

CIRCULAR

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DATE: 12 July 2024
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TO: Members of the 4EBM 2024:
(France, Palau, Samoa, Tokelau, United States of America)
TROIKA: (Tonga, Tuvalu, United Kingdom)
Copy: SPREP National Focal Points

Subject: UPDATE: Fourth Executive Board Meeting (4EBM): Working Papers and logistical arrangements

Dear Members,

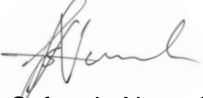
Further to the SPREP Circular No. 24/35 of 24 June 2024, I am pleased to update you as follows:

1. The theme of the Fourth Executive Board Meeting is “**A Resilient Blue Pacific Continent Free of Plastics**” which reinforces the importance of accelerating actions in tackling the issue of plastic pollution to ensure the resilience of our blue Pacific continent and the livelihoods of our Pacific peoples and communities.
2. The 4EBM Working Papers are now available on the SPREP Website and can be accessed on [4EBM](#). Kindly noted that the following remaining Working Papers will be uploaded as soon as they are available:
 - WP 5.2 – 2022-2023 Performance Implementation Plan (PIP3): Strategic Outcomes and High-Level Summary
 - WP 6.2 – Audit Committee Report for 2023;
 - WP 6.4 – Report of the SPREP Working Group on the 2021 Staff Remuneration Review and Core Funding Review and Sustainable Financing and Resourcing Strategy; and
 - WP 10.2 – 2024-2025 Biennial Work Programme and Budget – Supplementary Budget
3. The Draft Provisional Agenda rev.1 and Suggested Hours of work are attached for your information.
4. The Secretariat has prepared the attached Information Note and Virtual Meeting Guide to assist with your preparations and engagement during the meeting.
5. We kindly remind Members of the Fourth Executive Board Meeting to submit nominations (form reattached) at your earliest convenience to assist the Secretariat with the logistics and arrangements of the meeting.
6. In preparation for the Meeting, the Secretariat will hold three test sessions on the virtual platform on Monday 26, Wednesday 28, and Friday 30, August between 12pm and 1pm Samoa local time. Please see the 4EBM Information Note and Virtual Meeting Guide for more information.

Please contact the following Secretariat staff if you have any queries: Apiseta Eti apiseta@sprep.org and Rosanna Galuvao rosannag@sprep.org on matters concerning logistics of the meeting. For all substantive matters, please contact Ms. Easter Chu Shing, Deputy Director General easterc@sprep.org

I thank you for your continued support and cooperation.

Yours sincerely,



Sefanaia Nawadra
Director General

Att.

SN/ECS/ae