

CIRCULAR

FILE: HR 15/2

TO: SPREP National Focal Points

DATE: 27 August 2024

CIRCULAR: 24/59

Dear Members,

SUBJECT: INVITATION FOR MEMBERS TO PARTICIPATE IN THE REVIEW OF THE SPREP REMUNERATION SYSTEM AND STAFF TERMS AND CONDITIONS

The Secretariat is currently undergoing a Review of its Remuneration System including Staff Terms and Conditions. The SPREP Meeting, in September 2019, approved the engagement of an independent qualified consultant to review the Secretariat's remuneration systems including staff terms and conditions to ensure it remains competitive in the local and international employment markets.

The Secretariat's Strategic Plan 2017-2026 outlines the need for the Secretariat to strengthen and realign its institutional capacities, competencies, and systems to support delivery to its members. Organisational Goal 5 of ***SPREP has access to a pool of people with the attitudes, knowledge, and skills to enable it to deliver on its shared regional vision*** as well as the Secretariat's People Strategy focus on SPREP's people as its most important resource.

A comprehensive independent review of the current remuneration system was carried out in 2021. The review report, *2021 Project Report: Review of SPREP Remuneration System Including Staff Terms and Conditions* had an exclusive focus on an international employment market without the traditional CROP market references. A SPREP Member Working Group was therefore established in 2021 to consider this report.

To assist with this work, the Members Working Group agreed to carry out another independent review of the current remuneration system inclusive of all staff terms and conditions in accordance with the CROP remuneration principles, and to consider where relevant the findings of the *2021 Project Report: Review of SPREP Remuneration System Including Staff Terms and Conditions*. The consultant is expected to provide advice and recommendations to the Members Working Group to ensure that the Secretariat as an employer is able to recruit and retain a skilled and talented workforce who have the Pacific region's best interests at heart, and in support of its People Strategy objectives.

Strategic Pay, of New Zealand, has been selected by the Members Working Group to carry out this work.

We would like to extend an invitation to all Members who are interested in participating in the consultation process to provide input and feedback to support and improve the Secretariat's remuneration system including staff terms and conditions.

A dedicated consultation session with members led by Strategic Pay is scheduled for Monday, 9 September 2024 – 12pm (Samoa time).

Please confirm your participation and direct any enquiries you may have on this matter to the Secretariat's Director HR, Ms Simeamativa Vaai at simeamativav@sprep.org.

Yours sincerely,



Easter Chu Shing
Acting Director General