

# MOANA BLUE PACIFIC

## at COP27

A Pacific partnership with Aotearoa New Zealand  
managed by the Secretariat of the Pacific  
Regional Environment Programme (SPREP)

## Your Side Event Guide

*Congratulations* on your successful application for a side event at the Moana Blue Pacific Pavilion at COP27 this year!

Please find below information to help you navigate as you prepare for your side event in our Moana Blue Pacific Pavilion.

Please note – we are still finalising details with the COP27 hosts and their approved suppliers, as new information comes to light, this guide will be updated and resent to you. Each updated guide will be saved by its version number and the date.

Thank you very much for your understanding, we look forward to working with you all!

*Your Moana Blue Pacific Pavilion at COP27 Team!*

### About our Moana Blue Pacific Pavilion

The Moana Blue Pacific Pavilion is located in the same zone as where the Pavilions are placed. Within our Pavilion is a side event space, a networking space and a meeting space. We have requested that:

- our side event space be able to hold 60 – 80 seats
- we have a small stage with a movable lectern
- six chairs will be available on screen for your panel
- two large TV screens above the stage that face the audience
- one TV screen to be against a facing wall which your presenters can view
- one table along the back wall inside the side event space for your catering to be set up on
- table mics for the front tables
- a mic on the podium
- roving mics to take questions from the audience

Should there be any changes with this we will notify you as soon as possible.

Our Moana Blue Pacific at COP27, and Pacific Delegation Office, Teams consist of – Nanette Woonton, Teuila Fruean, Audrey Brown-Pereira, Tavita Sua, Charlie Reed, Leanne Moananu, Pata Mose, Florette Tuauu and Keni Lesa. Our team works across IT support, side event curation and support, communications, and office coordination and organisation.

We look forward to meeting you all!

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### Side events

- Each of you will be presented with your scheduled time
- You will have for the most part 55 minutes per each side event – this allows you time to set up in advance and clear out before the next event with a very strict 5 minutes transition
- Each event starts on the hour

For your side event your focal point is Audrey. You can contact our team via [cop27@sprep.org](mailto:cop27@sprep.org).

### The Moana Blue Pacific at COP27 side events operate under the Blue Wave principles.

Ensuring an environmentally friendly measures as much as possible throughout all our side events is crucial.

In support of a marine plastic litter free Pacific Ocean, the Moana Blue Pacific Pavilion will operate under a 'Blue Wave Principle'. 80% of all marine litter is land-based waste and the Moana Blue Pacific Pavilion will play an active role in refusing any single-use plastics that contribute waste entering our ocean. We're also applying environmentally friendly practices in all we do.

- We ask that you consider digital options instead of distributing paper resources at the Moana Blue Pacific Pavilion, if you must use them, you are also to remove all of them upon completion of your side event.
- We understand that environmentally friendly catering options are beyond our control however we do ask that you do opt for these if possible, and that your caterers are responsible for removing all waste.
- We ask that you be responsible for removing ALL waste from the area upon completion of your side event.

Where necessary we will be making special mention of the side events that do, or don't, apply our Blue Wave Principles through a Blue Wave rating system on our website. Please do let us know if you have any further queries on this.

### Helpful tips as a side event organiser

Catering is available, it will be your responsibility to coordinate this. The latest information that we have seen regarding catering available for events can be found on the [www.unfccc.int](http://www.unfccc.int) site, in particular this link which takes you to the catering portal: <https://copgourmet.com/en/> and this link <https://cop27.eg/assets/files/PUBLIC%20FOOD%20OFFERS%20-%20BLUE%20ZONE-OUT.pdf> which takes you to the "COP27 Blue Zone Public Food Offers" guide. We do ask that you keep an eye out on the UNFCCC website information note under the Catering tab Should there be further updates, as well as the COP27 Presidency website: <https://cop27.eg/#/>.

Please do let us know if you will have catering. We note – all waste must be removed after your event.

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We will share the side event schedule on a screen at our reception space, as well as share the schedule on our website however it will be your responsibility to promote your side event beyond these spaces.

We are aiming to have a live feed broadcast on our social media pages.

### Helpful tips as a side event organiser cont'd

Should you wish to show a film or have powerpoint presentations it is your responsibility to submit these to us on a USB device the day before if possible.

It is your responsibility to ensure those that are presenting physically, have accreditation to enter the venue.

Please let us know if you wish to feature a presenter through a hybrid format as soon as possible with the final deadline to notify us of this being the day before your side event is scheduled.

Should you wish to cancel your side event, it is your responsibility to notify us at least four days before. This will allow sufficient time for others to have the opportunity to use this space.

There will be no storage available at the Moana Blue Pacific Pavilion at COP27. We do understand that you can check bags and coats in for storage at a special assigned place within the venue. We recommend you store your banners and other content there and confirm this on the official COP27 websites.

It will be your responsibility to develop PR content from your side event, we do however, ask that you share this with us should we also be able to share this PR content onwards.

### Other “good to know” pieces of information

As per your commitment in your side event application, we will be monitoring panels for gender and social inclusion, youth representation, and Pacific Islands representation.

We will be recording, to the best of our ability, the participant attendance and noting the gender make up of this.

Due to extremely high costs, we have not requested individual headsets for the side event, however we will have microphones and speakers. As you know these are active spaces, noise may be a concern for us all.

Translation will not be available at our Moana Blue Pacific Pavilion at COP27 – should you require this you will need to organise your own.

We are planning to provide reusable bamboo cups for all side event panelists for side event organisers to provide their panelists with water during your side event to avoid single-use plastic. Should you have more than one event at the Moana Blue Pacific Pavilion we ask that you bring back your bamboo cup to reuse during your event.

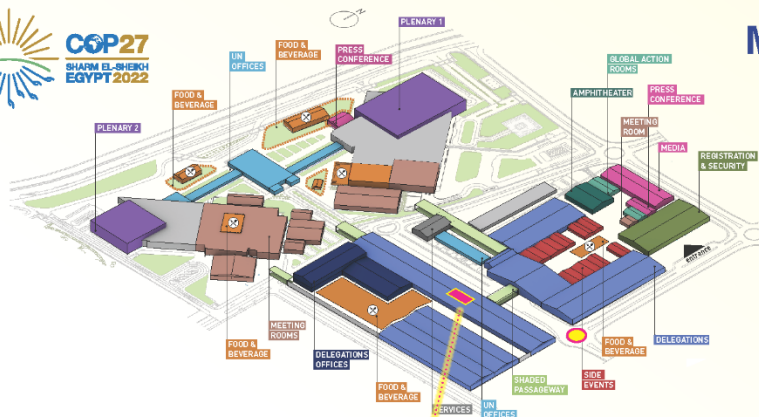
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Should you have an accompanying photographer at your side event, we do ask that you share images with us for use which we will attribute and credit photographer when used.

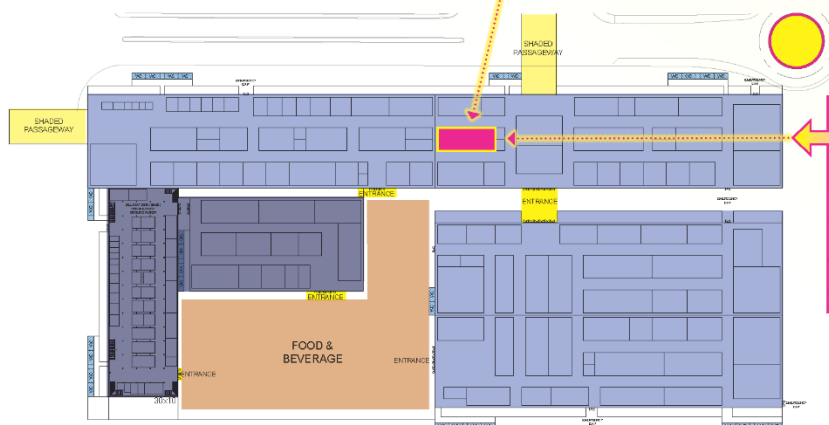
Should you post on social media, our hashtag is: #MoanaBluePacific

## Where we are located in the Blue Zone



## MOANA BLUE PACIFIC PAVILLION VENUE MAP

@ COP27  
SHARM-EL-SHEIKH  
INTERNATIONAL  
CONVENTION CENTER  
EGYPT



Please note that we will update this guide as new information comes to light. This current version you are reading is Version Two dated 23 October 2022.

*Please contact [cop27@sprep.org](mailto:cop27@sprep.org) should you have any further questions!*