIODIVERSITY AND NATURAL RESOURCE CONSERVATION</b>	
	<b>Key Outputs</b>
1.1	Establishment and Management of Conservation Area Projects (CAP)
1.2	Conservation Area Awareness
1.3	Sustainable Income Generation
1.4	Training to support Conservation Area Projects
1.5	Surveying and Monitoring Coastal Habitats
1.6	Integrated Coastal Management and Planning
1.7	Implementation of Regional Strategies from the International Coral Reef Pacific Strategy
1.8	Development of Regional Strategies and National Management Plans for the Conservation and Sustainable Management of Wetlands, Mangroves and Seagrasses
1.9	Species Conservation and Sustainable Use Initiatives
1.10	Regional Invasive Species Development
1.11	Implementation of Regional and International Conventions, Agreements and Strategies on Biological Diversity
<b>STRATEGIC OUTPUT 2 – CLIMATE CHANGE AND INTEGRATED COASTAL MANAGEMENT</b>	
	<b>Key Outputs</b>
2.1	Evaluation of Methodologies, Models and their Results
2.2	Development of Greenhouse Gas Mitigation, Vulnerability and Adaptation Strategies in response to climate change, climate variability and sea level rise by national expertise
2.3	Strengthened Meteorological Cooperation and Capacity
2.4	Implementation of Commitments under the United Nations Framework Convention on Climate Change (UNFCCC)
2.5	Clearinghouse for Information on Climate Change
<b>STRATEGIC OUTPUT 3 – WASTE MANAGEMENT, POLLUTION PREVENTION AND EMERGENCIES</b>	
	<b>Key Outputs</b>
3.1	Upgrade Regional Awareness of Solid Waste Issues
3.2	Waste Management and Pollution Prevention
3.3	Environmentally Sound Management of Chemicals and Hazardous Waste
3.4	Implementation of the Principles of the Waigani Convention
3.5	Protection of the Pacific Marine Environment from Land-based Activities
3.6	Commence Implementation of the Pacific Ocean Pollution Prevention Programme (PACPOL)
<b>STRATEGIC OUTPUT 4 – ENVIRONMENTAL PLANNING AND INSTITUTIONAL STRENGTHENING</b>	
	<b>Key Outputs</b>
4.1	Tools to Plan, Manage and Regulate Environmental Development
4.2	Linking Sectoral Development to Environmental Priorities
4.3	Capacity Building for Environmental Management in the Pacific (CBEMP)
4.4	Strengthened Environmental Legislation
4.5	National Capacity for Assessment and Reporting
4.6	Participation in Negotiations and Agreements concerning Sustainable Development
4.7	Implementation of Strategic Action Programme of the Pacific Small Island Developing States
<b>STRATEGIC OUTPUT 5 – ENVIRONMENTAL EDUCATION, INFORMATION AND TRAINING</b>	
	<b>Key Outputs</b>
5.1	Integration of Environmental Content into Formal Education Programmes
5.2	Public Awareness Raising through Community Environmental Education
5.3	Strengthened Public Relations Capacity of SPREP
5.4	Streamlined Library and Information Centre – Clearing House Activities
5.5	Information and Computer Technology
5.6	Assist Member Countries through Small Grants Scheme
5.7	Building Capacity in Member Countries through Training, Country Attachments and Volunteer Technical Assistance

STRATEGIC OUTPUT 6 – CORPORATE AND MANAGEMENT SERVICES	
	Key Outputs
6.1	Management
6.2	Interaction with Member Countries
6.3	Regional Co-operation and Coordination
6.4	Programme Development
6.5	Finance

## 9.2 SPREP Activities In Member Countries

The following matrix identifies the proposed activities that will be undertaken by SPREP in member countries.

The key abbreviations indicate:

- S - Secured funding is defined as funds, which have actually been received or which donors have firmly committed for activities that will be undertaken in 1999 in the countries specified.
- U - Unsecured funding is defined as funds for which proposals have been submitted to donors but for which no commitment has yet been made or for which proposals are still being developed for submission to donors. This means that, if the funding is not available, the country or regional activity will not be undertaken in 1999.
- R - Regional is defined as activities that are undertaken on behalf of member countries or activities that will involve all member countries.

The source of funds is identified under each Key Output with the abbreviation of agency or donor. Annex 8 provides the full name of the funding agency or donor.

It is noted that each key output may have a proportion of secured and unsecured funding and this appears in the final two columns as a percentage.







PROPOSED COUNTRY ACTIVITIES AND FUNDING SOURCE		1999 WORK PROGRAMME		American Samoa		Cook Islands	Federated States of Micronesia	Fiji	French Polynesia	Guam	Kiribati	Republic of the Marshall Islands	Nauru	New Caledonia	Niue	Northern Mariana Islands	Palau	Papua New Guinea	Pitcairn	Samoa	Solomon Islands	Tokelau	Tonga	Tuvalu	Vanuatu	Walls and Futuna	REGIONAL	Percentage Secured	Percentage Unsecured
3.6	STRATEGIC OUTPUTS AND KEY OUTPUTS Commence Implementation of the Pacific Ocean Pollution Prevention Programme (PACPOL) COM/IMO/CSPOSDP)		S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S		16	84	
	STRATEGIC OUTPUT4																												
4.1	Key Outputs Tools to Plan, Manage and Regulate Environmental Development																									R	100		
4.2	NZODA Linking Sectoral Development to Environmental Priorities																									R	4	96	
4.3	Capacity Building for Environmental Management in the Pacific (CBEMP) Project Implementation																										1	99	
4.4	UNDP Strengthened Environmental Legislation																									R	100		
4.5	NZODA/FRANCE/AUSAID National Capacity for Assessment and Reporting																										51	49	
4.6	UNEP Participation in Negotiations and Agreements concerning Sustainable Development																												
4.7	AUSAID/NZODA Implementation of Strategic Action Programme of the Pacific Small Island Developing States																										48	52	
	GEF																										100		
	STRATEGIC OUTPUT 5																												
5.1	Key Outputs Integration of Environmental Content into Formal Education Programmes																												
5.2	AUSAID Public Awareness Raising through Community Environmental Education																									R	2	98	
	AUSAID																									R	15	85	



## **10. STRATEGIC OUTPUT SCHEDULES**

### **STRATEGIC OUTPUT 1: BIODIVERSITY AND NATURAL RESOURCE CONSERVATION**

Strategic Output 1, Biodiversity and Natural Resource Conservation, reflects the Action Plan objective to protect natural heritage through the conservation and sustainable use of biodiversity.

Pacific Island people rely on biological resources to meet their traditional needs and, increasingly, for generating cash income. Rising material expectations and, in many cases, increasing populations, are placing considerable pressure on the limited land and coastal marine ecosystems and the biodiversity they contain.

This Strategic Output will use a process-driven, participatory approach, that builds effective stakeholder partnerships involving local communities, government agencies, NGOs and others. It will prioritise in-country initiatives for the protection of biological diversity using external approaches only for the purpose of complementing in-country measures. It will strongly focus on the development and use of appropriate tools for the conservation and sustainable use of biodiversity including rapid assessment techniques, research, targeted awareness campaigns, training and databases to meet the information needs of local resource owners and users. It will also retain the flexibility to address new issues and options for the conservation and sustainable use of the region's biological diversity. A key delivery mechanism for this Strategic Output will be the South Pacific Biodiversity Conservation Programme funded under the pilot phase of the Global Environment Facility.

Another integral component of this Strategic Output will be assistance to manage and plan for the multiple use, the conservation and sustainable use of coastal areas, habitats and resources. The Secretariat will provide support to a range of other programmes and initiatives that address coastal issues through the identification of actions that promote co-operation, co-ordination and effective use of resources.

The 1999 - 2002 Action Strategy for Nature Conservation, Pacific Year of the Coral Reef (PYOCR) Action Plan, International Coral Reef Initiative (ICRI) Pacific Regional Strategy, Framework For Action, the Global Programme of Action on the Protection of the Marine Environment from Land Based Activities (GPA) and Regional Wetlands Action Plan will be used as tools to mobilise resources and stakeholders into taking action to help manage the threats to coastal habitats.

This Strategic Output will promote the successful protection and management of natural resources but will depend on the involvement and active support of all stakeholders, especially local communities. Building partnerships and capacities for community-based conservation areas and for species conservation initiatives that can meet the realistic economic and cultural needs of Pacific Island communities is a key challenge.

Key Output	Activities	Performance Indicators
<p><b>1.1 Establishment and Management of Conservation Area Projects (CAP)</b></p> <p><u>Description</u> This Key Output is to be achieved through the South Pacific Biodiversity Conservation Programme (SPBCP) which places emphasis on facilitating efforts by local communities, NGOs and government agencies to establish together viable management systems for biodiversity conservation and the sustainable development of Conservation Areas.</p>	<p><b>1.1.1 Identification of new potential CAP sites.</b> At least two new potential CAP sites will be identified for support by other donors. Efforts will also continue to involve the last two eligible countries in the SPBCP.</p> <p><b>1.1.2 Resource surveys and management planning.</b> Resource surveys will also be carried out to collect more information on existing CAPs to help guide their long term management.</p> <p><b>1.1.3 Database development.</b> CA databases will be developed for at least six CAPs using information gathered over the past five years.</p> <p><b>1.1.4 CAP Staff Support.</b> Support for local conservation officers, local communities and Conservation Area Coordinating Committees (CACC) will also continue.</p>	<p><u>CA Identification</u></p> <ul style="list-style-type: none"> <li>• 2 new CAP sites identified and promoted for funding support.</li> <li>• CAP concept replicated in projects by other funding organisations in other countries and territories of the Pacific.</li> </ul> <p><u>Resource surveys</u></p> <ul style="list-style-type: none"> <li>• Resource surveys carried out in 4 CAPs.</li> <li>• Management plans prepared and adopted for a minimum of 6 CAPs.</li> <li>• Revise minimum of 6 CAP management plans based on new information.</li> <li>• Technical support from secretariat staff.</li> </ul> <p><u>Database development</u></p> <ul style="list-style-type: none"> <li>• Databases set up for 6 CAPs. Existing databases updated on basis of new information.</li> <li>• 6 member country Conservation Area staff trained in database development and maintenance.</li> </ul> <p><u>CAP Staff support</u></p> <ul style="list-style-type: none"> <li>• Funding support for 17 Conservation Area staff and Coordinating Committees confirmed and secured and monitored through timely completion of agreed activities.</li> <li>• CASO and CACC satisfaction as gauged by questionnaires and interviews.</li> <li>• Frequency of communications in Projects.</li> <li>• Minimum of one visit per year to each CAP by secretariat staff also providing technical support.</li> <li>• Quarterly Report from each CAP Coordinator.</li> </ul>
<p><b>1.2 Conservation Area Awareness</b></p> <p><u>Description</u> This Key Output aims to further promote the philosophy and concept of the SPBCP by the dissemination of awareness material and by replicating the CAP concept elsewhere.</p>	<p><b>1.2.1 Production of awareness material.</b> The production and dissemination of awareness material outlining progress in the implementation of each CAP and how local communities and others are participating in this work will be produced for the use of communities, schools and other relevant sectors of governments and private sector.</p> <p><b>1.2.2 CAP Concept replication.</b> The replication of the SPBCP CAP concept will be promoted with other organisations and donor-funded programmes to ensure that this approach to conservation, which is considered highly suitable to Pacific Island situations, continues after the SPBCP comes to an end.</p>	<p><u>Conservation Area Awareness</u></p> <ul style="list-style-type: none"> <li>• Produce video featuring projects in Samoa, Fiji, Cook Islands, FSM and Palau within 10 months.</li> <li>• Produce quarterly newsletters for each CAP as required.</li> <li>• Undertake field days and study tour of CAPs by CA staff and communities for 2 projects.</li> </ul> <p><u>CAP Replication</u></p> <ul style="list-style-type: none"> <li>• Promote CAP concept with at least 2 other conservation programmes in the region.</li> <li>• Assist with the development of at least 2 proposals using the SPBCP CAP concept e.g. WWF, TNC, IUCN.</li> <li>• Publish all SPBCP CAP case studies to assist replication of community-based conservation area concept by others.</li> </ul>

<p><b>1.3 Sustainable Income Generation</b></p> <p><u>Description</u> This Key Output will continue the development of sustainable income generating activities within the CAPs. It will provide practical demonstrations for how communities can benefit from conservation incorporating best use of their natural resources. Successful enterprises will assure the long-term viability of the projects and thus the commitment and support of local people.</p>	<p><b>1.3.1 Eco-tourism development.</b> As the more popular income generating activity for many CAPs, Eco-tourism development will continue to be promoted. Local communities and tour guides will be well trained to cater for the needs of the visitors to the CAPs.</p> <p><b>1.3.2 Feasibility studies.</b> Feasibility studies will be carried out in a number of projects to determine their potential for other types of income generating activities such as handicraft development, recreation, alternative agricultural practices, etc.</p>	<p><u>Eco-tourism development</u></p> <ul style="list-style-type: none"> <li>Eco-tourism projects initiated and operated in at least 15 of the existing CAPs.</li> <li>A group of Eco-tour guides established and supported in each CAP.</li> </ul> <p><u>Feasibility Studies</u></p> <ul style="list-style-type: none"> <li>Feasibility studies on other potential income generating activities carried out for each CAP.</li> <li>Reports of feasibility studies analysed and distributed widely within the region.</li> </ul>
<p><b>1.4 Training</b></p> <p><u>Description</u> This Key Output will provide regional and national training workshops on a wide range of conservation topics and will be carried out to further improve and enhance the capacity of conservation officials to manage the region's biodiversity.</p>	<p><b>1.4.1 Training workshops</b> Training workshops in small business development, Eco-tourism, resource management and planning, project management and survey methodology will be conducted for conservation officials from Pacific island countries.</p>	<p><u>Training</u></p> <ul style="list-style-type: none"> <li>Training Workshops for income generating activities will be conducted in six CAPs.</li> <li>One regional training workshop in Small Business Management will be organised.</li> <li>In-country training in project evaluation will be conducted in the six CAPs.</li> <li>One regional workshop conducted in resource management planning.</li> </ul>
<p><b>1.5 Surveying and monitoring coastal habitats</b></p> <p><u>Description</u> The Key Output is identified as a priority in the National Environmental Management Strategies (NEMS) of a number of countries. Results of surveying and monitoring will provide countries with data, which will be a prerequisite to the development of plans for management of coastal areas and coral reefs.</p>	<p><b>1.5.1 Train the Trainer Workshops for Global Coral Reef Monitoring Network (GCRMN) for government and industry personnel.</b></p> <p><b>1.5.2 Establish Coral Reef monitoring clinics.</b></p> <p><b>1.5.3 Follow up action on the Pacific Year of the Coral Reef.</b></p>	<p><u>Train the Trainer Workshops for Global Coral Reef Monitoring for government and industry personnel</u></p> <ul style="list-style-type: none"> <li>Train the trainer workshops carried out in 6 countries.</li> <li>Support and monitor workshop delivery – reports completed on workshops.</li> <li>Evaluation Reports of workshop participants completed.</li> <li>GCRMN methods developed and completed for all member countries and distributed for comment.</li> </ul> <p><u>Coral Reef monitoring clinics</u></p> <ul style="list-style-type: none"> <li>Establishment of Coral Reef Clinics in 6 countries.</li> <li>Support and monitor clinics – reports completed on clinic operations and establishment.</li> <li>Evaluation Report by country staff of coral reef data collected.</li> <li>Coral Reef Management plans developed in 6 countries.</li> <li>Format of Management Plans distributed to all member countries.</li> </ul>

<p><b>1.6 Integrated Coastal Management and Planning</b></p> <p><u>Description</u> The Key Output will provide the foundation and impetus at the national and local level to initiate Integrated Coastal Management (ICM) and planning and build the capacity for the sustainable management of coral reefs. The living coastal resources are facing severe ecological threats from urbanization, land and marine based sources of pollution, inappropriate coastal and port development and land use practices. There is an urgent need for Pacific island countries to develop capabilities to address these issues through an integrated coastal management process.</p>	<p><b>1.6.1 Meetings with resource advisory stakeholders.</b></p> <p><b>1.6.2 Tours of pilot schemes using both good and bad resource use practises.</b></p> <p><b>1.6.3 Coordinate strategic alliances between member countries, coastal management agencies, community, women's groups and national and local government, NGOs and private sector groups.</b></p> <p><b>1.6.4 Climate Change Programme links established.</b></p>	<p><u>Meetings with resource advisory stakeholders</u></p> <ul style="list-style-type: none"> <li>• Meetings held in 3 member countries.</li> <li>• Evaluation reports completed by participants.</li> <li>• Database network developed and produced in 3 member countries.</li> <li>• Development of booklet on good resource use practises for ICM planning in the 3 member countries.</li> </ul> <p><u>Tours of pilot schemes using both good and bad resource use practises</u></p> <ul style="list-style-type: none"> <li>• Production and publication of pilot scheme case studies in 3 member countries.</li> <li>• Education material for ICM developed and published for the 3 member countries.</li> <li>• Management procedures identified and cost structures established for coastal management agencies of 3 member countries.</li> </ul> <p><u>Coordinate strategic alliances between member countries</u></p> <ul style="list-style-type: none"> <li>• Database developed and distributed between the 3 identified member countries.</li> <li>• Supporting exchanges of personnel between countries – evaluation reports of visits.</li> <li>• Three meetings held between identified countries.</li> <li>• Replication of resource use good practises of one member country in at least 3 member countries – evaluation report on results.</li> </ul> <p><u>Climate Change Programme links established</u></p> <ul style="list-style-type: none"> <li>• 2 Identified sections and activities of Climate Change Programme to be incorporated in the ICM programme for 3 countries.</li> <li>• Active participation of member countries in meetings on Climate Change.</li> </ul>
---	---	--

CONSERVATION OF NATURAL RESOURCES  
DETAILED BUDGET ANALYSIS OF KEY OUTPUTS (US DOLLARS)

KEY OUTPUTS	Project Management	Other Strategic Outputs *	Primary Function	Project Implementation		1.1		1.2		1.3		1.4	
				Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured
<b>Personnel Costs</b>													
Per unit													
Programme Manager/Head of Division			32,036	48,054	-	6,006	6,006	6,006	6,006	6,006	6,006	6,006	6,006
Programme Officer (Species)				50,000	26,940		6,000	6,000	6,000				
Programme Officer (Resource Management)				54,970	-	10,994	21,988	21,988	21,988	5,497	16,491	16,491	16,491
Programme Officer (Socio-economics)				58,130	-	11,626	5,813	5,813	5,813	23,252	17,439	17,439	17,439
Coastal Management Officer (* Output 2)		27,728		0	41,592								
Wetlands and Mangroves Officer				0	34,270								
Executive Officer				22,190	-	2,773	2,773	2,773	2,773	2,774	2,774	2,774	2,774
Secretary to HOD				7,730	-	703	703	703	703	703	703	703	703
Divisional Assistant				7,410	-	674	674	674	674	674	674	674	674
Programme Offr (Avifauna/Invasive Species)				27,530	27,530	2,753	2,753	2,753	2,753				
<b>Total Personnel Costs</b>		27,728	32,036	276,014	130,332	35,529	46,710	46,710	46,710	38,906	44,087	44,087	44,087
<b>Implementation Costs</b>													
Duty Travel				48,500	15,000	8,625	8,625	8,625	8,625	8,625	8,625	8,625	8,625
Communications				18,971	12,000	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Conference				45,000	50,000	11,250	11,250	11,250	11,250	11,250	11,250	11,250	11,250
Meetings/workshops				213,715	269,000	-	-	-	-	-	-	-	-
Publication/Information				52,380	36,500	3,250	3,250	3,250	3,250	3,250	3,250	3,250	3,250
Capital Expenditures				16,350	-	-	9,810	9,810	9,810	6,540	6,540	6,540	6,540
Other Expenses				147,700	-	25,425	25,425	25,425	25,425	25,425	25,425	25,425	25,425
<b>Total Implementation Costs</b>				542,616	382,500	50,050	59,860	59,860	59,860	56,590	143,050	143,050	143,050
<b>Direct Contributions to Member Countries</b>				413,500	55,000	83,000	136,000	136,000	136,000	116,500	38,000	38,000	38,000
<b>External Contracting Costs</b>				115,100	34,500	-	29,034	29,034	29,034	29,033	29,033	29,033	29,033
<b>Total Costs</b>		0	32,036	1,347,230	602,332	168,579	271,604	271,604	271,604	241,029	254,170	254,170	254,170

## PROJECT ACTIVITIES (KEY OUTPUTS):

- 1.1 CA Establishment
- 1.2 CA Awareness
- 1.3 Sustainable Income Generation
- 1.4 Training
- 1.5 Surveying & Monitoring Coastal Habitats
- 1.6 Integrated Coastal Management & Planning
- 1.7 Implementation of Regional Strategies from the International Coral Reef Pacific Strategy
- 1.8 Development of Regional Strategies & National Management Plans for the Conservation & Sustainable Management of Wetlands, Mangroves & Seagrasses
- 1.9 Regional Marine Turtle Conservation, Regional Avifauna Conservation Programme & Regional Marine Mammal Programme
- 1.10 Regional Invasive Species Development
- 1.11 Implementation of Regional and International Conventions, Agreements & Strategies on Biological Diversity

**Table 4**  
**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME**  
**PROJECT IMPLEMENTATION BUDGET (US DOLLARS)**

	1996 ACTUAL	1997 ACTUAL	1998 BUDGET	1999 BUDGET	2000 PROJECTION	2001 PROJECTION
<b>INCOME</b>						
<i>Donor Funds:</i>						
Funds received during the year	4,463,657	3,763,222	6,611,413			
Funds carried over from prior year	2,767,759	2,950,731	1,922,587			
Total Donor Funds Available	7,231,416	6,713,953	8,534,000	9,572,266	9,279,460	9,360,022
Less: Advanced Funding carried forward to next year	(2,950,731)	(1,922,587)				
Primary Function Subsidy	104,171					
<b>TOTAL INCOME</b>	<b>4,384,856</b>	<b>4,791,366</b>	<b>8,534,000</b>	<b>9,572,266</b>	<b>9,279,460</b>	<b>9,360,022</b>
Secured Funding	100%	100%	56.0%	44.8%	0.0%	0.0%
Unsecured Funding			44.0%	55.2%	100.0%	100.0%
<b>TOTAL INCOME</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>1</b>	<b>4,442,801</b>	<b>5,034,176</b>	<b>8,534,000</b>	<b>9,572,266</b>	<b>9,279,460</b>	<b>9,360,022</b>
<b>EXPENDITURE</b>						
Conservation of Natural Resources	35.5%	2,079,818	3,583,440			
Environmental Education, Information and Capacity Building	21.4%	950,880	1,316,160			
Environmental Management and Planning	33.1%	1,468,876	1,737,396			
Other Project Implementation	7.7%	342,317	384,268			
Project Implementation Salaries not Funded	2.3%	103,425				
Project Implementation Travel not Funded	0.0%	745				
<b>TOTAL EXPENDITURE</b>	<b>100%</b>	<b>5,034,176</b>	<b>8,534,000</b>	<b>9,572,266</b>	<b>9,279,460</b>	<b>9,360,022</b>
<b>ALLOCATION OF EXPENDITURE BY OUTPUTS:</b>						
Strategic Output 1				20.4%	1,686,798	1,542,360
Strategic Output 2				19.5%	1,866,408	1,568,000
Strategic Output 3				30.0%	2,875,456	3,100,000
Strategic Output 4				22.5%	2,155,642	2,000,000
Strategic Output 5				8.8%	839,536	1,270,000
Less: Primary Function Funded Expenditures				-0.3%	(28,590)	(32,190)
Project Management Funded Expenditures				-0.9%	(85,748)	(88,148)
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(57,945)</b>	<b>(242,810)</b>				

Project implementation deficits are specific, project over-expenditures in the year which are recovered from donors in the subsequent year



**Table 3**

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME  
PROJECT MANAGEMENT BUDGET (US DOLLARS)**

	1996	1997	1998	1999	2000	2001						
	ACTUAL	ACTUAL	BUDGET	BUDGET	PROJECTION	PROJECTION						
<b>INCOME</b>												
Small Grants Scheme	4.6%	13,948	5.8%	25,225	3.2%	15,000	2.1%	10,000	2.0%	10,000		
Donor Funds	17.5%	53,266	8.4%	36,275	18.8%	87,090	8.4%	39,610	9.7%	49,260	7.9%	39,610
Project Administration Fees (ii)	78.0%	237,963	85.8%	371,132	77.9%	360,000	89.4%	420,000	88.4%	450,000	90.1%	450,000
<b>TOTAL INCOME</b>	<b>100%</b>	<b>305,177</b>	<b>100%</b>	<b>432,632</b>	<b>100%</b>	<b>462,090</b>	<b>100%</b>	<b>469,610</b>	<b>100%</b>	<b>509,260</b>	<b>100%</b>	<b>499,610</b>
<b>EXPENDITURE</b>												
Capital Expenditure	1.5%	5,389	0%	-	1.1%	6,000	1.6%	8,000	1.1%	6,000	1.6%	8,000
Duty Travel	2.9%	10,624	5.2%	20,110	4.5%	24,000	5.3%	26,000	5.3%	28,000	5.9%	30,000
Operating Costs	13.1%	47,660	13.8%	53,655	11.0%	58,400	12.7%	62,400	12.0%	63,000	12.4%	63,600
Salaries	57.0%	208,174	62.3%	242,384	55.3%	293,110	47.9%	235,396	46.5%	244,996	48.2%	247,396
Language Services	12.9%	46,982	3.0%	11,668	8.7%	46,000	4.9%	24,000	9.1%	48,000	5.1%	26,000
Apia Convention	0.0%	-	0.0%	-	0.9%	5,000	1.1%	5,200	1.5%	7,850	1.0%	5,200
SPREP Convention	0.0%	-	0.0%	-	1.1%	6,000	2.4%	12,000	1.5%	8,000	2.3%	12,000
Salaries Costs Funded by Donors	8.8%	32,152	9.3%	36,275	14.4%	76,090	4.6%	22,410	4.3%	22,410	4.4%	22,410
Small Grants Scheme	3.8%	13,948	6.5%	25,225	2.8%	15,000	2.0%	10,000	1.9%	10,000	2.0%	10,000
		364,929		389,317		529,600		405,406		438,256		424,606
<b>TOTAL EXPENDITURE</b>	<b>100%</b>	<b>364,929</b>	<b>100%</b>	<b>389,317</b>	<b>100%</b>	<b>529,600</b>	<b>100%</b>	<b>491,154</b>	<b>100%</b>	<b>526,404</b>	<b>100%</b>	<b>512,754</b>
<b>NET SURPLUS/ (DEFICIT)</b>		<b>(59,752)</b>	<b>(1)</b>	<b>43,315</b>		<b>(67,510)</b>		<b>(21,544)</b>		<b>(17,144)</b>		<b>(13,144)</b>
<b>BALANCE BROUGHT FORWARD</b>		<b>(2,060)</b>		<b>17,635</b>		<b>84,481</b>		<b>16,971</b>		<b>(4,573)</b>		<b>(21,717)</b>
Members' Funds (from Balance Sheet)		79,447		23,531								
<b>CUMULATIVE BALANCE</b>		<b>17,635</b>		<b>84,481</b>		<b>16,971</b>		<b>(4,573)</b>		<b>(21,717)</b>		<b>(34,861)</b>

Notes: (i) The 1997 Net Profit varies from the \$35,597 Net Profit shown in 1997 Annual Accounts. The difference (\$7,718) represents depreciation charged in 1997 Accounts.

(ii) Project Administration Fees are based on 10% of projects under Project Implementation Funding (including Unsecured Funding), where donors accept such fees. The fees received are calculated on actual Project Implementation expenditure incurred by the Secretariat.

Table 2

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME  
PRIMARY FUNCTION BUDGET (US DOLLARS)**

Table	1996		1997		1998		1999		2000		2001	
	ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET	BUDGET	BUDGET	PROJECTION	PROJECTION	PROJECTION	PROJECTION	
<b>INCOME</b>												
	58.5%	438,500	71.4%	448,141	70.2%	500,000	81.0%	560,000	73.5%	600,000	82.1%	600,000
Member Contributions	13.9%	104,190	3.2%	20,000	0.0%	-	0.0%	-	0.0%	-	0.0%	-
Member Contributions - previous years	1.0%	7,672	0.0%	-	2.5%	18,000	0.0%	-	2.5%	20,000	0.0%	-
Small Island States Fund (meetings)	12.3%	92,255	16.1%	101,010	9.8%	70,000	13.0%	90,000	11.0%	90,000	12.3%	90,000
Interest	1.3%	10,018	0.7%	4,135	0.3%	2,000	0.6%	4,000	0.5%	4,000	0.5%	4,000
Miscellaneous	13.0%	97,503	8.7%	54,414	17.1%	122,050	5.4%	37,036	12.5%	102,036	5.1%	37,036
Donor Funds	100%	<b>750,138</b>	100%	<b>627,700</b>	100%	<b>712,050</b>	100%	<b>691,036</b>	100%	<b>816,036</b>	100%	<b>731,036</b>
<b>TOTAL INCOME</b>												
<b>EXPENDITURE: Strategic Output 6</b>												
	0.0%	-	0.0%	-	1.2%	9,000	1.8%	12,000	1.1%	9,000	1.7%	12,000
Capital Expenditure	2.5%	15,936	5.9%	30,162	4.9%	36,000	5.7%	39,000	5.2%	42,000	6.3%	45,000
Duty Travel	10.1%	65,502	14.7%	74,758	12.6%	92,600	14.6%	99,600	12.4%	100,600	14.6%	104,600
Operating Costs	7.6%	49,276	0.0%	-	8.2%	60,000	2.2%	15,000	8.6%	70,000	2.1%	15,000
SPREP Meetings	44.2%	285,923	65.3%	332,810	52.7%	385,620	61.5%	419,316	53.4%	433,716	61.0%	437,316
Salaries	10.9%	70,474	3.4%	17,502	9.4%	69,000	5.3%	36,000	8.9%	72,000	5.4%	39,000
Language Services	7.5%	48,227	10.7%	54,414	8.5%	62,050	4.7%	32,036	3.9%	32,036	4.5%	32,036
Salaries Costs Funded by Donors	1.2%	7,672	0.0%	-	2.5%	18,000	0.0%	-	2.5%	20,000	0.0%	-
Small Island States Fund (meetings)												
<b>Total Expenditure Strategic Output 6</b>		<b>543,010</b>		<b>509,646</b>		<b>732,270</b>		<b>652,952</b>		<b>779,352</b>		<b>684,952</b>
Add: Project Implementation (Other Output)												
Costs Funded by Primary Function:												
Salaries	16.0%	103,425	0.0%	-	0.0%	-	4.2%	28,590	4.0%	32,190	4.5%	32,190
Duty Travel	0.1%	745	0.0%	-	0.0%	-	0.0%	-	0.0%	-	0.0%	-
<b>Total Expenditures Other Outputs</b>		<b>104,170</b>		<b>-</b>		<b>-</b>		<b>28,590</b>		<b>32,190</b>		<b>32,190</b>
<b>TOTAL PRIMARY FUNCTION EXPENDITURES</b>		<b>647,180</b>		<b>509,646</b>		<b>732,270</b>		<b>681,542</b>		<b>811,542</b>		<b>717,142</b>
<b>NET SURPLUS/(DEFICIT)</b>		<b>102,958</b>		<b>118,054</b>		<b>(20,220)</b>		<b>9,494</b>		<b>4,494</b>		<b>13,894</b>
<b>BALANCE BROUGHT FORWARD</b>		<b>(8,330)</b>		<b>94,628</b>		<b>212,682</b>		<b>192,462</b>		<b>201,956</b>		<b>206,450</b>
<b>CUMULATIVE BALANCE</b>		<b>94,628</b>	(i)	<b>212,682</b>		<b>192,462</b>		<b>201,956</b>		<b>206,450</b>		<b>220,344</b>

Note: (i) The 1997 Net Profit varies from the Net Profit shown in the 1997 Annual Accounts. The difference (\$11,576) represents depreciation charged in 1997.

**Table 1**  
**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME**  
**CONSOLIDATED BUDGET (US DOLLARS)**

	1996	1997	1998	1999	2000	2001
	ACTUAL	ACTUAL	BUDGET	BUDGET	PROJECTION	PROJECTION
<b>INCOME</b>						
Member Contributions	438,500	448,141	500,000	560,000	600,000	600,000
Member Contributions for prior years	104,190	20,000				
Small Grants Scheme	13,948	25,225	15,000	10,000	10,000	10,000
Small Island States Fund (meetings)	7,672		18,000		20,000	
<i>Other Income</i>						
Interest	92,255	101,010	70,000	90,000	90,000	90,000
Miscellaneous	10,018	4,135	2,000	4,000	4,000	4,000
Donor Funds	4,431,455	4,882,056	8,743,140	9,648,912	9,430,756	9,436,668
Project Administration Fees	237,963	371,132	360,000	420,000	450,000	450,000
Primary Function Subsidy	104,171					
<b>TOTAL INCOME</b>	<b>5,440,172</b>	<b>5,851,699</b>	<b>9,708,140</b>	<b>10,732,912</b>	<b>10,604,756</b>	<b>10,590,668</b>
	100%	100%	100%	100%	100%	100%
Primary Function	750,138	627,700	712,050	691,036	816,036	731,036
Project Management	305,177	432,632	462,090	469,610	509,260	499,610
Project Implementation	4,384,856	4,791,366	8,534,000	9,572,266	9,279,460	9,360,022
<b>TOTAL INCOME</b>	<b>5,440,171</b>	<b>5,851,698</b>	<b>9,708,140</b>	<b>10,732,912</b>	<b>10,604,756</b>	<b>10,590,668</b>
	100%	100%	100%	100%	100%	100%
<b>EXPENDITURE</b>						
Primary Function: Strategic Output 5	647,180	509,646	732,270	681,542	811,542	717,142
Project Management	364,929	389,317	529,600	491,154	526,404	512,754
Project Implementation	4,442,801	5,034,176	8,534,000	9,572,266	9,279,460	9,360,022
<i>Strategic Output 1</i>						
<i>Strategic Output 2</i>						
<i>Strategic Output 3</i>						
<i>Strategic Output 4</i>						
<i>Strategic Output 5</i>						
Less: Primary Function Funded Costs						
Project Management Funded Costs						
<b>TOTAL EXPENDITURE</b>	<b>5,454,910</b>	<b>5,933,139</b>	<b>9,795,870</b>	<b>10,744,962</b>	<b>10,617,406</b>	<b>10,589,918</b>
	100%	100%	100%	100%	100%	100%
<b>NET SURPLUS/ (DEFICIT)</b>	<b>(14,739)</b>	<b>(81,441)</b>	<b>(87,730)</b>	<b>(12,050)</b>	<b>(12,650)</b>	<b>750</b>
<b>BALANCE BROUGHT FORWARD</b>	<b>(75,704)</b>	<b>(44,866)</b>	<b>(68,362)</b>	<b>86,718</b>	<b>74,668</b>	<b>62,018</b>
Members' Funds (from Balance Sheet)	23,531					
Prior year's Project Implementation	22,046	57,945	242,810			
deficits funded by donors in next year						
<b>CUMULATIVE BALANCE</b>	<b>(44,866)</b>	<b>(68,362)</b>	<b>86,718</b>	<b>74,668</b>	<b>62,018</b>	<b>62,768</b>

Notes: (i) The 1997 Net Deficit varies from the \$100,735 deficit shown in the 1997 Annual Accounts. The difference is due to depreciation (\$19,294) charged in 1997.

(ii) Balances brought forward are the Primary Function and Project Management balances, plus the annual Project Implementation deficits. Such deficits are recovered from donors in the subsequent year, and are therefore deducted from "Funds Carried Over" in the Annual Accounts.

It is proposed that for future years the estimated income and expenditure for Project Management will appear as a separate Key Output under Strategic Output 6 under the Performance-based Output Budget. Future Budgets will reflect that Project Management is still funded by donors. Amendments to the Financial Regulations will be required to implement such changes.

#### **Table 4 - Project Implementation Budget**

The Project Implementation Budget represents the implementation of donor funded projects on behalf of members and donors.

Estimated income is from projects with secured donor funds and those projects with unsecured funding. Secured funding is defined as funds, which have either actually been received or which donors have firmly committed. Unsecured funding is defined as funds for which proposals have been submitted to donors but for which no commitment has yet been made or for which proposals are still being developed for submission to donors.

Estimated expenditure will be the costs of implementing donor funded projects.

It is proposed that the new format for the Project Implementation Budget will show estimated income and expenditure for Strategic Output 1 – 5. The format also enables the costs of each Key Outputs to be identified from the supporting documents.

#### **The “Cost Driver”**

Costs directly attributable to a particular Key Output are charged to that Key Output. Where they relate to more than one Key Output, costs are allocated by a ratio (the “cost-driver”) based on the estimated proportion applicable for each Key Output implementation.

In relation to the Core Budget, the current “cost-driver” allocates 60% of management, finance and administration costs to Primary Function (Strategic Output 6) and 40% to Project Management. This includes all salaries except for those staff who are engaged full time or substantially on other outputs or project management work. The salaries costs for such staff are allocated to such other outputs, or Project Management as appropriate.

For 1999, such allocation of Management, Finance and Administration and other staff time and other administration costs have been made to Project Management. This allocation has been indirectly reflected as costs in Strategic Outputs 1 - 5 through the administrative service fee charges.

**Table 1 – Consolidated Budget**

Summarises all estimated income and estimated Expenditure by Primary, Project Management and Project Implementation Functions. The lower half of the Expenditure Table provides the same summary in Strategic Outputs as they relate to Primary, Project Management and Project Implementation.

The new format also summarises all expenditure by Strategic Output and provides a relative comparison with budgets under the previous system.

**Table 2 - Primary Function Budget**

The Primary Function is the core budget, which enables effective management and provision of corporate services on behalf of Member Countries.

Estimated income is from Member Country contributions, some donor funding as well as interest and miscellaneous other income.

Estimated Expenditure is for the operation, management and provision of corporate services.

It is proposed that the new format for 1999 will be Strategic Output 6 - Corporate and Management Services, which is the Primary Function Budget. The format will show the relationship of costs to Key Outputs as reflected in the lower section of the Budget. For future years, this output could also include the Project Management Budget (see below) as another Key Output, should members agree to the necessary change in the Financial Regulations.

**Table 3 - Project Management Budget**

The Project Management Budget represents the management of donor funded projects on behalf of members and donors.

Estimated income is from project administration fees and donor funds provided for this purpose. In accordance with members requirements, the costs of Project Management should be entirely funded by donors. To this end, the Secretariat is proposing to increase administration fees, where possible, to those projects where the administrative costs exceed the recoveries currently charged.

Estimated expenditure for the project management function is calculated by assessing an appropriate allocation of costs for Management and the Finance and Administration staff, as well as the relevant portion of all administration costs.

For 1999, the Project Management Budget has been treated separately to the Performance-based budgets because the administration fees (and therefore the expenses they fund) are already included in the Implementation costs of Outputs 1 – 5. Approval of members is currently required under the Financial Regulations, to authorise the Director to expend the Project Management Budget.

## 11 FINANCIAL STATEMENTS

The financial statements presented in this section follow the basic format of previous years, with an extension to reflect the performance based output budget system.

This financial section includes:

- Explanatory notes to the Financial Statements; and
- Budget Tables:

Consolidated Budget (Table 1)

Primary Function Budget (Table 2)

Project Management Budget (Table 3)

Project Implementation Budget (Table 4)

The Budget Tables provide estimated income and expenditure figures and have been prepared in accordance with Financial Regulation 3.

### 11.1 Explanatory Notes to the Accounts

Performance-based output Budgeting requires the financial accounts to be presented in a form that will demonstrate and is consistent with the principles of effective, efficient and transparent resource allocation to achieve the goals and objectives of SPREP.

Strategic Outputs and identification of Key Outputs and activities highlights the need to present financial statements in a format that will report this information in a manner easily understood and explicit.

Allocation of financial resources is associated with Key Outputs. Each Key Output will be costed and will reflect the true cost of producing the Key output. This means assessing the proportion of an input (personnel, implementation costs) that can legitimately be charged to a given output, on the basis of the value that is being contributed.

Each of the Key Outputs has been costed in terms of Personnel, Administration and Implementation Costs, Direct Contribution to Member Countries and External Contract Costs. Key outputs and the performance indicators identified and established for each will measure to what extent these have met specified expectations.

Financial Reporting will therefore require some changes to enable monitoring and evaluation of key outputs and for the reports to reflect the relationship of cost and output.

Financial Regulation 3 requires that the Annual Budget estimates incorporate income and expenditure proposals for the primary, project management and project implementation functions. Financial Regulation 4 details the information to be contained in the estimates.

The format changes to the Financial Statements will form the basis for future year financial reporting presentations, subject to such further changes as members require from time to time.

<p><b>6.5. Finance</b></p> <p><u>Description</u> This Key Output aims to provide the necessary administrative support and sound financial procedures and support for the effective and efficient operation of the Secretariat.</p>	<p>Accounts, budgets and reports.  Financial system.</p>	<ul style="list-style-type: none"> <li>• Audited Annual Accounts.</li> <li>• Completion of Management, Project, Donor Financial Reports, Ad Hoc finance reports as required.</li> <li>• Monthly Project Status reports.</li> <li>• Three year budget estimates produced.</li> <li>• Performance-based Output financial system fully implemented and maintained</li> <li>• Updated Accounting Manual to reflect output based programming.</li> <li>• Updated procedures and documentation for output based programming.</li> </ul>
--	--	---

**STRATEGIC OUTPUT 6****MANAGEMENT AND CORPORATE SERVICES****SUMMARY BUDGET ANALYSIS (US DOLLARS)**

Key Outputs	Personnel	Implementation Costs	Direct Country Contributions	External Contracts	Budget 1999	Secured Funding	Unsecured Funding	Projected Budget	
								2000	2001
6.1	191,348	102,423	-	-	293,771	293,771	-	293,126	307,926
6.2	60,769	25,630	-	36,000	122,399	122,399	-	245,944	123,944
6.3	50,351	9,120	-	-	59,471	59,471	-	66,716	65,616
6.4	56,693	9,120	-	-	65,813	65,813	-	68,913	68,213
6.5	92,191	14,307	-	-	106,498	106,498	-	104,653	104,253
<b>Total</b>	<b>451,352</b>	<b>160,600</b>	<b>0</b>	<b>36,000</b>	<b>647,952</b>	<b>647,952</b>	<b>0</b>	<b>779,352</b>	<b>669,952</b>

Note: For detailed analysis of each Key Output, see Annex 6

Key Outputs	Activities	Performance Indicators
<p><b>6.1. Management</b></p> <p><u>Description</u> This Key Output focuses on the Primary functional role of the Secretariat as well as providing timely information to all stakeholders.</p>	<p>Corporate Plan. Work Programme Annual Report. Management Systems. Personnel. Premises. Asset control.</p> <p>Communications.</p>	<ul style="list-style-type: none"> <li>• Agreement of Corporate Structure and Plan.</li> <li>• Work Programmes produced.</li> <li>• Annual Report produced.</li> <li>• Management Systems refined.</li> <li>• Personnel Employment Contracts produced.</li> <li>• New premises agreed design and funding.</li> <li>• Maintenance programme of all facilities implemented.</li> <li>• Information and communication systems operating 100% efficiency.</li> </ul>
<p><b>6.2. Interaction with Member Countries</b></p> <p><u>Description</u> This Key Output provides a means of regular consultation among Members concerning implementation of activities under the Action Plan. This Key Output will also reflect the requirement for the Secretariat to ensure member countries are aware and understand all aspects of the Action Plan.</p>	<p>Contact with members.</p> <p>Communications.</p> <p>Conference.</p>	<ul style="list-style-type: none"> <li>• Provide advice as required to member countries.</li> <li>• Timely responses to Member country requests.</li> <li>• Conference Services provided.</li> </ul>
<p><b>6.3. Regional Co-operation and Coordination</b></p> <p><u>Description</u> This Key Output reflects the requirement of SPREP to promote regional co-operation in accordance with the Agreement Establishing SPREP and in accordance with the Guidelines contained in the 1997 – 2000 Action Plan.</p>	<p>Visitations: Work Programme and Budget. Regional Meetings.</p> <p>SPOCC Meetings Regional Representation</p>	<ul style="list-style-type: none"> <li>• Visits to at least 6 member countries.</li> <li>• Preparation and convene Work Programme and Budget Subcommittee Meeting.</li> <li>• Attendance at Regional Meetings, South Pacific Forum and South Pacific Conference.</li> <li>• Attendance at SPOCC meetings as required.</li> <li>• Attendance at International meetings.</li> </ul>
<p><b>6.4. Programme Development</b></p> <p><u>Description</u> This Key Output focuses on the need for the Secretariat to continue to develop and implement regionally coordinated and comprehensive programmes.</p>	<p>Donor consultations.</p>	<ul style="list-style-type: none"> <li>• Funding for Work Programme secured.</li> <li>• Meetings held with Donors.</li> <li>• Secured long-term funding for SPREP programmes.</li> </ul>



## **STRATEGIC OUTPUT 6: MANAGEMENT AND CORPORATE SERVICES**

Strategic Output 6, Management and Corporate Services, reflects the Action Plan guiding principle that the Secretariat will work through governments, existing institutions and expertise in the region. In co-operation with appropriate regional bodies and mechanisms, such as the South Pacific Organisations Coordinating Committee (SPOCC). The Secretariat will promote co-ordination and remove duplication of effort. It will make effective and efficient use of the resources at its disposal and seek to balance the allocation of resources among programmes and corporate services.

Consistent with the functions outlined in the Agreement Establishing SPREP, the Secretariat will provide professional advice, co-ordinate environment activities and facilitate the implementation of the Action Plan.

Co-ordination of the implementation of the Action Plan is an important function for the Secretariat. The programmes are inter-related and the design of activities will acknowledge and complement other initiatives under the Plan. Use will be made of existing opportunities for technical meetings and the Secretariat will participate, where appropriate, in the technical meetings of other regional institutions.

Annual work programmes and a performance based budget will be prepared by the Secretariat for presentation and discussion at the SPREP Meeting. The setting of priorities through these annual work programmes will be an important element of implementing the Action Plan. Funding to implement work programmes will be the joint responsibility of the Secretariat, governments, non-government organisations and donors.

**STRATEGIC OUTPUT 5**  
**ENVIRONMENTAL EDUCATION, INFORMATION & TRAINING**  
**SUMMARY BUDGET ANALYSIS (US DOLLARS)**

Key Outputs	Personnel	Implementation Costs	Direct Country Contributions	External Contracts	Budget 1999	Secured Funding	Unsecured Funding	Projected Budget	
								2000	2001
5.1	40,255	110,000			150,255	2,001	148,255	150,000	200,000
5.2	43,560				43,560	30,101	13,460	150,000	200,000
5.3	68,145	145,000			213,145	72,101	141,044	150,000	200,000
5.4	44,709	50,000			94,709	2,001	92,708	100,000	120,000
5.5	70,799	92,000			162,799	49,651	113,148	150,000	250,000
5.6	6,710	30,000			36,710	6,002	30,708	50,000	60,000
5.7	58,360	80,000			138,360	107,652	30,708	150,000	240,000
<b>Total</b>	<b>332,536</b>	<b>507,000</b>	<b>0</b>	<b>0</b>	<b>839,536</b>	<b>269,506</b>	<b>570,030</b>	<b>900,000</b>	<b>1,270,000</b>

**Note:** Key Outputs 5.2 and 5.3 includes salary costs (estimated US\$56,200 total, 50% to each Key Output) paid directly by the Commonwealth Secretariat  
 For detailed analysis of each Key Output, see Annex 5

<p><b>5.5 Information and Computer Technology</b></p> <p><u>Description</u> This Key Output will provide efficient, reliable and responsive information technology systems to SPREP staff. To encourage and support Information Technology training of SPREP staff and member countries. To promote sustainable development in the region by facilitating electronic access to relevant information.</p>	<p><b>5.5.1</b> Update Corporate Database and provide support for archive and library database.</p> <p><b>5.5.2</b> Support the IT component of all SPREP programmes.</p> <p><b>5.5.3</b> Develop SPREP clearing house – one stop shop information access house for all SPREP programmes. Produce CD Rom.</p> <p><b>5.5.4</b> Update SPREP Website.</p> <p><b>5.5.5</b> Conduct in-house training in development of computer skills generally.</p> <p><b>5.5.6</b> Identify member country information technology needs.</p>	<ul style="list-style-type: none"> <li>• Publish information on Corporate Database – distribute to stakeholders.</li> <li>• Coding and referencing of database distributed to stakeholders and member countries</li> <li>• Distribute Website information to all member countries and demonstrate, where necessary, how to utilise the website and information to be obtained.</li> <li>• Check website access – number of 'hits' by users and stakeholders.</li> <li>• CD Rom distributed to all member countries.</li> <li>• Work programme of training to be undertaken in-house.</li> <li>• Reports on training undertaken.</li> <li>• Report completed on information technology needs of 6 member countries.</li> <li>• Implementation of 2 member country information technology requirements.</li> </ul>
<p><b>5.6 Assist Member Countries through Small Grants Scheme</b></p> <p><u>Description</u> This Key Output will support requests by member countries to undertake activities that are consistent with the conditions of the Small Grants Scheme.</p>	<p><b>5.6.1</b> Assessment of Proposals.</p> <p><b>5.6.2</b> Evaluate and process proposals using agreed criteria.</p>	<ul style="list-style-type: none"> <li>• Respond to member country requests within two weeks of receipt.</li> <li>• Monitor and evaluate implementation of Small Grants Scheme.</li> <li>• Performance indicators for each grant are measured on completion of the project.</li> </ul>
<p><b>5.7 Capacity Building in Member Countries through Training Activities, Country Attachments and Volunteer Technical Assistance.</b></p> <p><u>Description</u> This Key Output will strengthen member country capacity for environmental management through workshops, short courses, attachments to SPREP and technical assistance provided through volunteer schemes. Training activities will involve a member country Training Needs Assessment together with an Institutional Capabilities Assessment to assist in co-ordination of relevant environmental management training across all SPREP Programme Areas.</p>	<p><b>5.7.1</b> Recruit Training Officer.</p> <p><b>5.7.2</b> Undertake environmental management Training Needs Assessment in all member countries.</p> <p><b>5.7.3</b> Undertake Institutional Capabilities Assessment of Training services for environmental management within the region.</p> <p><b>5.7.4</b> Coordinate all SPREP training activities in conjunction with SPREP Programme Officers.</p> <p><b>5.7.5</b> Provide assistance to member countries through volunteer attachments.</p> <p><b>5.7.6</b> Attach one member country environmental staff member to SPREP.</p> <p><b>5.7.7</b> Attach short term volunteer intern to SPREP.</p> <p><b>5.7.8</b> Undertake cross-country attachment (one member country to another).</p>	<ul style="list-style-type: none"> <li>• Training Needs Assessment Reports completed.</li> <li>• Report on Institutional Capabilities completed.</li> <li>• Work Plan for training within all SPREP Work Programme areas produced.</li> <li>• Placement of 3 Volunteers in 3 member countries.</li> <li>• One country attachment completed and returned to home island with enhanced skills.</li> <li>• Evaluation report on work of country attachment.</li> <li>• Two volunteer internships completed and evaluation report produced.</li> <li>• One cross-country attachment completed and evaluation report produced.</li> </ul>

<p><b>5.3 Strengthen Public Relations Capacity of SPREP</b></p> <p><u>Description</u> This Key Output will continue to provide a wide range of information/publication services both to member countries, and the wider international arena as well as within the organisation.</p>	<p><b>5.3.1</b> Improve the Corporate Image of SPREP regionally and internationally.</p> <p><b>5.3.2</b> Prepare media fact sheets on programme activities and overall SPREP operation.</p> <p><b>5.3.3</b> Provide effective media coverage and greater information dissemination of SPREP programme work, events, workshops.</p> <p><b>5.3.4</b> Provide support and advice to member country media staff through workshops to improve their understanding and reporting of key environmental issues.</p> <p><b>5.3.5</b> Implement a standardised SPREP corporate image slogan and design of materials.</p> <p><b>5.3.6</b> Production of newsletters and all SPREP print material in timely manner.</p> <p><b>5.3.7</b> Develop and promote Regional information and media services with other SPOCC agencies.</p>	<ul style="list-style-type: none"> <li>• Produce timely and current information to media services regionally and internationally of SPREP activities while they are happening or published within a week of the event.</li> <li>• Ensure coverage of all SPREP activities within the region and publication in print of same within 24 hours.</li> <li>• Publication of media fact sheets distributed to all member countries.</li> <li>• Produce booklet on how to report on key environmental issues for regional media personnel and member country focal points – Lessons learnt. Published by May 1999.</li> <li>• Confirm and distribute the standardised SPREP corporate slogan/logo and identity to member countries.</li> <li>• All reports to be published and distributed within three months of receipt of information.</li> <li>• Distribution of Reports to member countries within two weeks of completion.</li> <li>• Coordinate and continue to promote regional media committee input into all media information and services – meeting reports and combined media releases.</li> </ul>
<p><b>5.4 Streamline Library and Information Centre – Clearing House Activities</b></p> <p><u>Description</u> This Key Output will continue to provide support to SPREP programmes on information needs and service direct information requests from member countries as well as training and establishment of networking of National Environment Libraries.</p>	<p><b>5.4.1</b> Provide information exchange to all SPREP programmes.</p> <p><b>5.4.2</b> Provide environmental information needs of member countries.</p> <p><b>5.4.3</b> Coordinate regional and international organizations to circulate information and publications.</p> <p><b>5.4.4</b> Technical assistance in setting up national environment libraries in Departments of Environment in member countries.</p> <p><b>5.4.5</b> Networking (via electronic mail) of National Environment Libraries and information dissemination.</p>	<ul style="list-style-type: none"> <li>• Publish management plan of Library including types of services provided by April 1999 to all member countries.</li> <li>• Provide timely information exchange as required by SPREP programme officers and stakeholders.</li> <li>• Provide timely responses to requests by member countries for environmental information – written response within 48 hours of receipt and information within 5 days of receipt.</li> <li>• Publish, for all member countries, a list of publications available from regional and international organisations.</li> <li>• Publish quarterly list of Library Holdings (including National Holdings).</li> <li>• 5 National Information Centres established, equipped and with trained personnel in Fiji, Kiribati, Marshall Islands, Vanuatu and Samoa and at least one other country by end of 1999.</li> </ul>

Key Output	Activities	Performance Indicators
<p><b>5.1 Integration of Environmental Content into Formal Education Programmes.</b></p> <p><u>Description</u> This Key Output will promote the inclusion of environmental issues into curricula of schools for infants, primary and secondary levels. Delivery of this key output will be with Departments of Education, teacher training institutions and curriculum development units. This Key Output will focus on activities contained in the Action Strategy for Environmental Education and Training in the Pacific Region 1999 - 2003.</p>	<p><b>5.1.1</b> Follow through of Palau attachment and evaluate implementation of work programmes.</p> <p><b>5.1.2</b> Further development of posters and booklets for identified member countries.</p> <p><b>5.1.3</b> Teachers Handbook developed for identified member country.</p> <p><b>5.1.4</b> Curriculum material development for identified member countries.</p> <p><b>5.1.5</b> Review and evaluate Climate Change curriculum.</p> <p><b>5.1.6</b> Coral Reef Curriculum Workshop implemented.</p>	<ul style="list-style-type: none"> <li>• Evaluation report on work of the Palau country attachment.</li> <li>• Posters and Booklets developed and published for one member country.</li> <li>• Teacher Handbook developed and published for one member country.</li> <li>• Curriculum material developed and published for one member country.</li> <li>• Pilot project evaluation of the implementation of Climate Change curriculum in one member country.</li> <li>• Report on Coral Reef Curriculum workshop and development of curriculum for distribution and comment by member countries.</li> <li>• Teachers' Workshop held in 2 countries.</li> <li>• Environment week activities supported in 2 countries.</li> </ul>
<p><b>5.2 Public Awareness Raising through Community Environmental Education</b></p> <p><u>Description</u> This Key Output will increase awareness of the community through a variety of media (print, radio, TV and drama).</p>	<p><b>5.2.1</b> Undertake workshops with NGOs, church and community groups.</p> <p><b>5.2.2</b> Support the production of Public Awareness material in local languages.</p> <p><b>5.2.3</b> Provide environmental education and awareness raising support to all SPREP Work Programmes.</p>	<ul style="list-style-type: none"> <li>• Awareness raising material produced in local languages in 3 countries.</li> <li>• Environmental radio programmes produced in 2 countries.</li> <li>• Awareness raising material produced in association with 3 SPREP Work Programmes.</li> </ul>

## **STRATEGIC OUTPUT 5: ENVIRONMENTAL EDUCATION, INFORMATION AND TRAINING**

Strategic Output 5 Environmental Education, Information and Training, reflects the Action Plan objective to strengthen environmental education, training and information systems.

The importance of environmental education and awareness raising is increasingly well understood throughout the region and forms an integral element of support to all SPREP programmes. In recognition of the role to be played by children, as future custodians of the Pacific environment, the formal education system will continue to be a major area of focus with emphasis on curriculum development and teacher training. In order to achieve maximum benefit from education, awareness raising and training activities continued utilisation of churches, women and youth groups will also be encouraged to disseminate environmental information at the village and community level. Public media (newspapers, radio and television) will increasingly be used and additional resources sought to produce material in local languages. Awareness raising of decision makers in the public and private sector will also form an important element in this Strategic Output facilitated through better packaging, interpretation and dissemination of technical information, utilising Internet and through strengthening library and information dissemination capabilities within member country environment units, other government sectors and NGOs. This Strategic Output will provide the specialist support in these areas required for the effective education, training and clearinghouse functions of other SPREP Programmes.

Training activities form part of capacity building for environmental management in each member country and this Strategic Output coordinates and contributes to all training activities across all SPREP work programmes.

This Strategic Output will promote the successful protection and management of natural resources but will depend on the involvement and active support of all stakeholders, especially local communities through their greater awareness of environmental issues. Building partnerships and capacities for community-based initiatives is a key challenge in meeting realistic economic and cultural needs of Pacific Island communities.

**STRATEGIC OUTPUT 4**  
**ENVIRONMENTAL MANAGEMENT, PLANNING AND INSTITUTIONAL STRENGTHENING**  
**SUMMARY BUDGET ANALYSIS (US DOLLARS)**

Key Outputs	Personnel	Implementation Costs	Direct Country Contributions	External Contracts	Budget 1999	Secured Funding	Unsecured Funding	Projected Budget	
								2000	2001
4.1	44,335	113,900	30,000	50,000	238,235	4,335	233,900	210,000	200,000
4.2	26,395	165,000	70,000	20,000	281,395	14,335	267,060	250,000	150,000
4.3	63,131	155,000	45,000	200,000	463,131	4,001	459,130	500,000	500,000
4.4	108,651	85,000	20,000	105,000	318,651	318,651	-	200,000	200,000
4.5	80,000	96,800	-	-	176,800	91,000	85,800	160,000	200,000
4.6	30,365	117,700	80,000	-	228,065	107,365	120,700	200,000	250,000
4.7	124,465	184,900	140,000	-	449,365	4,335	445,030	500,000	500,000
<b>Total</b>	<b>477,342</b>	<b>918,300</b>	<b>385,000</b>	<b>375,000</b>	<b>2,155,642</b>	<b>544,022</b>	<b>1,611,620</b>	<b>2,020,000</b>	<b>2,000,000</b>

Note : Key Output 4.4 includes salary costs (estimated US\$55,000 total) paid directly by France  
 For detailed analysis of each Key Output, see Annex 4

<p><b>4.6 Participation in Negotiations and Agreements Concerning Sustainable Development</b></p> <p><u>Description</u> This Key Output will facilitate the development of Pacific Island positions relevant to key international environment negotiations and where necessary provide technical advice and backstopping. This output will require representing regional view on environmental issues. The focus will be on building national capacity to implement conventions and regional consensus on positions in advance of negotiations. The Secretariat will encourage participation by countries and provide technical support during specific negotiations in favour of participation in Conferences of Parties. This will include working with the ESCAP/Pacific Operations Centre as the joint Secretariat for the Advisory Committee to facilitate co-ordination and implementation of the Barbados Programme of Action.</p>	<p><b>4.6.1</b> Commission on Sustainable Development – Attending Seventh Session that will review progress to implement the Barbados Programme of Action with particular reference to oceans and sustainable tourism that are particularly relevant to the region.</p> <p><b>4.6.2</b> Global Environment Facility Council – Attending the GEF Council to ensure development policies are consistent with member country priorities. Provide advice to Pacific Islands-Indonesia-Philippines constituency.</p> <p><b>4.6.3</b> Attending United Nations General Assembly (UNGA) Special Session on Small Island Developing States.</p> <p><b>4.6.4</b> Participation by Pacific Island officials in key negotiations.</p>	<ul style="list-style-type: none"> <li>• Regional Briefs, Reports completed and distributed to stakeholders and member countries within one month of the meetings.</li> <li>• Communications with Member countries are received and responded to in a timely manner.</li> <li>• International agreements reached are communicated to member countries within one month of the final agreement.</li> </ul>
<p><b>4.7 Implementation of Strategic Action Programme (SAP) of the Pacific Small Island Developing States</b></p> <p><u>Description</u> This Key Output will achieve global benefits by developing and implementing the Strategic Action Programme to conserve and sustainably manage the coastal and ocean resources in the Pacific Region. It will address the root causes of degradation of International Waters through regionally based, country driven targeted actions and integrate development and environment needs. Targeted actions will be carried out in two complementary and necessarily linked consultative contexts Integrated Coastal and Water Management and Oceanic Fisheries Management.</p>	<p><b>4.7.1</b> Complete project documents for the implementation of the SAP.</p> <p><b>4.7.2</b> Appoint the Chief Technical Assistant for the Project.</p> <p><b>4.7.3</b> Establish the Pacific Island Programme Coordination Unit.</p> <p><b>4.7.4</b> Re-establish the Regional and National Task Forces.</p> <p><b>4.7.5</b> Hold a Regional Task Force meeting.</p> <p><b>4.7.6</b> Prepare Work programme for the following three years.</p>	<ul style="list-style-type: none"> <li>• Project documents accepted by GEF and member countries.</li> <li>• Appointment of Chief Technical Assistant.</li> <li>• Establishment of the Pacific Island Programme Coordination Unit.</li> <li>• Review the terms of reference for the Regional task force.</li> <li>• Confirm Work Programme for the Co-ordination Unit.</li> <li>• Communication with member countries to re-establish National Task Forces.</li> <li>• Region Task Force meeting held.</li> <li>• Report of RTF.</li> <li>• Recommendations of RTF meeting disseminated to all member countries.</li> <li>• Work programme completed and distributed to all stakeholders</li> <li>• Work programme agreed to by GEF.</li> </ul>



<p><b>4.4 Strengthen Environmental Legislation</b></p> <p><u>Description</u> This Key Output will continue to provide legal services to countries to assist in the preparation of environmental legislation for environmental management and the implementation and awareness of environmental conventions, taking due account of customary law.</p>	<p><b>4.4.1</b> Provide support to other SPREP Programme areas involving law: CBD, UNFCCC, Waste Conventions, EIA and capacity building. This includes legal advice and coordination of regional positions at Convention meetings.</p> <p><b>4.4.2</b> Strengthen (country-specific) national legislation for sustainable development (i.e Niue, Kiribati and Samoa) through national workshops and provision of legal advice.</p> <p><b>4.4.3</b> Legal Publications: Convention fact sheets updated; environmental case law of Pacific countries on website update SPREP legal database and prepare/distribute CD Rom of Conventions.</p>	<ul style="list-style-type: none"> <li>• Provide legal support to all SPREP programmes through preparation and drafting of relevant documentation for regional and international input by Programme Officers and Heads of Divisions.</li> <li>• Provide legal support to member countries through drafting relevant documentation for members to participate effectively participate in regional and international fora.</li> <li>• Minimum of 4 member countries contacted and encouraged to participate and become signatories to international and regional conventions.</li> <li>• Identify through national workshops in 6 member countries, legislation changes required to incorporate environmental issues.</li> <li>• Discuss with each country the modifications required.</li> <li>• Provide advice and support for legislation changes to be undertaken in 3 member countries.</li> <li>• Minimum of 3 Convention fact sheets updated.</li> <li>• 5 new environmental case law reports added to website.</li> <li>• Update of legal database ongoing.</li> <li>• Preparation and distribution of CD Rom to all member countries by August 1999.</li> </ul>
<p><b>4.5 National Capacity for Assessment and Reporting</b></p> <p><u>Description</u> This Key Output will further develop the database and National coordinating committees for State of the Environment Reporting (SoE). The work has developed a comprehensive and regionally consistent database format. A limited set of indicators must be developed for senior decision makers specifically related to planning tools, treasury and finance can use to better plan sustainable development. The Key Output will encourage the strengthened Geographical Information System (GIS)/remote sensing capability of the Secretariat.</p>	<p><b>4.5.1</b> Contacts made with National Coordinating Committees.</p> <p><b>4.5.2</b> Assess National Economic Statements in at least 6 member countries.</p> <p><b>4.5.3</b> Regional Workshop to assess appropriate indicators.</p> <p><b>4.5.4</b> National Workshop to develop appropriate national indicators.</p> <p><b>4.5.5</b> Develop five SoE key indicators in 3 member countries to measure and develop National Environment Outlook reporting.</p>	<ul style="list-style-type: none"> <li>• List of all National Coordinating Committees in the Region.</li> <li>• Compilation of National Economic Statements in 6 member countries.</li> <li>• Workshop held to review and assess SoE indicators.</li> <li>• Report published on workshop recommendations and SoE indicators confirmed and published.</li> <li>• National Workshops to be held in 3 member countries.</li> <li>• Assess Regional workshop recommendations and national recommendations developed and tested.</li> <li>• Report published on workshop recommendations.</li> <li>• Five SoE indicators developed in the 3 identified member countries.</li> <li>• At least 2 National Environment Outlooks produced and published in 1999.</li> </ul>

Key Output	Activities	Performance Indicators
<p><b>4.1. Tools to Plan, Manage and Regulate Environmental Development</b></p> <p><u>Description</u> This output will seek to include environmental principles and objectives in the work of the range of agencies involved in the management of natural resources through the provision of tools such as EIA, ICM and appropriate economic instruments.</p>	<p>4.1.1. Establishment of an EIA network for the region.</p> <p>4.1.2. Pilot workshop to introduce economic and financial instruments for raising resources for environmental management.</p> <p>4.1.3. Links established with ICM programme (see 1.6).</p>	<ul style="list-style-type: none"> <li>• EIA Network established.</li> <li>• Generic EIA guidelines developed for key developments.</li> <li>• Database of EIAs established and updated.</li> <li>• Training needs identified for EIA.</li> <li>• EIA help desk operational.</li> <li>• Training material on economic instruments finalised.</li> <li>• Training materials and systems for ICM integration in five member countries developed and reviewed.</li> </ul>
<p><b>4.2. Linking Sectoral Development to Environmental Priorities</b></p> <p><u>Description</u> This output will encourage shifts to sustainable practices in relation to trade and tourism.</p>	<p>4.2.1. Identification of appropriate ecolabelling policy and standards moving towards a code of practice.</p> <p>4.2.2. Promotional material and draft policy and standards distributed for comment by member country stakeholders.</p> <p>4.2.3. Private sector and governments identify environmentally sound practices for tourism.</p>	<ul style="list-style-type: none"> <li>• Draft standards and policy distributed.</li> <li>• Comments of member country stakeholders collated.</li> <li>• Pilot ecolabelling opportunity identified for one agriculture and forestry product to test draft policy and standards.</li> <li>• Private sector/government roundtable convened.</li> <li>• Sustainable practices and strategy for sustainable tourism developed.</li> </ul>
<p><b>4.3 Capacity Building for Environmental Management in the Pacific (CBEMP)</b></p> <p><u>Description</u> This Key Output will implement the CBEMP project to strengthen the capacity of government institutions and communities within countries of the region to achieve sustainable development through the integration of traditional and non-traditional environmental management practices.</p>	<p>4.3.1. Workshops to raise awareness of government, non-government and community decision makers of the importance of integrating management practices.</p> <p>4.3.2. Assist in the collection and dissemination of information on traditional and non-traditional management practices.</p> <p>4.3.3. Review database needs for the storage and collation of natural resource and land management information.</p> <p>4.3.4. Undertake activities to strengthen national legislation.</p> <p>4.3.5. Hold a Sub-regional workshop to develop eco-technology opportunities.</p> <p>4.3.6. Undertake community awareness raising to promote eco-tourism.</p> <p>4.3.7. Develop teacher training programmes and resource materials promoting the integration of management practices.</p> <p>4.3.8. Through participatory approaches integrate NEMs into National Development Plans.</p>	<ul style="list-style-type: none"> <li>• Three workshops are held in three countries.</li> <li>• Information on traditional and non-traditional management practices is collected and disseminated.</li> <li>• Review and training in database establishment is carried out in six countries.</li> <li>• In three countries environmental legislation and regulations that integrate management practices are in place.</li> <li>• In three countries eco-technology projects are developed.</li> <li>• Two eco-tourism awareness raising workshops are carried out and eco-tourism opportunities are identified.</li> <li>• Teacher training programmes are carried out in five countries.</li> <li>• Resource materials are prepared and disseminated in three countries.</li> <li>• Development Plans of 2 member countries published which reflect NEMs.</li> </ul>

## **STRATEGIC OUTPUT 4: ENVIRONMENTAL MANAGEMENT, PLANNING AND INSTITUTIONAL STRENGTHENING**

Strategic Output 4 builds capacity for island countries to integrate environmental management and planning within national development. It is recognised that this integration must occur across macro-economic, sectoral and community levels.

As island region's implement economic reform and development agendas to promote employment and economic growth, it will be essential to underpin the larger macroeconomic decisions with sound environmental advice. However, the capacity for Pacific Island States to do so remains severely constrained. In the context of trade liberalisation (including the re-negotiation of the Lome Convention), structural adjustment (including limitations to expanding environment capacity within the public sector) and the need to stimulate new investment and employment growth in often stagnant island economies with growing populations, the need to strengthen or supplement this capacity is critical.

To build capacity that will enable countries effectively to integrate environmental management and planning within national development it will be important to provide the tools for integration, actively promote links between sector development and the environment, support assessment and reporting on key environmental indicators, strengthen environmental legislation, undertake the necessary training, continue to build upon NEMS and assist countries participate effectively in international environmental negotiations. The recently adopted Strategic Action Programme for International Waters in the Pacific deals specifically with the integration of environment and development and will provide a focus for this Strategic Output.

The integration of traditional and non-traditional environment management systems through the implementation of capacity building activities that focus on decision makers in government and non-government organisations and at the community level will develop tools that will assist in the delivery of more effective and appropriate management practices.

Population dynamics largely determine the nature and extent of environmental impacts, building capacity in environmental management and planning and will require the strengthening of environmental assessment at national and regional levels and the integration of population and environment linkages at all levels. This will include the development of systems for State of Environment reporting that meet national needs and satisfy regional and global reporting requirements.

This Strategic Output will promote the successful protection and management of natural resources but will depend on the involvement and active support of all stakeholders, especially local communities. Building partnerships and capacities to improve environmental initiatives is a key challenge in meeting the realistic economic and cultural needs of Pacific Island communities.

**STRATEGIC OUTPUT 3**  
**WASTE MANAGEMENT, POLLUTION PREVENTION AND EMERGENCIES**  
**SUMMARY BUDGET ANALYSIS (US DOLLARS)**

Key Outputs	Personnel	Implementation Costs	Direct Country Contributions	External Contracts	Budget 1999	Secured Funding	Unsecured Funding	Projected Budget	
								2000	2001
3.1	71,734	100,000	-	80,000	251,734	251,734	-	130,000	
3.2	12,646	20,000	-	20,000	52,646	52,646	-	50,000	50,000
3.3	51,450	670,000	-	290,000	1,011,450	203,513	807,937	1,000,000	1,000,000
3.4	13,513	25,000	-	15,000	53,513	867	52,646	50,000	50,000
3.5	14,380	370,000	-	100,000	484,380	1,734	482,646	1,000,000	1,000,000
3.6	71,734	700,000	-	250,000	1,021,734	221,734	800,000	1,000,000	1,000,000
<b>Total</b>	<b>235,456</b>	<b>1,885,000</b>	<b>0</b>	<b>755,000</b>	<b>2,875,456</b>	<b>732,227</b>	<b>2,143,229</b>	<b>3,230,000</b>	<b>3,100,000</b>

Note: Key Outputs 3.1 and 3.6 includes salaries costs for two staff (estimated US\$70,000 each) paid directly by the European Union and Commonwealth Secretariat  
For detailed analysis of each Key Output, see Annex 3

<p><b>3.6 Commence Implementation of the Pacific Ocean Pollution Prevention Programme (PACPOL)</b></p> <p><u>Description</u> This Key Output will upgrade the regional and national capacities in 14 countries to prevent and respond to all forms of ship-based pollution including:</p> <ul style="list-style-type: none"> <li>• Introduced marine species</li> <li>• Marine spills (oil and other hazardous materials)</li> <li>• Ships waste (oil, sewage and garbage)</li> <li>• Ships antifouling</li> <li>• Port activities</li> </ul> <p>PACPOL will provide a framework for the implementation within the Pacific Islands of the Asia Pacific Economic Cooperative/Australia/New Zealand Environment Coordinating Council (APEC/ANZECC) strategy and Action Plan to address ship based pollution in the Asia-Pacific region, which was developed at a workshop in Townsville in April 1998. PACPOL requires a 5 year implementation period commencing in early 1999.</p>	<p><b>3.6.1 Risk Assessment</b> Map and describe shipping patterns in the Pacific islands region and each country including; routes, frequencies/intensities and types/quantities of cargo carried.</p> <p><b>3.6.2 Conventions and legislation</b> Assist countries to develop and implement national marine pollution legislation. Assist countries to become party to and implement IMO conventions which relate to marine pollution. Develop a mechanism for ensuring effective and cost-effective representation of the Pacific islands region in IMO.</p> <p><b>3.6.3 Education and Awareness Raising</b> Develop and implement a comprehensive marine pollution education and awareness raising campaign throughout the region including: posters, stickers, pamphlets, video; input into primary, secondary and tertiary curricula; media strategy.</p> <p><b>3.6.4 Introduced Marine Species</b> Assess the risks of foreign marine species being introduced to Pacific island ports via shipping, developing port environmental comparisons for selected high priority source and receivable ports.</p> <p><b>3.6.5 Spills in the Marine Environment</b> Conduct surveys for Introduced Marine Species (IMS) in selected Pacific Island ports. Undertake and review current measures in place in the region to prevent spills in the marine environment including: Shipping standards and safety; Navigation Charting aids; Cargo/fuel handling and recommend actions for improvement. Finalise and implement the SPREP regional response plan to spills in the marine environment and develop standardised guidelines for national plans and assist countries to develop and implement national plans. Conduct an annual response workshop for the region on spills in the marine environment.</p> <p><b>3.6.6 Ship Waste</b> Conduct a review of the adequacy of current ships' waste reception facilities in ports throughout the region and recommend actions required to bring these up to International Convention on the Prevention of Pollution from Ships 1973 as modified by the Protocol of 1978 (MARPOL) standards. (3 pilot studies 1 Polynesian, 1 Melanesian and 1 Micronesian).</p>	<ul style="list-style-type: none"> <li>• Risk assessment maps produced and provided to stakeholders for use in identifying high risk areas and prioritising actions.</li> <li>• Regional guidelines and standardised template for National Marine Pollution Legislation provided and provided to member countries.</li> <li>• Marine pollution education materials produced and distributed.</li> <li>• Marine pollution education component for primary, secondary and tertiary curriculums developed.</li> <li>• Media strategy developed and implemented.</li> <li>• IMS Risk Assessment completed.</li> <li>• Surveys for IMS in 3 Pacific Island ports completed.</li> <li>• Review of current Spills in the Marine Environment Prevention measures completed and recommendations for improvement provided to member countries.</li> <li>• SPREP Regional Spills in the Marine Environment Response plan finalised.</li> <li>• Regional guidelines and standardised template for national response plans to Spills in the Marine Environment produced and provided to member countries.</li> <li>• Annual regional workshop on Response to Spills in the Marine Environment held and report produced/distributed.</li> <li>• Review of ships' waste reception facilities completed for 3 selected Pacific Island ports and recommendations for improvement made to member countries.</li> </ul>
---	---	--

<p><b>3.4 Implementation of the Principles of the Waigani Convention.</b></p> <p><u>Description</u> This Key Output will support the implementation of the Waigani Convention which highlights the region's desire to have a broader convention for the safe handling and transport of hazardous and toxic wastes in the region.</p>	<p><b>3.4.1</b> Assess the capacity of SPREP to act as Secretariat to the Waigani Convention.</p> <p><b>3.4.2</b> Establishment of SPREP as Secretariat to the Waigani Convention.</p>	<ul style="list-style-type: none"> <li>• Provide advice to member countries to encourage ratification of the Convention.</li> <li>• Complete report with recommendations for Secretariat and member country endorsement.</li> </ul>
<p><b>3.5 Protection of the Pacific Marine Environment from Land-based Activities</b></p> <p><u>Description</u> This Key Output commences implementation of the UNEP Global Programme of Action for the Protection of the Marine Environment from Land-Based Activities in the South Pacific region, and targets the following source categories of pollution which include:</p> <ul style="list-style-type: none"> <li>• Sewage</li> <li>• Persistent Organic Pollutants</li> <li>• Heavy Metals</li> <li>• Radioactive Substances</li> <li>• Nutrients and Sediment Mobilisation</li> <li>• Oils and litter</li> <li>• Physical alterations including habitat modification and destruction of areas of concern.</li> </ul>	<p><b>3.5.1</b> Convening of a regional workshop to discuss the issues of land-based marine pollution and propose solutions to overcome problems identified.</p> <p><b>3.5.2</b> Development of a Regional Programme of Action for the Protection of the Marine Environment from Land-Based Activities (RPA).</p> <p><b>3.5.3</b> Commencement of Implementation of the RPA.</p> <p><b>3.5.4</b> Development and establishment of a 'Clearing-House' of information relating to land-based marine pollution and appropriate technologies to address such pollution.</p>	<ul style="list-style-type: none"> <li>• Workshop convened.</li> <li>• Report completed of workshop outlining recommendations and solutions to overcome problems of land-based marine pollution.</li> <li>• Distribute report for further consultation in the member countries.</li> <li>• Incorporate recommendations in RPA for the Protection of Marine Environment.</li> <li>• Draft RPA distributed to member countries and stakeholders for comment.</li> <li>• Final endorsement received from all member countries to RPA final document.</li> <li>• 5 projects identified for implementation of RPA in 5 member countries.</li> <li>• Clearing-House established as part of the SPREP internet home page.</li> </ul>

<p><b>3.3 Environmentally Sound Management of Chemicals and Hazardous Waste.</b></p> <p><u>Description</u> This Key Output will upgrade the regional and national capacities in 13 countries for management of chemicals in order to eliminate the threat posed by Persistent Organic Pollutants (POPs) and related chemicals toward the environment and human health in the region.</p>	<p><b>3.3.1</b> Completion of databases of stockpiles of hazardous wastes and chemicals contaminated sites in member countries, including costed recommendations for disposal and remediation.</p> <p><b>3.3.2</b> Assessment of national capacities to manage chemicals.</p> <p><b>3.3.3</b> In-country training programmes for chemical handling and management best practices.</p> <p><b>3.3.4</b> Development of best practices manual.</p> <p><b>3.3.5</b> Public education campaigns on the sound management of chemical wastes.</p> <p><b>3.3.6</b> Regional participation in the International Negotiating Committee (INC) to draft a legal instrument for the management of certain POPs.</p> <p><b>3.3.7</b> Upgrade awareness in the region of the activities of UNEP Chemicals.</p>	<ul style="list-style-type: none"> <li>• Completion of inventories and databases of chemical wastes and chemicals contaminated sites based on existing models in all member countries.</li> <li>• Published country report on each of the inventories and databases by June 1999.</li> <li>• Report catalogued in SPREP library and database for access by other country members as reference material.</li> <li>• Provide a database of national capacities in all member countries who are able to manage chemicals appropriately.</li> <li>• Completion of United Nations Institute for Training and Research (UNITAR) National Profiles to Assess the National Infrastructure for Management of Chemicals for 8 Countries.</li> <li>• Identify costed recommendations for disposal and remediation in 6 member countries where it is considered to be high risk.</li> <li>• Implement at least 3 of the recommendations in 3 member countries.</li> <li>• In-country training for those responsible for handling and management of toxic and hazardous wastes in the 3 identified countries.</li> <li>• Produce a best practice manual for handling and management of toxic and hazardous wastes.</li> <li>• Publish and distribute best practice manual to all member countries.</li> <li>• Recommendations for upgrading national environmental policies and related legislation, and infrastructure to improve management of chemicals and the handling and disposal of hazardous wastes in 3 member countries.</li> <li>• Raised awareness of international chemicals management issues through fact sheets to member governments and stakeholders bi-monthly.</li> <li>• Regional recommendations to the POPs INC process provided to member countries for review.</li> <li>• Provide report to all member countries within one month of the meeting of POPs INC.</li> </ul>
--	---	---

Key Outputs	Activities	Performance Indicators
<p><b>3.1 Upgrade Regional Awareness of Solid Waste Issues</b></p> <p><u>Description</u> This Key Output will improve the behaviour of significant target groups in order to minimise solid waste production and disposal in the region. This will be achieved through the implementation of the European Union (EU) Pacific Regional Waste Awareness and Education Programme.</p>	<p><b>3.1.1</b> The development of appropriate public education methodologies and material to increase general awareness on solid waste issues and possible related solutions.</p> <p><b>3.1.2</b> Make recommendations on further activities in the areas of solid waste management and appropriate legislation.</p>	<ul style="list-style-type: none"> <li>• Methodologies developed for 9 member countries.</li> <li>• Report completed on waste management methodologies for 9 member countries.</li> <li>• Implementation of methodologies in a minimum of 5 member countries.</li> <li>• Develop and produce appropriate public education material for 5 member countries highlighting solid waste management and issues.</li> <li>• Recommendations from the 9 member country reports followed up with all stakeholders of the member countries.</li> <li>• Appropriate legislation recommendations to the 5 member countries.</li> <li>• Monitoring of implementation programme to assess changed community behaviour and attitudes regarding solid waste disposal.</li> </ul>
<p><b>3.2 Waste Management and Pollution Prevention</b></p> <p><u>Description</u> This Key Output will undertake waste management demonstration projects in particular countries, which could then be replicated in other member Countries.</p>	<p><b>3.2.1</b> Develop criteria for project proposals seeking funding.</p> <p><b>3.2.2</b> Secure funding for project proposals.</p> <p><b>3.2.3</b> Assessment of the success of similar projects previously commenced in member countries.</p>	<ul style="list-style-type: none"> <li>• Projects identified and proposals assessed for their benefits to the country and region.</li> <li>• Funding allocated to at least 3 member countries.</li> <li>• Projects monitored and assessed during implementation in each of the 3 member countries.</li> </ul>



### **STRATEGIC OUTPUT 3: WASTE MANAGEMENT, POLLUTION PREVENTION AND EMERGENCIES**

Strategic Output 3, Waste Management, Pollution Prevention and Emergencies, reflects the Action Plan objective to minimise pollution and wastes and improve preparedness for pollution emergencies.

All Pacific Island countries share the problems of waste disposal and pollution prevention. Increasing populations particularly in urban centres, combined with limited land area and efforts to stimulate economic growth are exacerbating these problems. Disposal of solid waste is a particular problem in very small islands where there is no room or infrastructure for their disposal. Even in the larger islands recycling is often not economical and most disposal is done through landfill. A range of liquid wastes pollutes fresh water systems, coastal waters, aquifers and groundwater lens in this region. Human sewage disposal also poses risks to human health, receiving ecosystems and inshore fisheries. Concerns to the region include the management of toxic substances such as pesticides, Polychlorinated Biphenyls (PCBs), waste oil and heavy metals; their transboundary movement; and pollution from shipping. The lack of trained staff, infrastructure and legislation to deal with these problems is a significant constraint to sustainable development.

In the last five years the region has developed a comprehensive South Pacific Regional Pollution Prevention, Waste Minimisation and Management Programme and a Convention to Ban the Importation into Forum Island Countries of Hazardous and Radioactive Waste and to Control the Transboundary Movement and Management of Hazardous Waste within the South Pacific Region (Waigani Convention). SPREP in conjunction with the Secretariat of the Pacific Community (SPC), IMO and other regional organisations is also developing PACPOL (Pacific Ocean Pollution Prevention Programme) to address ship-based pollution throughout the region.

Progress has also been made to address Chapters 17 to 22 of Agenda 21 and the international community has adopted a Global Programme of Action for the Protection of the Marine Environment from Land-based Activities. Consistent with these programmes of action, and to effectively build capacity to manage wastes, prevent pollution and improve preparedness for emergencies, it will be necessary to integrate activities across land and water, coasts and oceans. These activities will include the application of Integrated Coastal Management approaches, improving understanding of the waste stream, waste education and awareness campaigns and the demonstration of viable opportunities for pollution prevention.

This Strategic Output will promote the successful protection and management of natural resources but will depend on the involvement and active support of all stakeholders, especially local communities. Building partnerships and capacities for community initiatives is a key challenge in meeting the realistic economic and cultural needs of Pacific Island communities.

<p><b>2.5 Clearinghouse for Information on Climate Change</b></p> <p><u>Description</u> This Key Output will provide for all stakeholders in the 10 participating countries a raised awareness of the issues of climate change and sea-level change.</p>	<p><b>2.5.1</b> Production of quarterly newsletters focused on climate change, sea level rise and natural variability.</p> <p><b>2.5.2</b> Review by PICCAP of IPCC reports, journals and scientific papers.</p> <p><b>2.5.3</b> Climate change information available on internet.</p> <p><b>2.5.4</b> Develop appropriate information for schools.</p>	<ul style="list-style-type: none"> <li>• Distribution of quarterly newsletters to all stakeholders and member countries.</li> <li>• Distribution to 10 countries bi-monthly of the PICCAP reviews.</li> <li>• Climate change web pages developed.</li> <li>• Information and educational material available in schools.</li> </ul>
--	---	--

**STRATEGIC OUTPUT 2****CLIMATE CHANGE AND INTEGRATED COASTAL MANAGEMENT****SUMMARY BUDGET ANALYSIS (US DOLLARS)**

Key Outputs	Personnel	Implementation Costs	Direct Country Contributions	External Contracts	Budget 1999	Secured Funding	Unsecured Funding	Projected Budget	
								2000	2001
21	54,768	10,000	-	-	64,768	64,768	-	65,000	70,000
22	97,967	212,990	300,000	40,000	680,957	623,229	27,728	500,000	500,000
23	67,324	210,000	80,000	40,000	397,324	67,324	330,000	398,000	398,000
24	83,341	234,000	300,000	40,000	657,341	657,341	-	500,000	500,000
25	50,018	46,000	-	-	96,018	96,018	-	100,000	100,000
<b>Total</b>	<b>353,418</b>	<b>712,990</b>	<b>680,000</b>	<b>120,000</b>	<b>1,866,408</b>	<b>1,508,680</b>	<b>357,728</b>	<b>1,563,000</b>	<b>1,568,000</b>

Note: For detailed analysis of each Key Output, see Annex 2

<p><b>2.4 Implementation of Commitments under the United Nations Framework Convention on Climate Change (UNFCCC)</b></p> <p><u>Description</u> This Key Output continues to implement PICCAP and activities related to the development and implementation of the UNFCCC. The programme assists countries prepare their National Communication report required by the Convention. The detailed planning of future climate change related activities and integrating those with national development planning is undertaken as a National implementation plan. Support is provided to island countries engaged in ongoing UNFCCC negotiations and to countries considering accession.</p>	<p><b>2.4.1</b> Training and technical support for the preparation of National Communications through regional and national workshops. Guidance is provided by the COP of UNFCCC.</p> <p><b>2.4.2</b> Adaptation of the CC:TRAIN National Implementation Strategy (NIS) handbook and training package to the Pacific context and needs.</p> <p><b>2.4.3</b> Regional and national training and technical support for the preparation of National Implementation Plans using the adapted NIS handbook and training package.</p> <p><b>2.4.4</b> Assist 10 countries with the development of policy advice and guidance on climate change policy and responses in order to implement the UNFCCC.</p> <p><b>2.4.5</b> Assist and support the work of Country teams seeking government endorsement of National Communications and National Implementation Plans.</p> <p><b>2.4.6</b> Upon country agreement prepare a regional synthesis of national communications (or a regional statement) for presentation and submission to the COP of UNFCCC.</p> <p><b>2.4.7</b> Pacific Climate Conference on PICCAP outputs. Participation at Ministerial level. Endorsement of regional and national climate projects identified in the development of national implementation plans. Endorsement of integration of national development planning with climate change responses in order to implement the UNFCCC.</p> <p><b>2.4.8</b> Support to island countries throughout UNFCCC negotiations and in the consideration of accession.</p>	<ul style="list-style-type: none"> <li>• Reports on training and technical assistance regionally and nationally for the preparation of draft National Communications.</li> <li>• Assist country teams with policy advice and guidance through policy seminars or workshops for decision makers.</li> <li>• Assist country teams with consultation process and education and awareness of target groups on climate change.</li> <li>• 10 draft National Communications completed. Consultation process ongoing in countries.</li> <li>• 10 finalised national communications ready.</li> <li>• Agreement by 10 countries to submit a regional synthesis of national communications or a regional statement.</li> <li>• Reports on training and technical assistance regionally and nationally for the preparation of draft National Implementation Plans.</li> <li>• Assist country teams with policy advice and guidance through policy seminars or workshops for decision makers.</li> <li>• Assist country teams with consultation process and education and awareness of target groups on climate change.</li> <li>• Adapted NIS handbook and training package used by countries to prepare Implementation Plans.</li> <li>• Draft National Implementation Plans completed by country teams in 10 countries.</li> <li>• Endorsement of National Implementation Plan by Government at highest levels.</li> <li>• Agreement by 10 countries to a review of National Implementation Plans to enable a Regional synthesis to take place.</li> <li>• Each National Implementation Plan identifying projects on mitigation or adaptation to climate change for further funding.</li> <li>• Pacific Climate Conference on PICCAP endorsing further projects for implementation.</li> <li>• UNFCCC reflecting Pacific island priorities.</li> <li>• Active Pacific island participation in UNFCCC negotiations.</li> <li>• Accession to UNFCCC by non-Parties.</li> </ul>
---	---	--

<p><b>2.3 Strengthened Meteorological Cooperation and Capacity Building in the field of Meteorology and Climatology within the Region</b></p> <p><u>Description</u> This Key Output will enhance the capacity of national, regional and international meteorological services and organisations to ensure that effective cooperation in the field of meteorology, climatology, operational hydrology and related disciplines are of benefit to society. It will facilitate regional collaboration on climate data management and the use of climate information for development planning.</p>	<p><b>2.3.1</b> Meeting of Directors of Meteorological Services.</p> <p><b>2.3.2</b> Production of newsletters, pamphlets and posters.</p> <p><b>2.3.3</b> Coordination of training activities and workshops to utilise the data and information collected.</p> <p><b>2.3.4</b> Evaluation of weather receiving satellite and Emergency Weather Information Network (EMWIN) systems in the region.</p> <p><b>2.3.5</b> Commence implementation of capacity building activities for meteorological services.</p> <p><b>2.3.6</b> Coordinate the development of observational networks of the climate system in the region.</p>	<ul style="list-style-type: none"> <li>• Report on Meeting of Directors.</li> <li>• Evaluation of recommendations of the meeting.</li> <li>• Newsletters published and distributed to all stakeholders bi-monthly.</li> <li>• 4 workshops held in 4 countries.</li> <li>• Provide manual for utilisation of data collected.</li> <li>• Manual reviewed by workshop and distributed to other countries and stakeholders.</li> <li>• Report of weather receiving satellite and EMWIN systems – progress on implementation and activities undertaken by each of the 9 countries.</li> <li>• Establishment of World Meteorological Organization (WMO) Sub-regional Office within SPREP.</li> <li>• Production of meteorological and climatological information and products in cooperation with national and international organisations.</li> </ul>
---	---	--

KEY OUTPUT	ACTIVITIES	PERFORMANCE INDICATOR
<p><b>2.1 Evaluation of Methodologies, Models and Their Results</b></p> <p><u>Description</u> This Key Output will further coordinate training and education components of the South Pacific Sea Level and Climate Monitoring Project, maintaining a knowledge base on current experience, provide advice, scientific material and training and continue to provide technical advice in relation to climate change agreements. The development of curriculum for schools with the support of the South Pacific Sea Level and Climate Monitoring Project and the Atmospheric Radiation Measurement (ARM) project is ongoing.</p>	<p><b>2.1.1</b> Coordination of member country attachments at Flinders University Tidal Facility, Australia.</p> <p><b>2.1.2</b> Continuous measurement of sea level and monitoring of climate change and variability.</p> <p><b>2.1.3</b> Production of reports on science and impacts on climate change, climate variability and sea level rise.</p>	<ul style="list-style-type: none"> <li>• Selection of country attachments to Flinders University.</li> <li>• Evaluation report from country attachments.</li> <li>• Catalogue and record all measurements of sea level changes – reports completed monthly by countries with sea level gauge sites.</li> <li>• Reports completed and distributed each month to all stakeholders – countries and regional institutions.</li> </ul>
<p><b>2.2 Development of Greenhouse Gas Inventories, Mitigation, Vulnerability and Adaptation Strategies in Response to Climate Change, Climate Variability and Sea Level Rise by National Expertise</b></p> <p><u>Description</u> This Key Output will seek to enhance the benefits to be derived from regionally applicable methodologies including information sharing throughout the Region. Technical studies and training in greenhouse gas inventories, ozone depleting substances, mitigation analysis, vulnerability and adaptation assessment utilising guidelines from Intergovernmental Panel on Climate Change (IPCC) will be undertaken.</p>	<p><b>2.2.1</b> Adaptation of existing methodologies and models to region specific procedures in:</p> <ul style="list-style-type: none"> <li>• Greenhouse Gas Inventories</li> <li>• Mitigation Analysis</li> <li>• Vulnerability and Adaptation Assessment</li> </ul> <p><b>2.2.2</b> Provide technical support for countries undertaking technical studies, and national workshops for training in methodologies.</p> <p><b>2.2.3</b> Development of regional and national greenhouse gas, mitigation, vulnerability and adaptation strategies.</p> <p><b>2.2.4</b> Recommend and initiate policies that respond to and mitigate climate change impacts.</p> <p><b>2.2.5</b> Recommend and initiate policies that respond through adaptation measures to climate change and sea level rise.</p> <p><b>2.2.6</b> Compile a database on climate change information that will assist countries in planning to respond to climate change and sea-level rise in the region.</p> <p><b>2.2.7</b> Coordinate related ICM training at national and regional levels linked to the SPREP ICM programme (see 1.6).</p> <p><b>2.2.8</b> Development of a regional strategy for ozone depleting substances.</p>	<ul style="list-style-type: none"> <li>• Appropriate and applicable methodologies and models developed and documented for use in 10 countries.</li> <li>• Regional training workshops held on Greenhouse Gas (GHG) inventories, mitigation analysis, and vulnerability and adaptation assessments.</li> <li>• Prepare draft simplified regional procedures for implementation in 10 countries</li> <li>• National workshops in 10 countries in order to prepare for GHG inventories, mitigation analysis, vulnerability and adaptation assessments.</li> <li>• Technical assistance in the preparation of studies in 10 countries.</li> <li>• Reports on technical assistance for studies in 10 countries.</li> <li>• Collect and collate 10 national GHG inventories and assess range of mitigation options for both regional and national application.</li> <li>• Collect and collate 10 vulnerability and adaptation assessments.</li> <li>• Assist 10 countries develop policy advice and guidance on GHG emissions, mitigation options, and vulnerability and adaptation responses to climate change and sea level rise.</li> <li>• Complete database and disseminate to member countries on CD Rom.</li> <li>• Stakeholders trained in ICM techniques relevant to climate change.</li> <li>• Regional Strategy for ozone depleting substances adopted.</li> </ul>

## **STRATEGIC OUTPUT 2: CLIMATE CHANGE AND INTEGRATED COASTAL MANAGEMENT**

Strategic Output 2, Climate Change and Integrated Coastal Management, reflects the Action Plan objective to understand and respond to climate change, particularly through integrated coastal management.

The majority of Pacific peoples live in low-lying coastal areas, which are vulnerable to sea level rise and the adverse effects of climate change. The increased frequency and intensity of storms and cyclones combined with even minor increases in sea level may, at worst, threaten the very existence of countries and, at best, be a significant impediment to sustainable development.

In recent years, considerable effort has been made to raise awareness of climate change, monitor research developments, develop methodologies for vulnerability assessment, monitor sea level rise and strengthen national capacity to understand the science, impacts and responses to climate change and sea level rise. This has involved environment officials, planners, meteorologists and the general public. Pacific island countries and territories have also been closely associated with international efforts to address climate change. Reflecting this concern, most SPREP members have ratified the United Nations Framework Convention on Climate Change (UNFCCC).

The Pacific Island Climate Change Programme (PICCAP) which commenced in 1997 is a regional Climate Change Enabling Activities project of the GEF. The programme involves 10 countries and is designed to strengthen the capacities of these countries in terms of training, institutional strengthening and planning activities to enable them to meet their reporting obligations under the UNFCCC. The concurrent activities of CC:Train in the Pacific region are integrated into PICCAP and coordinated by SPREP to ensure complementarity. PICCAP allows for opportunities to establish long term approaches to achieve the objectives of the Convention.

Integrated Coastal Management (ICM) has been promoted as a means of managing a range of human activities and natural processes, which affect coastal systems, including climate change and sea level rise. The development of national capacity to avoid or mitigate coastal degradation and to develop and implement adaptation strategies will therefore rely greatly upon the development and implementation of ICM approaches relevant to Pacific Islands.

This Strategic Output will promote the successful protection and management of natural resources but will depend on the involvement and active support of all stakeholders, especially local communities. Building partnerships and capacities for community initiatives is a key challenge in meeting the realistic economic and cultural needs of Pacific Island communities.

**STRATEGIC OUTPUT 1  
BIODIVERSITY AND NATURAL RESOURCE CONSERVATION  
SUMMARY BUDGET ANALYSIS (US DOLLARS)**

Key Outputs	Personnel	Implementation Costs	Direct Country Contributions	External Contracts	Budget 1999	Secured Funding	Unsecured Funding	Projected Budget	
								2000	2001
1.1	35,529	50,050	83,000	-	168,579	168,579	-	169,332	128,160
1.2	46,710	59,860	136,000	29,034	271,604	271,604	-	179,666	179,160
1.3	38,906	56,590	116,500	29,033	241,029	241,029	-	159,660	158,160
1.4	44,087	143,050	38,000	29,033	254,170	254,170	-	149,500	145,000
1.5	44,190	266,066	-	-	310,256	107,823	202,433	407,640	378,330
1.6*									
1.7	24,596	99,000	-	-	123,596	54,381	69,215	80,000	80,000
1.8	24,596	40,000	-	-	64,596	5,381	59,215	75,500	50,550
1.9	83,859	134,500	75,000	47,500	340,859	184,932	155,927	320,000	285,000
1.10	36,330	49,000	20,000	5,000	110,330	45,553	64,777	95,500	88,000
1.11	27,544	27,000	-	10,000	64,544	13,778	50,766	50,000	50,000
<b>Total</b>	<b>406,346</b>	<b>925,116</b>	<b>468,500</b>	<b>149,600</b>	<b>1,949,562</b>	<b>1,347,230</b>	<b>602,332</b>	<b>1,686,798</b>	<b>1,542,360</b>

Note: \* Costs for Key Output 1.6 are included in Key Output 1.5  
For detailed analysis of each Key Output, see Annex

<p><b>1.10 Regional Invasive Species Development</b></p> <p><u>Description</u> This Key Output will, through the Regional Invasive Species Project (RISP), increase the capacity of Pacific Island countries and territories to prevent, control and monitor the introduction of invasive species through the provision of scientific and up-to-date technical advice, demonstration of effective prevention, eradication or control and appropriate policy/legislation development. It will give practical advice on how to prevent introductions, how to deal with them when they occur and use demonstration projects to use pest eradication/control techniques in the region.</p>	<p><b>1.10.1</b> Partnership development with IUCN and Global Invasive Species Programme (GISP) and USA agencies.</p> <p><b>1.10.2</b> Securing resources for continuation of the programme.</p> <p><b>1.10.3</b> Support in-country invasive species initiatives.</p> <p><b>1.10.4</b> Participation and appropriate extension of prevention initiatives of USA brown tree snake programme.</p> <p><b>1.10.5</b> Develop in-country demonstration projects to eradicate or effectively control an invasive species.</p>	<ul style="list-style-type: none"> <li>• Documented correspondence with IUCN and GISP.</li> <li>• Reports from IUCN and GISP distributed to each of the member countries.</li> <li>• A minimum of 3 Project Proposals completed and endorsed by member countries and communications with Donor agencies.</li> <li>• Documenting, publishing and distributing in-country invasive species initiatives in all member countries.</li> <li>• Implementing a minimum of 3 demonstration projects to eradicate and control invasive species.</li> <li>• Monitor demonstration projects.</li> <li>• Report on demonstration projects with lessons learned highlighted.</li> <li>• Distributed to member countries for replication, where appropriate.</li> </ul>
<p><b>1.11 Implementation of Regional and International Conventions, Agreements and Strategies on Biological Diversity</b></p> <p><u>Description</u> This Key Output will provide technical assistance and advice to member countries to enable them to assess, comply with and/or implement their obligations to biodiversity related conventions and agreements. These include</p> <ul style="list-style-type: none"> <li>• Convention on Biodiversity</li> <li>• Ramsar</li> <li>• International Whaling Convention</li> <li>• International Trade in Endangered Species and</li> <li>• World Heritage Convention</li> </ul> <p>It will also facilitate the implementation of the 1999 – 2000 Action Strategy for Nature Conservation in the Pacific Region focussing in particular on those biodiversity conservation issues not currently being addressed in the region.</p>	<p><b>1.11.1</b> Regional and International Conventions. Development of Proposal for GEF medium size grant to focus on implementing priorities identified by Pacific Island parties in the Nadi Statement. Completion and follow-up to the joint SPREP/FIELD/WWF of Convention on Biological Diversity project and finalization of the regional CBD information package. Technical and policy support to Pacific Island countries participating in key Convention on Biological Diversity Meetings e.g. SBSTTA, COP5.</p> <p><b>1.11.2</b> Action Strategy for Nature. Development of new strategic initiatives of action. Action Strategy Roundtable – two inter agency meetings convened. Development and implementation of information management tools for effective monitoring and review of the Action Strategy. Follow up on resolutions from the Sixth South Pacific Conference on Nature Conservation and Protected Areas</p>	<p><u>Regional and International Conventions</u></p> <ul style="list-style-type: none"> <li>• Project proposal completed for GEF medium size grant.</li> <li>• Distributed to member countries for endorsement.</li> <li>• Resources secured.</li> <li>• CBD information packages published and distributed to all member countries.</li> <li>• Follow-up with FIELD and WWF – report completed with recommendations.</li> <li>• Policy support and responses to member countries on compliance with Convention on Biological Diversity – number of/type, timeliness.</li> </ul> <p><u>Action Strategy for Nature</u></p> <ul style="list-style-type: none"> <li>• Development of new strategic initiatives in 6 member countries.</li> <li>• Report on the new strategic initiatives distributed to all countries.</li> <li>• Implementation of new strategic initiatives in 3 member countries.</li> <li>• Reports on two inter-agency meetings distributed within 1 month of close of meetings.</li> <li>• Information management tools for effective monitoring and review developed for 6 member countries.</li> <li>• Resolutions from Sixth South Pacific Conference published for all member countries.</li> </ul>



### 1.9. Species Conservation and Sustainable Use Initiatives

#### Description

This Key Output embraces the programme to develop and implement regional strategies, national plans and NGO/local community initiatives for endangered, threatened or vulnerable native species. It includes the implementation of three Regional Programmes:

- Marine Turtle Conservation Regional Marine Turtle Conservation Programme (RMTCP)
- Avifauna Conservation Regional Avifauna Conservation Management Programme (RACMP)
- Marine Mammal Conservation Regional Marine Mammal Conservation Programme (RMMCP)

#### 1.9.1 Marine Turtle Conservation.

Network coordination for turtle database services, tagging programme, securing of resources, information exchange and training. In-country turtle management initiatives, government and NGO projects supported. Production of educational material on turtle conservation. Secure resources for continuation of programme.

#### 1.9.2 Avifauna Conservation.

Secure resources for continuation of the programme. Support in-country Avifauna conservation initiatives.

#### 1.9.3 Marine Mammal Conservation.

Secure resources for continuation of the programme and requests for support from member countries for other threatened species. Support in-country, whale, dolphin and dugong marine mammal conservation initiatives. Support whale watching nature tourism programmes around the Pacific.

#### Marine Turtle Conservation

- Database on turtle tagging, completed for all member countries.
- Training programme for turtle management initiated in 6 member countries.
- Report received from all member countries on turtle management initiatives.
- Publish and distribute turtle management initiatives for all member countries.
- Implement management initiatives in 6 member countries.
- Education material on turtle conservation developed for 6 member countries.
- Minimum of 4 Project Proposals completed and communication with Donor Agencies.

#### Avifauna Conservation

- Minimum of 4 Project Proposals completed and communication with Donor Agencies.
- Avifauna Conservation Initiatives identified, documented, published for all member countries.
- Avifauna Conservation initiatives implemented in 6 member countries.
- In-country reports completed on implementation of initiatives.

#### Marine Mammal Conservation

- Minimum of 4 Project Proposals completed and endorsed by member countries and communication with Donor Agencies.
- Management initiatives undertaken in all member countries documented, published and distributed to all member countries.
- Feedback received from whale watching stakeholders.

<p><b>1.7 Implementation of Regional Strategies from the International Coral Reef Pacific Strategy</b></p> <p><u>Description</u> 1997 was Pacific Year of the Coral Reef and a campaign commenced as a region wide educational awareness initiative. It won regional and international recognition for its innovative awareness raising activities and informative resource materials that are now being adopted by the Caribbean region. This Key Output will involve follow-up activities to the 1997 Pacific Year of the Coral Reef Campaign.</p>	<p><b>1.7.1</b> Training for establishment of coral reef reserves.</p> <p><b>1.7.2</b> Training workshops on reef Eco- tourism.</p> <p><b>1.7.3</b> Activity Plan for the Conservation of Coral Reefs in the Pacific.</p>	<p><u>Training for establishment of coral reef reserves</u></p> <ul style="list-style-type: none"> <li>• Training workshops in 4 countries – evaluation report of participants completed.</li> <li>• Coral Reef Reserve establishment plan produced.</li> <li>• Advice and support for plan given.</li> <li>• 4 Coral Reef reserves identified in 4 countries and plan developed for implementation by countries in year 2000.</li> </ul> <p><u>Training workshops on reef eco-tourism</u></p> <ul style="list-style-type: none"> <li>• Training workshops for 6 country representatives on reef eco-tourism activities.</li> <li>• Education material developed and distributed on best practises for eco-tourism activities for 6 member countries.</li> <li>• Eco-tourism activities identified for all other member countries.</li> </ul> <p><u>Activity Plan for the Conservation of Coral Reefs in the Pacific</u></p> <ul style="list-style-type: none"> <li>• Activity plan completed and distributed for comment to member countries.</li> <li>• Activities undertaken in 8 member countries.</li> </ul>
<p><b>1.8 Development of Regional Strategies and National Management Plans for the Conservation and Sustainable Management of Wetlands, Mangroves and Seagrasses</b></p> <p><u>Description</u> South Pacific governments have agreed that SPREP be the implementing agency for the Regional Wetlands Action Plan. This output will cover a number of activities that require national prioritization and then implementation. It will encourage the management of mangroves as a renewable resource through community based projects and coordinate and facilitate mangrove area research, monitoring and management activities.</p>	<p><b>1.8.1</b> Development of wetlands and mangrove management plans.</p> <p><b>1.8.2</b> Coordinate stakeholders of member countries to participate in mangrove and wetland conservation and management.</p>	<p><u>Development of wetlands and mangrove management plans</u></p> <ul style="list-style-type: none"> <li>• Mangrove management plans developed for 4 member countries.</li> <li>• Implementation of management plans commenced for 2 member countries.</li> <li>• 4 field visits undertaken to supervise management plan development and implementation in the four countries.</li> </ul> <p><u>Coordinate stakeholders of member countries to participate in mangrove and wetland conservation and management</u></p> <ul style="list-style-type: none"> <li>• Field visits to 4 countries – workshops held for stakeholders.</li> <li>• Field reports and evaluations of field visits completed for the 4 countries.</li> </ul>

Annex 1  
(Page 2)

1.5 & 1.6	1.7		1.8		1.9A		1.9B		1.9C		1.10		1.11	
	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured
4,005	4,005	4,005	4,005		2,403		2,403	2,403	2,403	2,403	2,403	2,403	2,403	21,013
	-				22,000		6,000		11,000	5,927	5,000			
				2,080										
				17,135										
1,405	703	703	703		2,774		2,774	2,774	2,774	2,774	2,774	2,774	702	
1,347	673	673	673		234		234	234	234	225	703	703	673	
					225		22,024		225		673	673	673	
6,757	5,381	5,381	5,381	19,215	27,636	-	33,660	-	16,636	5,927	11,553	24,777	3,778	2,753
														23,766
9,971				5,000	3,000		3,000		3,000		5,000			15,000
					1,000		1,000		1,000					1,000
70,715	10,000	10,000	30,000	34,000	20,000		20,000		10,000	15,000	4,000	40,000		5,000
20,380	10,000	10,000	5,000	10,500			5,000							6,000
	39,000				5,000									
101,066	49,000	50,000	40,000	50,000	29,000	45,500	29,000	15,000	16,000	15,000	9,000	40,000	-	27,000
						50,000	15,000		5,000	5,000	20,000			
						29,500	5,000		8,000	5,000	5,000			
107,823	54,381	69,215	5,381	59,215	56,636	125,000	82,660	-	45,636	30,977	45,553	64,777	13,778	50,766

STRATEGIC OUTPUT 2

Annex 2

CLIMATE CHANGE & INTEGRATED COASTAL MANAGEMENT PROGRAMME

DETAILED BUDGET ANALYSIS OF KEY OUTPUTS (US DOLLARS)

KEY OUTPUTS	Project Management	Primary Function	Other Strategic Outputs *	Project Implementation		2.1		2.2		2.3		2.4		2.5	
				Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured		
<b>Personnel Costs</b>															
Per unit															
Head of Division (*Outputs 3 & 4)		52,020	26,010	8,670	-	1,734	1,734	1,734	1,734	1,734	1,734	1,734	1,734	1,734	1,734
Climate Change Officer				88,390	-	53,034	-	-	-	-	-	-	-	-	35,356
Meteorological Officer				65,590	-	-	-	65,590	-	-	-	-	-	-	-
Programme Manager - PICCAP				64,640	-	-	-	32,320	32,320	-	-	-	-	-	6,464
Scientific Adviser - PICCAP				64,640	-	-	-	32,320	32,320	-	-	-	-	-	6,464
Coastal Management Officer (* Output 1)			41,592	-	27,728	-	-	-	27,728	-	-	-	-	-	-
International Negotiations Officer (* 4)			26,030	-	-	-	-	-	-	-	-	-	-	-	-
Divisional Assistant			7,730	-	-	-	-	3,865	-	-	-	-	-	-	-
<b>Total Personnel Costs</b>	-	52,020	93,632	325,690	27,728	54,768	-	70,239	27,728	67,324	-	83,341	-	50,018	-
<b>Implementation Costs</b>															
Duty Travel				29,666	10,000	-	-	14,833	-	-	10,000	14,833	-	-	-
Communications				39,000	2,000	-	-	19,000	-	-	2,000	15,000	-	-	5,000
Conference				80,000	-	-	-	-	-	-	-	80,000	-	-	-
Meetings/workshops				220,324	98,000	-	-	139,157	-	-	98,000	81,167	-	-	-
Publication/Information				64,000	30,000	-	-	10,000	-	-	30,000	23,000	-	-	-
Capital Expenditures				30,000	50,000	-	-	20,000	-	-	50,000	10,000	-	-	-
Other Expenses				40,000	20,000	10,000	-	10,000	-	-	20,000	10,000	-	-	-
<b>Total Implementation Costs</b>	-	-	-	502,990	210,000	10,000	-	212,990	-	-	210,000	234,000	-	-	46,000
<b>Direct Contributions to Member Countries</b>				600,000	80,000	-	-	300,000	-	-	80,000	300,000	-	-	-
<b>External Contracting Costs</b>				80,000	40,000	-	-	40,000	-	-	40,000	40,000	-	-	-
<b>Total Costs</b>	-	52,020	-	1,508,680	357,728	64,768	-	623,229	27,728	67,324	330,000	657,341	-	-	96,018

PROJECT ACTIVITIES (KEY OUTPUTS):

- 2.1 Evaluation of Methodologies, Models and their results
- 2.2 Development of Adaptation Strategies to Climate Change, Climate Variability and Sea Level Rise by National Staff
- 2.3 Strengthened Meteorological Cooperation and Capacity
- 2.4 Implementation of Commitments under the United Nations Framework Conventions on Climate Change (UNFCCC)
- 2.5 Clearing House for information on Climate Change

Annex 3

**STRATEGIC OUTPUT 3**  
**WASTE MANAGEMENT, POLLUTION PREVENTION & EMERGENCIES PROGRAMME**  
**DETAILED BUDGET ANALYSIS OF KEY OUTPUTS (US DOLLARS)**

KEY OUTPUTS	Project Management	Primary Function	Other Strategic Outputs *	Project Implementation		3.1		3.2		3.3		3.4		3.5		3.6	
				Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured
<b>Personnel Costs</b>																	
Head of Division (*Outputs 2 & 4)		52020	26010	8,670	-	1734	1734	1734	1734	867	867	867	867	1734	1734	1734	1734
Waste Pollution Prevention Officer				25,291	63,229	70,000	12,646	12,646	12,646	12,646	37,937	12,646	12,646	12,646	12,646	12,646	12,646
Marine Pollution Officer - CS				70,000	-	70,000	-	-	-	-	-	-	-	-	-	-	-
Project Coordinator - EU				70,000	-	70,000	-	-	-	-	-	-	-	-	-	-	-
<b>Total Personnel Costs</b>		<b>0</b>	<b>26,010</b>	<b>173,961</b>	<b>63,229</b>	<b>71,734</b>	<b>12,646</b>	<b>12,646</b>	<b>12,646</b>	<b>13,513</b>	<b>37,937</b>	<b>12,646</b>	<b>12,646</b>	<b>1,734</b>	<b>1,734</b>	<b>12,646</b>	<b>71,734</b>
<b>Implementation Costs</b>																	
Duty Travel				40,000	45,000	20,000	-	-	-	10,000	20,000	-	-	-	-	10,000	10,000
Communications				40,000	15,000	20,000	-	-	-	10,000	10,000	-	-	-	-	10,000	10,000
Conference				60,000	120,000	30,000	-	-	-	20,000	30,000	-	-	-	-	60,000	60,000
Meetings/workshops				20,000	30,000	20,000	-	-	-	20,000	30,000	-	-	-	-	10,000	10,000
Publication/information				50,000	60,000	40,000	-	-	-	40,000	480,000	-	-	-	-	280,000	510,000
Capital Expenditures				110,000	1,275,000	-	-	-	-	-	-	-	-	-	-	-	-
Other Expenses				-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Implementation Costs</b>		<b>-</b>	<b>-</b>	<b>320,000</b>	<b>1,565,000</b>	<b>100,000</b>	<b>20,000</b>	<b>-</b>	<b>20,000</b>	<b>100,000</b>	<b>570,000</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>370,000</b>	<b>600,000</b>
<b>Direct Contributions to Member Countries</b>																	
<b>External Contracting Costs</b>				<b>240,000</b>	<b>515,000</b>	<b>80,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>90,000</b>	<b>200,000</b>	<b>15,000</b>	<b>15,000</b>	<b>1,734</b>	<b>1,734</b>	<b>100,000</b>	<b>200,000</b>
<b>Total Costs</b>		<b>-</b>	<b>-</b>	<b>733,961</b>	<b>2,143,229</b>	<b>251,734</b>	<b>52,646</b>	<b>-</b>	<b>52,646</b>	<b>203,513</b>	<b>807,937</b>	<b>867</b>	<b>482,646</b>	<b>1,734</b>	<b>482,646</b>	<b>221,734</b>	<b>800,000</b>

- PROJECT ACTIVITIES (KEY OUTPUTS):**
- 3.1 Upgrade Regional Awareness of Solid Waste
  - 3.2 Waste Management and Pollution Prevention
  - 3.3 Environmental sound Management of chemicals & hazardous waste
  - 3.4 Implementation of the Principles of the Waigani Conventions
  - 3.5 Protection of the Pacific Marine Environment for Land-based activities
  - 3.6 Commence Implementation of the Pacific Ocean Pollution Programme (PACPOL)

STRATEGIC OUTPUT 4

Annex 4

ENVIRONMENTAL MANAGEMENT, PLANNING & INSTITUTIONAL STRENGTHENING PROGRAMME

DETAILED BUDGET ANALYSIS OF KEY OUTPUTS (US DOLLARS)

KEY OUTPUTS	Primary Function	Project Management	Other Strategic Outputs *	Project Implementation		4.1		4.2		4.3		4.4		4.5		4.6		4.7		
				Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	
<b>Personnel Costs</b>																				
Head of Division (EMP) (* Outputs 2 & 3)	52,020		17,340	17,340	0	4,335	4,335	4,335	4,335	4,001	4,001	4,001	4,001	4,001	4,335	4,335	4,335	4,335	4,335	65,130
Head of Division (EEIC) (* Output 5)	48,012		24,006	8,002	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	55,000
Programme Manager - SAP Implementation	65,130		0	0	65,130	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Community Asst, Participation Specialist	55,000		0	0	55,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Programme Manager - CUI/MI*	59,130		0	0	59,130	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Legal Officer	55,000		0	55,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Legal Officer	49,650		0	49,650	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Project Officer Envir/Asst's & Reporting	52,060		0	52,060	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
BIA Network Coordinator	52,060		0	52,060	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
International Negotiation Officer (* 2)	37,940		26,030	26,030	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Assistant GIS Officer	7,730		7,730	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Secretary to HOD (EMP)	7,730		7,730	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Divisional Assistant	7,080		7,080	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Personnel Costs</b>	<b>659,540</b>	<b>190,031</b>	<b>67,376</b>	<b>246,922</b>	<b>231,320</b>	<b>4,335</b>	<b>4,335</b>	<b>40,000</b>	<b>14,335</b>	<b>12,060</b>	<b>4,001</b>	<b>4,001</b>	<b>108,651</b>	<b>0</b>	<b>80,000</b>	<b>0</b>	<b>30,365</b>	<b>0</b>	<b>4,335</b>	<b>120,130</b>
<b>Implementation Costs</b>																				
Duty Travel				60,000	76,000	10,000	8,000	10,000	2,000	2,000	0	0	30,000	0	2,000	18,000	10,000	2,000	0	20,000
Communications				7,000	16,000	2,000	2,000	2,000	0	0	0	0	5,000	0	0	0	0	0	0	5,000
Conference				0	139,000	0	0	0	0	0	0	0	5,000	0	0	0	0	0	0	0
Meetings/workshops				30,000	320,000	50,000	70,000	50,000	50,000	20,000	20,000	20,000	30,000	0	0	50,000	20,000	0	0	100,000
Publication/information				20,000	100,000	30,000	20,000	30,000	20,000	20,000	0	0	20,000	0	0	10,000	20,000	0	0	20,000
Capital Expenditure				8,000	91,000	12,000	15,000	12,000	0	0	0	0	20,000	0	0	0	0	0	0	24,000
Other Expenses				8,000	52,300	9,900	15,000	9,900	0	0	0	0	30,000	0	0	7,800	3,700	0	0	15,900
<b>Total Implementation Costs</b>				<b>133,000</b>	<b>785,300</b>	<b>113,900</b>	<b>165,000</b>	<b>113,900</b>	<b>0</b>	<b>155,000</b>	<b>0</b>	<b>85,000</b>	<b>85,000</b>	<b>0</b>	<b>11,000</b>	<b>85,800</b>	<b>37,000</b>	<b>80,700</b>	<b>0</b>	<b>184,900</b>
<b>Direct Contributions to Member Countries</b>				<b>60,000</b>	<b>325,000</b>	<b>30,000</b>	<b>70,000</b>	<b>30,000</b>	<b>0</b>	<b>45,000</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>40,000</b>	<b>0</b>	<b>140,000</b>
<b>External Contracting Costs</b>				<b>105,000</b>	<b>270,000</b>	<b>50,000</b>	<b>20,000</b>	<b>50,000</b>	<b>0</b>	<b>200,000</b>	<b>0</b>	<b>105,000</b>	<b>105,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Costs</b>				<b>544,022</b>	<b>1,611,620</b>	<b>4,335</b>	<b>267,060</b>	<b>233,900</b>	<b>14,335</b>	<b>267,060</b>	<b>4,001</b>	<b>459,130</b>	<b>318,651</b>	<b>0</b>	<b>91,000</b>	<b>85,800</b>	<b>107,365</b>	<b>120,700</b>	<b>4,335</b>	<b>445,030</b>

PROJECT ACTIVITIES (KEY OUTPUTS):

- 4.1 Tools to plan, manage and regulate development
- 4.2 Linking sectoral development to environmental policies
- 4.3 Capacity building for Environmental Management in the Pacific (C-BEMP)
- 4.4 Strengthen Environmental legislation
- 4.5 National Capacity for Assessment and Reporting
- 4.6 Participation in negotiations and agreements concerning sustainable developments
- 4.7 Implementation of Strategic Action Programme of the Pacific Small Island Developing States

STRATEGIC OUTPUT 5

ENVIRONMENTAL EDUCATION, INFORMATION & TRAINING

DETAILED BUDGET ANALYSIS OF KEY OUTPUTS (US DOLLARS)

KEY OUTPUTS	Project Management	Primary Function	Other Strategic Outputs *	Project Implementation		5.1		5.2		5.3		5.4		5.5		5.6		5.7	
				Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured
<b>Personnel Costs</b>	<b>Per unit</b>																		
Head of Division (* Output 4)	80,020	48,012	8,002	24,006	0	2,001	37,193	2,001	12,398	4,001	33,920	2,001	34,270	2,001	6,002	6,002	6,002	6,002	6,002
Environmental Education Officer	49,590			0	49,590	0	0	28,100	0	28,100	0	0	7,730	0	0	0	0	0	0
Information Publications Officer	33,920			56,200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Editorial Publications Officer	56,200			0	34,270	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Librarian	34,270			0	7,730	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Library Assistant	7,730			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Secretary to HOD	7,730			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Divisional Assistant	7,080			0	7,080	0	1,062	0	1,062	0	2,124	0	708	0	708	708	708	708	708
Information Technology Officer	47,650			47,650	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ass't Information Technology Off'r	20,440			0	20,440	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Training Officer	51,650			51,650	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Personnel Costs</b>	<b>396,280</b>	<b>48,012</b>	<b>8,002</b>	<b>179,506</b>	<b>153,030</b>	<b>2,001</b>	<b>38,255</b>	<b>30,101</b>	<b>13,460</b>	<b>32,101</b>	<b>36,044</b>	<b>2,001</b>	<b>42,708</b>	<b>49,651</b>	<b>6,002</b>	<b>6,002</b>	<b>6,002</b>	<b>6,002</b>	<b>708</b>
<b>Implementation Costs</b>																			
Duty Travel				10,000	70,000		30,000				20,000		10,000						
Communications				5,000	32,000		5,000				10,000		5,000						
Conference				0	0		0				0		0						
Meetings/workshops				40,000	55,000		30,000			40,000	60,000		10,000						
Publication/Information				10,000	112,000		30,000				5,000		10,000						
Capital Expenditures				5,000	20,000		5,000				5,000		5,000						
Other Expenses				20,000	128,000		10,000				10,000		10,000						
<b>Total Implementation Costs</b>				<b>90,000</b>	<b>417,000</b>		<b>110,000</b>			<b>40,000</b>	<b>105,000</b>		<b>50,000</b>						
<b>Direct Contributions to Member Countries</b>																			
<b>External Contracting Costs</b>																			
<b>Total Costs</b>				<b>269,506</b>	<b>570,030</b>	<b>2,001</b>	<b>148,255</b>	<b>30,101</b>	<b>13,460</b>	<b>72,101</b>	<b>141,044</b>	<b>2,001</b>	<b>92,708</b>	<b>49,651</b>	<b>6,002</b>	<b>6,002</b>	<b>6,002</b>	<b>6,002</b>	<b>30,708</b>

PROJECT ACTIVITIES (KEY OUTPUTS):

- 5.1 Integration of Environmental Content into Formal Education Programmes
- 5.2 Public Awareness Raising through Community Environmental Education
- 5.3 Strengthen Public Relations Capacity of SPREP
- 5.4 Streamline Library and Information Centre - Clearing House Activities
- 5.5 Information and Computer Technology
- 5.6 Assist Member Countries through Small Grants Scheme
- 5.7 Capacity building in Member countries in Training activities, Country Attachments and Volunteer Technical Assistance.

Annex 6

STRATEGIC OUTPUT 6  
MANAGEMENT & CORPORATE SERVICES  
DETAILED BUDGET ANALYSIS OF KEY OUTPUTS (US DOLLARS)

KEY OUTPUTS	Per unit	Project Management	Other Strategic Outputs *	Primary Function	6.1 Secured		6.2 Unsecured		6.3 Secured		6.4 Secured		6.5 Secured	
					Secured	Unsecured	Secured	Unsecured	Secured	Unsecured	Secured	Unsecured		
<b>Personnel Costs</b>														
Director	120,780	48,312		72,468	39,857	14,494			7,247	7,247				3,623
Deputy Director	105,700	42,280		63,420	31,710	9,513			6,342	6,342				3,171
Head of Division (Finance & Admin.)	74,900	29,960		44,940	14,980	3,745			3,745	3,745				18,725
Head of Division (EEIC) (* Outputs 4 & 5)	80,020	0	82,008	48,012	12,003	12,003			12,003	12,003				12,003
Head of Division (EMP) (* Outputs 2, 3 & 4)	86,700	0	34,680	52,020	13,005	13,005			13,005	13,005				13,005
Head of Division (CNR) (* Output 1) (SPBCP)	80,090	0	48,054	32,036	8,009	8,009			8,009	8,009				8,009
Accountant	81,520	32,608		48,912										48,912
Assistant Accountant	11,070	11,070		0										
Administration Officer	12,850	5,140		7,710	7,710									
Personal Assistant	11,730	4,692		7,038	7,038									
Personal Assistant	9,790	3,916		5,874	5,874									
Senior Accounts Clerk	10,240	4,096		6,144										6,144
Registry Officer	9,250	3,700		5,550	5,550									
Conference Officer	8,820	3,528		5,292	5,292									
Accounts Clerk 1	7,080	2,832		4,248	4,248									4,248
Accounts Clerk 2	7,080	2,832		4,248	4,248									4,248
Accounts Clerk 3	7,080	7,080		0										
Divisional Assistant 1	7,080	2,832		4,248	4,248									
Registry Assistant	4,610	1,844		2,766	2,766									
Receptionist	4,990	1,996		2,994	2,994									
Handyman	4,260	1,704		2,556	2,556									
Driver/Clerk	4,990	1,996		2,994	2,994									
Driver/Clerk	4,260	0		0	0									
Stores Clerk/Tea Attendant	4,990	1,996		2,994	2,994									
Groundsman	4,420	1,768		2,652	2,652									
Nightwatchman	4,420	1,768		2,652	2,652									
Cleaner/Messenger	3,690	1,476		2,214	2,214									
Cleaner	2,950	1,180		1,770	1,770									
Overtime, Relief staff, Salary adj., Increments, HDA	26,000	10,400		15,600	12,480									3,120
<b>Total Personnel Costs</b>	<b>801,360</b>	<b>235,266</b>	<b>114,742</b>	<b>451,352</b>	<b>191,348</b>	<b>60,769</b>	<b>-</b>	<b>50,351</b>	<b>56,693</b>	<b>92,191</b>	<b>92,191</b>	<b>92,191</b>	<b>92,191</b>	<b>92,191</b>
<b>Implementation Costs</b>														
Duty Travel		26,000		39,000	19,500	7,800			3,900	3,900				3,900
SPREP Meeting		5,200		5,200										
Apia Convention		8,700		8,700										
SPREP Convention														
Consultants				6,000	3,000									3,000
SIS Participation at SPREP Meetings			10,000	0	0									
Small Grants Scheme		6,200		9,300	1,860	2,790			1,860	1,860				930
Communications		11,200		16,800	3,360	5,040			3,360	3,360				1,680
Publication/Information		12,000		18,000	18,000									
Electricity & Water		8,400		12,600	12,600									
Stationery & Miscellaneous supplies		8,000		12,000	12,000									
Capital Expenditures		24,600		36,900	32,103									4,797
<b>Total Implementation Costs</b>		<b>110,200</b>	<b>10,000</b>	<b>150,600</b>	<b>102,423</b>	<b>25,630</b>	<b>-</b>	<b>9,120</b>	<b>9,120</b>	<b>14,307</b>	<b>14,307</b>	<b>14,307</b>	<b>14,307</b>	<b>14,307</b>
<b>Direct Contributions to Member Countries</b>														
<b>External Contracting Costs</b>		<b>24,000</b>		<b>36,000</b>	<b>36,000</b>	<b>36,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Costs</b>		<b>369,566</b>	<b>124,742</b>	<b>637,952</b>	<b>293,771</b>	<b>122,399</b>	<b>-</b>	<b>59,471</b>	<b>65,813</b>	<b>106,498</b>	<b>106,498</b>	<b>106,498</b>	<b>106,498</b>	<b>106,498</b>

PROJECT ACTIVITIES (KEY OUTPUTS):  
 6.1 Management  
 6.2 Interaction with Member Countries  
 6.3 Regional Co-operation & Coordination  
 6.4 Programme Development  
 6.5 Finance



Annex 7

SCHEDULE OF STAFF ANNUAL SALARIES AND ANCILLARY COSTS - 1999

Primary Function and Project Management

Management	Name	Position	Funding	Salary USD	Super'n USD	Housing USD	Location USD	COLDA USD	Educ'n USD	Domestic Rep Allowance USD	Gratuity USD	ns & Med USD	Other (1) Total Costs USD	
<b>Core Budget Funded</b>														
1	TUTANGATA, Tamarii	Director	Primary/Proj Managt	66,580	4,660	18,240	3,330	4,530	3,000	1,550	3,330	4,660	9,700	
2	Vacant	Deputy Director	Primary/Proj Managt	58,250	4,080	10,490	2,910	4,170	2,000	580	4,080	1,140	18,000	
3	MILES, Gerald	HOD, EMP Division	Primary/Proj Managt	53,580	3,750	9,650	2,680	3,980	2,000		3,750	1,110	6,200	
4	WENDT, Neva	HOD, EEIC Division	Primary/Proj Managt	53,580	3,750	9,650	2,680	3,980	2,000		3,750	1,110	6,200	
5	WRIGHT, Ray	HOD, Finance & Administration Division	Primary/Proj Managt	45,240	3,170	8,140	2,260	3,620	2,000		3,170	1,060	6,240	
6	KAMU, Dorothy	Personal Assistant	Primary/Proj Managt	10,380	520							830	11,730	
7	ETI, Apiseta	Personal Assistant	Primary/Proj Managt	8,540	430							820	9,790	
<b>Total Management</b>				<b>296,150</b>	<b>20,360</b>	<b>56,170</b>	<b>13,860</b>	<b>20,260</b>	<b>9,000</b>	<b>1,550</b>	<b>3,910</b>	<b>19,410</b>	<b>41,660</b>	<b>489,620</b>

Finance and Administration

Management	Name	Position	Funding	Salary USD	Super'n USD	Housing USD	Location USD	COLDA USD	Educ'n USD	Domestic Rep Allowance USD	Gratuity USD	ns & Med USD	Other (1) Total Costs USD	
<b>Core Budget Funded</b>														
8	DEVOE, Daniel	Accountant	Primary/Proj Managt	34,560	2,420	6,230	1,730	3,170	6,000		2,420	990	24,000	
9	HADLEY, Malama	Administrative Officer	Primary/Proj Managt	11,440	570							840	12,850	
10	FERRI, Asofa	Senior Accounts Clerk	Primary/Proj Managt	8,370	450							820	10,240	
11	SILULU, Lupe	Registry Officer	Primary/Proj Managt	8,030	400							820	9,250	
12	MATAU, Saunoo	Conference Officer	Primary/Proj Managt	7,630	380							810	8,820	
13	YOSHIDA, Faa'afu T	Office Assistant	Primary/Proj Managt	5,980	300							800	7,080	
14	CHONG WONG, Puni	Accounts Clerk	Primary/Proj Managt	5,980	300							800	7,080	
15	MIKAELE, Juliana	Accounts Clerk	Primary/Proj Managt	5,980	300							800	7,080	
16	TUPAI, Monica	Receptionist	Primary/Proj Managt	4,000	200							790	4,990	
17	FONOTI, Faamanu	Driver/Clerk	Primary/Proj Managt	4,000	200							790	4,990	
18	LEALLA, Iolouavale	Stores Clerk/Tea Attendant	Primary/Proj Managt	4,000	200							790	4,990	
19	TUJPOLOA, Tiana	Registry Assistant	Primary/Proj Managt	3,630	190							790	4,610	
20	Vacant	Gardener	Primary/Proj Managt	3,460	170							790	4,420	
21	HUNT, Ella	Night Watchman	Primary/Proj Managt	3,460	170							790	4,420	
22	SIONE, Aso	Handyman	Primary/Proj Managt	3,300	170							790	4,260	
23	TOOTOO, Amosa	Cleaner/Messenger	Primary/Proj Managt	2,770	140							780	3,690	
24	Vacant	Cleaner	Primary/Proj Managt	2,060	110							780	2,950	
Provision for Overtime, Relieving Staff, CPI Adjustments, Increments, Higher Duties Allowance													26,000	
<b>Subtotal</b>				<b>145,250</b>	<b>6,670</b>	<b>6,230</b>	<b>1,730</b>	<b>3,170</b>	<b>6,000</b>		<b>2,420</b>	<b>13,770</b>	<b>24,000</b>	<b>209,240</b>

Project Management/Donor Funded

25	LEFAU, Luapene	Assistant Accountant	New Zealand	9,750	490							830	11,070	
26	YOUNG, Sandy	Accounts Clerk	New Zealand	5,980	300							800	7,080	
27	WILLIAMS, Albert	Driver/Clerk	UNDP - SPBCP	3,300	170							790	4,260	
<b>Subtotal</b>				<b>19,030</b>	<b>960</b>							<b>2,420</b>	<b>22,410</b>	
<b>Total Finance and Administration</b>				<b>164,280</b>	<b>7,630</b>	<b>6,230</b>	<b>1,730</b>	<b>3,170</b>	<b>6,000</b>		<b>2,420</b>	<b>16,190</b>	<b>24,000</b>	<b>231,650</b>

Environmental Education, Information & Capacity Building

Management	Name	Position	Funding	Salary USD	Super'n USD	Housing USD	Location USD	COLDA USD	Educ'n USD	Domestic Rep Allowance USD	Gratuity USD	ns & Med USD	Other (1) Total Costs USD	
<b>Core Budget Funded</b>														
28	DROPSY, Heve	Information Technology Officer	Primary/Proj Managt	29,020	2,030	5,230	1,450	2,940	2,000		2,030	950	2,000	
29	KILEPOA, Susana	Secretary - Office Assistant	Project Management	6,590	330							810	7,730	
<b>Subtotal</b>				<b>35,610</b>	<b>2,360</b>	<b>5,230</b>	<b>1,450</b>	<b>2,940</b>	<b>2,000</b>		<b>2,030</b>	<b>1,760</b>	<b>2,000</b>	<b>55,380</b>

Total Environmental Education, Information & Capacity Building

<b>Core Budget Funded</b>														
30	PARTSCH, Olivia	Secretary - Office Assistant	Project Management	6,590	330							810	7,730	
31	TOA, Sina	Office Assistant	Project Management	5,980	300							800	7,080	
<b>Subtotal</b>				<b>12,570</b>	<b>630</b>							<b>1,610</b>	<b>14,810</b>	
<b>Total Environmental Education, Information &amp; Capacity Building</b>				<b>508,610</b>	<b>30,980</b>	<b>67,630</b>	<b>17,040</b>	<b>26,390</b>	<b>17,000</b>	<b>1,550</b>	<b>3,910</b>	<b>23,860</b>	<b>25,830</b>	<b>67,660</b>

Total Primary Function/Project Management

<b>Core Budget Funded</b>														
<b>Subtotal</b>				<b>508,610</b>	<b>30,980</b>	<b>67,630</b>	<b>17,040</b>	<b>26,390</b>	<b>17,000</b>	<b>1,550</b>	<b>3,910</b>	<b>23,860</b>	<b>25,830</b>	<b>67,660</b>

Annex 7  
(Page 2)

SCHEDULE OF STAFF ANNUAL SALARIES AND ANCILLARY COSTS - 1999

Project Implementation

Name	Position	Funding	Salary		Super'n		Housing		Location		COLD A		Domestic Rep Allow		Gratuity		ns & Med		Other (1)		Total Costs	
			USD	USD	USD	USD	USD	USD	USD	USD	USD	USD	USD	USD	USD	USD	USD	USD	USD	USD	USD	USD
<b>Conservation of Natural Resources</b>																						
32 REIT, Ioselatu	HOD, CNR Division/Project Manager	SPBCP	53,580	3,750	9,650																	
33 MILLER, Suzanne	Biodiversity Officer	UNDP/New Zealand	39,790	2,790	7,170	1,990	3,390															
34 JASTON, James	Coastal Management Officer	New Zealand	36,950	2,590	6,660	1,850	3,270	2,400														
35 <i>Vacant (4)</i>	Project Officer - Socio Economics	UNDP - SPBCP	33,590	2,350	6,050	1,680	3,130	2,000														
36 SESEGA, Samuelu	Project Officer - Conservation	UNDP - SPBCP	33,590	2,350	6,050																	
37 SHERLEY, Greg	Invasive Species Officer	New Zealand	31,420	2,200	5,660	1,570	3,040	2,000														
38 APIS-OVERHOFF, Lucille	Wetlands Management Officer	AusAid	26,660	1,870	4,800																	
39 CRAIG, Selvestina	Executive Project Officer	UNDP - SPBCP	17,050	1,190	3,070																	
40 COUPER, Ruta	Secretary	UNDP - SPBCP	6,590	330																		
41 STANLEY, Sarona	Office Assistant	UNDP - SPBCP	6,280	320																		
<b>Total Conservation of Natural Resources</b>			<b>285,500</b>	<b>19,740</b>	<b>49,110</b>	<b>7,090</b>	<b>12,830</b>	<b>6,400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>66,000</b>	<b>465,110</b>

Environmental Education, Information & Capacity Building

<b>Environmental Education, Information &amp; Capacity Building</b>																						
Funded directly by France																						
Funded directly by Commonwealth Secretariat																						
42 MOUROU, Bernard	Legal Officer	France																				
43 SINKLAAR, Jan	Editorial Officer	Comsec	33,590	2,350	6,050	1,680	3,130	3,000														
44 WILSON, Craig	Capacity Building Project Manager	UNDP	31,790	2,230	5,730	1,590	3,050															
45 DEO, Saema	Environmental Education Officer	AusAid	29,020	2,030	5,230	1,450	2,940	2,000														
46 <i>Vacant (4)</i>	Training Officer	New Zealand	29,020	2,030	5,230	1,450	2,940															
47 CORY, Claire	Environmental Legal Officer	New Zealand	26,660	1,870	4,800																	
48 BENTIN, Satul	Librarian	New Zealand	26,380	1,850	4,750																	
49 TALAJAFI, Fatu	Information and Publication Officer	New Zealand	15,650	1,100	2,820	790	2,370															
50 HOLM, Tiare	Country Attachment (Asst Project Offr)	New Zealand	15,650	1,100	2,820																	
51 TAPUSOA, Matilda	Assistant Information Technology Officer	AusAid	6,590	330																		
52 UATISON, Tologau	Library Assistant	New Zealand	5,980	300																		
53 TUALA, Quandovita	Office Assistant	UNDP	220,330	15,150	37,430	5,960	14,430	5,000														
<b>Total Environmental Education, Information &amp; Capacity Building</b>			<b>220,330</b>	<b>15,150</b>	<b>37,430</b>	<b>5,960</b>	<b>14,430</b>	<b>5,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>26,400</b>	<b>343,460</b>

Environmental Management & Planning

<b>Environmental Management &amp; Planning</b>																						
Funded directly by Commonwealth Secretariat																						
Funded directly by European Union																						
54 RAYMAKERS, Steve	Marine Pollution Officer	Comsec																				
55 RAJ, Suresh	Waste Education & Awareness Officer	EU	43,470	3,040	7,830	2,170	3,550	5,000														
56 KALUWIN, Chalapan	Climate Change Officer	AusAid	34,560	2,420	6,230	1,730	3,170	1,000														
57 MUNRO, Andrew	Waste & Pollution Prevention Officer	NZ / AusAid	33,590	2,350	6,050	1,680	3,130	3,000														
58 KING, Wayne	Programme Manager - PICCAP	UNDP - PICCAP	33,590	2,350	6,050	1,680	3,130	3,000														
59 SEM, Graham	Scientific Adviser - PICCAP	UNDP - PICCAP	33,590	2,350	6,050	1,680	3,130	3,000														
60 LEFALE, Penehuro	Climatologist/Meteorologist	LANL	31,790	2,230	5,730	1,590	3,050															
61 KUMAR, Mahendra	International Negotiations Officer	New Zealand	31,420	2,200	5,660	1,570	3,040	2,000														
62 FARMER, Neale	Environmental Assessment & Reporting Offr	New Zealand	31,420	2,200	5,660																	
63 MOANE, Pelelo	Assistant GIS Officer	Multi	17,050	1,190	3,070																	
64 VALASI, Fono	Office Assistant	UNDP - PICCAP	6,590	330																		
<b>Total Environmental Management &amp; Planning</b>			<b>263,480</b>	<b>18,310</b>	<b>46,280</b>	<b>10,420</b>	<b>19,070</b>	<b>14,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,600</b>	<b>483,140</b>

Total Project Implementation

<b>769,310</b>	<b>53,240</b>	<b>132,820</b>	<b>24,470</b>	<b>46,330</b>	<b>25,400</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>180,780</b>	<b>1,292,710</b>
----------------	---------------	----------------	---------------	---------------	---------------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------	----------------	------------------

Notes:  
 1. Other costs include costs of annual leave fares, repatriation and recruitment costs.  
 2. The incumbent officer completes his/her contract in 1999. Other costs include costs of repatriation of the incumbent and/or the recruitment of a replacement.  
 3. The incumbent officer completes his/her contract in 1998. Salary & other costs assume appropriate salary and anticipated fares in 1999 for a replacement.  
 4. This position is expected to be filled in 1998. Salaries & Allowances have been estimated and are within the relevant salary range. Other costs cover any 1999 annual leave fares.

## **Annex 8. GLOSSARY**

### **Mission Statement**

Mission statement defines the overall purpose and goal of the organisation.

### **Objectives**

Objectives are a guide to setting specific targets to be achieved.

### **Output Budgeting**

Output budgeting is a budget system that focuses on results. It involves allocating resources for agreed results or outputs.

### **Performance Based Output Budgeting**

Performance based output budgeting is a development of output budgeting, which incorporates explicit performance measures, and systems of performance assessment with associated rewards and sanctions. It provides for an assessment of actual performance against the agreed performance measures.

### **Output**

An output is the intended result of a deliberate activity. An example: the output of a small income generation project is the additional income to the households participating in the project.

### **Strategic Output**

Strategic output directly contributes to the achievement of the SPREP mission.

### **Key Output**

Key outputs collectively are the results of activities which contribute to the achievement of the strategic output.

### **Activities**

Activities are the tasks within the annual work programme that will combine inputs to produce key outputs.

### **Performance or Output Indicators**

Performance Indicators provide specific measures of quantity and quality, which demonstrate to what extent the output, has been achieved. Indicators tell us what we mean by a particular objective and what we will do to measure or value it.

### **Outcome**

An outcome is the impact of an output or the next level effects caused by the output. An example: the outcome of the household income-generation project above can be a number of things depending on how the household uses the income. It can be improved health of children or the father increasing his consumption of beer etc.

**Efficiency**

Efficiency is a measure of how much each unit of output costs.

**Effectiveness**

Effectiveness is a measure of the quality of that output – how well did it achieve the desired outcome.

**Success Criteria**

Success criteria is a standard for judging desired achievements and results.

**Projected Investment**

Projected investment is the proposed annual budget and work programme.

**Annex 9. Source of funding - Donor Abbreviation**

CODE		NAME OF FUNDING SOURCE
1	ADB	Asian Development Bank
2	AusAID	Australian Agency for International Development
3	AEPA	Australian Environment Protection Authority
4	AU	Auckland University
5	CAN	Canada
6	CFTC	Commonwealth Funding for Technical Co-operation
7	CHI	Chile
8	CITES	Convention on International Trade in Endangered Species of Wild Fauna and Flora
9	COM	Commonwealth Secretariat
10	CORA	Canadian Ocean Research Associates
11	CSPODP	Canada South Pacific Ocean Development Program
12	DAN	Danish Government
13	EEU	European Economic Union
14	EWC	East West Center
15	FAO	Food and Agricultural Organization of the United Nations
16	FRA	France
17	GEF	Global Environment Facility
18	GRE	Greenpeace
19	IMO	International Marine Organization
20	JAP	Japan
21	LANL	Los Alamos National Laboratories
22	MUL	Multi Donors
23	TNC	The Nature Conservancy
24	NTF	National Tidal Facility
25	NZ	New Zealand
26	NZODA	New Zealand Official Development Assistance
27	PRI	Primary Function
28	RA	Radio Australia
29	ROC	Republic of China
30	SOPAC	South Pacific Applied Geoscience Commission
31	SPC	Secretariat of the Pacific Community
32	UK	United Kingdom
33	UNDP	United Nations Development Programme
34	UNEP	United Nations Environment Programme
35	UNPFA	United Nations Population Fund
36	UNITAR	United Nations Institute for Training and Research
37	UPNG	University of Papua New Guinea
38	USAID	United States Agency for International Development
39	WMO	World Meteorological Organisation
40	WWF	World Wide Fund for Nature and Natural Resources



## South Pacific Regional Environment Programme (SPREP)

### Tenth SPREP Meeting

Apia, Samoa

15-18 September 1998

### Agenda Item 12.1 : Submission by the Government of the Republic of Nauru

#### Purpose of Paper

1. To table a proposal from the Government of the Republic of Nauru for reclassification as a Small Island State member of SPREP.

#### Background

2. During the Ninth SPREP Meeting in Nuku'alofa, Kingdom of Tonga, 25-27 November 1996, the representative of Nauru requested the Meeting to reclassify Nauru as a Small Island State. At the same Meeting it was agreed that a formal submission would be required from Nauru for such reclassification.

3. In accordance with the request of the Ninth SPREP Meeting a formal submission prepared by the Government of Nauru is attached for consideration by the Meeting.

#### Comments

4. The Secretariat advises that the implications in accepting the proposal would be for the payment from the Primary Function Budget of airfares and per diems for Nauru's attendance at SPREP Meetings.

5. In addition, the agreed formula (see WP.9.2/Att.1) for contributions to SPREP's budget requires members to contribute a total amount of \$500,000. The present formula provides for two levels of contributions by Pacific island states/territories with 9 states/territories including Nauru in Group 1 contributing 2.289% each and 13 states/territories contributing 1.145% each. In WP.9.2, members were informed of the need to reconsider the formula, should Nauru's contribution be reduced to the Group 2 rates, otherwise there would be a shortfall of US\$5,720 in contributions.

#### Recommendation

6. The Meeting is invited to **consider** the proposal by the Government of Nauru.

---

5 August, 1998