



South Pacific Regional Environment Programme

Fifth
Intergovernmental
Meeting

Working Papers

Apia, Western Samoa
14 - 16 September 1992



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

List of Working Papers

5IGM/WP.1	Unassigned
5IGM/WP.2	Unassigned
5IGM/WP.3	Adoption of Agenda and Working Papers
5IGM/WP.4	Matters Arising from 1991 IGMs
5IGM/WP.5	SPREP: its Past, Present & Future - an Overview
5IGM/WP.6(a)	Treaty Establishing SPREP
* 5IGM/WP.6(b)	Review of Salaries and Conditions of Service System
5IGM/WP.6(c)	Corporate Plan
5IGM/WP.6(d) Rev.1	IGM Provisional Rules of Procedure
5IGM/WP.6(e)	Permanent Headquarters
5IGM/WP.6(f)	Provisional Terms of Reference for Director
5IGM/WP.7(a)	Relationships with International, Regional, National and Non-Government Organisations
5IGM/WP.7(b)	SPREP Focal Points
5IGM/WP.7(c)	SPREP Flag
5IGM/WP.8(a)	Agenda 21: Implications for the Pacific Environment
5IGM/WP.8(b)	South Pacific Biodiversity Conservation Programme

5IGM/WP.9(a)	Finance Regulations
5IGM/WP.9(b)	Working Currency
5IGM/WP.9(c)	IGM Travel and Per Diem
5IGM/WP.9(d)	Corporate Sponsorship
5IGM/WP.9(e)	Language Services Policy
5IGM/WP.9(f)	Computer Services
* 5IGM/WP.9(g)	Relocation Expenditure
5IGM/WP.10(a)	Proposed Policies and Procedures for Work Programme Formulation
5IGM/WP.10(b)	Coordination of SPREP-POL
5IGM/WP.10(c)	Evaluation of 1991/2 Work Programme and Proposed Work Programme for 1993
* 5IGM/WP.10(d)	Revised 1992 Budget and Indicative Budget for 1993
* 5IGM/WP.10(e)	Audit of SPREP Accounts on Separation from South Pacific Commission and Interest on SPREP Funds for 1991-92
5IGM/WP.11	Director's Annual Report for 1991/2
5IGM/WP.12	Member Country Initiatives
*	Restricted to Member Governments and Administrations.

8 September 1992
ORIGINAL: ENGLISH



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

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Revised Provisional Agenda

1. Official Opening
2. Appointment of Chairperson
3. Adoption of Agenda and Working Procedures
4. Matters Arising from 1991 Inter-Governmental Meetings
5. SPREP: its Past, Present and Future - an Overview
6. **Institutional Issues**
 - (a) Treaty Establishing SPREP
 - (b) Review of Salaries and Conditions of Service System
 - (c) Corporate Plan
 - (d) IGM Provisional Rules of Procedure
 - (e) Permanent Headquarters
 - (f) Provisional Terms of Reference for Director
7. **Policy Issues**
 - (a) Relationships with International, Regional, National and Non-Government Organisations
 - (b) SPREP Focal Points
 - (c) SPREP Flag
8. **Action Plan Issues**
 - (a) Agenda 21: Implications for the Pacific Environment
 - (b) South Pacific Biodiversity Conservation Programme

9. **Finance and Administration Issues**
 - (a) Financial Regulations
 - (b) Working Currency
 - (c) IGM Travel and Per Diem
 - (d) Corporate Sponsorship
 - (e) Language Services Policy
 - (f) Computer Services
 - (g) Relocation Expenditure

 10. **Work Programme and Budget Issues**
 - (a) Proposed Policies and Procedures for Work Programme Formulation
 - (b) Coordination of SPREP - POL
 - (c) Evaluation of 1991/92 Work Programme and Proposed Work Programme for 1993
 - (d) Revised 1992 Budget and Indicative Budget for 1993
 - (e) Audit of SPREP Accounts on Separation from South Pacific Commission and Interest on SPREP Funds for 1991-92

 11. Director's Annual Report for 1991/1992

 12. Member Country Initiatives

 13. Statements by Observers

 14. Other Business

 15. Date and Venue of Next Meeting

 16. Adoption of the Report

 17. Close
-



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

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

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

Venue

The Meeting will be held at the Papauta Girls' School, Apia.

Agenda

2. The revised Provisional Agenda is tabled as SIGM/WP.Agenda.

Hours of Work

3. A suggested timetable for the meeting is attached.

Drafting Committee

4. A representative drafting committee should be appointed to assist with the preparation of the draft Report of the Meeting.

Recommendation

5. The Meeting is invited to:
 - **consider and adopt** the Agenda
 - **approve** the hours of work
 - **appoint** a drafting committee



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Suggested Meeting Timetable

Monday 14 September

9.00 am	-	9.30 am	Official Opening
9.30 am	-	10.00 am	Morning Tea and Official Photograph
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

Tuesday 15 September

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	-	5.30 pm	Meeting in Session

Wednesday 16 September

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	-	5.30 pm	Meeting in Session



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

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

**Agenda Item 4 : Matters Arising from 1992 Inter-Governmental
Meetings**

Purpose of Paper

To report on the status of matters arising from:

- the 4th IGM Ministerial Meeting;
- the 4th IGM Officials Meeting; and
- the IGM Special Session.

Status

2. The attached tables show the current status of matters arising from the above Meetings.

Recommendation

3. The Meeting is invited to **note** the status of these decisions.
-

Fourth SPREP Intergovernmental Meeting

Noumea, New Caledonia, 3-9 July 1991

Report of the Ministerial-Level Meeting

Noumea, New Caledonia, 8-9 July 1991

Status of Decisions

Agenda Topic	Report Para No	Matter Arising	Status
Legal	17(ii)	Recommend to the South Pacific Conference the continuation of SPREP's links with the SPC and request the SPC to enter into arrangements to facilitate SPREP's autonomous operation during the interim period, until the establishment of a fully independent SPREP	To give full recognition and effect to this directive, the Secretary General of the SPC, by letter dated 15 July 1991, delegated management authority over SPREP and its financial, physical and personnel resources to the Director of SPREP
	17(iii)	ask IGM members to indicate by 15 September 1991 whether they are able to enter into negotiations on a treaty in order for a time frame to be established for the commencement of such negotiations	See 5th IGM Agenda Item 6(a) for follow-up
Finance	18(iv)	review this option [Language Policy] at the end of 1992, and, if it is found to be unsatisfactory, consider Option (i), as outlined in paragraph 32 of the record of the IGM Officials' Meeting, for 1993	See 5th IGM Agenda Item 9(e) for follow-up
	18(v)	the Director to proceed to develop a fully costed relocation plan	approved by IGM Special Session in October 1991
	18(x)	Corporate Plan and Financial Regulations	see 5th IGM Agenda Items 6(c) and 9(a) respectively
	18(xi) and (xii)	1992 budget	approved by IGM Special Session in October 1991
	19	IGM travel and per diem	see 5th IGM Agenda Item 9(c)
UNCED	28	UNCED preparations	see 5th IGM Agenda Item 8(a) for follow-up

Fourth SPREP Intergovernmental Meeting
Noumea, New Caledonia, 3-9 July 1991

Report of the Meeting of the Officials
Noumea, New Caledonia, 3-5 July 1991

Status of Decisions

Agenda Topic	Report Para No	Matter Arising	Status
IGM - draft Rules of Procedure	20	draft Rules of Procedure for the IGM to be referred back to member governments and discussed at a future regional meeting	see 5th IGM Agenda Item 6(d)
Treaty	28(i)	Members to indicate by 15 September 1991 whether they are able to enter into negotiations on a treaty in order for a timeframe to be established for the commencement of such negotiations	see 5th IGM Agenda Item 6(a)
Corporate Plan	40	draft Corporate Plan to be submitted to the 5th IGM for final approval	see 5th IGM Agenda Item 6(c)
Corporate Sponsorship	52	policies and guidelines for SPREP interaction with corporate sponsors to be prepared for acceptance by the IGM	see 5th IGM Agenda Item 9(d)
Financial Regulations	53	draft Financial Regulations were not able to be fully considered by the 4th IGM due to time constraints	see 5th IGM Agenda Item 9(a)
SPREP Language Services	56	the full contract option be adopted for 1992 and reviewed at the end of 1992	see 5th IGM Agenda Item 9(e)
Project proposals	63	policy paper to be prepared for next IGM containing consideration of modalities for project proposal submission by NGOs and regional institutions	see 5th IGM Agenda Item 7(a)
Regional Environmental Concerns	83	the Secretariat to look at additional funding sources to accommodate the increasing costs of information handling and dissemination associated with SPREP's expanding role as a clearing-house	Most regional projects now contain an information component in their budgets, among them PIMIS, Population & Environment, Biodiversity, Climate Change and One World (Radio Australia)
Relations with founding organisations	85	SPREP to consider what structural and legal arrangements it might wish to establish with UNEP, Forum Secretariat, ESCAP and SPC	see 5th IGM Agenda Item 7(a)
Computer Services Manager	86	The Secretariat to report back to the next IGM on SPREP's computer services needs	see 5th IGM Agenda Item 9(f)

Special Session of the SPREP Intergovernmental Meeting
Nuku'alofa, Kingdom of Tonga, 24 October 1991

Status of Decisions

Agenda Topic	Report Para No	Matter Arising	Status
IGM Travel and Per Diem	4	Consider implementation of option (iii) at 1992 IGM	see 5th IGM Agenda Item 9(c)
Interim Financial Arrangements for SPREP Management	6-10	Review staff salaries and conditions of service	see 5th IGM Agenda Item 6(b)
1992 Budget	12	French recommendations	actioned - see 5th IGM Agenda Item 10 (c)
	16	French contribution	actioned - see 5th IGM Agenda Item 10 (c)
	17	long term housing options	see 5th IGM Agenda Item 6(e)
	18	member contributions	actioned - see 5th IGM Agenda Item 10 (c)



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 5 : SPREP: its Past, Present and Future - An Overview

Purpose of Paper

To provide a brief overview of the developments of SPREP and its future outlook. The idea behind the production of this paper is not to relive the past. Rather it is intended to keep the momentum alive in our continuous search for a lean and effective organisation.

Background

2. The Conference on the Human Environment in the South Pacific (Rarotonga, Cook Islands, 8 - 11 March 1982) formally adopted the Action Plan for Managing the Natural Resources and Environment of the South Pacific Region (the SPREP Action Plan) and approved the establishment of the SPREP Secretariat to -

- (a) serve as a referral centre providing information identifying experts and institutions to aid participating states, and otherwise assist in solving specific environmental problems;
- (b) facilitate information exchange and cooperation among those experts and institutions; and
- (c) use regional expertise and services where possible.

3. During the discussion on institutional and financial arrangements, the Conference also decided that the Governments, through meetings every two years of the South Pacific Forum and the South Pacific Conference, should make policy decisions concerning all substantive and financial matters related to the Action Plan. Further, the Conference decided that the SPC, as the host organisation for the SPREP Secretariat, should be responsible to the participating governments and administrations for the overall technical coordination and continuous supervision of the implementation of the Action Plan; this function to be carried out under the guidance of the Coordinating Group consisting of representatives of UNEP, ESCAP, SPC and SPEC (now the Forum Secretariat).

4. The evaluation of SPREP in 1985 revealed as a major weakness the lack of government involvement in the identification of priority areas for the Programme. This was promptly rectified when, in 1986, the First Intergovernmental Meeting on the SPREP Action Plan was convened to adopt a work program for SPREP for the 1987-88 biennium. The Second and Third IGMs were held in 1988 and 1990 to adopt the 1989-90 and 1991-92 work programmes, respectively.

5. The uncertainty of the amount and timing of receipt of voluntary contributions, increasing demands for SPREP's services and the need for SPREP to be more effective in attracting resources in an increasingly competitive world, prompted the decisions by the Third IGM in 1990 and the Fourth IGM in 1991 to put SPREP on a sound financial and legal footing by establishing SPREP as an independent regional organisation, fully responsible to its members through an annual IGM, and to accept the offer by the Government of Western Samoa to host the organisation.

Institutional

Relocation to Apia

6. The relocation from Noumea to Apia took place virtually as planned. Six incumbent professional staff and families moved to Apia between January and February 1992. They joined nine professional staff, including the Deputy Director, who were recruited directly to Apia in January 1992 and seventeen locally recruited, support staff. Staffing is covered in detail in the Director's Annual report.

7. The relocation to Apia was completed only eight months after the Fourth IGM in July 1991 - thanks to timely financial assistance from the Government of Australia and the untiring efforts of the Government of Western Samoa at a time of national emergency with many competing claims on its limited resources.

8. The Secretariat was privileged and honored to accept the temporary office accommodation from the Government of Western Samoa at the official opening in March 1992. Land for a permanent headquarters site has also been identified.

9. It was unfortunate, but unavoidable, that SPREP's relocation to Apia meant four of its support staff in Noumea had to leave the organisation. Fortunately, it was possible for the Secretariat to make arrangements with SPC to absorb them into the Commission. The cooperation and assistance of the SPC in this matter is greatly appreciated.

10. An administration officer maintained a SPREP office in Noumea until the first week of August 1992. The office followed up outstanding matters with SPC and retransmitted faxes to Apia.

11. As directed by the IGM, the Director, Director of Programmes (SPC) and one support staff visited Apia in July 1991 and inspected the offices offered and gave consideration to alternative office space in Apia. The results of the discussion with the Western Samoa Government (WSG) included:

- (1) SPREP opted for the offices offered by the WSG over the alternative office space in Apia;
- (2) WSG would make available Government houses if SPREP was unable to find the houses it required for its staff in the private sector;
- (3) WSG would install telephones (8 international lines), faxes (2 lines) and other services for the office including all the necessary refurbishments;
- (4) WSG had established its own SPREP Relocation Subcommittee before the Director's arrival in Apia. The Director appointed a local businessman, on the recommendation of the WSG and with funds made available by the New Zealand Government, to become the SPREP Relocation Coordinator from October 1991 to February 1992. His role was to follow up refurbishment of the office, availability of houses, advise the Director on the decisions of the SPREP Relocation Subcommittee and generally keep the Director abreast with developments in Apia.

12. With funds made available by AIDAB, and the agreement of the SPC Management, the Director was able to employ Mr. Les Walker, SPC Senior Administration Officer, on a cost sharing basis with SPC for 2-3 months to coordinate the preparation in Noumea for relocation to Apia.

Finance

13. The voluntary nature of Government contributions to SPREP continued to hamper and frustrate the implementation of the work programme. With this uncertainty and the fact that as of August, 13 countries have not fully paid their 1992 contributions (annual contribution and one-off contribution to meet the cost of relocation) the Secretariat has to grapple with the distinct possibility of cashflow problems. This has become a constant concern to the Secretariat.

14. There are 6 countries which still have not sent their 1991 contribution to SPREP.

15. As directed by the Fourth IGM, the Secretariat took full management of its financial transactions as from 1 January 1992. An appropriate finance system has been established - thanks to the assistance given to our Finance Section by UNDP, Commonwealth Secretariat, SPC and to FFA for rendering the services of its Finance Manager and Senior Accountant to us free of charge for four weeks. The system established is computerised with emphasis on accountability and streamlining of payments and activities. Formatting to ensure streamlining of our reports to donors has been an important area, the attainment of which has necessitated our spending time and resources. The Secretariat will continue to refine the system to meet IGM needs.

16. The Secretariat's Finance Section consists of: Finance Manager, Finance Advisor, two senior account clerks, one accounts clerk, assistance of a computer specialist through the UNV program and consultants to address specific issues. It is likely that an accountant will be recruited in the future, if it is assessed to be necessary.
17. Bank accounts in Apia were established during the Director's visit to Apia in July 1991.
18. A SPREP van was purchased in January 1992 with other operating assets purchased and arrived in Apia in February 1992 with the availability of funds from the Australian Government.
19. Financial regulations and guidelines for administration of SPREP have been prepared by the Secretariat for this IGM with the assistance of Mr. John Leonardo, Financial Advisor to the Fourth SPREP IGM.
20. A reputable accounting firm (Price Waterhouse or Cooper and Lybrand) is to independently assess our system soon with the assistance of UNDP. This step is taken to alleviate donors' concern on SPREP capacity to manage its own finance..
21. Donors have been advised of the relocation and of the implication for their projects. Because the move has long term cost benefits for projects, they were requested to assist with the short term costs.

Other Institutional Matters

22. The entry into force in 1991 of both the SPREP and Apia Conventions has provided the region with two legal instruments for the protection of its fragile environment. The delegation of the Secretariat functions for the conventions by SPC to SPREP in July 1991 was in recognition of SPREP's vital role in sustainable development of the region.
23. At the Fourth IGM, Governments and Administrations clearly expressed preference for a Treaty to establish SPREP as a separate, fully independent organisation. There was also consensus that SPREP should be treated as being in transition, with the status quo otherwise maintained, until the Treaty took effect.
24. Delegation of authority to the Director from the Secretary General of SPC was considered adequate in the meantime while awaiting the finalisation of the Treaty.
25. So far, the failure of the IGM to finalise the Treaty quickly has hampered the Secretariat's efforts to finalise legal arrangements with WSG and leaves the Secretariat in a confusing situation. The finalisation of the Treaty is, in the Secretariat's view, the most important issue that needs commitment from this IGM. Perhaps the Legal Subcommittee needs to meet either Thursday or Friday this week to finalise the Treaty negotiation.
26. The Corporate Plan for the organisation is a separate Agenda Item.

27. At the Fourth IGM, there was a consensus that SPREP must be set up as a "lean" organisation. This was foremost in the comprehensive review of SPREP Salaries and Conditions which was undertaken by Mr. Rod Tinning in May 1992. Staff Regulations and the remuneration package proposed were also based, in part, on the experience of other regional organisations. SPREP is a technical organisation and thus calls for flexibility in its regulation and must not be allowed to become an inward looking organisation with cumbersome and inflexible regulations.

28. SPREP's policy on consultancy, duty travel, correspondence, communications with member countries and donors, financial disbursements have been formulated and put into operation. They are based on accountability and the need to streamline the operation of the organisation.

29. The communique of the recent South Pacific Forum meeting in Honiara recognised SPREP as the "principal regional environment organisation". The IGM may wish to request the other paramount organisation in the Pacific, the South Pacific Commission, to recognise SPREP accordingly and to make an appropriate declaration at the forthcoming South Pacific Conference in Suva in October 1992.

Work Programme

30. The work programme of SPREP naturally and rightly develops in response to the priorities set by its membership, the scientific community and staff and to the requests from donor agencies wishing to work with SPREP in implementing their priorities.

31. It is essential that there is a single, integrated work programme for SPREP which is related to the annual budget of the organisation. The membership must be represented at the highest level possible thus sparing the Programme and the Secretariat the additional cost of communication to seek government endorsement to proposals submitted by technical officials.

32. However its detailed tasks are formulated, SPREP must remain, first and foremost, a professional body with scientific credibility. It must be authoritative and its science has to be first class.

33. SPREP should work in partnership with like minded institutions and agencies and must be outward looking. It should be recognised that SPREP cannot survive in dignified, intellectual isolation.

34. Non governmental organisations play a vital role in the management of the environment. SPREP is moving toward formalising its policy for working with NGOs, especially Pacific based and grassroots NGOs.

35. SPREP is now a full member of SPOCC and through this arrangement coordinates its activities with other organisations in the region to minimise duplication.

36. Refinement of the existing process of SPREP's Work Programme development is a matter for urgent attention and is being addressed at this IGM under another Agenda Item. The recently launched SPREP Small Grants Scheme, with its agreed criteria and guidelines, is but one step in the direction of relieving the costly exercise where the Secretariat compiles country requests for its biennial work programme which has little relevance to its annual budget. This past practice contributes to the frustration and often misunderstanding between the Secretariat and its membership. Further the existing process does not provide an atmosphere for accurately assessing the success and/or failure of the Secretariat.

37. Preparations for UNCED had, and rightly so, taken the centre stage in the Secretariat's activities in the last eighteen months. Together with the preparations of National Environmental Management Strategies for member countries, the Secretariat is putting the priorities set out in NEMS and Agenda 21 into a package to be submitted to donors for possible funding. It is part of our follow up to UNCED.

38. In the last two years, the Secretariat has to prioritise its activities in view of the relocation to Apia. Foremost is the Secretariat conviction and commitment to minimise the potential impacts of institutional changes on its work plans and activities. The impacts have indeed been minimal but unavoidable in certain areas.

39. The Secretariat has to be active with selected international negotiations and initiatives particularly those that are of relevance to the region. It must however remain regional and nationally focused.

Recommendation

40. The IGM is requested to note the developments of the organisation and to provide further advice and direction to the Secretariat.

17 August 1992

ORIGINAL: ENGLISH



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 6(a) : Treaty Establishing SPREP

Purpose of Paper

To inform the Committee of the current status of the proposed Agreement Establishing the South Pacific Regional Environment Programme.

Background

2. In considering two options recommended by the Legal Working Group (a separate 'Agreement' establishing SPREP and a 'Resolution' of the South Pacific Conference which would establish SPREP as an auxiliary body), the 4th IGM Meeting of Officials, in July 1991, "clearly expressed a preference for Option 1, an 'Agreement establishing SPREP.'" ¹

3. Subsequently, the 4th IGM Ministerial-Level Meeting, also in July 1991, asked IGM members "to indicate by 15 September 1991 whether they are able to enter into negotiations on a treaty in order for a time frame to be established for the commencement of such negotiations." ²

4. On 16 September 1991, by Circular Letter (Attachment 1), the Secretariat informed IGM members that formal indications had been received only from Australia, Fiji and the United Kingdom that they were able to enter into negotiations on a treaty. Two informal indications had also been received. At the same time the Secretariat suggested that negotiations be undertaken in early 1992 with a view to the final draft of the treaty being discussed and opened for signature at the 5th IGM in Apia in September 1992. IGM members were urged to indicate as soon as possible when they would be able to enter into negotiations so that a more definite time frame could be established.

¹ *(Report of the Meeting of Officials (Fourth SPREP Intergovernmental Meeting) held at Noumea, New Caledonia, 3-5 July 1991, para 19)*

² *(Report of the Meeting of Ministerial-Level Meeting (Fourth SPREP Intergovernmental Meeting) held at Noumea, New Caledonia, 8-9 July 1991, para 17)*

Subsequent Developments

5. Since then, two more IGM members - France and Western Samoa - have indicated formally that they are able to enter into negotiations on a Treaty while another twelve Forum Island countries have indicated informally that they are willing to enter into such negotiations. The United States has advised, however, that it considers that further preliminary discussions are required and that detailed discussions should be held [during the 5th IGM] in September.

Secretariat's Comment

6. The Secretariat is most concerned that only minimal progress has been evident with this matter over the past twelve months and that the delay in even beginning negotiations has placed SPREP in legal limbo at the very time when its institutional foundation and structure require legitimacy. Without an Agreement - or at the least substantial progress towards one - SPREP faces increasing difficulties of a practical nature concerning, to mention some, its legal status in Western Samoa and staff appointments and conditions issues.

Recommendation

7. IGM members are urged to adopt measures - including a timetable - for negotiating and concluding an Agreement Establishing SPREP as a matter of priority.

15 August 1992
ORIGINAL: ENGLISH

SPREP

NOUMEA CEDEX
NOUVELLE-CALÉDONIE

ADRESSE TELEGRAPHIQUE :
"SOUTEPACOM" NOUMEA
TELEPHONE : 24 21 00
TELEX : 3139 NM SOUTEPACOM
FAX : (687) 24 24 14



CABLE ADDRESS:
"SOUTEPACOM" NOUMEA
TELEPHONE: 24 21 00
TELEX: 3139 NM SOUTEPACOM
FAX: (687) 24 24 14

DISPATCHED ON

Notre référence

VEUILLEZ ADRESSER VOTRE RÉPONSE
AU DIRECTEUR

2 OCT. 1991

Noumea, 16 September 1991

SPREP CIRCULAR LETTER TO

- ☉ Representatives of Governments and Administrations
- ☐ Fourth SPREP IGM Government Participants
- ☐ SPREP National Focal Points
- ☐ Forum Secretariat, UNEP, SPC, ESCAP

SUBJECT : Negotiations on a Treaty Giving SPREP a full Legal Status

REFERENCE : Paragraphs 19-28, Report of the Meeting of the Officials -
Fourth SPREP Intergovernmental Meeting (IGM), Noumea,
New Caledonia, 3-5 July 1991.

Paragraph 17, Report of the Ministerial-level Meeting, Fourth
SPREP Intergovernmental Meeting, Noumea, New Caledonia,
8-9 July 1991.

BACKGROUND

1. The two options giving SPREP legal personality recommended by the Legal Working Group were discussed at the Fourth SPREP Intergovernmental Meeting (IGM); namely Option 1, a separate "Agreement" (Treaty) establishing SPREP, and Option 2, a "Resolution" of the South Pacific Conference, which would establish SPREP as an ancillary body. Delegates of the IGM clearly expressed a preference for Option 1, an "Agreement" establishing SPREP.
2. The Fourth IGM agreed and endorsed the following:
 - (i) accept the kind offer by Western Samoa to host SPREP.
 - (ii) recommend to the South Pacific Conference the continuation of SPREP's links with the South Pacific Commission (SPC) and request the SPC to enter into arrangements to facilitate SPREP's autonomous operation during the interim period, until the establishment of a fully independent SPREP.
 - (iii) ask IGM members to indicate by 15 September 1991 whether they are able to enter into negotiations on a treaty in order for a time frame to be established for the commencement of such negotiations.

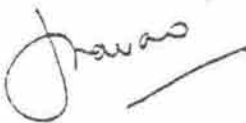
ACTIONS TAKEN

3. With regard to para 2(i) the Government of Western Samoa and the SPREP Secretariat are working together for the smooth relocation of the organisation to Apia, Western Samoa.
4. An exchange of letters between the Secretary-General of the South Pacific Commission and the Director of SPREP facilitated the implementation of para 2(ii).
5. Regarding para 2(iii), the Secretariat has received formal indication only from Australia, Fiji, and the United Kingdom that they are able to enter into negotiation on a treaty. Two other countries have informally indicated that they are able to enter into negotiation on a treaty.

TREATY NEGOTIATIONS

6. The Secretariat suggests that the negotiations be undertaken in early 1992 (dates, venue to be decided) with a view of the final draft of the treaty to be discussed and opened for signatures and ratifications at the Fifth IGM, September 1992 in Apia. The Secretariat would welcome suggestions of date and venue pending of course the availability of funds and resources to enable the convening of the negotiation. There was general agreement and support at the IGM for the draft treaty prepared by the Legal Working Group which will somewhat assist in meeting the objective of getting the Treaty finalised at the Fifth IGM, September 1992. It is our view, therefore, that it will take no more than a negotiation session of between 2-5 days to finalise the treaty.
7. Copy of the draft treaty is attached and is to be the basis of the negotiations. Copy of the draft Rules of Procedure and draft Terms of Reference for the Director of SPREP are also attached.
8. With the disruptions of the relocation of SPREP to Apia and given the magnitude of the activities of the Secretariat scheduled for the rest of 1991 and early 1992, I urge your government to indicate to the Secretariat as soon as possible when are you able to enter into negotiations on a treaty to establish SPREP. I will be in touch with you with a more definite time frame for negotiations later on.

Yours sincerely,



Vili A. Fuavao
Director

Atts.

VF/ewg

DRAFT

AGREEMENT ESTABLISHING THE SOUTH PACIFIC REGIONAL
ENVIRONMENT PROGRAMME

THE PARTIES,

Recognising the importance of protecting the environment and conserving the natural resources of the South Pacific Region;

Conscious of their responsibility to preserve their natural heritage for the benefit and enjoyment of present and future generations;

Recognising the special hydrological, geological and ecological characteristics of the Region which require special care and responsible management;

Seeking to ensure that resource development takes proper account of the need to protect and preserve the unique environmental values of the Region and of the principles of sustainable development;

Recognising the need for cooperation within the Region and with competent international, regional and sub-regional organisations in order to ensure coordination and cooperation in efforts to protect the environment and use wisely the natural resources of the Region;

Wishing to establish a comprehensive Programme to assist the countries of the Region to maintain and improve their shared environment and to act as the central coordinating point for environmental protection measures within the Region;

Recalling the decision taken at the Conference on the Human Environment in the South Pacific, held at Rarotonga on 8-11 March 1982, to establish the South Pacific Regional Environment Programme as a separate entity within the South Pacific Commission;

Recalling with appreciation the role of UNEP, ESCAP, the South Pacific Forum and the South Pacific Conference in supporting the establishment and encouraging the development of the South Pacific Regional Environment Programme as a regional programme and as part of the UNEP Regional Seas Programme;

Noting with satisfaction that the Convention for the Protection of the Natural Resources and Environment of the South Pacific Region, done at Noumea on 24 November 1986 and its related Protocols and the Convention on Conservation of Nature in the South Pacific, done at Apia on 12 June 1976, have come into force;

Appreciative of the valuable efforts that have been undertaken by the South Pacific Regional Environment Programme to promote environmental protection within the region and the support given to the Programme by the South Pacific Commission;

Taking into account the decision of the Third Intergovernmental Meeting of the South Pacific Regional Environment Programme, held in Noumea in September 1990, and the endorsement of the Thirtieth South Pacific Conference held in Noumea, in October, 1990 that the South Pacific Regional Environment Programme should have the full and formal legal status necessary to operate as an autonomous body and fully to manage its own affairs;

HAVE AGREED AS FOLLOWS:**Article 1****Establishment of SPREP**

1. There is hereby established the South Pacific Regional Environment Programme (hereinafter referred to as "SPREP").
2. The organs of SPREP are the Intergovernmental Meeting and the Secretariat.
3. The Secretariat shall be located at the Headquarters of the South Pacific Commission, unless the Intergovernmental Meeting decides otherwise by consensus.

Article 2**Purpose**

1. The purpose of SPREP is to promote co-operation between the countries of the South Pacific region and to assist them in order to protect and improve their shared environment and achieve sustainable development for present and future generations as contained in the Action Plan, including, but not limited to;
 - (a) co-ordinating regional activities addressing the environment;

- (b) monitoring and assessing the state of the environment in the region including the impacts of human activities on the ecosystems of the region and encouraging development undertaken to be directed towards maintaining or enhancing environmental qualities;
- (c) developing programmes, including research programmes, to protect terrestrial, freshwater and marine ecosystems and species, while ensuring ecologically sustainable utilisation of resources;
- [(c) developing joint programmes, including research programmes, to protect atmospheric, terrestrial, freshwater and marine ecosystems and species, while ensuring ecologically sustainable utilisation of resources;]
- (d) reducing, through prevention and management, atmospheric, land based, freshwater and marine pollution;
- (e) strengthening national and regional capabilities and institutional arrangements;
- (f) increasing and improving training, educational and public awareness activities;
- (g) co-ordinating regional activities concerning the environment, including the provision of integrated legal, planning and management mechanisms.

2. For the purposes of this Agreement, "Action Plan" means the Plan adopted from time to time by the Intergovernmental Meeting setting the strategies and objectives of SPREP for the conservation and improvement of the South Pacific environment taking into account the need for ecologically sustained development.

Notes to Article 2:

As some members were unable to attend the Action Plan Working Group Meeting in March 1991, comments have been made on draft Article 2 and alternative provisions in paragraph 1(c) in square brackets, is proposed for further discussion. In the time available, the differences and issues involved could not be examined by either the Legal or Action Plan Working Groups.

Article 3

Participation and Membership

1. SPREP shall be open to the participation of the following States and Territories:

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

- [2. Subject to paragraph 3 below, Members shall comprise States and Territories authorised to sign this Agreement listed in paragraph 1.

or

2. Subject to paragraph 3 below, Members shall comprise States and Territories listed in paragraph (1) who are parties to this Agreement.]
3. [Any other Territory listed in paragraph (1) may, for the purposes of this Agreement, be treated as a Member of SPREP, subject to the approval of the State Member of which the Territory is a part.]

4. Any State not listed in paragraph (1) shall become a Member upon its accession to this Agreement in accordance with Article 12(6).

Notes to Article 3:

Two options for paragraph (2) are presented. Under the first option, all States and relevant Territories listed in paragraph (1) would be (or continue as) Members of SPREP upon the entry into force of the Agreement, whether or not they are party to the Agreement. Under the second option, only those States and relevant Territories that are parties to the Agreement would, after its entry into force, be able to be Members of SPREP and to derive the rights and benefits contained in the Agreement.

Article 4

Intergovernmental Meetings of Members

1. The Intergovernmental Meeting shall be comprised of the Members of SPREP. The Intergovernmental Meeting shall be held annually or at such times as the Intergovernmental Meeting may determine. A special Intergovernmental Meeting shall be held at any time at the request of the majority of the Members.

2. The functions of the Intergovernmental Meeting shall include:

- (a) to provide a forum for Members to consult together on matters of common concern with regard to the protection of the environment of the South Pacific Region and, in particular, to further the purposes of SPREP;
- (b) to approve and review the Action Plan for SPREP and to determine the general policies of SPREP;
- (c) to adopt the annual report of the Director on the operation of SPREP;
- (d) to adopt the annual Work Programme of SPREP;
- (e) to adopt the annual Budget estimates of SPREP;
- (f) to make recommendations to Members;
- (g) to give directions to the Director concerning the implementation of the Work Programme;
- (h) to approve rules and conditions for the appointment of the staff of the Secretariat;
- (i) to carry out such other functions as are specified in this Agreement or are necessary for the effective functioning of SPREP.

3. The Intergovernmental Meeting may establish such committees and sub-committees and other subsidiary bodies as it considers necessary.

4. In addition to the functions referred to in paragraph (2) of this Article, the Intergovernmental Meeting shall, through such mechanisms as it considers appropriate, consult and co-operate with the Meetings of Parties to:

- (a) the Convention for the Protection of the Natural Resources and Environment of the South Pacific Region adopted at Noumea on 24 November 1986 and related Protocols;
- (b) the Convention on Conservation of Nature in the South Pacific adopted at Apia on 12 June 1976; and
- (c) any other international or regional agreement that may be concluded for the protection of the environment of the South Pacific Region,

with a view to ensuring the achievement of the purpose of SPREP and of this Agreement and facilitating the achievement of the purposes of those Conventions.

Article 5

Meeting Procedure

1. The Intergovernmental Meeting shall elect from among its Members a Chairperson and such other officers as it decides, who shall remain in office until the next Intergovernmental Meeting. In principle, the role of the Chairperson shall rotate as decided by the Intergovernmental Meeting.

2. The Intergovernmental Meeting shall adopt its own rules of procedure.
3. Except as otherwise provided in this Agreement, the Intergovernmental Meeting shall endeavour to take decisions by consensus. Where consensus is not possible, each Member shall have one vote and decisions shall be taken by a [two-thirds] majority of the Members present and voting.
4. Unless the Intergovernmental Meeting decides otherwise, the sessions of the Intergovernmental Meeting shall be open to attendance by observers from non-Member States, interested national, regional and international organisations and non-governmental organisations. The participation of non-Member Governments, national, regional and international organisations and non-governmental organisations shall be in accordance with the rules of procedure of the Intergovernmental Meeting.
5. The Intergovernmental Meeting shall be convened by the Director.
6. The working languages of the Intergovernmental Meeting [and the Secretariat] shall include English and French.

Article 6

Budget

1. The annual Budget estimates for the forthcoming year for SPREP shall be prepared by the Director for review and adoption by the Intergovernmental Meeting.
2. The Administrative Unit's budget shall be financed by:
 - (a) contributions according to the guidelines agreed to by consensus of the Intergovernmental Meeting set out in the Annex to this Agreement; and
 - (b) voluntary contributions, which may be of a financial or non-financial nature, from Members or from other Governments, administrations, organisations and institutions; and
 - (c) investments, grants and other sources.

The Annex shall be subject to review from time to time by the Intergovernmental Meeting and may be amended by a consensus decision of the Intergovernmental Meeting.

3. The Work Programme budget shall be financed principally from donor funding.
4. The Intergovernmental Meeting shall adopt financial regulations for the administration of SPREP. Such regulations may authorise SPREP to accept contributions from private and public sources.

5. All questions concerning the annual Budget estimates of SPREP, including Member contributions to the budget, shall be determined by a consensus decision of the Intergovernmental Meeting.
6. In advance of the Intergovernmental Meeting's approval of the budget, SPREP shall be entitled to incur expenditure in the first three months of the current year up to a limit not exceeding twenty-five per cent of the preceding year's approved budgetary expenditure.

Article 7

Director

1. The Director of SPREP, who shall be the head of the Secretariat, shall be appointed by the Intergovernmental Meeting for such terms and on such conditions as the Intergovernmental Meeting may determine.
2. The Director may appoint other staff to the Secretariat in accordance with such rules and conditions as the Intergovernmental Meeting may determine.
3. The Director shall report annually to the South Pacific Conference and the South Pacific Forum on the activities of SPREP.
4. The Director shall be responsible for the administration and management of SPREP and such other functions as the Intergovernmental Meeting may decide.

Article 8

Functions of the Secretariat

1. The function of the Secretariat shall be to implement the activities of SPREP, which shall include:
 - (a) to promote, undertake and coordinate the implementation of the SPREP Action Plan through the Annual Programmes of Work, and review and report regularly on progress thereon to Members;
 - (b) to carry out research and studies as required to implement the SPREP Action Plan through the annual Programmes of Work;
 - (c) to advise and assist Members on the implementation of activities carried out under the SPREP Action Plan or consistent with its purpose;
 - (d) to provide a means of regular consultation among Members on the implementation of activities under the SPREP Action Plan and on other relevant issues;
 - (e) to co-ordinate and establish working arrangements with relevant national, regional and international organisations;
 - (f) to gather and disseminate relevant information for Members and other interested Governments and organisations;

- (g) to promote the development and training of personnel of Members and to promote public awareness and education including the publication of materials;
- (h) to assist Members in the interpretation and evaluation of scientific and technical data and information;
- (i) to undertake such other activities and follow such procedures as the Intergovernmental Meeting may decide;
- (j) to seek forms of financial and technical resources for SPREP.

2. In addition to the functions described in paragraph (1) of this Article, the Secretariat shall be responsible for the co-ordination and implementation of any functions that may be assigned to SPREP in connection with:

- (a) the Convention for the Protection of the Natural Resources and Environment of the South Pacific Region and the Protocol for the Prevention of Pollution of the South Pacific Region by Dumping and the Protocol Concerning Co-operation in Combating Pollution Emergencies in the South Pacific Region;
- (b) the Convention on Conservation of Nature in the South Pacific; and
- (c) any other international or regional agreement that may be concluded for the protection of the environment of the South Pacific Region.

3. Each Member shall designate an appropriate national authority to serve as the channel of communication with the Secretariat for the purposes of this Agreement.

Notes to Article 8:

1. Paragraph 2 has been drafted in an effort to meet the wish expressed at the Intergovernmental Meeting in September 1990 and the Thirtieth South Pacific Conference in October 1990 that SPREP should be designated as the responsible Secretariat under the SPREP and Apia Conventions.
2. The language of paragraph 2 would cover the situation where the SPC delegates its responsibilities under the SPREP and Apia Conventions to SPREP. It would also apply if the Parties to the SPREP and Apia Conventions formally amend those Conventions to redesignate SPREP as the responsible secretariat. It is not possible, of course, to amend those Conventions by this Agreement, and it is likely that amendments by treaties would be required for both the Conventions.

Article 9

Legal Status, Privileges and Immunities

1. SPREP shall have legal personality and shall enjoy in the territory of each Member such legal capacity as may be necessary to perform its functions and to fulfil its purpose, including, in particular, the capacity to contract, to acquire and dispose of movable and immovable property and to sue and to be sued.

2. SPREP shall enjoy in the territory of each Member such privileges and immunities as may be necessary to perform its functions and to fulfill its purpose.
3. The specific privileges and immunities referred to in paragraph (2) of this Article, shall be defined in an headquarters agreement to be entered into between SPREP and the Member in which territory headquarters is located and, where required, in agreements with other Members.

Article 10

Sovereign Rights of States

Nothing in this Agreement shall be interpreted as prejudicing the sovereignty of the Members over their territory, territorial sea, internal or archipelagic waters, or their sovereign rights:

- (a) in their exclusive economic zones and fishing zones for the purpose of exploring or exploiting, conserving and managing the natural resources, whether living or non-living, of the waters superjacent to the sea-bed and of the sea-bed and its subsoil, and with regard to other activities for the economic exploitation and exploration of the zone; or
- (b) over their continental shelves for the purpose of exploring them and exploiting the natural resources thereof.

Article 11**Area beyond National Jurisdiction**

SPREP shall ensure that any activities that it conducts in the areas beyond national jurisdiction are carried out with due regard to and in accordance with international law.

Article 12**Signature, Ratification, Accession, Entry into Force**

1. This Agreement shall be open for signature:
 - (a) by the States listed in Article 3(1);
 - (b) by the State which is internationally responsible for any Territory listed in Article 3(1); or
 - (c) by any Territory listed in Article 3(1) if it has been authorised to sign the Agreement and to assume rights and obligations under the Agreement by the State which is internationally responsible for the Territory in question.

2. The States and Territories referred to in paragraph (1) of this Article shall become Parties to this Agreement either:
 - (a) by signature without reservation as to ratification or acceptance; or

- (b) by signature subject to ratification or acceptance, followed by such ratification or acceptance.
3. Reservations to this Agreement shall not be permitted.
 4. This Agreement shall enter into force thirty days after the [tenth] State or Territory becomes party to the Agreement in accordance with paragraph (2) of this Article.
 5. For each State or Territory that becomes party to the Agreement after its entry into force in accordance with paragraph (4) above, the Agreement shall enter into force for that State or Territory thirty days after the date on which that State or Territory signs the Agreement without reservation as to ratification or deposits its instrument of ratification, acceptance or accession.
 6. Following the entry into force of the Agreement in accordance with paragraph (4) of this Article, the Agreement shall be open for accession by any State, other than a State listed in Article 3(1), whose accession has been approved by a consensus decision of the Members.
 7. This Agreement shall be deposited with [SPC], which is hereby designated as the Depositary.
 8. The Depositary shall transmit certified copies of the Agreement to all Members and acceding States and shall register the Agreement in accordance with Article 102 of the Charter of the United Nations.

Notes to Article 12:

There will need to be a decision as to which Government or which organisation (eg the SPC) should act as the Depositary for the Agreement.

Article 13**Amendment and Withdrawal**

1. Any Member may propose amendments to the Agreement for consideration by the Intergovernmental Meeting. The text of any amendment shall be circulated to Members no less than [three] months in advance of the Meeting at which it is to be considered.
2. Otherwise than provided for elsewhere in this Agreement, the adoption of an amendment considered at an Intergovernmental Meeting shall require a consensus decision of all Members attending the Meeting and shall enter into force thirty days after the receipt by the Depositary of instruments of ratification, acceptance or approval by all Members of that amendment.
3. Any Party to the Agreement may withdraw from the Agreement by giving written notice to the Depositary. Withdrawal shall take effect one year after receipt of such notice by the Depositary.

IN WITNESS WHEREOF the undersigned, being duly authorised by their respective Governments, have signed this Agreement.

Done at [] this [] day of [] 1991 in a single copy in the English and French languages, the two texts being equally authentic.

ANNEX

CURRENT GUIDELINES FOR DETERMINING
MEMBERS' CONTRIBUTIONS TO THE
SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

COUNTRY	%
American Samoa	1.145%
Australia	20.811%
Cook Islands	1.145%
Federated States of Micronesia	1.145%
Fiji	2.289%
France	15.088%
French Polynesia	2.289%
Guam	2.289%
Kiribati	1.145%
Marshall Islands	1.145%
Nauru	2.289%
New Caledonia	2.289%
New Zealand	6.764%
Niue	1.145%
Northern Mariana Islands	1.145%
Palau	1.145%
Papua New Guinea	2.289%
Pitcairn Island	1.145%
Solomon Islands	2.289%
Tokelau	1.145%
Tonga	1.145%
Tuvalu	1.145%
United States of America	21.851%
Vanuatu	2.289%
Wallis and Futuna	1.145%
Western Samoa	2.289%

100.000%

SPREP
5th. Intergovernmental Meeting

14-16 September 1992
Apia, Western Samoa.

EXPLANATORY NOTES

AGREEMENT ESTABLISHING

THE SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

Prepared by:

Mere Pulea

SPREP Legal Adviser

EXPLANATORY NOTES

AGREEMENT ESTABLISHING

THE SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

BACKGROUND INFORMATION:

The Legal Working Group consisting of representatives from Papua New Guinea (Mr. Brian Konigi, Chairperson), Australia, New Zealand, France, and the Federated States of Micronesia first met in March 1991 in Noumea to discuss the legal options to establish SPREP as a regional body. The two options put forward to give SPREP a legal structure were:

- (a) to establish SPREP as an auxiliary body of the South Pacific Commission; or
- (b) to establish SPREP as an independent intergovernmental regional body.

The Working Group continued consultations by fax between April and June 1991. From the 3-5th. July 1991, the Legal Working Group comprising representatives of Australia, Federated States of Micronesia, France, New Zealand, Papua New Guinea and Solomon Islands held several meetings in Noumea during the 4th. Intergovernmental Meeting (IGM) to discuss the various issues referred to it by the IGM and in particular, the preference of Plenary to establish SPREP as a separate, fully independent organisation. The Legal Working Group was chaired by Dr. Kilifoti Eteuati (Western Samoa).

Following the acceptance in Plenary of the offer by the Government of Western Samoa to host SPREP, Plenary further decided that with the agreement of the South Pacific Conference that SPREP's links with the South Pacific Commission be maintained pending the legal establishment of SPREP as an autonomous regional organisation.

The Current Status of SPREP

The institutional functions of SPREP have been in existence for some years to fulfil the ongoing requirements of member governments with respect to the protection and conservation of the environment. These functions include technical assistance, training, exchange of information (scientific, technical, research) between member countries, publication, organisation and attendance at regional and international meetings and workshops.

A Secretariat staffed by professional, technical, secretarial and financial personnel providing support for the various

SPREP programmes have also been in existence for a number of years. SPREP has in effect been recognised within the Pacific region, externally and by donor agencies as an authoritative regional institution in environmental matters. These are significant indications of the institutional functions of SPREP and thus greater attention is needed to resolving the doubts and difficulties which currently surround its institutional status.

The Legal Working Group is expected to meet again in September 1992 during the Fifth SPREP IGM to discuss the Agreement to establish SPREP as an independent regional organisation.

The Explanatory Notes below are an attempt to clarify only those outstanding issues which are in square brackets that were causing some concern to the members of the Legal Working Group. Amendments to some of the other Articles have been considered necessary with the changed circumstances of SPREP. These Explanatory Notes therefore also contain suggestions, including alternative drafting for some of the Articles, for the consideration of the Legal Working Group:

PROPOSED AMENDMENT TO ARTICLE 1

Article 1

Establishes SPREP, the organisation (art.1.1) consisting of the Intergovernmental Meeting (IGM) as the governing body and the Secretariat (Art.1.2).

With the relocation of SPREP from SPC Headquarters in Noumea to Apia, Western Samoa, the suggested amendment to Article 1.3 is proposed as follows:

"3. The Secretariat shall be located in Apia, Western Samoa and shall operate in accordance with the provisions of this Agreement."

Article 2

SPREP is the only regional organisation in the Pacific with a substantive capacity to promote the protection and conservation of the environment and to encourage development within the ideology of sustainable development. Article 2 defines a full range of purpose for SPREP to protect and improve the environment and achieve sustainable development through co-ordination of regional activities, monitoring and assessing the state of the environment, developing programmes to protect the environment and prevent and reduce pollution, strengthening national and regional environmental capabilities, conducting research, training and promoting environmental education and public awareness activities.

The diversity of purposes in Article 2 appears to be of universal application to SPREP member countries. The Action Plan Working Group meeting on several occasions during 1991 had representatives of both developed and developing SPREP member countries and this Article represents the Group's perception of the priorities for SPREP to operate after taking into account the current priority needs of the member countries.

RESOLUTION OF ARTICLE 2.1.(C)

Art.2.1.(c) has an alternative formulation and is in square brackets. The drafting difference in the alternative proposed in the square bracketed Article 2.1. (c) is the inclusion of the word "joint" in line 1 and the word "atmospheric" in line 3. The note at the end of Article 2 is self explanatory.

The Action Plan Working Group would need to be consulted before Article 2.1. (c) can be finalised.

Article 3

A great deal of thought and discussion went into drafting this particular Article and it is likely that there will be further issues and discussions particularly on inter-state relations and the legal capacity of territories to negotiate and sign a multilateral agreement in their own right. As a general rule, a Treaty must be relevant to its entire membership but governments and administrations cannot bind themselves by a Treaty if it is not competent under its own law to conclude it. In the formulation adopted under Article 3 - SPREP must be cautious and needs to establish that it has correctly evaluated the relationship between States and Territories and not give the impression that by its action, it gives an "affirmation" of "statehood" on any territory in question.

International/ regional independent organisations are not necessarily created by or composed of States alone as in present day development in the Pacific Region, this is a narrow concept. There is precedent in the Pacific for regional organisations to be composed of both States and Territories e.g. South Pacific Commission) and for International Agreements to be negotiated and concluded by both States and Territories. An example of this arrangement is the SPREP Convention. There is also precedent in the Region where a territory has been given powers by the State internationally responsible for it to sign a Convention on its own behalf (e.g. Tokelau in Convention for the Prohibition of Fishing With Long Driftnets in the South Pacific (DriftNet Convention)).

The present construction of Article 3(2) is intended to apply to territories for which some States are internationally responsible for treaty making purposes. In the Pacific Region, Territories participate in treaty making processes which are

eventually contracted on their behalf by their internationally responsible governments. There are a variety of administrations that are at various stages of development towards responsible government. Some territories have their own legislature which is sometimes completely elective. But in some cases self-government is not the sole criterion of international status and treaty making powers as there are countries which are wholly self-governing for internal purposes and yet enjoy no international status and lack the capacity to make treaties: for the purposes of making treaties, they are represented by the States which are internationally responsible for them.

The participation of States and Territories in treaty making processes in the Pacific has been fraught with difficulties and sometimes the resolution of such difficulties has involved political processes in which States themselves are engaged. But States and Territories in this region have grappled with these legal issues on more than one occasion and it is likely that the specific issue of membership will continue to exercise the skills of drafters to allow both States and Territories to fully participate in the work and activities of SPREP, the organisation, as members. Whether a territory becomes a member through the signature of the State which is internationally responsible for it or whether a territory has been authorised to sign a Treaty, the acceptance of the obligations of membership will be important to the functioning of SPREP.

It is useful to be guided by the treaty making activities of other Pacific regional organisations and to be informed of the different ways in which membership matters have been dealt with by them.

Regional Models

1. Forum Fisheries Agency Convention (FFA)

Article 11

Membership

Membership of the Agency shall be open to:

- (a) members of the South Pacific Forum
- (b) other states or territories in the region on the recommendation of the Committee and with the approval of the Forum."

2. Agreement Establishing the South Pacific Applied Geoscience
Commission (SOPAC)

Article 3

Membership

"1. The members of the Commission shall consist of:

(a) those governments which are listed in the Schedule as found-
ing Members of the Commission,

and

(b) any other Government which is the Government of an independ-
ent island state of the South Pacific or is the Government of a
self-governing island country in the South Pacific which is in
free association with another State, and whose application for
membership has been approved by consensus of the Governing Coun-
cil.

2. Any local Administration of a non-self governing territory in
the South Pacific region may be admitted to Associate membership
of the Commission if its application for admission to such mem-
bership is approved by the Governing Council by consensus. Asso-
ciate membership shall entitle the local administration to par-
ticipate in the activities of the Commission as herein provided,
subject to such conditions as the Governing Council may from time
to time prescribe."

The 2 models described above are set out to give participants
information on the formulas used by other Pacific regional organ-
isations for the admission of members to participate in the
activities of the organisation.

PROPOSED AMENDMENT TO ARTICLE 3

The present SPREP draft of Article 3 is complex and it is
possible to eliminate some of the confusion if sub-paragraphs 2
and 3 and the Notes to Article 3 were deleted in the light of
draft Article 12. Sub-paragraph 4 of Article 3 could be incorpo-
rated into a proposed new Article 13(3). SPREP would be enriched
by the full participation of all States and Territories in the
Region that in practice currently make up the membership of SPREP
and it is suggested that the test for suitability of membership be
the capacity of a country to participate effectively in the work
of SPREP. It is therefore suggested that legal effect be given to
current Pacific practice and that the way be found to allow for
full and effective participation of both States and Territories.

The following suggestion is proposed for Article 3:

Article 3

"The following States and Territories shall be eligible for participation in SPREP and shall become members pursuant to Article 12:

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

PROPOSED AMENDMENT TO ARTICLE 4

Article 4

This Article describes the meetings and functions of the IGM. The functions of the IGM in paragraph 2 of this Article should be expanded to include the new provision (g) below:

"(g) to appoint the Director;"

change the present sub-paragraph (g) to (h) and sub-paragraphs (h) to (i) and (i) to (j).

(*see also Article 7 of the SPREP Agreement which describes the functions of the Director)

Article 5

This Article sets out the meeting procedure of the Intergovernmental Meeting. A more detailed draft IGM Rules of Procedure as provided for under Article 5.2. is contained in WP 6(d).

Article 5.3., 5th.line contains the words [two-thirds] in square brackets. A two-third majority is consistent with the draft IGM Rules of Procedure 34(3).

Article 5.6., 2nd.line contains the words [and the Secretariat] in square brackets.

A decision on these two issues by the IGM is necessary before these two paragraphs can be finalised.

Article 6

This Article deals with the budget and the ways in which SPREP is financed. The financial regulations for the administration of SPREP are contained in WP 9(a).

PROPOSED AMENDMENTS TO ARTICLE 6

NO AMENDMENT TO ARTICLE 6.1. IS PROPOSED.

It is proposed that Article 6.2. be amended as follows:

2. The Consolidated Budget shall be financed by:

(a) contributions according to the guidelines agreed to from time to time by consensus of the Intergovernmental Meeting; and

(b) contributions, which may be of a financial or non-financial nature, from Members or from other Governments, administrations, organisations and institutions; and

[NO CHANGE TO ARTICLE 6.2.(C)]

Delete the paragraph immediately after (c) which begins with "The Annex shall be subject to review... and ends with "Intergovernmental Meeting".

DELETE THE CURRENT ARTICLE 6.3. WHICH STARTS WITH "THE WORK PROGRAMME AND ENDING WITH "FUNDING."

Change the current paragraph 4 to 3 of Article 6.

Change the current paragraph 5 to 4 of Article 6.

Change the current paragraph 6 to 5 of Article 6 and in addition, this paragraph should be amended as follows:

"5. In advance of the Intergovernmental Meeting's approval of the budget, SPREP will be entitled to incur expenditure in accordance with the Financial Regulations in the first three months of the current year up to a limit not exceeding twenty-five per cent of the preceding year's approved budgetary expenditure."

Article 7

This Article provides for the appointment and functions of the Director. A separate Provisional Terms of Reference for the Director has been drafted - see WP 6(f). The introductory note on WP 6(f) is self explanatory.

Article 12

As suggested above, the current Article 3 has been substantively amended. Some of the provisions in the previous Article 3 have been incorporated in the proposed Article 12 whilst others have been incorporated elsewhere as discussed below.

The following replacement Article 12 is proposed:

Article 12

SIGNATURE, RATIFICATION, ACCEPTANCE, APPROVAL AND ACCESSION

1. This Agreement shall be open for signature at the [] from the [1992 until [] and shall thereafter remain open for accession.
2. This Agreement shall be open for signature:
 - (a) by the States listed in Article 3;
 - (b) by the State which is internationally responsible for any Territory listed in Article 3; or
 - (c) by any Territory listed in Article 3 if it has been authorised to sign the Agreement and to assume rights and obligations under it by the State which is internationally responsible for the Territory in question.
3. The States and Territories referred to in paragraph 2 of this Article shall become Parties to this Agreement by:

- (a) signature without reservation as to ratification, acceptance or approval; or
- (b) signature subject to ratification, acceptance or approval, followed by ratification, acceptance or approval; or
- (c) accession.

4. Ratification, acceptance, approval or accession shall be effected by the deposit of an instrument to that effect with the [South Pacific Commission] hereby designated as the depository.

[* NOTES:

1. the methods provided above by which a State or Territory can be admitted to membership of SPREP leaves the States and Territories to become bound by any one of the methods allowed for under their own laws.

2. Article 12.2.(c) above makes it possible for member States, if they so desire, to transfer competence to territories for which they are internationally responsible, in respect of matters governed by this Agreement, including the competence to enter into this Agreement.

3. The words "South Pacific Commission" in Article 12.5. above is in square brackets pending a decision of the IGM as to which organisation (e.g. SPC or Forum Secretariat) or government (Western Samoa) will be the depository for this Agreement. The IGM's decision is required on this matter.]

4. The proposed draft of Article 12.2. (b) and (c) above is similar to the provisions in the DRIFTNET CONVENTION - see Article 10 (1)(b) and (c) of that Convention.]

PROPOSED AMENDMENTS

Article 13

ENTRY INTO FORCE

1. This Agreement shall enter into force thirty days after the [tenth] State or Territory listed in Article 3 becomes a party to the Agreement in accordance with paragraph 3 of Article 12.

2. For each State or Territory that becomes a party to the Agreement after its entry into force in accordance with paragraph 1 of this Article, the Agreement shall enter into force for that State or Territory thirty days after the date on which that State or Territory signs the Agreement without

reservation as to ratification, acceptance or approval or deposits its instrument of ratification, acceptance, approval or accession.

3. Following the entry into force of the Agreement in accordance with paragraph 1 of this Article, the Agreement shall be open for accession by any State, other than the States listed in Article 3, whose accession has been approved by a consensus decision of the Members.

[*NOTE:

1. A decision of the IGM is necessary to determine the number to bring the Agreement into force - see square brackets in Article 13.1. above.]

2. The previous Article 3.4. has been absorbed in Article 13.3. above.]

Article 14

RESERVATIONS

Reservations to this Agreement shall not be permitted.

Article 15

NOTIFICATION BY THE DEPOSITARY

The Depositary shall:

(a) inform all States and Territories which have become parties to this Agreement of:

(i) each new signature or deposit of an instrument of ratification, acceptance, approval or accession, together with the date thereof;

(ii) the date of entry into force of this Agreement;

(iii) any amendment adopted in accordance with Article 16(2);

(iv) the receipt of any written notice of withdrawal from this Agreement in accordance with Article 16(3) together with the date on which it was received and the date on which the withdrawal takes effect;

(b) transmit certified true copies of the Agreement to all Members and acceding States.

[* NOTE:

Parts of the previous Article 12 has been incorporated in in the proposed Article 15 above].

PROPOSED NEW ARTICLE 16

It is proposed that the current Article 13 titled "Amendment and Withdrawal" should be placed after the suggested Article 15 above. Article 13 should be amended to become the new Article 16. No amendments to the three paragraphs of this Article is suggested, except for a decision by the IGM on three months which is in square brackets in paragraph 1 of this Article.]

Article 17

REGISTRATION WITH THE UNITED NATIONS

This Agreement shall be registered by the Depositary pursuant to Article 102 of the Charter of the United Nations.

IN WITNESS WHEREOF the undersigned, being duly authorised by their respective Governments, have signed this Agreement.

Done at [] this [] day of [] 1992 in a single copy in the English and French languages, the two texts being equally authentic.

NOTES TO REFINE THE TEXT:

* Need to check that the terms used in the Articles are consistent throughout - for example, in the draft Agreement, some Articles refer to "parties" and other Articles refer to "members".



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 6(b) : Review of Salaries and Conditions of Service System

Purpose of Paper

To present the Consultant's report on Salaries and Conditions of Service System for SPREP, together with the report of the Subcommittee established by the Special Session of the Fourth IGM to consider the Consultant's report.

Background

2. The Special Session of the 4th IGM, in Nuku'alofa in October 1991, agreed that a comprehensive review of all SPREP staff salary packages should be undertaken at the earliest opportunity. SPREP Circular No. 27 of 3 June 1992 (Attachment 1) sets out the background to this decision and subsequent events leading up to the meeting of the Subcommittee.
3. The Subcommittee met in Suva on 30 July 1991 and its report (Part One of which also incorporates the Director's comments and Part Two which contains Editorial Changes together with record of its discussion) are at Attachment 2. The report of the Consultant is at Attachment 3.
4. In commenting on the recommendations in Part One of the Subcommittee's report, the Director's intent is not to take issue with the Subcommittee but to provide his assessments of the implications for the organisation of implementing those recommendation. These assessments take into account the effects on the Secretariat, its staff and the manner in which SPREP, as the region's newest inter-government organisation, is to be perceived by its members and the international donor community obviously, to some extent, this must take into account comparisons with other regional organisations.
5. A draft contract for the Director of SPREP was tabled at the Subcommittee meeting and will be further considered during the Fifth IGM.

Recommendation

6. The IGM is invited to **consider** the issues raised in Part One of the Subcommittee's report, together with the Director's comments, and also to **approve** the implementation schedule proposed in the Consultant's report.

17 August 1992
ORIGINAL: ENGLISH

To : **SPREP National Focal Points**
: **SPOCC Members**

SPREP Circular : **27** **Date: 3 June, 1992**

File : **STF 15/2**

Subject : **REVIEW OF SALARIES AND TERMS AND CONDITIONS OF SERVICE FOR SPREP STAFF**

The Special Session of the SPREP Intergovernmental Meeting (IGM) in Nuku'alofa in October 1991:

". . . agreed that a comprehensive review of all SPREP staff salary packages should be undertaken at the earliest opportunity. The Australia and New Zealand representatives indicated a preparedness to contribute to the costs of this review." [ref. Report of the Special Session of the SPREP Integovernmental Meeting, Nuku'alofa, Kingdom of Tonga, 24 October 1991.]

2. The Special Session went on to decide [ref.paras. 7-9 of its Report] that:

"7. Given the new autonomous status for SPREP and the imminent move to its new location in Apia, Western Samoa, there was a need to establish as soon as possible a clear and fair basis for staff salaries and conditions of service which should be consistent with other regional bodies as well as the financial circumstances of member countries. (This consistency in approach had also been recommended by SPOCC.) The development of the new package should be done through a comprehensive and independent external review covering all staff positions in the organisation.

"8. The review would report to all SPREP members who would channel their comments to a common point. A subcommittee, comprising the current IGM Chairman with the immediate past and future chairpersons, would deliberate on the report, together with Member Country responses, and approve a new salaries and conditions of service package for SPREP. Agreed terms of reference for the review are attached as Annex 2.

"9. Sufficient time must be given to complete all necessary research and consultation in developing an appropriate salary and conditions package for SPREP. However, every effort should be made to fast track the review. The review should commence January/February 1992 with a report available for consideration by member countries in March 1992."

3. Subsequent circumstances beyond SPREP's control - including later than anticipated arrival in Apia of some staff because of housing and other logistical difficulties resulting from Cyclone Val, and other commitments by the consultant - delayed completion of the review until May.

4. It was conducted by Mr Rodney Tinning, Director, Staffing and Personnel Management, Australian International Development Assistance Bureau (AIDAB), Canberra; who has also been involved closely in similar reviews for the Forum Fisheries Agency, SOPAC and the Forum Secretariat. The Secretariat wishes to express its gratitude to AIDAB for making him available for this important exercise.

5. Mr. Tinning's report, including his proposed new Staff Regulations, is now attached.

6. For the four staff affected funded under the core budget, considerable savings are likely to result from implementation of these proposals. For positions funded by donors, the financial implications will vary; in some cases the funds provided will cover any increases, whilst others may result in additional costs. The Secretariat is currently developing internal criteria for deciding which salary bands and levels to utilise in individual cases; completion of this exercise (in the next two or three weeks) will enable the Secretariat more accurately to forecast the financial implications; however, it is expected that net savings will be the overall result.

7. Member countries are asked to convey their comments on the review, by the end of June if possible, directly to the Chairman of the SPREP IGM:-

Mr Robin H. Yarrow
Permanent Secretary for Foreign Affairs
Ministry of Foreign Affairs
Box 2220
Government Buildings
SUVA, Fiji Fax: (679) 300 235

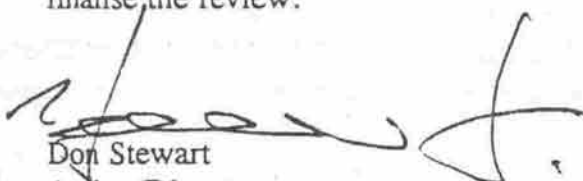
with copies to :

Mr. David Panuelo
Deputy Chief of Mission
Embassy of the Federated States of Micronesia
Box 15493
SUVA, Fiji Fax: (679) 304 081

Monsieur Alain Gouhier
Representant adjoint de la France aupres
de la Commission du Pacifique Sud
B.P. 8043
NOUMEA, Nouvelle-Caledonie
Fax: (679) 304 081

Mr. Mose Pouvi Sua
Secretary for Foreign Affairs
Ministry of Foreign Affairs
P.O. Box L1861
*APIA, Western Samoa
Fax: (685) 21504.

8. At this stage it is expected that the subcommittee will meet during July to finalise the review.


Don Stewart
Acting Director



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting Apia, Western Samoa, 14-16 September 1992

Agenda Item 6(b) : Review of Salaries and Conditions of Services System

Report of the Subcommittee

Purpose of Paper

To present the report of the Subcommittee established by the Fourth IGM Special Session.

Report

2. The Subcommittee met in Suva, Fiji, on 30 July 1992 to consider the Staff Regulations, Salary Scales and other matters proposed by the consultant, together with the financial implications of implementation and representations from the Director and from SPREP staff. The attached report of the Subcommittee is in two Parts:

PART ONE - containing **substantive amendments** to the proposed Staff Regulations; these require IGM consideration before further action is taken to amend the Regulations; the Subcommittee has invited the Director and the consultant to comment on these proposed changes; and

PART TWO - containing **editorial changes** to the proposed Staff Regulations; these are referred for the IGM's information only and can to be included as amendments to the Regulations without further consideration by the IGM.

Other Issues

3. The Subcommittee approved payments of establishment grants as recommended by the Consultant to the six professional staff who transferred from Noumea. It also approved the Consultant's recommendation to pay the difference between the interest received on their Provident Fund contributions in Western Samoa and what would have been received had those contributions remained in Noumea up until 3 August 1992.

Recommendation

4. The IGM is invited to **consider** the issues raised in Part One of the Subcommittee's report, and to **note** the changes in Part Two.

14 August 1992
ORIGINAL: ENGLISH



South Pacific Regional Environment Programme

Fifth Intergovernmental Meeting

(Apia, Western Samoa 14-16 September 1992)

AGENDA ITEM 6(b) : REVIEW OF SALARIES AND CONDITIONS OF SERVICE SYSTEM

SPREP Salaries and Conditions of Service Subcommittee

Part One

SUBSTANTIVE CHANGES

The Subcommittee recommended the following substantive changes to the proposed Staff Regulations. These change the nature and conditions contained in the Regulations, and are to be put to the SPREP IGM for consideration before further action is taken to amend the Regulations. The Subcommittee also invited the Director and the consultant to comment on the proposed changes.

Regulation	Item	Consultants Recommendation	Subcommittee's Decision	Directors Comment
Schedule 1	Rental Limits	WST 3,000 for the Deputy Director. WST 2,600 for the staff below Deputy Director level.	WST 2,800 for the Deputy Director. WST 2,300 for the staff below Deputy Director level.	A survey by the consultant of the rental housing situation in Apia revealed his proposed limits to be reasonable but not generous. Following this review, SPREP took steps to terminate all leases with rentals in excess of the consultant's recommendations. As a result of this action, some staff were required to move to alternative, accommodation. Should the limits be reduced again, these staff may be required to move a second time, along with other staff, which would aggravate an already unsettled situation. Also, SPREP would be liable for termination payments on leases of the affected houses. It is recommended that the consultant's proposed figures be adopted.
Schedule 2A	Proposed Salary Scales for SPREP Contract Staff from 3 August 1992		(1) To delete the SDR salary scales.	See comment concerning Regulation 19 (c)

Regulation	Item	Consultants Recommendation	Subcommittee's Decision	Directors Comment
Schedule 2A			(2) To delete Grade 6 of the Salary Scale.	This is a scale for technical officers and trainees. Deleting the scale would force the Secretariat to either overpay such appointees (who would not necessarily be from Western Samoa) or abolish this useful category of employee. It is recommended that the Grade 6 Salary Scale be reinstated.
Schedule 2A			(3) To combine Location Allowance with Basic Salary.	(See comment concerning Regulation 23 (b))
Regulation 2	Definitions	<p>"Dependent" means the financial dependent spouse or dependent child of an employee.</p> <p>"Dependent child" means an employee's unmarried and financially dependent child who is</p>	<p>(3) To combine Location Allowance with Basic Salary.</p> <p>"Dependent" means the legally financial dependent spouse or dependent child of an employee.</p> <p>"Dependent child" means an employee's unmarried and legally financially dependent child who is</p>	<p>There is a need to ensure that the Director's decision is final in interpretations of definitions.</p> <p>It is recommended that the following be included in the Staff Regulations under PART II : DEFINITIONS, Regulation 2:</p> <p>Where there is difference or disagreement over the interpretation of these definitions, the decision of the Director will be final."</p>

Regulation	Item	Consultants Recommendation	Subcommittee's Decision	Directors Comment
Regulation 16 (a) (i)	Entitlements on Appointment and Termination	Director: First class	Director: Business class	<p>While this decision has little practical impact (because the Director and most Heads of Regional Organisations utilise Business Class anyway) it has symbolic significance in that implies that SPREP is a secondary regional organisation compared to others. The Director will represent the interests of IGM and negotiate with donors and other heads of regional and international organisations. Again it comes down to how you as the policy makers want the organisation to be perceived by others. Perhaps the Consultant's recommendation could be left as is pending the anticipated review of all SPOCC organisations.</p>

Regulation	Item	Consultants Recommendation	Subcommittee's Decision	Directors Comment
Regulation 19 (c)	Remuneration	<p>Contract salaries and expatriate allowances are expressed in International Monetary Fund Special Drawing Rights (SDRs) and adjusted annually or whenever a movement of 5% or more is measured in the value of the Western Samoan tala relative to SDRs.</p>	<p>Delete this regulation. Contract salaries are to be expressed in Western Samoan Tala.</p>	<p>This has extremely serious and adverse potential consequences for future recruitment of professional staff and for retention of existing staff, particularly those with continuing financial commitments in home countries.</p> <p>All other regional organisations operate mechanisms to protect to a reasonable extent salaries of contract staff against exchange rate variations.</p> <p>It is strongly recommended that the Consultant's recommendation be allowed to stand.</p>

Regulation	Item	Consultants Recommendation	Subcommittee's Decision	Directors Comment
Regulation 19 (d)		<p>The salaries of permanent staff are adjusted every six months in accordance with movements in the Western Samoan Consumer Price Index.</p>	<p>The salaries of staff are adjusted every six months in accordance with movements in the Western Samoan Consumer Price Index.</p>	<p>The local CPI does not realistically reflect the cost of living for staff from other countries within and outside the region and no reason is seen why they should benefit from such movements. On the other hand, movements in the local CPI directly affect all permanent staff. Other regional organisations have moved away from applying local consumer price indices to expatriate salaries in favour of fixed salaries containing exchange rate variation protection mechanisms as proposed by the Consultant in Regulation 19 (c). It is recommended that the Consultant's recommendation stand.</p>

Regulation	Item	Consultants Recommendation	Subcommittee's Decision	Directors Comment
Regulation 20 (b)	Salaries	<p>Appointments of permanent staff shall be to the bottom step of the grade for the position except that the Director shall have discretion, in particular cases, to appoint to a higher step if the circumstances justify it. The Director shall appoint contract staff at a level within the designated salary band which is competitive with salaries being paid for similar experience and qualifications within the South Pacific Region.</p>	<p>Appointments of staff shall be to the bottom step of the grade for the position except that the Director shall have discretion, in exceptional circumstances, to appoint to a higher step if the circumstances justify it.</p>	<p>One of the terms of reference approved for the Consultant by the Fourth IGM was to propose a salaries and conditions structure for SPREP which would be competitive with other regional organisations. The more restrictive provision is at odds with the Forum Secretariat, FFA and SOPAC Regulations, whose Heads have discretion, in particular cases, to appoint to a higher step if the circumstances justify it. There may well be occasions which are not "exceptional" and yet where the Director could quite justifiably consider that a higher step is warranted. The Regulation as drafted by the Consultant provides a reasonable guideline for the Director to determine what is "exceptional" and retains flexibility and competitiveness. It is recommended that the Consultant's recommendation be allowed to stand.</p>

Regulation	Item	Consultants Recommendation	Subcommittee's Decision	Directors Comment
Regulation 22	Representational Allowance	The Director and Deputy Director shall receive a non-accountable representational allowance of 5% and 1% of basic salary respectively.	The Director and Deputy Director shall receive a non-accountable representational allowance of 4% and 1% of basic salary respectively.	The proposed change symbolically lowers the Director of SPREP's representation role in the region. The financial impacts of the proposed change both to the organisation and to the Director are quite insignificant. However, it comes down again to how you as the decision making body for SPREP perceive the direction of the SPREP and its operation. The Director is your executive Officer and will negotiate with donors on your behalf. Message you send out will affect in some way how they perceive the Director of SPREP.

Regulation 23	Item Expatriate Allowances	Consultants Recommendation	Subcommittee's Decision	Directors Comment
	<p>In addition to salary, expatriate staff are entitled to receive the following allowances and benefits-</p> <p>a) A spouse allowance of 5% of salary, if a dependent spouse is living in Apia. A staff member will be eligible to claim for one spouse only.</p> <p>b) A location allowance of 5% of salary</p> <p>c) A child allowance for each dependent child normally resident in Western Samoa. The rate for the time being is set out in Schedule 1.</p> <p>d) An education allowance to reimburse expenses actually incurred on the following items for each dependant child</p> <p>e) School holiday travel. The entitlement of one return economy class flight each year between place of education and Apia by:</p> <p>i) each dependent child....</p> <p>f) Home leave travel for every completed year of service except for the terminal year. The entitlement is for the reimbursement of one economy class return flight between Apia and home for the staff member, spouse and dependent children. The normal home of the staff member will be agreed between him or her and SPREP at the time of appointment.</p>	<p>In addition to salary, expatriate staff are entitled to receive the following allowances and benefits-</p> <p>a) A spouse allowance of 5% of salary, if a dependent spouse is living in Apia. A staff member will be eligible to claim for one spouse only.</p> <p>b) A location allowance of 5% of salary</p> <p>c) A child allowance for each dependent child normally resident in Western Samoa. The rate for the time being is set out in Schedule 1.</p> <p>d) An education allowance to reimburse expenses actually incurred on the following items for each dependant child</p> <p>e) School holiday travel. The entitlement of one return economy class flight each year between place of education and Apia by:</p> <p>i) each dependent child....</p> <p>f) Home leave travel for every completed year of service except for the terminal year. The entitlement is for the reimbursement of one economy class return flight between Apia and home for the staff member, spouse and dependent children. The normal home of the staff member will be agreed between him or her and SPREP at the time of appointment.</p>	<p>a) Delete this regulation.</p> <p>b) A location allowance of 5% of salary is included in the salaries at schedule 2A.</p> <p>c) - (e) Insert "legally" before the word dependant in each of regulations c-e above.</p> <p>f) The cost of returning to home base once within a three year contract may be reimbursed for a staff member, spouse and legally dependent children. This passage should normally be taken at no sooner than twelve months of service and no later than two years of service.</p>	<p>(a) The spouse allowance is a standard entitlement in diplomatic missions in Apia. It is a small measure of recognition of the situation that a high proportion of spouses are themselves professional persons for whom work opportunities are limited. It is recommended that the spouse allowance be maintained.</p> <p>(b) This proposal is accepted</p> <p>(c) - (e) These additions are superfluous as they have already been written into the definitions at Regulation 2.</p> <p>(f) This provision is based on the entitlement at FFA. The proposed amendment will make SPREP conditions less competitive than FFA's.</p>

Regulation	Item	Consultants Recommendation	Subcommittee's Decision	Directors Comment
Regulation 24 (a)	Director's Entitlements	In addition to any other allowances provided for elsewhere in these Regulations the Director shall be entitled to the following: (a) rent-free accommodation;	In addition to any other allowances provided for elsewhere in these Regulations the Director shall be entitled to the following: (a) rent-free accommodation up to a maximum of WST 3,300;	It is recommended that the limit be set at WST 3,500 to be in line with rental limits set in Schedule 1 for the Deputy Director and staff below Deputy Director and be subject to annual review and adjustment.
Regulation 29 (b)	Expenses	(b) The Director is entitled to travel first class	(b) The Director is entitled to travel business class	See comments under Regulation 16.

14 August 1992

ORIGINAL: ENGLISH

South Pacific Regional Environment Programme



Fifth Intergovernmental Meeting
(Apia, Western Samoa 14-16 September 1992)

**AGENDA ITEM 6(b) : REVIEW OF SALARIES AND CONDITIONS
OF SERVICE SYSTEM**

SPREP Salaries and Conditions of Service Subcommittee

Part Two

EDITORIAL CHANGES

The Subcommittee approved the following changes to the Staff Regulations. They are editorial changes and are to be included in the Regulations without further need for consideration by the IGM.

Regulation	Item	Consultants Recommendation	Subcommittee's Decision	Directors Comment
Regulation 2	<p>INSERT A NEW DEFINITION</p> <p>"Secondee" is an officer attached to SPREP whose salary is paid by another organisation, but who is responsible to the Director during his period of attachment.</p>			
Regulation 11 (a)		The Director is appointed by the IGM	The Director is appointed under such terms and conditions as the IGM determines.	
Regulation 13 (d)		A fixed term of appointment is of not less than three years. A short term appointment is for any period less than three years and is subject to such terms and conditions as the Director determines.	A fixed term of appointment is of not less than three years. A short term appointment is for any period less than three years and is subject to such terms and conditions as the Director determines, but within the salary scales applicable to SPREP.	
Regulation 13 (e)		A fixed term appointment of three years is renewable, based on the needs of SPREP, and the merit and performance of the employee, for a further period of three years. Further extensions beyond two contract terms may be approved by the Director in exceptional circumstances but shall be reported to the IGM.	A fixed term appointment of three years is renewable, based on the needs of SPREP, and the merit and performance of the employee, for a further period of three years. Further extensions beyond two contract terms may be approved by the Director in exceptional circumstances but shall be reported to the IGM.	
Regulation 13 (f)		The length, terms and conditions of appointment may be varied by the mutual agreement in writing of the Director and employee.	The length, terms and conditions of appointment may be varied in exceptional circumstances by the mutual agreement in writing of the Director and employee.	

Regulation	Item	Consultants Recommendation	Subcommittee's Decision	Directors Comment
Regulation 15 (b)		Before dismissing or giving notice to a staff member who is on secondment from a member government the Director shall consult with the government in question.	Before dismissing or giving notice to a staff member who is a permanent employee of a member government's Public Service but is being paid by SPREP, the Director shall inform the government in question.	
Regulation 16 (v)		An appointee will be assisted to settle into Apia. This assistance will include help to find suitable rented accommodation and negotiate appropriate terms.	An appointee will be assisted to settle into Apia. This assistance could include help to find suitable rented accommodation and advice on suitable terms.	
Regulation 18 (a)		Permanent and temporary staff at Level 4 and below may claim overtime or time off in lieu of overtime for the hours they are required to work in excess of their normal working hours.	Permanent and temporary staff at Level 4 and below may claim overtime or time off in lieu of overtime for the hours they are required to work in excess of their normal working hours.	
Regulation 21 (a)		Any staff member may at any time be required to undertake the duties of a senior or other position whether or not the circumstances justify increased pay.	Any staff member may at any time be required by the director to undertake the duties of a senior or other position whether or not the circumstances justify increased pay.	
Regulation 21 (b)		A staff member who is required to carry out and does carry out the full duties	A staff member who is required by the director to carry out and does carry out the full duties	
Regulation 23 (g)		A relocation allowance for staff who have completed their contracts. The entitlement is for a payment equivalent to three weeks' salary after a three year contract or six weeks' salary after a six year period.	A relocation allowance for staff who have completed their contracts. The entitlement is for a payment equivalent to three weeks' salary after a three year contract or six weeks' salary for any period exceeding six years.	

Regulation	Item	Consultants Recommendation	Subcommittee's Decision	Directors Comment
Regulation 25 (a)		The annual leave entitlement is:- Contract staff: 30 working days Permanent staff: 10 working days	The annual leave entitlement is:- Contract staff: 30 working days Permanent staff: 15 working days	
Regulation 25 (e)		Annual leave does not carry over from one leave year to the next without written approval from the Director.....	Annual leave does not carry over from one leave year to the next without written approval from the Director, and shall not exceed 50% of the entitlement.....	
Regulation 25 (f)		SPREP will not pay salary in lieu of unexpired leave except in the case of termination not involving dismissal under Regulation 30(b).	SPREP will only pay salary in lieu of unexpired leave at the end of a contract. Cases involving dismissal under Regulation 30(b) will not receive salary in lieu of unexpired leave.	
Regulation 32 (c)		Permanent staff are covered by SPREP's Personal Accident Insurance Policy during working hours only.	Permanent staff are covered by SPREP's Personal Accident Insurance Policy during working hours only. Working hours for this purpose includes overtime and direct travel between home and the office.	
Regulation 32 (d)		All employees and their dependents will have all reasonable medical, dental and optical expenses met by SPREP direct or, where appropriate, by SPREP's medical scheme.	All employees and their dependents will have all reasonable medical, dental and optical expenses, as determined by the Director, met by SPREP direct or, where appropriate, by SPREP's medical scheme.	
Regulation 32 (e)		An expatriate contract staff member will contribute 6% of his or her total salary (basic salary and location allowance) to the SPREP Provident Fund or any other recognized fund approved by the Director.	An expatriate contract staff member will contribute 6% of his or her total salary to any recognized fund approved by the Director.	
Regulation 32 (h)		The Rules of the SPREP Provident Fund are attached to these Regulations.	Delete this regulation. No separate SPREP Provident Fund to be operated.	

Regulation	Item	Consultants Recommendation	Subcommittee's Decision	Directors Comment
Regulation 32 (k)		The Director shall, where deemed necessary in the interests of SPREP, provide for the training of staff members in areas directly related to their duties and advancement.	The Director shall, where deemed necessary in the interests of SPREP, provide for the training of staff members in areas directly related to their duties and advancement. Priority should be given to permanent staff.	
Regulation 32(m)			<p>Insert a new regulation -</p> <p>REVIEW These salaries and conditions of service should be subject to periodic review.</p>	

14 August 1992

ORIGINAL: ENGLISH



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting
Apia, Western Samoa, 14-16 September 1992

Record of the Discussion of the Subcommittee on SPREP Salaries and Conditions
Forum Secretariat Headquarters, Suva, Fiji, 30 July 1992

Agenda Items

Item 1 : Opening

The Chairman, Mr Robin Yarrow, welcomed the members of the sub-Committee, Secretariat, and the Consultant Mr Rod Tinning, who carried out the review of the Salary and Terms and Conditions of Service for the South Pacific Regional Environment Programme (SPREP). The Chairman then provided an overview of the directives of the Special Session of the SPREP IGM meeting in Tonga concerning the sub-Committee's task to approve a new salary and conditions of service package. Particular emphasis was made on the need to take sufficient time to undertake the review to cover all necessary research required and the need to have the review fast tracked. He informed the meeting that no country responses had been received on the review report. The representative for the Federated States of Micronesia advised the meeting that he had received a copy of a response from Niue and that the response had no objections to the report.

2. The Director of SPREP then outlined the reasons for the delay in carrying out the review, the issues needed to be addressed by the sub-Committee, and the mandate of the sub-Committee in approving Salaries and Terms and Conditions of Service for SPREP staff. He went further to note that the Secretariat has awaited the Sub-committee Meeting with anticipation and how the morale of the staff is affected by the uncertainty of their terms and conditions.

3. The Chairman noted France's absence from the Committee and explained the circumstances for this.

Item 2 : Adoption of the Agenda

4. The Agenda as adopted by the Subcommittee is attached as Annex 1.

Item 3 : Hours of Work

5. The sub-Committee agreed on hours of work and agreed that once items 4(i)-4(ii) had been considered, the sub-Committee would move to a closed session to look at the review in detail. It was also understood that the meeting would conclude today.

Item 4 : Salary and Terms and Conditions of Service for SPREP Staff

6. The Director provided an overview of the review process covering the appointment of the consultant, reasons for the review, and management's policy while the review was being carried out, noting that various direct submissions were made by staff to the consultant during the course of the review.

7. The consultant was invited to provide an overview and comment on his report. Three submissions were received. The submission from Noumea recruited staff had concerns regarding loss of interest on their provident funds as a result of the provident fund having been moved from Noumea to Apia. Staff also had concerns on costs incurred in relocating from Noumea. His recommendations on these matters are included in his report to the Director.

8. It was pointed out under the SPC system most officers were appointed at P2 level and the other salary levels were rarely utilised when appointing staff. The proposed scale recommended in his report give a much more flexible system. The consultant advised on inducements included in the proposed regulations including location allowances. The consultant then outlined the proposed system for permanent staff.

Item 4(i) : Financial Implications

9. The Director clarified details on the 1993 calculations which were prepared using the current remuneration details provided to SPREP staff in Apia. He emphasised the fact that the tables presented by the Secretariat did not reflect the savings that SPREP was making as a result of relocating to Apia. In Apia, SPREP is actually now able to employ at least three support staff for the cost of one support staff member employed in Noumea. SPREP's comparison tables only show a comparison between remuneration currently paid to staff in Apia and staff costs if the proposed regulations were implemented.

10. The Finance Manager then informed the meeting of the financial implications of the new regulations, discussing comparisons against the 1992 approved budget and comparisons of costs for 1993 using proposed regulations and current regulations.

11. It was noted that all recommendations of the consultant had been accounted for in preparing the financial implication tables. In 1992, the Secretariat expected to save over US\$115,000 on the 1992 approved budget, while in 1993 additional costs of US\$101,000 were expected. Discussion then followed concerning the reasons for the savings in 1992 and the additional costs in 1993.

12. Particular mention was made that savings on permanent staff costs were not fully reflected in the tables, and perhaps that costings showing the savings made between staff costs in Noumea as opposed to Apia staff costs, would be a useful exercise to determine actual savings for SPREP. This is attached on Annex 2.

Item 4(ii) : Secretariat Comments

Director's Comments

13. The Director commented that the regulations had been based on FFA regulations, and with respect to Provident Fund contributions, SPREP should make contributions of 7.5% as is the case with FFA. With regard to the housing subsidy a similar approach as FFA's should be considered, in which the full amount of the difference between 10% of salary and actual rent/rent cap should be paid. On the concern that there is no incentive for staff to negotiate down the rent the Director commented that this may be overcome if it is conditional on the Director's satisfaction that staff have made appropriate effort to negotiate a reasonable rent before the full subsidy is paid.

14. With respect to staff consultations the Director supported the regular meetings between Management and Staff which is almost on a weekly basis at this stage and noted that if matters are not work related then they are not SPREP matters. The arbitration process was aimed to address areas in the regulations, where the Director is given discretion and the establishment of an arbitration system in his view would undermine the authority of the Director to make the final decision. No other organisation in the region currently had this system. The Sub-committee was invited to consider this issue.

15. No problems were perceived on other matters raised by the contract staff and he was happy to support them and request that they be considered by the Sub-Committee.

16. Matters raised by the permanent staff were noted and supported by the Director and that he believed these should be considered by the sub-Committee.

17. On the matter of proposed salary scales he advised the Sub-Committee to look closely at these and the scales proposed under the new regulations. He noted that the Sub-Committee should bear in mind when considering these that the new system provides a more competitive atmosphere.

Consultant's Comments

18. The Consultant, Mr Tinning, provided his views on the Secretariat's comments explaining the reasons for adopting the 6% Provident Fund contribution, and staffs' concern with the housing subsidy. In both cases he believed his provisions included in the report were adequate in view of the current conditions in Apia.

19. The relocation allowance was included as an incentive to retain staff and was not intended to be a standard allowance. He therefore did not consider the staff request appropriate.

20. On the matter of arbitration, this system appears to be taken from the SPC approach of having a staff advisory committee to handle staff grievances. However, that Committee could be over-ruled by the Secretary-General. An arbitration system could be devised. Regular meetings between staff and management could be a way of dealing with staff grievances.

21. With regard to permanent staff comments, the Consultant had taken into account normal conditions and allowances in Apia and his proposed salary scales and allowances reflected these and were considered competitive. Western Samoa's advice on expenses and leave should however be taken into account.

22. The Western Samoan representative advised that there was a Western Samoa National Provident Fund and an Accident Compensation Scheme which as far as he knows, applies to all Western Samoan salaried and wage employees. He further advised that he would check on the application and terms of these funds on his return and advise SPREP and the Sub-Committee.

Provident Fund

23. The Director informed the meeting that no other regional organisation has their own Provident Fund apart from SPC. The Consultant then advised that there was strong support for a SPREP fund, from permanent staff. Contract staff did not have the same support for a SPREP fund as there is an option to put their contributions into another fund. If option 3 were taken up, then the option of a SPREP Provident Fund would not be viable as the numbers joining the fund would be low. Discussion then ensued on the merits of having a SPREP fund.

24. The representative from Western Samoa queried what contracts SPREP were using for staff. The Director advised that for the five who transferred from Noumea, an SPC contract was used, other contract staff have interim contracts, or letters of appointment issued by SPREP under the delegation authority from the Secretary General of SPC.

25. The Consultant and Director clarified Western Samoa's comment on the establishment grant payable to the six staff relocating from Noumea. This grant was recommended to compensate those staff for hidden costs in relocating to Apia.

Item 4(iii) : Tinning Report, to the Development of Salary Grade Guidelines

26. The Consultant clarified the use of grade 6 in the salary scales. Because of the large difference between grade 5 and the top scale for permanent staff, it was a scale introduced to attract Western Samoan staff who may be inexperienced but who would be able to undertake professional tasks where appointing a more experienced person may not be fully cost effective.
27. Queries on the six monthly adjustment of permanent staff salaries and SDR were addressed by the Consultant. Confirmation was also made that all posts should be advertised.
28. The sub-Committee adjourned for lunch, and reconvened in the afternoon in closed session, with only the members of the sub-Committee left to consider the consultant's report in detail.
29. Following the sub-Committee's closed session, the SPREP secretariat and consultant were invited back to hear the recommendations of the sub-Committee on the Salaries and Terms and Conditions of Service for SPREP staff.
30. The Chairman informed the meeting that because of the delay in undertaking the review, France's absence, and with the proximity of the IGM, the sub-Committee would like to take their recommendations and the review, to the IGM for approval. Accordingly, the proposed Staff Regulations developed by the consultant, and the sub-Committee's recommendations would not be adopted until the IGM had considered these.
31. The Chairman then guided the meeting through each of the recommendations the sub-Committee had made. And, following this, the meeting then agreed on the format of a summary report which should be produced, showing the sub-Committee's findings/highlights. The recommendations are to be split between Approved regulations, Editorial Issues and Substantive Issues. It was also agreed that the detailed changes recommended by the sub-Committee should be inserted in the regulations in italics, together with responses from the Director and consultant on the changes. The chairman also noted that the date of implementation for the Staff Regulations would need to be adjusted till after the IGM.
32. A summary report of the sub-Committee's recommendations is given in SIGM/WP.6(b)/Att.2.

33. The director queried whether the sub-Committee had considered the consultant's recommendations with regard to the matter of relocation allowance and loss of interest on Provident Fund for those staff transferring from Noumea. After some discussion on these matters, the sub-Committee endorsed the payment of an establishment grant to the six professional staff affected. The sub-Committee further agreed that the six staff concerned be paid the difference between the interest received on their Provident Funds and what would have been received had the funds remained in Noumea until 3 August 1992. This interest payment, together with staff members Provident Fund account balances arising from Noumea are to be paid to an approved Provident Fund nominated by each staff member.

34. In closing, the sub-Committee agreed that the Forum Secretariat be thanked for all the assistance they provided and for the use of their facilities, and an acknowledgment of thanks was given by the Chairman to the members of the sub-Committee, the Secretariat, and the consultant for their contributions.

35. The meeting closed with the Director thanking the Chairman and sub-Committee for their efforts, and a caution that SPREP not be treated as a lesser organisation than other regional organisations, emphasising that SPREP be put on an equal footing to those organisations. The Chairman then acknowledged the Director's concerns, assuring him that the sub-Committee had SPREP's interests at heart. He then thanked all present and closed the meeting.

18 August 1992

ORIGINAL: ENGLISH



Annex 1

SPREP SALARIES AND CONDITIONS SUBCOMMITTEE

Suva, Fiji

30 July 1992

AGENDA

1. Opening
2. Adoption of the Agenda
3. Hours of Work
4. Salary and Terms and Conditions of Service for SPREP Staff
 - Director's comments and overview
 - Tinning's comments and overview
 - (i) Financial Implications
 - (ii) Secretariat Comments
 - (iii) Tinning's Report
5. Interim Contract for the Director of SPREP
6. Adoption of Report
7. Closing

30 July 1992

**FINANCIAL IMPLICATIONS OF THE REVIEW OF SPREP
TERMS AND CONDITIONS OF SERVICE**

REVISED COST COMPARISONS

As requested by the sub-Committee, the secretariat has revised its cost comparison tables to reflect a comparison of costs under the proposed staff regulations with staff costs under present regulations had SPREP remained in Noumea. The revised costs are now shown on the tables on page 3.

Using the *staff costs for Noumea* as a basis for comparison, shows that cost savings in 1993 would be US\$191,460. For members contributions this would mean funding staff costs of US\$244,080 (US\$127,700 less than the costs under the proposed regulations).

COMPARISON OF STAFF COSTS TO THE 1992 BUDGET

Position	TABLE I STAFF COSTS			TABLE II FUNDING			TABLE III SAVINGS		
	Proposed Staff regulations A	1992 Approved Budget B	Savings on 1992 Budget C = B - A	Total (See column A)	Members Contributions D	Donors E	Total (See column C)	Members Contributions F	Donors G
Contract Staff									
Director	104,820	80,000	(24,820)	104,820	104,820	75,410	(24,820)	(24,820)	(9,410)
Deputy Director	75,410	66,000	(9,410)	75,410	75,410	17,540	(9,410)		
Environment Information Database Advisor	17,540 (i)	17,540		17,540	17,540	43,930			
Project Officer/Bio Diversity	43,930	66,000	22,070	43,930	43,930	43,930	22,070		22,070
Scientific Project Officer	55,440	66,000	10,560	55,440	55,440	55,440	10,560	10,560	
Finance Manager	54,620	60,000	5,380	54,620	54,620	54,620	5,380	5,380	5,380
Climate Change Officer	55,930	56,608	678	55,930	55,930	55,930	678	678	678
Project Officer - UNCED	49,500	32,000	17,500	49,500	49,500	49,500	(17,500)		(17,500)
Environment Impact Assessment Officer	52,820	88,000	35,180	52,820	52,820	52,820	35,180		35,180
Team Leader - RETA	53,200	66,000	12,800	53,200	53,200	53,200	12,800		12,800
Environment Contaminants Officer	60,400	66,000	5,600	60,400	60,400	60,400	5,600		5,600
Environment Education Officer	38,890	66,000	27,110	38,890	38,890	45,800	27,110	27,110	2,147
Information & Publications Officer	45,800	47,947	2,147	45,800	45,800	52,530	2,147	2,147	20,470
Team Leader - NEMS	52,530	73,000	20,470	52,530	52,530				
Permanent Staff									
Administration Officer	6,540	10,000	3,460	6,540	6,540	6,540	3,460	3,460	3,460
Personal Assistant	4,850	7,500	2,650	4,850	4,850	4,850	2,650	2,650	
Personal Assistant	4,770	7,500	2,730	4,770	4,770		2,730	2,730	
Office Assistant	3,290	4,500	1,210	3,290	3,290	3,290	1,210	1,210	1,210
Office Assistant	3,290	4,500	1,210	3,290	3,290	3,290	1,210	1,210	1,210
Office Assistant	3,290 (ii)	3,370 (ii)	80	3,290	3,290	3,290	80	80	80
Office Assistant	3,290	3,370 (ii)	80	3,290	3,290	3,290	80	80	80
Registry Clerk	2,890	4,500	1,610	2,890	2,890	2,890	1,610	1,610	1,610
Receptionist	2,570	4,300	1,730	2,570	2,570	4,960	1,730	1,730	
Snr Accounts Clerk	4,960	4,960 (ii)		4,960	4,960	4,960			
Snr Accounts Clerk	4,960	4,960 (ii)		4,960	4,960	4,960			
Accounts Clerk	3,060	3,060 (ii)		3,060	3,060	3,060			
Driver	2,250	2,600	350	2,250	2,250	2,250	350	350	
Gardener	1,820	2,600	780	1,820	1,820	1,820	780	780	
Tea/Cleaner	1,820	2,600	780	1,820	1,820	1,820	780	780	
Watchman	4,030	2,600	(1,430)	4,030	4,030		(1,430)	(1,430)	
	818,510	924,015	105,505	818,510	230,730	587,780	105,505	22,210	83,295

The table above shows how the staff costs in column A are to be funded.

The table above shows how the savings on 1992 budget (column C), are split between Members Contributions and Donors.

The table above compares the expected staff costs for 1992, under the proposed staff regulations, against the staff costs included in the approved budget for 1992.

As indicated above, it is expected that the proposed staff regulations will mean a savings on budget of: \$105,505

NOTES

(i) Staff costs for the Environment Database Advisor were not separately detailed in the 1992 budget as the project funding this post had not been finalised. The post has now been filled and funding for the post has been received.

(ii) Staff costs for 2 Office Assistants, 2 Snr Accounts Clerks, and the Accounts Clerk were not separately detailed in the 1992 budget as the project funding these posts had not been finalised. The posts have now been filled and funding has been received.

COMPARISON OF STAFF COSTS FOR 1993

Annex 2
Page 3

TABLE I

Position	STAFF COSTS			Variance C = B - A
	Proposed Staff regulations A	Current Staff regulations B	Current Staff regulations B	
Contract Staff				
Director	110,670	64,790	(25,880)	
Deputy Director	79,460	62,310	(17,150)	
Environment Information Database Advisor	19,460	19,170 (i)	(290)	
Project Officer/Bio Diversity	46,190	49,850	3,660	
Scientific Project Officer	55,170	46,960	(8,210)	
Finance Manager	63,240	57,820	(5,420)	
Climate Change Officer	64,540	59,360	(5,180)	
Project Officer - UNCED	54,450	54,450		
Environment Impact Assessment Officer	65,250	52,990	(12,260)	
Team Leader - RETA	58,520	58,520		
Environment Contaminants Officer	75,350	60,080	(15,270)	
Environment Education Officer	39,180	45,350	6,170	
Information & Publications Officer	55,170	46,960	(8,210)	
Team Leader - NEWS	57,780	57,780		
Permanent Staff				
Administration Officer	9,040	43,210	34,170	
Personal Assistant	6,400	28,030	21,630	
Personal Assistant	6,180	28,030	21,850	
Office Assistant	3,710	19,260	15,550	
Office Assistant	3,710	19,260	15,550	
Office Assistant	3,710	18,460 (ii)	14,750	
Office Assistant	3,710	18,460 (ii)	14,750	
Registry Clerk	3,710	18,460	14,750	
Receptionist	2,870	18,460	15,590	
Snr Accounts Clerk	6,400	28,030 (ii)	21,630	
Snr Accounts Clerk	6,400	28,030 (ii)	21,630	
Accounts Clerk	3,110	18,460 (ii)	15,350	
Driver	2,860	28,030	25,170	
Gardener	2,380	12,250	9,870	
Tea/Cleaner	2,390	12,250	9,870	
Watchman	4,860	12,250	7,390	
	915,860	1,107,320	191,460	

The table above compares the staff costs for 1993, under the proposed staff regulations, against the staff costs included in the current staff regulations. (Costs under current staff regulations are the costs for staff as they apply in Noumea)

As indicated above, it is expected that the proposed staff regulations will mean cost savings of : \$191,460 over the salaries under current staff regulations

NOTES

(i) Staff costs for the Environment Database Advisor were not separately detailed in the 1992 budget as the project funding this post had not been finalised. The post has now been filled and funding for the post has been received.

(ii) Staff costs for 2 Office Assistants, 2 Snr Accounts Clerks, and the Accounts Clerk were not separately detailed in the 1992 budget as the project funding these posts had not been finalised. The posts have now been filled and funding has been received.

TABLE II

Total (See column A)	FUNDING		Donors E
	Members Contributions D	Donors	
110,670	110,670		
79,460		79,460	
19,460		19,460	
46,190		46,190	
55,170	55,170		
63,240		63,240	
64,540		64,540	
54,450		54,450	
65,250		65,250	
58,520		58,520	
75,350		75,350	
39,180	39,180		
55,170		55,170	
57,780		57,780	
9,040		9,040	
6,400	6,400		
6,180	6,180		
3,710		3,710	
3,710	3,710		
3,710	3,710		
3,710	3,710		
2,870	2,870		
6,400		6,400	
6,400		6,400	
3,110		3,110	
2,860	2,860		
2,380	2,380		
2,390	2,390		
4,860	4,860		
915,860	244,080	671,780	

The table above shows how the staff costs in column A are to be funded.

TABLE III

Total (See column C)	SAVINGS		Donors G
	Members Contributions F	Donors	
(25,880)	(25,880)		
(17,150)		(17,150)	
(290)		(290)	
3,660		3,660	
(8,210)	(8,210)		
(5,420)		(5,420)	
(5,180)		(5,180)	
(12,260)		(12,260)	
(15,270)		(15,270)	
6,170	6,170		
(8,210)	(8,210)		
34,170		34,170	
21,630	21,630		
21,850	21,850		
15,550		15,550	
15,550	15,550		
14,750	14,750		
14,750	14,750		
14,750	14,750		
15,590	15,590		
21,630	21,630		
21,630	21,630		
15,350		15,350	
25,170	25,170		
9,870	9,870		
9,870	9,870		
7,390	7,390		
191,460	127,700	63,760	

The table above shows how the variance shown in Column C, are split between Members Contributions and Donors.

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME
SALARIES AND CONDITIONS SUB-COMMITTEE**

Forum Secretariat Headquarters, Suva, Fiji

30 July 1992

LIST OF PARTICIPANTS

FEDERATED STATES OF MICRONESIA

HE Mr Alik L Alik
Ambassador
FSM Embassy, Suva

FIJI

Mr Robin Yarrow
Permanent Secretary for Foreign Affairs
Ministry of Foreign Affairs

Mr Bhaskaran Nair
Deputy Permanent Secretary
Ministry of Housing and Urban Development

WESTERN SAMOA

Mr Vitolio Lui
Deputy Secretary for Foreign Affairs
Ministry of Foreign Affairs

CONSULTANT

Mr Rodney Tinning
Consultant

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME

Dr Vili Fuavao
Director

Mr Nuku Jones
Finance Manager

30 July 1992



Dr V.A. Fuavao
Director
South Pacific Regional Environment Programme
VAITELE

Following the Special Session of the SPREP Intergovernmental Meeting in Tonga last October, you requested AIDAB assistance to review the Salaries and Conditions of Service System currently applying to SPREP staff. As a result I was made available to carry out the review from 12 May, 1992. The Terms of Reference are at Attachment A.

In developing a set of conditions and a salary structure appropriate for SPREP's new location in Apia I was able to draw on similar reviews I have been involved with at the Forum Secretariat, the South Pacific Applied Geoscience Commission (SOPAC) and the Forum Fisheries Agency (FFA), whilst giving due consideration to the existing arrangements at the South Pacific Commission (SPC). I believe that the resulting package meets the objectives identified in the Terms of Reference, namely:

- (i) it will be able to retain high quality and adaptable staff;
- (ii) it is easy to comprehend and simple to administer; and
- (iii) it is competitive with those offered by other regional organizations.

The new package includes new salary scales for the contract (professional) staff (Attachment B), a new salaries system for the permanent (support) staff (Attachment C) and revised staff regulations (Attachment D).

Professional Salaries and Entitlements

SPREP professional salaries have been traditionally paid within the SPC P2 salary scale. This has resulted in most of the professional staff receiving similar salaries, varied only by their years of service.

With the growth in SPREP in recent years a more flexible salary system is needed to attract at a competitive price the different management and professional skills required to implement appropriate regional policies and programmes. The proposed salary scales, which are identical with those operating at the FFA, meet this need. They include the following features:

- Grades 1 and 2 provide a choice of two salary levels when appointing, or extending the contract of, the Director or Deputy Director. These levels were originally based on 95% of the salary scales for the Secretary-General and Deputy Secretaries-General of the Forum Secretariat respectively.

- Grades 3, 4 and 5 significantly expand the current range of salary levels available to the Director when appointing professional staff. The salary ranges were originally based on the Forum Secretariat equivalents, with a cap on the Senior Adviser grade to keep a 10% variation between the maximum salaries for this grade and the minimum for the Deputy Director position. In some cases, particularly appointments to Project Officer positions, this will involve the payment of salaries significantly below those previously offered.
- Grade 6 will enable the appointment of the occasional relatively inexperienced officer. It is expected that they will usually come from Western Samoa which will enable SPREP to avoid paying expatriate entitlements.

Other key elements in the proposed Salaries and Conditions of Service System for professional staff include:

- (i) giving the Director the responsibility to set a starting salary for new staff within the revised salary bands which is competitive within the Region (Regulation 20 (b)) and to review annually whether an adjustment (up or down) in the staff member's increment level is justified (Regulation 20 (d)).
- (ii) a range of expatriate allowances (Regulation 23), in recognition that they are required as inducements to recruit and, particularly, to retain staff. In many ways living in Apia is comparable to Honiara. Therefore the spouse, location, child and relocation allowances are the same as those applying at the FFA as are the school holiday and home leave travel entitlements. The education allowance is based on the Forum Secretariat and SOPAC provisions, which unlike the FFA have a maximum level of claimable expenditure.
- (iii) giving the Director and Deputy Director non-accountable representation allowances of 5% and 1% of basic salary respectively (Regulation 22). These levels are the same as those applying at the FFA.
- (iv) providing the Director with rent free accommodation, meeting his electricity charges and providing a domestic assistance allowance (Regulation 24). These are similar entitlements to those received by the Directors of the FFA and SOPAC.
- (v) linking salaries and expatriate entitlements to SDRs (Regulation 19(c)). This brings SPREP into line with the FFA. A linkage with SDRs in both Western Samoa and the Solomon Islands seems more appropriate than adjusting salaries in line with movements in the local Consumer Price Index, in the light of the expenditure patterns of professional staff.

- (vi) providing the same insurance and health cover as applies at the FFA, Forum Secretariat and SOPAC (Regulations 32(b) and 32(d)).
- (vii) a housing subsidy for expatriate staff (Regulation 28).

Housing has been a very contentious issue at SPREP since the move to Apia. The best way to go, which has strong support from management and staff, is for expatriate staff to be responsible for finding their own houses.

A survey of rents paid by the United Nations agencies, the Australian High Commission and the private sector, particularly since the recent cyclone, indicates that a reasonable but not generous ceiling on rents for the time being is 2,600 tala per month. The ceiling for the Deputy Director should be a little higher because of his representational responsibilities and has been set at 3,000 tala per month.

To encourage staff to negotiate rents down to the lowest possible figure it is proposed that SPREP meet only 90% of the cost between 10% of the officer's salary and the rent ceiling. This is a less generous arrangement than currently operates at the FFA, the Forum Secretariat and SOPAC.

Support Staff

SPREP needs a salary structure for its support staff which:

- is competitive with other employers in Western Samoa;
- encourages staff to perform at a consistently high level throughout the year; and
- is simple for it to administer.

These are the principles used in developing the salary structures for support staff at the Forum Secretariat, the FFA and SOPAC. As now exists in those organizations, it is proposed that the SPREP Salaries and Conditions of Service System for support staff include:

- (i) four non-overlapping salary scales.
- (ii) six-monthly adjustments in the salary scales in accordance with movements in the Western Samoan Consumer Price Index (Regulation 19(d)).
- (iii) payment of increments solely on the basis of work performance (Regulation 20(d)). The increments are significant as an encouragement to consistently high performances during the year.

- (iv) promotions based on open competition with the government and private sectors Regulation 12(c)).
- (v) the same recreation leave (Regulation 25) sick leave (Regulation 26) and other leave (Regulation 27) provisions for all support staff, irrespective of level.
- (vi) payment of all reasonable medical, dental and optical expenses (Regulation 32(d)).

SPREP Provident Fund

All SPREP staff on SPC contracts were required to belong to the SPC Provident Fund. It is proposed to give contract and permanent staff the option of joining the SPREP Provident Fund or remaining with/joining another recognized fund (Regulations 32(e) and 32(f)).

Discussions should now take place between management and staff about the Rules for the SPREP Provident Fund. I suggest the establishment of a three person working group (representatives of management, contract staff and support staff) to draft the Rules, based on those for the SPC Provident Fund. When these are endorsed they should become an attachment to the Staff Regulations.

Transitional Problems

The six professional staff who worked for SPREP in Noumea feel particularly disadvantaged by the move to Apia in two areas, namely:

- (i) the lack of a relocation allowance; and
- (ii) the loss of interest on funds transferred from the SPC Provident Fund to the SPREP Provident Fund.

I am satisfied that the staff involved incurred considerable expenses in being compulsorily transferred to Western Samoa. It is recommended that all six staff receive an establishment grant as if these were being newly recruited to SPREP (SPC Regulation 111.8(a)). This will bring these staff into line with the benefits received by staff who never had Noumea as their base.

When SPREP moved to Apia it transferred the provident funds relating to SPREP staff out of Noumea into SPREP's United States dollar account in Apia. This resulted in some loss of interest on these funds, much to the consternation of the staff involved.

7/12/92

It is recommended that SPREP pay the difference between the interest received and what would have been received if the funds had remained in Noumea until 3 August, 1992, when staff will have a choice whether to keep their funds in the SPREP Provident Fund or transfer them to another recognized fund.

Implementation Schedule

It is recommended that the new Salaries and Conditions of Service System for SPREP be implemented as follows:

- The Director receive the basic salary, 5% representation allowance and rent-free accommodation (including reimbursement of his electricity charges) from the date of the Special Session of the IGM in Tonga on 24 October, 1991 in recognition of his additional responsibilities for SPREP. The other entitlements to date from mid-February when he transferred to Apia. This is in keeping with the recommendations made to the Tonga meeting and which were deferred pending a comprehensive review of all SPREP conditions.
- The Deputy Director be placed on the new system from the date of his appointment. His current SPC salary is in the P2 salary range which provides no recognition of his senior management responsibilities.
- The five staff, other than the Director, on long-term SPC contracts be given a choice between remaining on their current contracts or transferring to the new system. A decision to transfer to the new system would become effective from 3 August, 1992, which will be after the IGM Sub-committee meeting which will consider this report.
- The professional staff not on long-term SPC contracts transfer to the new package on 3 August.
- The support staff be permanently appointed on the new salaries at the end of their probationary periods.

I would like to thank you and your staff for the assistance I have been given during my visit. The submissions the staff prepared in advance of my arrival were particularly helpful.



(R.W. Tinning)

Apia

28 May, 1992

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Attachment A

Terms of Reference for Staff Salary
and Conditions of Service Review

In undertaking the review the following objectives should be used as guidance. The new staff salaries and condition structure should:

- (i) build on the strengths of current conditions of service systems;
- (ii) be able to retain high quality and adaptable staff, both at the professional and support levels;
- (iii) be based on systems that are easy to comprehend and simple to administer; and,
- (iv) be competitive with other regional organisations.

The Review

Specifically the review will:

1. Review all existing SPREP staff terms and conditions of employment with the South Pacific Commission including, but not limited to, salaries, gradings, housing, leave and allowances and other benefits;
2. Consider relativities for staff not only with other regional organisations, but also relativities within the organisation and taking account of the need to develop greater consistency in the determination of salaries and terms and conditions between organisations in the region and in the private sector;
3. Review all factors relating to cost of living in Western Samoa as well as the prevailing salary and wage levels and take account of these in developing the new salary structure;
4. Report on other matters as considered appropriate including inducements to recruit and retain staff;
5. Recommend salary ranges applicable for each group and grade in SPREP, taking into account where appropriate comparable rates of other international and regional organisations, the local public service and also private sector salaries and conditions;
6. Review existing staff regulations and propose amendments as appropriate;
7. Consider and recommend on appropriate transitional arrangements for existing SPREP staff to the new salary and conditions structure proposed.

9/3/92

SCHEDULE 2A

PROPOSED SALARY SCALES FOR SPREP CONTRACT STAFF FROM 3 AUGUST 1992

	Step	Total SDR*	Basic Salary SDR	Location Allow. SDR	Total WST	Basic Salary WST	Location Allow. WST
Grade 6 Assistant Proj. Officer	1	8,793	8,374	419	29,912	28,487	1,425
	2	9,321	8,877	444	31,708	30,198	1,510
	3	9,879	9,409	470	33,607	32,008	1,599
	4	10,473	9,974	499	35,627	33,930	1,697
	5	11,101	10,572	529	37,764	35,964	1,800
	6	11,766	11,206	560	40,026	38,121	1,905
Grade 5 Project Officer	1	18,078	17,217	861	61,498	58,569	2,929
	2	19,060	18,152	908	64,838	61,749	3,089
	3	20,105	19,148	957	68,393	65,138	3,255
	4	21,222	20,211	1,011	72,193	68,754	3,439
	5	22,410	21,343	1,067	76,234	72,605	3,629
	6	23,676	22,549	1,127	80,541	76,707	3,834
Grade 4 Adviser	1	21,652	20,621	1,031	73,656	70,149	3,507
	2	22,898	21,808	1,090	77,894	74,186	3,708
	3	24,222	23,069	1,153	82,398	78,476	3,922
	4	25,631	24,410	1,221	87,192	83,038	4,154
	5	27,125	25,833	1,292	92,274	87,879	4,395
	6	28,713	27,346	1,367	97,676	93,026	4,650
Grade 3 Senior Adviser	1	28,298	26,950	1,348	96,264	91,678	4,586
	2	30,049	28,618	1,431	102,221	97,353	4,868
	3	31,602	30,097	1,505	107,504	102,384	5,120
	4	33,545	31,948	1,597	114,113	108,681	5,432
	5	35,602	33,907	1,695	121,111	115,345	5,766
	6	37,779	35,980	1,799	128,517	122,397	6,120
Grade 2 D/Director*	1	38,030	36,219	1,811	129,371	123,210	6,161
	2	41,977	39,978	1,999	142,797	135,997	6,800
Grade 1 Director*	1	43,831	41,744	2,087	149,104	142,005	7,099
	2	48,005	45,719	2,286	163,303	155,527	7,776

* Salary level remains constant for the period of three year contract.

SDR rate is WST1.00 = SDR 0.2940

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SCHEDULE 2B

SPREP Salary Scales for Permanent Staff

		SALARY IN WST PER ANNUM						
LEVEL		1	2	3	4	5	6	7
4	18,158	19,300	20,442	21,584				
3	12,574	13,529	14,484	15,439	16,394	17,347		
2	7,337	8,074	8,811	9,548	10,285	11,022	11,760	
1	3,550	4,054	4,558	5,062	5,566	6,070	6,571	

JOB DESCRIPTION

Senior Administrative Officer
Executive Assistant

Administrative Officer
Personal Assistant
Office Supervisor

Typist/Clerk
Clerk

Tea Attendant/Cleaner
Driver/Messenger
Watchman
Gardener
Handyman
Clerical Assistant

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

STAFF REGULATIONS

PART I : SCOPE AND APPLICATION

Regulation 1

- (a) These Regulations set out the mutual obligations and rights of SPREP and its employees. They have been approved by the Intergovernmental Meeting (IGM) and are administered by the Director. They apply to all staff appointed to SPREP by the Director and where appropriate to the Director as well. They do not apply to temporary or short term contract employees, casual workers or consultants unless the contrary is specifically indicated, nor where other conditions have been agreed to in writing.
- (b) If any part of these Regulations becomes contrary to the laws of Western Samoa, or where they are silent, the laws of Western Samoa will apply.
- (c) These Regulations may be supplemented or amended by the IGM without prejudice to the existing contracts of staff members.
- (d) The Director may supplement these Staff Regulations with Staff Instructions not inconsistent with these Regulations or with any decisions made by the IGM; and further, may issue such Staff Instructions as may appear to be necessary to render these Regulations effective.

PART II : DEFINITIONS

Regulation 2

- (a) In these Regulations, unless the context otherwise requires-

"**Allowances**" means remuneration other than salaries but does not include money received to meet expenses incurred by an employee in the course of duty.

"**Contract Staff**" are staff undertaking work which requires a university degree or equivalent qualification, or a lower qualification with expertise and practical experience of sufficient breadth to counter-balance the lack of formal qualifications.

"**Dependent**" means the financial dependent spouse or dependent child of an employee.

"**Dependent child**" means an employee's unmarried and financially dependent child who is:

- (i) under the age of 16 years; or
- (ii) under the age of 19 years if undertaking full-time study at a secondary school; or
- (iii) under the age of 22 years if enrolled and undertaking full-time study at a university or other tertiary institution; or
- (iv) mentally or physically incapacitated

"**Employee**" is a general term which according to the context may mean permanent staff, contract staff, temporary staff or all three.

"**Establishment**" means staff positions approved by the IGM.

"**Expatriate**" means a staff member, not a citizen or permanent resident of Western Samoa, who resides in Western Samoa only by virtue of employment with SPREP.

"**Greater Apia Area**" includes Letogo, Afiamalu, Ululoloa and Faleula.

"**IGM**" means Intergovernmental Meeting.

"**Local**" means a staff member who is a citizen or permanent resident of Western Samoa.

"**Remuneration Policy**" means the basis for remuneration approved by the IGM.

"**Salary**" means the basic annual rate of pay for the job which is specified in SPREP's salary scale.

"**SPREP**" means the South Pacific Regional Environment Programme.

"Staff" or "Staff Member" means a salaried employee appointed to an established position either permanently or for a set period.

"Permanent Staff" are staff whose work does not require the qualifications and/or experience required of contract staff and includes accounts, administration, clerical, secretarial and technical employees.

PART III : DUTIES AND OBLIGATIONS

Status as International Civil Servants

Regulation 3

The Director and all members of the staff of SPREP are international civil servants. Their responsibilities are not national but exclusively international. By accepting appointment, they pledge themselves to discharge their functions and to regulate their conduct with the interests of SPREP only in view.

Responsibility of SPREP

Regulation 4

The Director is responsible for the proper functioning of SPREP. Staff members are subject to the authority of the Director and shall not seek or receive in the performance of their duties any instruction from any external authority.

Privileges and Immunities

Regulation 5

(Negotiations are still taking place between the Western Samoan Government and SPREP. Appropriate wording will be submitted to a future meeting of the IGM).

Communication of Unpublished Information

Regulation 6

Staff shall exercise the utmost discretion in regard to all matters of official business. They shall not communicate to any person or the press any unpublished information known to them by reason of their official position, except in the course of their duties or by authorization of the Director. All rights in, and title to, the results of any work performed by staff in the course of their duties shall be the property of SPREP.

Conduct
Regulation 7

Staff shall avoid any action, and in particular any kind of public pronouncement or activity, which may adversely reflect on their positions as international civil servants. They are not expected to give up their national sentiments or their political and religious convictions; but they shall at all times bear in mind the reserve and tact incumbent upon them by reason of their international status.

Outside Activities
Regulation 8

No staff may accept, hold or engage in any office or occupation which, in the opinion of the Director, is incompatible with the proper discharge of their duties with SPREP. To the extent considered reasonable by the Director, the time of staff shall be at the disposal of SPREP.

Candidacy for Public Officer
Regulation 9

Any staff member who becomes a candidate for a public office of a political character shall resign from SPREP

Acceptance of Honours, Decorations, Favours, Gifts or Fees.
Regulation 10

No staff shall accept in respect of their work for SPREP any honour or decoration from any government or organization or, except with the approval of the Director, any favour, gift or fee from any government, organization or person during the period of their appointment.

PART IV : APPOINTMENT AND PROMOTION

Appointment of Director and Staff

Regulation 11

Director

- (a) The Director is appointed by the IGM.

Director - Exercise of Powers

- (b) When the position of Director is vacant the Director's functions and powers shall be exercised according to the instruction of the Chairperson of the IGM and in the absence of any instruction by the Deputy Director.
- (c) When the Director is absent from Headquarters, the Deputy Director shall be designated to act as Director; in the event that both are absent, an officer of the Director's choice shall be designated Officer-in-Charge.

Power of Appointment

- (d) The power of appointment rests with the Director subject to the establishment and remuneration policy approved by the IGM.

Appointment policy

Regulation 12

- (a) In selecting staff for appointment to SPREP the dominant considerations shall be:
 - (i) the required qualifications and experience
 - (ii) competence
 - (iii) personal integrity
- (b) Subject to Regulation 12(a) above the Director shall, in selecting contract staff, give due consideration to the nationals of SPREP island member states and to the desirability of obtaining equitable national representation.

- (c) When a permanent vacancy occurs, SPREP will give first consideration to employees at the same level being rotated into the position. If no suitable employee is available then the vacancy will be advertized in the press.
- (d) When two applicants for a permanent position are rated equally suitable, and one is a SPREP employee, preference shall be given to the existing staff member.
- (e) Men and women are equally eligible for all posts in SPREP.

Appointment Procedure
Regulation 13

- (a) No appointment is valid which is not the subject of a written offer of employment signed by the Director or an authorized representative, and a written acceptance signed by the appointee. Every offer of employment shall contain a statement of duties, all the terms and conditions of employment and a copy of the Staff Regulations.
- (b) An appointment is permanent, temporary or on a fixed or short term contract. The length of appointment of a temporary or contract staff member is set by the Director according to the requirements of the work programme.
- (c) A temporary appointment may not exceed a period of more than six months. A temporary appointment is usually made to replace a permanent staff member who has resigned at short notice or is on leave.
- (d) A fixed term of appointment is of not less than three years. A short term appointment is for any period less than three years and is subject to such terms and conditions as the Director determines.
- (e) A fixed term appointment of three years is renewable, based on the needs of SPREP, and the merit and performance of the employee, for a further period of three years. Further extensions beyond two contract terms may be approved by the Director in exceptional circumstances but shall be reported to the IGM.
- (f) The length, terms and conditions of appointment may be varied by the mutual agreement in writing of the Director and employee.

- (g) Appointment is provisional until confirmed. Appointment is subject to a satisfactory medical examination by a designated medical practitioner and a probationary period of six months' service which may be extended or reduced by the Director. At the end of the probationary period the Director shall in writing:
 - (i) confirm the appointment; or
 - (ii) extend the probationary period; or
 - (iii) terminate the appointment.
- (h) The appointment of:
 - (i) an expatriate runs from the date of leaving home to take up appointment with SPREP;
 - (ii) a local employee from the date of appointment;
- (i) Salary is earned from the date of appointment.

Promotion
Regulation 14

- (a) A permanent staff member is promoted when appointed to a position higher than his or her current position.
- (b) A promotion is a variation to the terms of an appointment and is subject to Regulation 13(f)

Termination
Regulation 15

Ways of Termination

- (a) An appointment is terminated -
 - (i) when being a fixed term appointment it reaches the end of its term; or
 - (ii) by either SPREP or the staff member giving the other one month's notice in writing; or

- (iii) without notice by either SPREP or the employee paying to the other one month's salary in lieu of notice; or
- (iv) as a disciplinary measure by dismissal with or without notice under Regulation 30(b).

Suspended Staff

- (b) Before dismissing or giving notice to a staff member who is on secondment from a member government the Director shall consult with the government in question.

Certificate of Service

- (c) A staff member shall, on leaving the service of SPREP, be given a certificate relating to the nature of his or her duties, the length of service, the amount of emoluments, and other relevant information.

Final Pay

- (d) Upon leaving the service, any indebtedness of a staff member to SPREP shall be deducted from any money due to the staff member from SPREP.

PART V: ENTITLEMENTS ON APPOINTMENT AND TERMINATION

Regulation 16

Entitlements

- (a) SPREP shall meet the following appointment and termination expenses of contract staff recruited from outside the Greater Apia Area. The entitlements cover the transport and accommodation enroute for the staff member and accompanying dependents between home and Apia, and back, by the shortest and most economical route. The Director has discretion, after taking family circumstances into account, to include dependents who arrive within six months of the start of appointment or leave within one month of termination.

Fares

- (i) Director: First class
Other staff: Economy class

Removal Expenses

- (ii) The reasonable cost of packing, insuring, shipping and unpacking furniture, household and personal effects as follows-
 - (a) 12 m³ in respect of the staff member
4 m³ in respect of a dependent spouse
2 m³ in respect of each dependent child
 - (b) up to 20 kilos of excess baggage per person for all contract staff recruited overseas.

Establishment Grant

- (iii) To offset incidental expenses and compensate for the upheaval of removal an establishment grant on appointment only at the rate prescribed in Schedule 1 to these Regulations.

Temporary Accommodation

- (iv) Accommodation at a suitable hotel or other fully furnished accommodation for up to five working days or such other period as the Director considers reasonable in the circumstances. Expatriate contract staff will not be paid a housing subsidy for the period when temporary accommodation costs are met.

SPREP Assistance

- (v) An appointee will be assisted to settle into Apia. This assistance will include help to find suitable rented accommodation and negotiate appropriate terms.

Ineligibility

- (b) the entitlements prescribed in Regulation 16(a) do not apply and, at the Director's discretion, may be withheld in whole or in part if:
 - (i) all or part of the expenses are met from some other source; or
 - (ii) within 12 months of appointment the staff member resigns appointment under Regulation 15(a) (ii) or (iii) or is dismissed under Regulation 30(b) (iv) or (v)

PART VI : HOURS OF WORK

Normal Hours

Regulation 17

- (a) The Director has the right to call upon the services of staff to the extent considered reasonable
- (b) Normal office hours are 8 am to 12 noon and 1 pm to 4.30 pm Monday to Friday, making a total of 37 hours 30 minutes per week.
- (c) The driver/messenger, gardener, handyman and tea attendant/cleaner will be required to work hours as directed by the Director. They will have to work either 40 hours per week or 8 hours a day before overtime rates become applicable.
- (d) The watchman will be required to work from 6 pm to 6 am Monday to Friday as well as any additional hours required by the Director.

Overtime

Regulation 18

Eligibility

- (a) Permanent and temporary staff at Band 4 and below may claim overtime or time off in lieu of overtime for the hours they are required to work in excess of their normal working hours.

Overtime Rates of Pay

- (b) The rates of pay for overtime are:
 - (i) for days other than public holidays and Sundays, one and a half times the normal hourly rate.
 - (ii) for Sundays or public holidays, double the normal hourly rate.

Meal Allowance

- (c) Staff required to work overtime for more than 6 hours on a Saturday, Sunday or public holiday, or beyond 6-30 pm on a full working day shall be paid lunch and dinner allowances as appropriate at rates approved by the Director.

Transport Assistance

- (d) Staff required to work more than one hour's overtime on a normal working day shall be taken home by SPREP transport, if it is available, and if not, by taxi at SPREP expense.
- (e) Staff required to work overtime on weekends or public holidays shall be;
 - (i) taken to and from work by SPREP transport, if it is available, and if not, by taxi at SPREP expense; or
 - (ii) entitled to claim mileage allowance under Regulation 29(d)

PART VII : REMUNERATION

Regulation 19

Determination and Adjustments

- (a) The remuneration policy and conditions of service of SPREP employees are determined by the IGM.

Currency of Remuneration

- (b) The remuneration of all SPREP staff shall be expressed and paid in Western Samoan tala.

Adjustments

- (c) Contract salaries and expatriate allowances are expressed in International Monetary Fund Special Drawing Rights (SDRs) and adjusted annually or whenever a movement of 5% or more is measured in the value of the Western Samoan tala relative to SDRs.
- (d) The salaries of permanent staff are adjusted every six months in accordance with movements in the Western Samoan Consumer Price Index.

Salaries Regulation 20

General

- (a) The current salaries are set out in Schedule 2 to these Regulations.

Salary on Appointment

- (b) Appointments of permanent staff shall be to the bottom step of the grade for the position except that the Director shall have discretion, in particular cases, to appoint to a higher step if the circumstances justify it. The Director shall appoint contract staff at a level within the designated salary band which is competitive with salaries being paid for similar experience and qualifications within the South Pacific Region.

Salary on Promotion

- (c) Appointment on promotion is at the minimum of the salary range for the higher position or, if the salaries for the two positions overlap, to the level of the higher salary range which affords an immediate salary increase equal to one incremental step.

Increments

- (d) The Director may authorize an increment to an employee at the completion of each year's service where that employee's work performance has been highly satisfactory and where he or she has not reached the maximum of the salary range for his or her position. Where the employee's performance has not been considered highly satisfactory during the year, the Director will explain to the employee why he or she will not receive an increment or, in cases of poor performance, why his or her salary will be reduced by an increment.

PART VIII : ALLOWANCES AND RELATED BENEFITS.

Higher and Extra Duties Allowances

Regulation 21

- (a) Any staff member may at any time be required to undertake the duties of a senior or other position whether or not the circumstances justify increased pay.
- (b) A staff member who is required to carry out and does carry out the full duties of a higher graded position for a continuous period of not less than ten working days will be paid a higher allowance amounting to the difference between his or her salary at the time and the minimum salary for the higher graded position.

Representational Allowance

Regulation 22

The Director and Deputy Director shall receive a non-accountable representational allowance of 5% and 1% of basic salary respectively.

Expatriate Allowances

Regulation 23

In addition to salary, expatriate staff are entitled to receive the following allowances and benefits-

- (a) A spouse allowance of 5% of salary, if a dependent spouse is living in Apia. A staff member will be eligible to claim for one spouse only.

- (b) A **location allowance** of 5% of salary
- (c) A **child allowance** for each dependent child normally resident in Western Samoa. The rate for the time being is set out in Schedule 1.
- (d) An **education allowance** to reimburse expenses actually incurred on the following items for each dependent child up to the maximum set out in Schedule 1.
 - (i) In Western Samoa - tuition fees and compulsory school excursions.
 - (ii) Outside Western Samoa - tuition and boarding fees, compulsory school excursions, regulation school uniforms and purchase or hire of text books.

Any external financial assistance (such as a bursary) received by an expatriate contract employee towards the above items is to be deducted from actual expenses when determining the amount to be reimbursed.

The education allowance is to be paid instead of, and not in addition to, the child allowance in (c) above for those dependents being educated outside Western Samoa.

- (e) **School holiday travel.** The entitlement of one return economy class flight each year between place of education and Apia by:
 - (i) each dependent child being educated outside Western Samoa; or
 - (ii) the staff member or spouse, providing the journey is not made within the final six months of the contract.
- (f) **Home leave travel** for every completed year of service except for the terminal year. The entitlement is for the reimbursement of one economy class return flight between Apia and home for the staff member, spouse and dependent children. The normal home of the staff member will be agreed between him or her and SPREP at the time of appointment.
- (g) A **relocation allowance** for staff who have completed their contracts. The entitlement is for a payment equivalent to three weeks' salary after a three year contract or six weeks' salary after a six year period.

Director's Entitlements
Regulation 24

In addition to any other allowances provided for elsewhere in these Regulations the Director shall be entitled to the following:

- (a) rent-free accommodation;
- (b) electricity charges for accommodation; and
- (c) a domestic assistance allowance. The allowance is linked to the Western Samoan Consumer Price Index and the rate for the time being is set out in Schedule 1.

PART IX : LEAVE

Annual Leave
Regulation 25

- (a) The annual leave entitlement is:-

Contract staff	:	30 working days
Permanent staff	:	10 working days

- (b) For each staff member the leave year runs from the date of appointment to its anniversary and thereafter from anniversary to anniversary. Leave accumulates with the passing of the leave year with the full entitlement, minus any leave taken, falling due on the anniversary of appointment.
- (c) If a Western Samoan public holiday is observed on a normal working day while a staff member is on annual leave that day shall be added to his or her entitlement.
- (d) Applications for leave should be in the hands of the Director 30 days before the leave applied for begins.

- (e) Annual leave does not carry over from one leave year to the next without written approval from the Director. In considering applications to carry annual leave over the Director will have regard both to the requirements of SPREP and the situation of the staff member.
- (f) SPREP will not pay salary in lieu of unexpended leave except in the case of termination not involving dismissal under Regulation 30(b).

**Sick Leave
Regulation 26**

- (a) Each staff member is entitled to 30 days' paid sick leave per year. Sick leave not taken accumulates up to a maximum of 90 days.
- (b) To qualify for sick leave a staff member is required:
 - (i) to notify his or her immediate superior as early as practicable on the first day of absence; and
 - (ii) as soon as practicable, apply for sick leave in writing.
- (c) All applications for sick leave shall be supported by a certificate from a qualified medical practitioner justifying the absence on medical grounds unless:
 - (i) the application is for two days or less; and
 - (ii) the applicant has not already taken six days of uncertified sick leave in the last 12 months.
- (d) The Director may at any time withdraw the dispensation from the requirement to furnish a medical certificate, or require a staff member to undergo a medical examination from a designated medical practitioner, when certified sick leave appears to be excessive.
- (e) If a staff member is taken sick or is injured while on annual leave and produces a medical certificate to that effect, the period of sickness shall be recorded as sick not annual leave.

**Other Leave
Regulation 27**

Maternity Leave

- (a) A staff member with at least one year's continuous service at the expected date of confinement is entitled to 60 working days maternity leave on full pay. The period of leave begins on a date decided by the Director in consultation with the mother but not more than 30 days before the expected confinement. The balance of the leave, but in any case not less than 30 working days, shall be taken immediately after confinement.

Compassionate Leave

- (b) Applications for compassionate leave will be considered by the Director on an individual basis, but will not exceed four working days plus minimal travelling time for all staff members whether they have to travel outside or within Western Samoa. Sick leave (Regulation 26(a)) may not be used by a staff member to meet his or her extended family responsibilities.

Special Leave Without Pay

- (c) Requests for special leave without pay shall be submitted in advance and require approval in writing from the Director. Special leave may be granted for cases of extended illness or other exceptional or urgent reasons.
- (d) Special leave without pay shall be granted only after accrued annual leave has been expended. No leave accruals or other financial allowances of any kind shall be earned or granted during periods of special leave without pay.

PART X : HOUSING

Regulation 28

Eligibility

- (a) Expatriate contract staff shall be eligible to receive a housing subsidy.

Housing Subsidy

- (b) The rate of housing subsidy shall be the difference between 10% of the officer's salary and 90% of the rent of a house over that amount up to the maximum rental limit set out in Schedule 1.
- (c) The maximum rental limit shall be adjusted annually in accordance with the change (up or down) in housing rentals paid by organisations in Apia with senior expatriate staff, particularly the United Nations agencies and private companies.

PART XI : EXPENSES

Regulation 29

Duty Travel

- (a) SPREP meets the travelling expenses necessarily incurred by staff required to travel away from Apia on official business.
- (b) The Director is entitled to travel first class. All other staff will travel economy class except that the Director shall have the discretion, where particularly arduous combinations of duty and travel have to be undertaken on behalf of SPREP, to authorize business or executive class travel.

Per Diem Allowance

- (c) Staff travelling on business and spending the night away from Western Samoa will receive:
 - (i) reimbursement of actual and reasonable expenses. Such expenses will include the cost of hotel and other non private accommodation and meals. A daily incidental allowance is also payable at a rate set by the Western Samoan Public Service; or

- (ii) a subsistence allowance at the appropriate per diem rate. Rates will be equivalent to those used by UNDP and will be updated regularly in line with changes promulgated by UNDP. The current rates are set out in Schedule 3 to these Regulations.

The subsistence allowance will be adjusted downward where the staff member is accommodated privately or accommodation and/or meals are provided for by a sponsoring government or organisation.

Mileage Allowance

- (d) A mileage allowance at the rates prevailing in the Western Samoan Public Service may be claimed by a staff member who uses his or her personal vehicle with the prior approval of the Director in the following circumstances;
 - (i) to travel on official business in and around Apia when SPREP transport is not available; or
 - (ii) when working overtime as set out in Regulation 18(d) and (e)

Official Entertainment

- (e) Providing the Director's approval in writing has been obtained prior to the offer of official entertainment, a Head of Division may be reimbursed the expenses of entertainment extended on behalf of SPREP. The Director shall not authorize any reimbursement under this provision unless reasonable evidence of the official nature of the entertainment is provided and the claim is supported by receipts.

PART XII : DISCIPLINE

Regulation 30

Offences

- (a) An employee commits an offence who:
- (i) wilfully disobeys a lawful order of the Director or of any other officer to whom the employee is formally responsible;
 - (ii) wilfully disregards the Regulations;
 - (iii) is negligent, inefficient or incompetent in the exercise of his or her duties;
 - (iv) wilfully acts without regard to SPREP's interests;
 - (v) behaves disgracefully or improperly either in an official capacity or otherwise;
or
 - (vi) steals or misappropriates the funds or property of SPREP.

Penalties

- (b) The Director may discipline an employee found guilty of an offence by:
- (i) an official reprimand;
 - (ii) a fine not exceeding 14 days' salary;
 - (iii) demotion to a lower step in the grade of the offender's position;
 - (iv) dismissal with notice under Regulation 15(a) (ii); or
 - (v) if the offence is theft or misappropriation of SPREP's funds or property, by summary dismissal without notice.

Procedures

- (c) No employee suspected of committing an offence shall be penalized under Regulation 30(b) unless guilt is confirmed by:
 - (i) the employee's own admission;
 - (ii) the outcome of criminal proceedings; or
 - (iii) the findings of an internal inquiry conducted as soon as practicable by the Director (or in his or her absence by the Deputy Director) and two other staff members, one of whom may be nominated by the suspected employee.

Suspension

- (d) An employee may be suspended without pay if suspected of theft or misappropriation of SPREP's property and on pay in all other cases. If the suspicion cannot be sustained the employee will be fully reinstated with effect from the date of suspension.

PART XIII : STAFF CONSULTATIONS

Regulation 31

Regular meetings will be held between SPREP management and staff to discuss general matters relating to the work programme, staff administration and staff welfare.

PART XIV : GENERAL

Regulation 32

Personal Accident Insurance

- (a) All employees who are required by SPREP to travel away from Apia by any form of transport on official business are insured under SPREP's blanket cover for personal accidents.

- (b) All contract staff are covered 24 hours per day by SPREP's Personal Accident Insurance Policy.
- (c) Permanent staff are covered by SPREP's Personal Accident Insurance Policy during working hours only.

Medical Insurance

- (d) All employees and their dependents will have all reasonable medical, dental and optical expenses met by SPREP direct or, where appropriate, by SPREP's medical scheme.

Superannuation

- (e) An expatriate contract staff member will contribute 6% of his or her total salary (basic salary and location allowance) to the SPREP Provident Fund or any other recognized fund approved by the Director.
- (f) Locally-recruited staff will contribute 6% of salary to the SPREP Provident Fund or a recognized Western Samoan Provident Fund approved by the Director.
- (g) SPREP will make a contribution to the staff member's Provident Fund equal to that made by the employee.
- (h) The Rules of the SPREP Provident Fund are attached to these Regulations.

Protective Clothing

- (i) On confirmation of their appointment permanent staff regularly employed on labouring work shall be issued with two sets of overalls and two pairs of safety boots, at a charge of eight tala for a set of overalls or a pair of safety boots.
- (j) Overalls and safety boots issued to staff will be replaced on a fair wear and tear basis but not more than once a year.

Training

- (k) The Director shall, where deemed necessary in the interests of SPREP, provide for the training of staff members in areas directly related to their duties and advancement.

Documentation

- (l) The Director shall maintain up-to-date documents detailing the establishment, grading system, salary scales and conditions of service of SPREP as approved by the IGM.



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 6(c) : Corporate Plan

Purpose of Paper

To table a draft Corporate Plan for SPREP for consideration and approval by the IGM.

Background

2. The Fourth SPREP IGM, in July 1991, gave support to the concept of the development of a Corporate Plan. It expressed the view that the Corporate Plan should provide for a lean organisation appropriate to the region's cultural and economic circumstances, and embody modern management principles, including a flat hierarchy and delegation of responsibility as far as possible, while ensuring that the IGM retained overall control. The IGM also agreed that as much reaction as possible should be sought on the draft Corporate Plan prior to submission to the Fifth IGM in 1992 for final approval.¹

Draft Corporate Plan

3. The draft Corporate Plan attached to this paper reflects both developments concerning SPREP which have occurred, and comments from member governments which have been received, since the draft Plan was first tabled at the Fourth IGM last year. The Secretariat gratefully acknowledges the further assistance of Mr Savenaca Siwatibau, Head of ESCAP's Pacific Operations Centre in Port Vila, Vanuatu, with preparation of this document.

Recommendation

4. The IGM is invited to consider and approve the Corporate Plan.

3 September 1992

ORIGINAL: ENGLISH

¹ *(Report of the Meeting of Officials (Fourth SPREP Intergovernmental Meeting) held at Noumea, New Caledonia, 3-5 July 1991, para 37-40)*

CORPORATE PLAN 1993-1997

FOR

**THE SOUTH PACIFIC REGIONAL ENVIRONMENT
PROGRAMME (SPREP)**

Draft

THE SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

AN OVERVIEW

What is SPREP?

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 (American Samoa, Cook Islands, Federated States of Micronesia, Fiji, French Polynesia, Guam, Kiribati, Marshall Islands, Nauru, New Caledonia, Niue, Northern Marianas Islands, Palau, Papua New Guinea, Pitcairn, Solomon Islands, Tokelau, Tonga, Tuvalu, Vanuatu, Wallis and Futuna and Western Samoa); and 4 developed countries (Australia, France, New Zealand and the United States). SPREP's Headquarters was moved to Apia, Western Samoa, in early 1992.

A brief history

The South Pacific Commission, the United Nations Environment Programme (UNEP), the South Pacific Bureau for Economic Cooperation (SPEC - now called the Forum Secretariat) and the United Nations Economic and Social Commission for Asia and the Pacific (ESCAP) collectively developed proposals for a comprehensive programme of environmental management in the region. These proposals were submitted to the South Pacific Forum - the annual meeting of Heads of Government of independent countries in the Pacific - and the South Pacific Conference - the annual gathering of representatives of all states and territories of the Pacific and led to the inception of SPREP in 1978.

In 1982 the Conference on the Human Environment in the South Pacific produced an "Action Plan for Managing the Natural Resources of the South Pacific Region" to guide SPREP's future activities. SPREP reported to both the South Pacific Forum and the South Pacific Conference and was administered from SPC's Headquarters in Noumea.

To enable members to become more active in setting priorities for and managing SPREP, the first Intergovernmental meeting on the SPREP Action Plan (IGM) was convened, at first meeting every two years (1986, 1988 and 1990) and then annually from 1990. Also in 1986, a Steering Committee of five representatives was established: one from each distinct cultural/geographical area of Polynesia, Melanesia, Micronesia; one from France, UK and USA; and one from Australia and New Zealand. The Group met at least once a year to assist and provide direction to the SPREP Secretariat in implementing its Work Programme. In 1990, the Steering Committee, in turn, was abolished when the IGM became an annual event.

At the 1990 IGM, amidst calls for SPREP to have greater autonomy from SPC, three working groups were set up to revise the Action Plan, financial arrangements and the legal status of SPREP. These working groups prepared submissions to the 1991 IGM which met in Noumea.

To coordinate these activities effectively across 22 countries and territories spread over the world's largest ocean, SPREP is currently undergoing four separate, but related, exercises aimed at enhancing its institutional capacity to serve its members. These are the evolution of a formal Treaty to establish SPREP as an autonomous agency; the development of this Corporate Plan; the development of proposals for an integrated, annual Work Programme and Budget process; and a review of salaries and terms and conditions of service for staff following our relocation to Apia. With these building blocks in place SPREP will be well positioned to meet the expectations of its members in coming years.

This Corporate Plan describes SPREP's mandate and how the organisation will fulfil its responsibilities.

THE SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

DRAFT CORPORATE PLAN 1993-1997

The Mission

- To assist South Pacific countries protect and improve their shared environment and manage their resources to enhance the quality of life for present and future generations.

The Objectives

- To assess the state of the environment in the region, including the impacts of human activities on the ecosystems of the region and the effects of these impacts on the quality of the human environment and of human development.
- To strengthen national and regional capabilities, institutional arrangements and financial support which will enable the Action Plan to be put into effect more efficiently and economically.
- To provide integrated legal, planning and management mechanisms at the national and regional levels to ensure the protection and ecologically sustainable utilisation of natural resources.
- To increase and improve research training, educational and public awareness activities within and beyond the SPREP member countries.
- To help steer the trend in development policies/activities in the region towards maintaining or enhancing environmental quality and ensuring development on a sustainable basis.
- To protect terrestrial and marine ecosystems and species which require special attention.
- To reduce, through prevention and management, atmospheric, land based, marine and freshwater pollution in the region.
- To avoid or mitigate the adverse impact of human activities on the ecosystems of the region, through means such as Environmental Impact Assessment, favourable technology policy and integrated land use planning.

Strategies

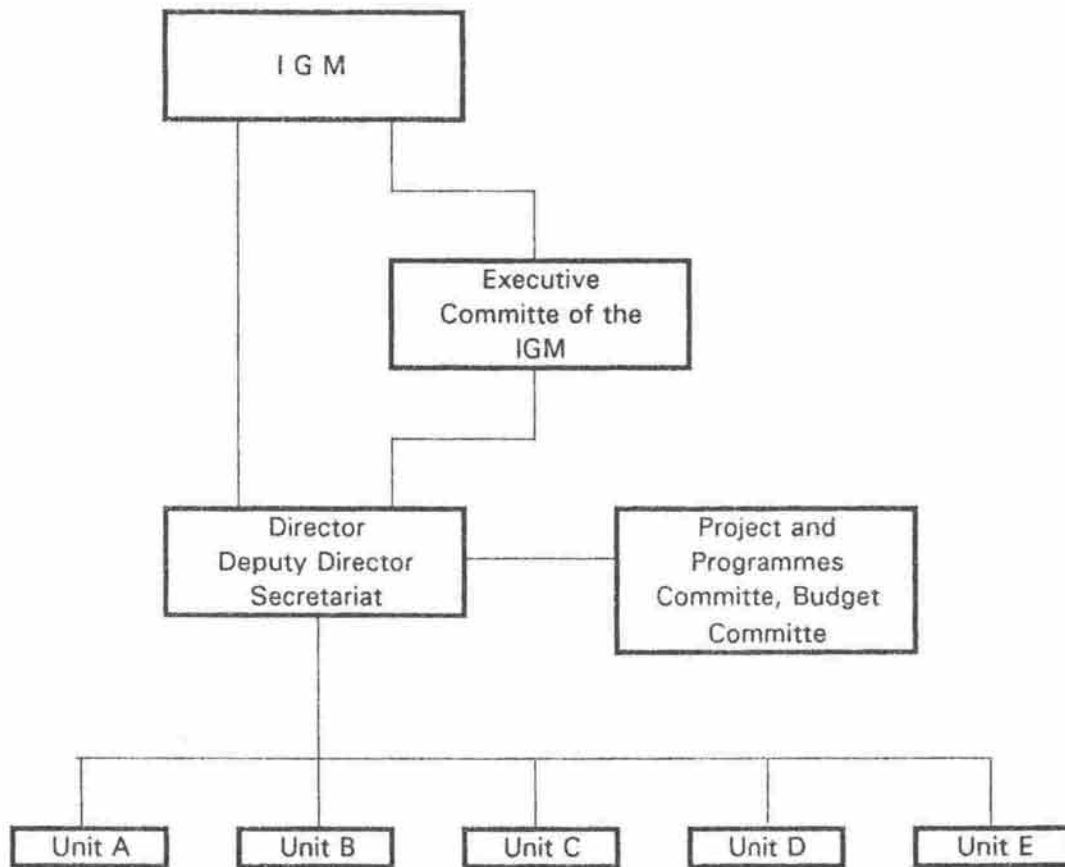
In the pursuit of its objectives SPREP, acting through its Secretariat, will:

- Co-operate with other organisations in the development and adoption of technologies that minimise or avoid environmental destruction. SPREP will cooperate through information exchange to solve common problems. SPREP and/or member countries will participate in global environmental management efforts.
- Make the fullest possible use of government and existing institutions and expertise in the region, in co-operation with appropriate regional bodies such as the South Pacific Organisations Co-ordinating Committee (SPOCC). The focus will be on developing regional co-operation and co-ordination.
- Encourage the participation of local indigenous communities in the planning and management of sustainable resource conservation and use.
- Encourage the integration of traditional sustainable resource use and conservation practices into environmental management activities and programmes.
- Seek to ensure an adequate and long-term financial base for environmental management activities in the region by attracting appropriate funding from all sources including the private sector.
- Encourage research based on national and regional priorities relating to environmental policy, management and planning needs and decision-making.
- Aim at improving the quality and flow of information on which environmental management decisions and policies are based.
- Support and encourage the involvement of non-governmental organisations in environmental management activities and programmes.
- Assist member countries monitor important aspects of environmental quality and alert them to necessary adaptive or preventative approaches.
- Accumulate detailed and up-to-date information on a continuing basis on all relevant aspects of the environment.
- Evaluate and analyses the data that it accumulates and upon request, use such analyses as a basis for clear, timely and concise advice to member countries.
- In conjunction with other interested parties, develop and maintain an efficient and cost effective communications network for the dissemination of information to member countries.

- Implement the policies and programmes which have been approved by the IGM and which manifestly promote the stated mission and objectives of SPREP.
- Deliver services in a cost effective way, attempting at all times to maximise returns to member countries while tightly containing costs.
- In providing services to member countries, include the training of nationals as a priority component.
- Consult and co-operate with member governments, other governments, private organisations, regional, international and private bodies whose policies, programmes and actions bear upon the achievements of SPREP's objectives.
- Recruit, train and retain high quality and motivated employees. To ensure high standards of service and professionalism SPREP will adopt enlightened and consultative staff policies and will review its structure of emoluments from time to time to ensure that competitiveness with similar organisation is maintained at all times.
- Require Management to:
 - * review objectives, policies and procedures as circumstances change;
 - * organise and motivate employees;
 - * keep staff regularly informed of goals and progress made towards such goals;
 - * make every staff member aware of the importance of their individual jobs towards the overall effort of the Programme;
 - * ensure that Co-ordinators of Units, through the annual programmes, formulate measurable objectives against which they and their respective teams would be accountable;
 - * review changing physical, biological, economic, legal, social and political circumstances and revise or formulate strategic and operating plans for consideration by the IGM; and
- insist upon high standards of motivation, competence, honesty, courtesy and integrity from all staff members.
- Observe high standards of financial management and accountability. Accounting procedures as laid out in its Financial Regulations will be strictly adhered to.

- Use its best endeavours to be a good corporate citizen in its host country, and in the territories of the member countries.
- Systematically pursue all avenues of financial assistance to supplement the regular contributions which it receives from members.
- Review its corporate plans, and the purposes, strategies, functions and objectives of SPREP at least every three years.

Institutional Arrangement Within SPREP



INSTITUTIONAL ARRANGEMENTS WITHIN SPREP

Intergovernmental Meeting of Members, IGM

The IGM is the governing and decision making body of SPREP. Its functions include:

- Decisions on policies.
- The approval of the annual budgets and authorisation of unforeseen unbudgeted expenditures.
- The approval of the annual work programme.
- The adoption of and variations to the Action Plan.
- The adoption of the annual accounts and annual reports.
- The adoption of and amendments to the Financial Regulations and procedures and Staff Regulations and procedures.
- The establishment of new administrative posts.
- The approval and variation of the terms and conditions of service of staff.

Executive Committee of the IGM:

An Executive Committee made up of 4 or 5 members of the IGM should be established. The Committee should meet twice a year or more often if required. The chairman of the IGM will chair the Committee and will call upon the Committee to meet as and when the need arises. Its functions, delegated to it by the IGM include:

- The supervision and decision of issues that need to be resolved with expedition in between meetings of the IGM.
- The review of the accounts of SPREP.
- The revision, when necessary, of the annual budgets.

The Committee should meet two times in a year or more often if required. It will report upon all its decisions to the IGM.

THE SECRETARIAT

The Secretariat is headed by the Director assisted by a Deputy Director. The Deputy should be a professional person with administrative skills. The Director is responsible to the IGM for the effective management of SPREP. The functions of the Secretariat include:

- The formulation and implementation of the projects and programmes under the Action Plan.
- The preparation of draft annual budgets for approval by the IGM.
- The execution of the policies of the IGM.
- The provision of advice directly or through consultants upon request from member countries.
- The harnessing of resources from bilateral and multilateral donors required for the implementation of the Action Plan.
- The co-ordination and implementation of functions assigned to the South Pacific Commission under the Convention for the Protection of the Natural Resources and Environment of the South Pacific Region and its two associated Protocols and the Convention on Conservation of Nature in the South Pacific.
- The carrying out of other activities which may be assigned to it by the IGM from time to time.

FINANCE AND ADMINISTRATION UNIT

Objective

The objective of the Finance and Administration Unit is to provide efficient financial and administrative support services needed for the effective formulation and implementation of SPREP's activities and Action Plan.

Functions

- To prepare draft Annual Budget estimates for consideration by Management. Funding sources and financing strategies are to be essential components of the annual budget proposals.
- To advise Management upon the provisions of the Financial Regulations and Staff Regulations of SPREP and to help ensure that these provisions are strictly adhered to.
- Based upon changing circumstances, to advise Management upon appropriate changes to the Financial Regulations and Staff Regulations of SPREP.
- To keep detailed and up-to-date records of expenditures, unliquidated commitments, revenue receipts, liabilities and assets of SPREP.
- To prepare the financial statements required under the provisions of the Financial Regulations and within the deadlines specified.
- To ensure that high standards of accounting practices and procedures are observed at all times.
- To prepare detailed financial reports for submission to donors who support the Action Plan. Such reports should present the application of contributions to supported programmes together with unspent balances.
- To ensure that the financial statements of SPREP are presented promptly to member countries through the IGM and are in formats which are clear, precise and easy to understand.
- To invest the temporary surplus funds of SPREP in portfolios which, overall, avoid exchange losses, maintaining liquidity while optimising returns to SPREP.
- To provide administrative and personnel support to Management and to staff members.

- To keep and update the register of all fixed assets and ensure that such assets are well maintained.
- To ensure that office spaces, staff housing, office supplies and other needs of SPREP are kept in step with changing demand.
- To maintain a well co-ordinated typing pool which optimises the use of limited typing resources.
- To maintain a clean and attractive working environment at all times.
- To ensure that all assets of SPREP are adequately covered by insurance.
- To help evaluate the effectiveness of SPREP programmes measured against established goals.
- To provide administrative and financial support so as to ensure that programmes such as consultancies, advisory services and workshops are executed expeditiously.

ENVIRONMENTAL POLICY AND PLANNING UNIT

Objectives

- To help member countries ensure that economic development activities are carried out in an environmentally sound and sustainable manner.
- To assist member countries in understanding and responding to regionally significant environmental issues.
- To assist countries formulate and implement policies which are consistent with sustainable development taking into account the complex dynamics of population growth, resource use, urban drift, unemployment and economic growth.

Functions

- Upon request from member countries, to review existing national legislations relating to environmental management and recommend improvements.
- Assist with the development of national policies, strategies and plans for ecologically sustainable development.
- Help develop guidelines and implement procedures for Environmental Impact Assessment.
- Help strengthen national capabilities for implementing ecologically sustainable development policies and programmes.
- Increase community and private sector awareness of the need for ecologically sustainable development policies, programmes and investments and encourage the involvement of such groups in planning and regulatory processes.
- Help disseminate up-to-date and accurate information on regionally significant environmental concerns.
- Advise governments and regional organisations on regional and national environmental issues and approaches on how to address them, in particular: on the prevention, reduction and control of pollution which might result from nuclear testing, and from importing, transporting, storing or destroying toxic and hazardous wastes or weapons.
- Draw to the attention of members countries, organisations and communities the relationships between population growth, resource utilisation, urbanisation, environment economic growth and the ability of countries to achieve sustainable development.

- Support, with expert advice, international, regional and national efforts in the various fora to promote the environmental and development interest of the member countries of SPREP.
- Formulate project profiles and help administer programmes in its areas of responsibility.
- Co-operate closely with other Units in the interests of fostering a work atmosphere within the organisation which is conducive to the efficient and flexible implementation of the SPREP Action Plan.
- Undertake all other ancillary tasks which are necessary for the achievement of the objectives of the Division.

COASTAL MANAGEMENT, CLIMATE CHANGE AND POLLUTION UNIT

Objectives

- To help member countries understand and avoid or mitigate the potential adverse impacts of global climate changes.
- To help marshal regional efforts in the various regional and international fora towards limiting human induced climate changes
- To assist member countries to manage and plan ecologically sustainable development of coastal areas.
- To help prevent, control and manage pollution and wastes disposal.
- To help strengthen national and regional pollution emergency responses and planning capabilities.

Functions

- Act as a clearing house for information on climate change for the region.
- Improve understanding at political and public levels of the potential impacts of climate change on the Pacific islands region.
- Encourage and co-ordinate activities relating to the science of climate change and the determination of measures to avoid or mitigate the impact of these changes.
- Encourage and co-ordinate the representation of the interests and concerns of the Pacific region in international discussions on climate change and response options.
- Co-ordinate the assistance of international organisations, governments and institutions from within and outside the region in dealing with climate change in the South Pacific.
- Strengthen national capabilities to formulate and implement coastal management and planning programmes through training, workshops and participation in project activities.
- Develop and implement coastal management and planning programmes.
- Improve the understanding of coastal environments and resources, coastal conservation and development, as well as the process and benefits of coastal management planning.

- Undertake or organise coastal management and planning activities, including coastal resource surveys and management plan development.
- Develop technical, legal and administrative measures for prevention of pollution and management of waste, and assist SPREP members to implement and evaluate the effectiveness of these measures.
- Assist member countries adopt environmentally sound and sanitary techniques of waste disposal.
- Organise and carry out a regionally co-ordinated marine pollution monitoring and research programme (SPREP POL) as part of the scientific basis for the formulation of pollution control measures suitable for the region.
- Develop, implement and assist programmes to maintain and improve the quality of freshwater resources.
- Generate and disseminate information on the sources, levels, amounts, kinds, trends and effects of pollution within the South Pacific region.
- Disseminate information on the kinds and amounts of wastes, waste generating activities and disposal methods in the region.
- Provide a clearinghouse for, and encourage use of, production processes and technologies which minimise waste generation.
- Assist governments in developing plans and capabilities to respond to pollution emergencies.
- Liaise with international, regional and national natural disaster response organisations on the emergency pollution aspects of such disasters.
- Assist governments prepare updated marine pollution emergency contingency plans and formulate a Regional Marine Pollution Emergency Contingency Plan for the Pacific region.
- Conduct seminars, exercises and training on national/and regional marine pollution emergency plans.
- Advise SPREP members on the provisions of international marine pollution conventions.

- Co-operate closely with other Divisions in the interest of fostering a work atmosphere within the organisation which is conducive to the efficient and flexible implementation of the SPREP Action Plan.
- To undertake all other ancillary tasks necessary for the achievement of the Unit's objectives.

ENVIRONMENT EDUCATION AND INFORMATION UNIT

Objectives

- To increase knowledge and understanding, within the region, of the dynamics of population growth, urbanisation, resource use, environmental degradation, economic growth, poverty and sustainable development.
- To increase the level of awareness and understanding of the environment and how it serves the needs of the present and future generations.

Functions

- To assist schools and education ministries produce or adapt curricula in environmental education.
- To produce relevant educational materials.
- To devise imaginative programmes and techniques for raising the level of community awareness.
- To marshal the efforts of all organisations such as NGOs, community groups, regional and international bodies and governments towards the achievement of the Division's objectives.
- To disseminate information on environment widely throughout the region. Such information should be focussed upon molding public attitude, behaviour and motivation in ways which will help in promoting the mission and objectives of SPREP.
- To formulate project profiles and help administer programmes in its areas of responsibility.
- To co-operate closely with other Units in the interests of fostering a work atmosphere within the organisation which is conducive to the efficient and flexible implementation of the SPREP Action Plan.
- To undertake all other ancillary activities within the available resources necessary in the pursuit of the Unit's objectives.

CONSERVATION AND BIOLOGICAL DIVERSITY UNIT

Objectives

- To ensure the protection of the high level of biological diversity and species endemism that currently exists within the region.
- To promote the ecologically sustainable utilisation of the region's biological resources.

Functions

- To help strengthen national capabilities in analysis and management in the conservation of biological diversity and sustainable resource utilisation.
- To help formulate and implement regional and national policies and strategies which promote the objectives of the Unit.
- To help build up a data base required for sound management.
- To promote traditional knowledge and techniques of sustainable resource management.
- To formulate project profiles and help administer projects and programmes which promote the objectives of the Unit.
- To co-operate closely with other Units in the interests of fostering a work atmosphere within the organisation which is conducive to the efficient and flexible implementation of the SPREP Action Plan.
- To undertake all other ancillary tasks which are necessary for the achievement of the objectives of the Unit.

THE COMPARATOR FOR SPREP

SPREP should be adequately staffed with competent people. But it should remain a relatively small, lean and dynamic organisation. The nature of its work and its size makes it comparable to the Forum Fisheries Agency (FFA). Its role in the future development of the countries of the Pacific is equally important.

The terms and conditions of SPREP staff members should be based upon those of staff members holding equivalent responsibilities in the FFA.

PROGRAMME AND PROJECT FORMULATION:

The Action Plan

Rolling five year draft action plans are prepared by the Secretariat. The various Units will draft sectorial plans relating to their areas of responsibilities. They are submitted to Management. A Committee called the Programmes Committee made up of the Director, Deputy Director, Finance Manager and Heads of Units vets inputs from the various Units and approves the draft Action Plan. The Action Plan is discussed, varied if necessary and approved by the IGM. The Action Plan is reviewed at the end of the second year and the period of the revised Action Plan extended by a further two years.

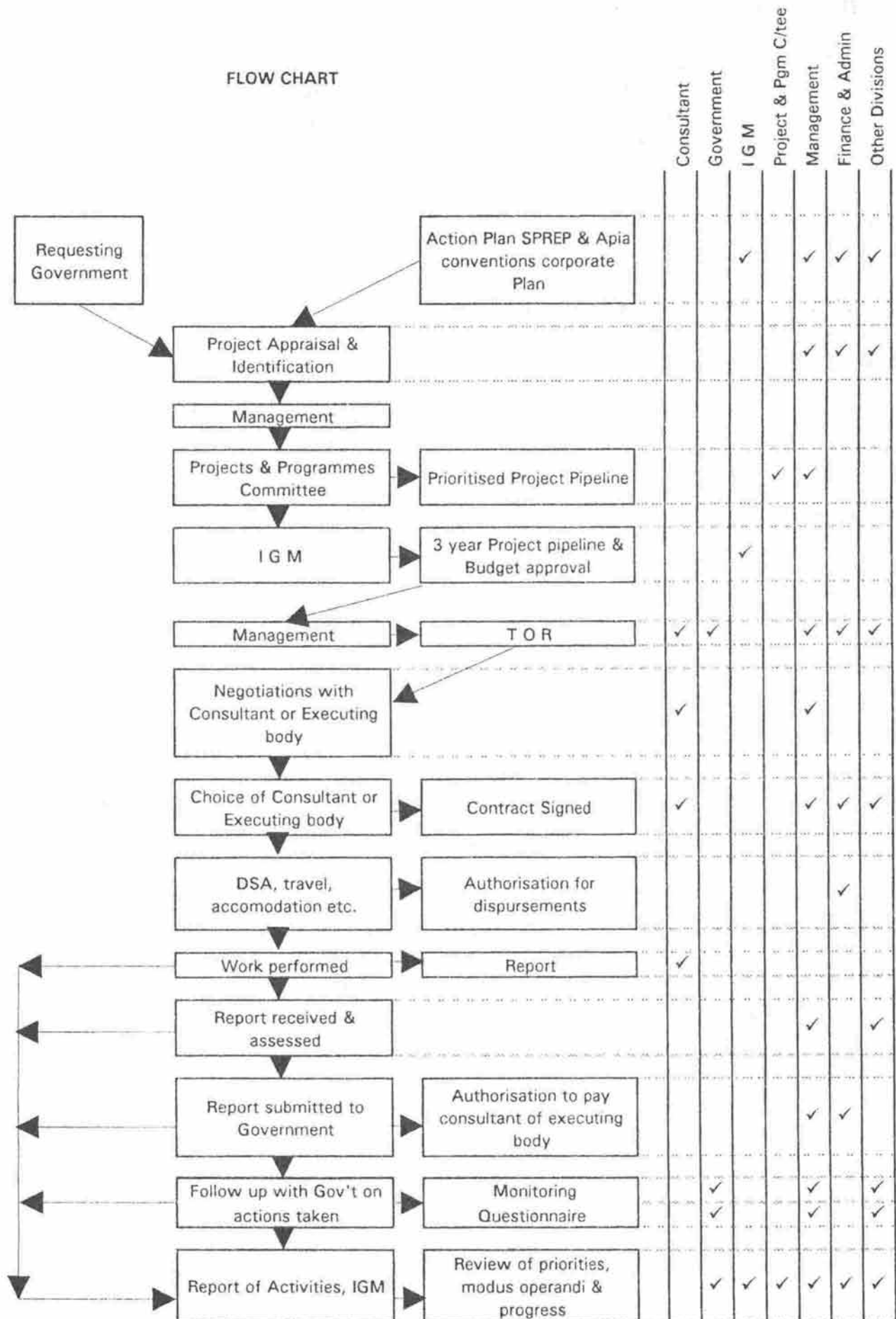
The composition of the Programmes Committee should be flexible and discussions informal allowing decisions to be made quickly.

The Projects and Programmes

Within the objectives and priorities of the Action Plan, the Units prepare detailed project profiles of activities which they will undertake. Some profiles may be prepared with outside assistance. Profiles are submitted to Management for discussion by the Programmes Committee which decides upon priority and the pipeline of projects to be fed into the annual programme to be financed under the programme budget. The programme budget should be finalised and distributed to the IGM members at least a month before the meeting that decides upon the annual budget. Management and the Programmes Committee will prevail upon the Units to ensure that the project pipeline stretches out for at least two years at any point in time. The existence of such a pipeline facilitates the fund raising activities of Management.

SPREP Project Identification, Appraisal, Approval, Implementation, Evaluation

FLOW CHART



PROGRAMME AND PROJECT IMPLEMENTATION:

The bulk of the activities of the Units is upon project management (formulation, implementation and evaluation). The Units will receive terms of references (TORs) from member governments or propose TORs to them. These are discussed and mutually agreed to. Suitable consultants or executing bodies are chosen from a central register which needs to be meticulously built up over time, negotiations undertaken and terms of the contract agreed. The details of arranging travels, accommodation, payment of per diem and other services are done centrally by the Finance and Administration Unit. Similarly, the professional aspects of other activities, such as workshops and training, are done within the relevant Units while the administrative details are attended to by the Finance and Administration Unit.

THE BUDGETS:

The Administrative Budget

This budget covers the expenditures and financing of the Administration Unit and the work programme management functions. The Finance Manager prepares the draft Administrative Budget in consultation with the various Units. The Budget is formulated within the constraints spelt out in the Financial Regulations and the need to ensure that the volume of services provided by SPREP is maintained at least in real terms. It takes into account the revenue (service charge) and administrative expenditure implications of the work programme Budget. The Budget Committee, which has the same membership as the Programmes Committee, vets and approves the draft administrative budget before submission to the IGM.

The Work Programme Budget

The draft work programme budget is made up of the approved project and programme pipeline for the budget year. It is discussed and approved by the Budget Committee before submission to the IGM. This draft work programme budget should be finalised and distributed to the member countries together with the draft administration budget at least a month before the IGM meeting.

Funding of the Work Programme Budget

Fund raising for the work programme should be carefully planned. Sources of funding should be clearly targeted. These will include the traditional sources such as UNEP, UNDP, ADB, EEC and bilaterals such as Australia, New Zealand, France, Japan, UK and U.S.A. Potential non-traditional sources will be carefully identified. Also taken into account in the funding strategy will be non-governmental organisations and private corporate entities which will be encouraged to contribute to a suitable Trust Fund for identified projects or programmes. Discussions will need to be undertaken with governments of countries where potential private donors are resident in an attempt to have amending income tax legislations allowing tax exemptions for contributions to the Trust Fund.

Funding sources will be systematically approached and will be circulated prior to negotiations with relevant materials such as the Action Plan, the Corporate Plan, a comprehensive pipeline of project and programme profiles covering at least a three year period and the administrative and programme budgets.

Funding of the Administrative Budget

Island Countries of the Pacific all have budgetary difficulties. The demands upon national revenue far exceed availability in all cases. Regional organisations, as a consequence, face increasing dependence upon aid for the funding of their operating costs. Their positions are therefore fragile as donor policies do not allow this category of support for more than a finite period. SPREP will quickly face a similar position coexisting with ample supply of funds for programmes.

The main sources of funds for the administrative budget are:

- Contributions from member countries,
- Administrative charges for the management of donor supported programmes,
- Interest upon positive cash flow emanating from programme funds received up front,
- Interest, if any, upon the Capital Fund.

The administrative charge has been proposed at the rate of about 10% the value of the work programme. This rate should be continually reviewed as a percentage point positive change accounts for substantial increase in yield given the expected size of the annual SPREP programmes.

Over the five year period of the Corporate Plan the complement of the Finance and Administration Unit could progressively increase to 20. Currently the IGM hopes to fund through members' contributions only a proportion of the Administrative Budget and to hold the level of this contribution in current terms for at least three years. This approach would imply that membership contributions would steadily decline in real terms and that either SPREP's dependence upon budgetary aid would quickly increase or the level of services supporting the programmes would have to be steadily reduced.

- It is proposed that IGM :
- sets a target under which membership contributions should increase until they fully cover the Administrative Budget by end of the Corporate Plan period, December 1997.
 - persuades the membership to accept the assessed individual contributions based on the accepted formula (which may be revised by the IGM) as a levy rather than voluntary in nature.

Cushioning the Administrative Budget against Inflation and Exchange Rate Fluctuations

The budgets of SPREP, like those of other regional bodies and governments, are affected by exchange rate fluctuations and by rising price levels (inflation). If the volume of services of the organisation is to be maintained in real terms then the funds provided by members and donors should keep in step with the rising costs in the host country and in the other countries from which the organisation purchases goods and services. Exchange rate changes can sometimes have extremely difficult impacts upon the finances of an organisation such as SPREP. If the contributions to the organisation were denominated in Tala and substantial purchases were made in other currencies, a depreciation in the Tala will automatically result in unexpected deficits, which could be large, in the budget. To avoid this problem a basket of currencies, which includes the ones important in the purchases of SPREP, (\$A, Tala, US\$, F\$, NZ\$) and to which the contributions of the member countries will be tied, could be used. The averaging of the currencies in the basket, with weights determined by the proportion of purchases in the four currencies, could be done by the Finance Unit or the Central Bank of Western Samoa.

Staff members recruited from overseas usually have ongoing financial commitments in their home countries. Their overall financial position could suddenly be eroded substantially by currency fluctuations if their emoluments were totally denominated in the currency of the country of location. In the case of the FFA, this difficulty was addressed by denominating salaries in special drawing rights (SDRs) but paid in the local currency. If the FFA were used as the Comparator for purposes of determining SPREP staff emoluments, the SDR could be similarly used. Otherwise the basket of the currency used for determining member country contributions could be used for determining SPREP salaries which will be paid to staff members in Tala.

The Transition Phase to Full Autonomy

Pending full legal autonomy:

- SPREP draws its legal status from the SPC;
- Staff members of SPREP are legally staff members of the SPC;
- The Financial and Staff Regulations and procedures of the SPC govern the operation of SPREP until determined otherwise by the IGM.

The South Pacific Conference agreed that:

- SPREP evolve into a legal and autonomous entity,
- the Secretary General delegates full management authority, within SPC, to the Director of SPREP during the transition phase;
- SPREP, during the transition phase, become accountable, through its Director, to the IGM of SPREP members.

These transitional arrangements are supported by the IGM of SPREP members.

Implementing the wishes of the IGM of SPREP members, SPREP has:

- Re-established its Headquarters in Apia;
- set up its own accounting system;
- recruited the required accounting and administrative staff;
- formulated new Financial and Staff Regulations, and new salary scales and conditions of services for SPREP Staff.

IMPLEMENTATION AND EVALUATION

SPREP's main activities are the provision of advice and the delivery of training services. It encourages third parties, the governments, the NGOs, members of the public, public sector corporations and businesses to adopt appropriate policies, take actions and generally conduct their affairs in ways which maintain or improve the quality of the natural and physical environment and promote sustainable development in the Pacific region. SPREP will need to continually monitor environmental outcomes in an attempt to evaluate whether its activities are effective. Based upon such evaluation it will need to review its programmes and strategies in the interest of tackling its functions better.

The ultimate outputs of SPREP's activities include:

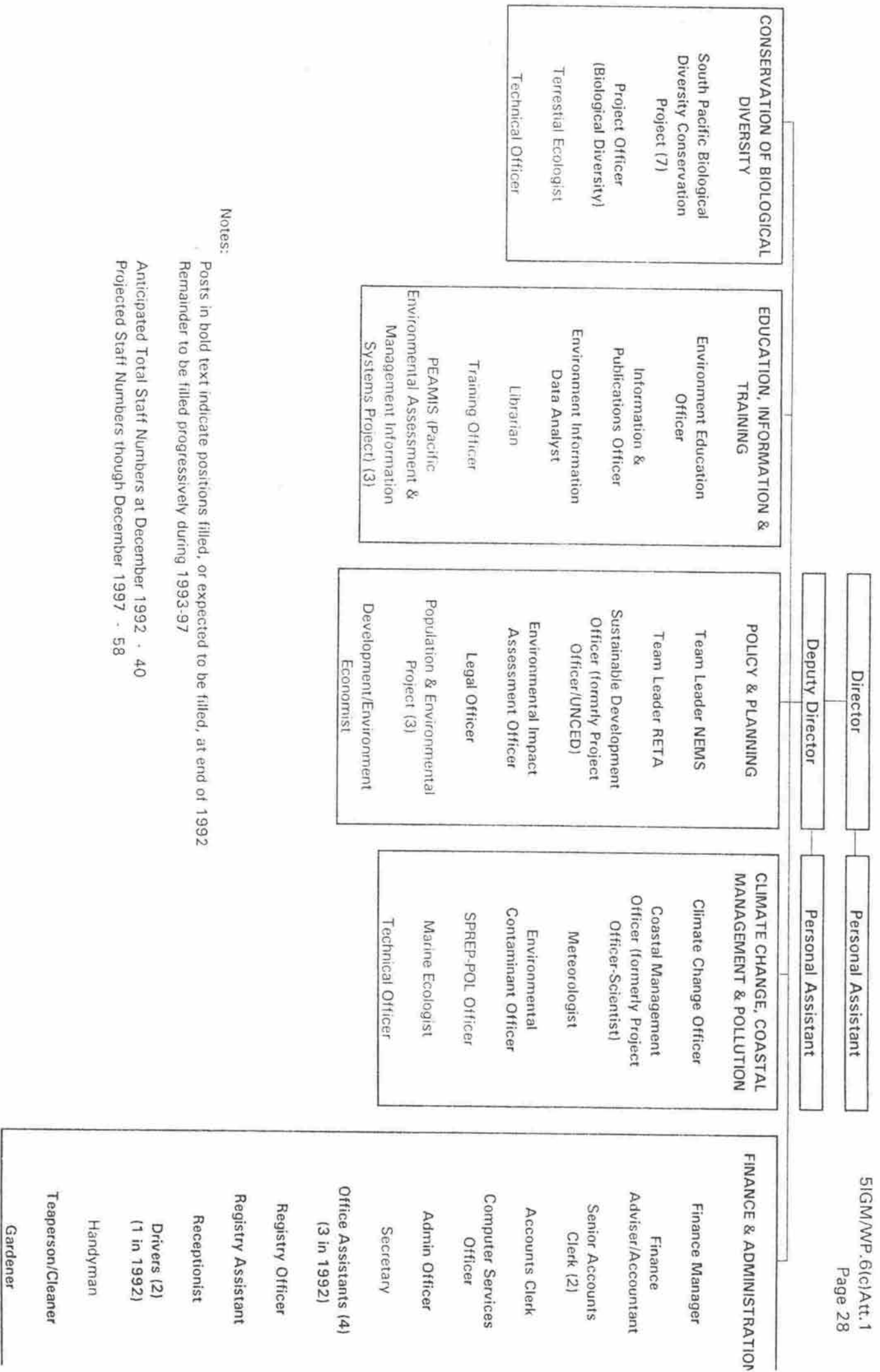
- Clean and safe physical environment.
- Sound land management leading to improved agricultural and forestry practices which avoid degradation.
- Clean air.
- Better protection for endangered species.
- Minimum pollution in coastal and inland water areas.
- General adoption of technologies which avoid or minimise pollution.
- Enlightened public keenly aware of the dangers of environmental abuse.
- Integrity of the biological ecosystems.
- Enlightened government policies and favourable legislative frameworks.
- Sustainable marine life.
- Reduced risk emanating from disasters such as floods.
- Sound industrial practices promoted through optimal system of taxation and incentives and environmentally sensitised managements.

Through monitoring and data base carefully built up over the years, SPREP will continually assess the degree to which the ultimate outputs of its activities compare with its inputs.

In the short term it will assess its activities through comments upon the quality and relevance of what it does. Questionnaires filled by governments evaluating consultancy and advisory services and by participants at workshops or other training activities would be used. Public surveys on the effectiveness of sensitisation and awareness programmes could also be considered.

The performances of the various Units will be assessed by comparing the effective completion of projects and programmes against the approved work programme for the budget year. Same information will also be employed in continually assessing the rate of progress and the bottlenecks faced and which need to be addressed in the interests of keeping the rate of execution on target.

Projected SPREP Establishment Chart



Notes:

Posts in bold text indicate positions filled, or expected to be filled, at end of 1992
Remainder to be filled progressively during 1993-97

Anticipated Total Staff Numbers at December 1992 - 40
Projected Staff Numbers through December 1997 - 58



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

Fifth Intergovernmental Meeting
Apia, Western Samoa, 14-16 September 1992

Agenda Item 6(d) : IGM Provisional Rules of Procedure

Purpose of Paper

To table Provisional Rules of Procedures for the SPREP IGM.

Background

2. The 4th SPREP IGM, in July 1991, in considering draft Rules of Procedure for the IGM, " . . . agreed that the draft Rules of Procedure be referred back to member governments and discussed at a future regional meeting." ¹

Provisional Rules of Procedure

3. Those draft Rules have been revised by SPREP's Legal Advisor and are attached to this paper as Provisional Rules of Procedure, to be adopted pending the adoption and entry into force of the Agreement to Establish SPREP (see Agenda Item 6(a)).

Recommendation

4. The IGM is invited to consider and adopt the Provisional Rules of Procedure.

9 September 1992
ORIGINAL: ENGLISH

¹ *(Report of the Meeting of Officials (Fourth SPREP Intergovernmental Meeting) held at Noumea, New Caledonia, 3-5 July 1991, para 20)*

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME
(SPREP)**

INTERGOVERNMENTAL MEETING

PROVISIONAL RULES OF PROCEDURE

Introduction:

The attached Provisional IGM Rules of Procedure have been prepared for adoption on a Provisional basis, pending the adoption and entry into force of the Agreement to Establish SPREP.

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RULES OF PROCEDURE

for Intergovernmental Meetings (IGM) of the South Pacific Regional Programme (SPREP), including ad hoc meetings, committees and working groups.

PURPOSES

Rule 1

These rules of procedure shall apply to any meeting of the IGM of the SPREP.

DEFINITIONS

Rule 2

For the purposes of these rules:

1. "Agreement" means the Agreement to establish the South Pacific Regional Environment Programme.
2. "Secretariat" means the Secretariat for the South Pacific Regional Environment Programme;

3. "South Pacific Regional Environment Programme Action Plan" means the Action Plan for Managing the Natural Resources and Environment of the South Pacific Region adopted by the Conference on the Human Environment in the South Pacific, held in Rarotonga, Cook Islands, 8-11 March 1982, as modified by subsequent IGMs that reviewed this Action Plan;

4. "Meeting" means any ordinary or special meeting of the members.

5. "Members" of the IGM shall mean the following governments and administrations:

American Samoa	Palau
Australia	Papua New Guinea
Cook Islands	Pitcairn Islands
Federated States of Micronesia	Solomon Islands
Fiji	Tokelau
France	Tonga
French Polynesia	Tuvalu
Guam	United Kingdom of Great Britain and North Ireland
Kiribati	Northern Ireland
Marshall Islands	United States of America
Nauru	Vanuatu
New Zealand	Wallis and Futuna
Niue	Western Samoa
Northern Mariana Islands	

6. "Sessions" means plenary sessions of the IGM and sessions of ad hoc meetings, committee meetings and working groups.

PLACE OF IGMs

Rule 3

The IGM shall decide at each meeting the venue and timing of the next meeting. In unforeseen circumstances, the Secretariat may in consultation with the chairperson and the members, change the venue and timing of the next meeting.

DATES OF IGMs

Rule 4

1. As provided for under Article 4 (1) of the Agreement, the IGM shall convene once annually. This meeting shall be hosted by one of the members.
2. A Special IGM may be convened in accordance with Article 4 (1) of the Agreement no later than six weeks after receipt by the Secretariat of a request to this effect from a majority of members or on a date decided upon at an IGM.
3. The Secretariat shall make all necessary arrangements for the holding of the meetings of the IGM.

INVITATIONS

Rule 5

1. The Secretariat shall send invitations to all members of the IGM, and to the Forum Secretariat, the South Pacific Commission, United Nations Environment Programme and the Economic and Social Commission for Asia and the Pacific at least sixty days before the IGM commences.
2. The provisional agenda, together with supporting documents for each ordinary meeting, shall be communicated by the Secretariat to the members at least six weeks before the opening of the IGM.

Rule 6

1. The Secretariat may invite observers to any IGM from any State Member of the United Nations, any United Nations specialised agency, any intergovernmental organisation or any national, regional or international organisation or non-

governmental organisation which has direct concern in the protection of the natural resources and environment of the South Pacific Region.

2. Such observers may, upon the invitation of the Chairperson, and with the consent of the IGM, participate without vote in the deliberations of the IGM.

SESSIONS OF IGMs

Rule 7

Plenary sessions of the IGM shall be open to those invited to attend, unless the IGM decides otherwise by consensus. Sessions of ad hoc meetings, committees and working groups shall be held in private, unless a majority of the members decides otherwise.

AGENDA

Rule 8

The Secretariat shall prepare the provisional agenda of each IGM, in cooperation with the Chairperson.

Rule 9

The provisional agenda of each IGM shall include:

1. all items the inclusion of which was requested at a previous IGM;

2. a report by the Secretariat on the work undertaken or achieved as part of the SPREP Action Plan, including budgetary, accounting, and financial matters.
3. a report by the Secretariat on budgetary and other financial matters pertaining to SPREP.
4. a report by the Secretariat on the deliberations and conclusions of any ad hoc meeting, committee or working group that has met since the previous IGM.
5. any item proposed by a member of the IGM.

Rule 10

The Secretariat shall, on the basis of the requests of members or in consultation with the Chairperson, include any question suitable for the agenda which may arise between the despatch of the provisional agenda and the opening of the IGM in a supplementary provisional agenda. The IGM shall examine the supplementary provisional agenda together with the provisional agenda.

Rule 11

The provisional agenda for a special meeting shall consist only of those items proposed for the special meeting. The provisional agenda shall be transmitted to the members at the same time as the invitation to the special meeting.

Rule 12

Any item on the agenda of an IGM, consideration of which has not been completed at the IGM, shall be included automatically in the agenda of the next ordinary meeting, unless otherwise decided by the members.

Rule 13

The Secretariat shall report to the IGM on the administrative and financial implications of all substantive agenda items submitted to the IGM before they are considered by the IGM.

ADOPTION OF AGENDA**Rule 14**

At the opening of any IGM, members, when adopting the agenda for the meeting for the IGM, may add, delete, defer or amend items.

REPRESENTATION**Rule 15**

At any IGM, the names of all representatives and names of all alternate representatives, advisers and observers shall be submitted to the Secretariat before the opening session. Any later change in the composition of delegations shall also be submitted to Secretariat.

CHAIRPERSON, VICE-CHAIRPERSON**Rule 16**

1. The Chairperson and Vice-Chairperson shall be elected on a rotating basis in accordance with the provisions to

Article 5 of the Agreement and shall remain in office until the next IGM commences.

2. The Chairperson and Vice-Chairperson elected at the annual meeting of the IGM shall remain in office until such successors are elected at the next IGM and shall serve in that capacity at any intervening special meeting.

3. The Chairperson, or Vice-Chairperson, may also exercise the rights of a representative, including the right to vote, unless there is an alternate representative of the same member present.

Rule 17

If the Chairperson is temporarily absent from a session or any part thereof, the Vice-Chairperson shall assume the duties of the chair.

Rule 18

If the Chairperson or Vice-Chairperson resigns or otherwise becomes unable to complete the term of office, a representative shall be named by the same member to fulfil the remainder of the term of office.

Rule 19

At the first session of each IGM, the Chairperson of the previous IGM, or in his/her absence, the Vice-Chairperson shall preside until the meeting has elected a chairperson for the meeting.

ORGANISATION OF THE IGM

Rule 20

1. During the course of an IGM, the members may establish such ad hoc meetings, committees and other working groups as may be required for the transaction of its business.
2. Unless otherwise decided, the IGM shall elect a Convenor for each such ad hoc meeting, committee or working group and the IGM shall determine the terms of reference for each.

SECRETARIAT

Rule 21

The Secretariat shall be responsible for the arrangements and administration of IGMs, including: the provision of secretarial services, interpretation and translation services, the receipt, and circulation of documents of the meeting and its committees and working groups, publishing and circulating the resolutions, reports and relevant documentation of the IGM. It shall have custody of the documents in the archives of the IGM and generally perform all other work that the IGM may require.

CONDUCT OF BUSINESS

Rule 22

Two-thirds of the members present of the IGM shall constitute a quorum.

Rule 23

In addition to exercising the powers conferred upon him/her elsewhere by these rules, the Chairperson shall declare the opening and closing of the IGM. He/she shall direct the discussion, ensure the observance of these rules, accord the right to speak, announce decisions, put questions to the vote and announce decisions resulting from the vote.

Rule 24

A member may question the procedure being followed at the IGM by raising a point of order which shall be decided immediately by the Chairperson. A member may not, in raising a point of order, speak on the substance of the matter under discussion. A member may appeal against the ruling of the Chairperson and the appeal shall be immediately put to the vote without discussion. The ruling shall stand unless overruled by the majority of the members present and voting.

Rule 25

Substantive motions and amendments to them shall normally be circulated to members in writing before the IGM at which they are to be considered. Unless any member calls for a postponement, the Chairperson may permit the discussion and consideration of motions and amendments without previous circulation.

Rule 26

1. Subject to the provisions of Rule 24, the following motions shall have precedence, in the order indicated below, over all other proposals or motions before the IGM:

- (a) to suspend a sitting;
- (b) to adjourn a sitting;
- (c) to adjourn the debate on the question under discussion; and
- (d) for the closure of the debate on the question under discussion.

2. Permission to speak on a motion falling within 1 (a) - (b) above shall be granted only to the proposer and, in addition, to one speaker in favour of and two against the motion after which it shall be put immediately to the vote.

Rule 27

If two or more proposals relate to the same question, the IGM, unless it decides otherwise, shall vote on the proposals in the order in which they have submitted.

Rule 28

Any member may request that parts of a proposal or of an amendment be voted on separately. If objection is made to the request for division, the Chairperson shall permit two members to speak, one in favour of, and the other against, the motion, after which it shall be put immediately to the vote.

Rule 29

If the request referred to in rule 28 is adopted, those parts of the proposal shall then be put to the vote as a whole. If all the operative parts of a proposal or amendment have been rejected, the proposal or amendment shall be considered to be rejected as a whole.

Rule 30

A motion is considered to be an amendment to a proposal if it merely adds to, deletes from, or revises part of, that proposal. An amendment shall be voted on before the proposal to which it relates is put to the vote, and if the amendment is adopted, the amended proposal shall then be voted on.

Rule 31

If two or more amendments are moved to a proposal, the IGM shall first vote on the amendment furthest removed in substance from the original proposal, then on the amendment next furthest removed therefrom, and so on, until all amendments have been put to the vote. The Chairperson shall determine the order of voting on the amendments under this rule.

Rule 32

A proposal or motion may be withdrawn by its proposer at any time before voting on it has begun, provided that the motion has not been amended. A proposal or motion withdrawn may be reintroduced by any other member.

Rule 33

When a proposal has been adopted or rejected, it may not be reconsidered at the same session, unless the IGM decides in favour of reconsideration. Permission to speak on a motion to reconsider shall be accorded only to the mover and such other person as the Chairperson may decide.

VOTING

Rule 34

1. Members shall make every effort to reach agreement on matters, by way of consensus and there shall be no voting on such matters until all efforts at consensus have been exhausted.
2. Each member shall have one vote.
3. Decisions of an IGM on all matters of substance shall be taken by a two-thirds majority vote of the members present and voting unless otherwise provided for by the Agreement or the Financial Rules.
4. Procedural matters shall be decided by a simple majority vote of the members present and voting, unless otherwise provided by these rules.
5. If the question arises whether a matter is one of a procedural or substantive nature, the Chairperson shall rule on the question. An appeal against this ruling shall be put to the vote immediately and the Chairperson's ruling shall stand unless overruled by majority of the members present and voting.
6. If a vote is equally divided, a second vote shall be taken. If this vote is equally divided, the proposal shall be regarded as rejected.
7. For the purpose of these rules, the phrase "present and voting" means members present at the sitting at which voting takes place and casting an affirmative or negative vote. Members which abstain from voting are considered as not voting.

Rule 35

Voting, other than by consensus, shall be by show of hands. Voting may take place by secret ballot, if a majority of the members present and voting so agree.

Rule 36

After the Chairperson has announced the beginning of voting, no member shall interrupt the voting except on a point of order in connection with the actual conduct of the voting.

REPORTS

Rule 37

The report adopted by the IGM shall be distributed by the Secretariat as soon as possible after the IGM.

AD HOC MEETINGS, COMMITTEES AND WORKING GROUPS

Rule 38

1. The members may convene ad hoc meetings, committees, and working groups, during or between IGMs, either of representatives of the members or of experts in order to study problems which, because of their specialised nature, could not fruitfully be discussed during the normal sittings of the IGM.
2. Subject to Rule 20(2), the terms of reference of these ad hoc meetings, committees and working groups and the questions to be discussed shall be determined by the members.
3. Subject to Rule 20(2), each ad hoc meeting, committee and working group shall elect its own officers.
4. The Secretariat shall be responsible for the administrative arrangements of ad hoc meetings, committees and working groups.

LANGUAGES

Rule 39

English and French shall be the official languages of the IGM, ad hoc meetings, committees and working groups.

AMENDMENTS OF RULES OF PROCEDURE

Rule 40

These rules of procedure may be amended by a two-third majority vote of the members present and voting at a meeting.

Adopted at Apia, WESTERN SAMOA, this _____ day
of September, 1992.



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 6(e) : Permanent Headquarters

Purpose of Paper

To inform the Committee of latest developments with proposals for a permanent headquarters complex for SPREP.

Background

2. The offer to host SPREP made to the 4th IGM, in July 1991, by the Government of Western Samoa included the following:

- (1) the Western Samoan Government will make available to SPREP, immediately, office space and amenities, sufficient and adequate for its office requirements projected for the next 12 months;
- (2) the office space will be provided by Government without cost to SPREP;
- (3) the offices are located in Government owned buildings on the Apia Airport West Coast Road some 5 minutes drive from Apia;
- (4) the Government has also identified land on which the SPREP office complex can be built;
- (5) similarly, Government has identified land on which SPREP can build homes for its staff, if it so wishes;
- (6) the land will be provided by Government at no cost to SPREP.

Existing Headquarters Complex

3. The complex made available at Vaitele by the Government of Western Samoa as SPREP's temporary headquarters consists of two office buildings currently accommodating some 30 staff. With recent increases in programme activities floor space is now at a premium and proposals are being investigated to provide additional, temporary office accommodation at this site.

4. As a permanent venue, however, the Vaitele light-industrial area has a number of disadvantages, including the proximity of a storage and container depot on the same site, a large factory opposite and several other industrial enterprises in the vicinity. These factors render the location unsuitable for the development of a permanent SPREP headquarters, which should include a regional conference/meeting/training facility for which there is now a strong need.

Proposed New Site

6. In recognition of this situation, and in furtherance of its offer to the 4th IGM, the Government of Western Samoa has recently shown the Secretariat a suitable area for a permanent headquarters complex. This proposed site is very well situated on 10 acres of land at Avele, above Apia, and contains adequate space and surroundings for the development of an appropriate headquarters complex.

Proposed New Complex

7. With assistance from the Forum Secretariat, and support from the Government of Western Samoa, SPREP has submitted a proposal for EC funding under Lome IV for a new headquarters complex consisting of offices, a conference and meeting centre and staff housing. The indicative amount requested is ECU 3.5 million. Endorsement of this proposal by Pacific ACP countries was forthcoming at the recent Pacific ACP Group of Officials Meeting in Suva in June which met to determine projects to be funded from the Lome IV Regional allocation to the Pacific. It is expected that a final decision will be made by the end of this year.

Recommendation

8. The IGM is invited to **note** the intention of the Government of Western Samoa to make available a site for a permanent headquarters complex for SPREP and to **direct** the Secretariat to pursue arrangements for funding the development of such a complex.



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 6(f) : Provisional Terms of Reference for the Director

Purpose of Paper

To present provisional Terms of Reference for the Director of SPREP for the IGM's consideration and endorsement.

Background

2. The Fourth SPREP IGM in July 1991 referred draft Terms of Reference for the Director of SPREP to its Legal Working Group. Subsequently, the Fourth IGM agreed that these draft Terms of Reference should be reconsidered after the adoption of the Treaty.¹

Provisional Terms of Reference

3. While appreciating the IGM's difficulties with approving Terms of Reference before a Treaty is adopted, the Secretariat feels that it is highly desirable that the present functions and powers of the Director be formalised at least on a temporary basis. To that end the Secretariat's Legal Advisor has revised the original draft Terms of Reference (to ensure consistency with new Staff and Financial Regulations), the result being the attached draft Provisional Terms of Reference. If adopted, these would legitimise the current situation until the entry into force of a Treaty, after which time they could be reviewed by the IGM if necessary.

Recommendation

4. The IGM is recommended to **consider** and **approve** the attached Provisional Terms of Reference for the Director of SPREP.

7 September 1992

ORIGINAL: ENGLISH

¹ *(Report of the Meeting of Officials (Fourth SPREP Intergovernmental Meeting) held at Noumea, New Caledonia, 3-5 July 1991, para 22)*

PROVISIONAL TERMS OF REFERENCE

FOR THE DIRECTOR

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME

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THE SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME
(hereinafter referred to as "SPREP")

INSTRUCTIONS TO THE DIRECTOR

To: The Director of the South Pacific Regional Environment Programme
You are hereby instructed by the Intergovernmental Meeting (hereinafter referred to as the "IGM") as follows:

I DEFINITIONS

1. In these instructions, unless otherwise indicated by the context, "direction" means any direction, instruction, resolution, decision, or request recorded in the Reports of the IGM, or otherwise approved by the IGM, or any instruction or observation embodied in Committee records approved by the IGM.

II CONSTITUTION AND FUNCTIONING OF SPREP

2. SPREP derives its authority, powers and functions from decisions of the bodies which exercise control over it, including in particular the IGM, and in due course, it is expected, from a constituent instrument.

3. As laid down therein, you are the chief executive officer of SPREP and shall carry out all directions of the IGM. You will be responsible for the functioning of the Secretariat and it is your duty:

- (a) to ensure, so far as lies within your power and authority, the due observance of the terms and provisions of any constituent instrument;
- (b) to bring to the notice of the IGM any case where those decisions or terms and provisions are not being satisfactorily observed or carried out, and where, in your opinion, action or proposed action is or would be inconsistent with any of those terms or provisions or not strictly within the authority, powers, or functions conferred on SPREP;
- (c) to safeguard at all times the interests of SPREP and to ensure that its affairs are conducted with efficiency and dignity as an international organisation created to promote the protection of the environment and conservation of the natural resources of the South Pacific region.

4. Your management role is one of broad scope including responsibility within established policies for maintaining relationships with the appropriate agencies of Governments and Administrations, the South Pacific Forum, the South Pacific Commission, other regional institutions, specialised agencies of the United Nations, other relevant international organisations, and non-governmental organisations.

5. Your administrative powers and functions are also broad. Details of administration are a matter for you and not the IGM. Nevertheless it is your duty to ensure that Governments and Administrations are kept sufficiently informed of the activities within your purview to enable them to discharge properly their functions in respect of the general policies of SPREP and the implementation of the Programme.

III STAFF

6. As Head of the SPREP Secretariat, you are empowered, subject to such directions that may be received from the IGM, to appoint and dismiss, as necessary, all members of the staff of the Secretariat.

7. You should protect the international character of the Secretariat and maintain at all times the independence of the Secretariat and the freedom of its personnel from influences external to the Secretariat.

8. In the appointment of staff to the Secretariat, technical qualifications and personal integrity of candidates are to be governing considerations. Wherever practicable, preference for staff appointments should be given to candidates from within the South Pacific region.

9. You are required to establish a Staff Classification and Salaries Plan and Staff Regulations for the approval of the IGM.

10. It is your duty to administer these instructions fairly and impartially and to ensure their due and proper observance; and in the exercise of your responsibilities and powers you will act in conformity with the relevant provisions of these instructions and in all respects as a good employer.

IV PERFORMANCE OF DUTIES DURING ABSENCE

11. In the event of your absence or incapacity, the Deputy Director will act as Director. You will provide for the designation, in the absence or incapacity of both yourself and the Deputy Director, of an officer of the Secretariat to act as Officer-in-Charge. Such designation will be notified in writing.

12. Should the office of the Director become vacant, the Director's functions and powers shall be exercised accordingly to the instructions of the chairperson of the IGM and in the absence of any instruction, by the Deputy Director.

V THE WORK PROGRAMME

13. You will make yourself familiar with the approved procedure for the formulation and approval of the SPREP Work Programme and you will be responsible for the development of the draft Budget estimates for the Work Programme activities.

VI FINANCE

14. You are to ensure that SPREP complies with accepted principles for financial accounting and expenditure and with its detailed Financial Regulations approved by the IGM. You are responsible, subject to the directions of the IGM, for the control of the funds of SPREP and for all accounting and expenditure.

15. You will make yourself familiar with the Financial Regulations and take such steps as may be necessary from time to time to ensure the strict observance of the requirements of those Regulations.

16. In exercising your management role and administrative control of SPREP activities and financial commitments, you will at all times bear in mind the importance of carrying out directions of the IGM with the utmost efficiency.

17. You should regard it as an important part of your functions to seek additional financial and technical assistance from the international donor community.

VII RULES AND REGULATIONS

18. You will make yourself familiar with the Rules of Procedure for the IGM and will seek to ensure their observance at all times.

19. You are responsible for the administration of all rules and regulations made by, or under, the authorisation of the IGM, and it is your duty to ensure the full impartial observance of all such rules and regulations.

VIII RESOLUTIONS AND DIRECTIONS

20. You will take due cognizance of all resolutions and directions and requests for information, of the IGM; and will take action within your competence as may be necessary to give effect thereto or comply therewith.

IX ORGANISATION AND SERVICING OF MEETINGS

21. You will be responsible for the organisation and servicing of all meetings of the IGM and any committees, sub-committees or subsidiary bodies that it establishes, and all conferences and meetings which may be directed or authorised by the IGM or under its auspices. Subject to the directions of the IGM, you will be responsible for making all necessary arrangements for such meetings and conferences and for the preparation and circulation at the proper time of the agenda and all other necessary documentation.

X REPORTS AND PUBLICATION

22. You will be responsible for the preparation and submission to Governments and Administrations of annual reports on activities of SPREP covering the twelve months since the last similar report. Such reports will also be provided to the South Pacific Conference and the South Pacific Forum. Other periodical reports are called for in the various rules and regulations established by the IGM.

23. You will be responsible for the publication and distribution of SPREP periodicals, reports and other papers as may be directed by the IGM from time to time or in accordance with the established practice and procedure.

XI RECORDS AND CORRESPONDENCE

24. You will be responsible for the operation of an efficient system of records and correspondence, and for the safe custody of IGM and SPREP records and archives.

XII CUSTODY AND CARE OF PROPERTY

25. You will be responsible for the protection, control and safe custody of all SPREP property and will take all necessary steps within your authority to ensure the proper care, protection and maintenance of all such property, including land, buildings, furniture, equipment, goods and materials of whatsoever nature, whether owned by SPREP or held by it on loan or tenancy, and appropriate insurance arrangements where applicable.

XIII COMMENCEMENT AND AMENDMENT

26. These instructions shall enter into effect from _____ 19____ the date of their approval by the IGM and shall remain in force until amended by the IGM.



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting
Apia, Western Samoa, 14-16 September 1992

Agenda Item 7 (a) : Relationships with International, Regional, National and Non-Government Organisations

Purpose of Paper

- (1) To outline key issues concerning relationships between SPREP and relevant organisations at the international, regional and national levels; and
- (2) to propose mechanisms to facilitate future relationships with those organisations.

Background

2. SPREP has traditionally had close links with a number of international, regional and national bodies and was initially established in 1978 under the auspices of four of those organisations: the South Pacific Commission (SPC), the Forum Secretariat, the United Nations Environment Programme (UNEP) and the Economic and Social Commission for Asia and the Pacific (ESCAP).

3. At the national level, SPREP has always had close links with member governments. Its programmes are developed to respond to the identified needs and priorities of member governments through implementation of the SPREP Action Plan.

4. The current SPREP Action Plan covers a diverse range of environmental areas and issues. This reflects a growing awareness of and concern about environmental problems in the Pacific region and a recognition that effective and co-ordinated action is required to address them.

5. This increased awareness is coupled with an increase in the number of international, national and regional organisations assisting SPREP in the implementation of environmental programmes. These include international organisations such as the United Nations Development Programme (UNDP), the Asian Development Bank (ADB); Non-Government Organisations such as Greenpeace; World Conservation Union (IUCN) and The Nature Conservancy (TNC); regional organisations such as the Forum and national organisations such as the New Zealand Department of Conservation (DOC) and the New South Wales (Australia) National Parks and Wildlife Service. A number of non-government organisations (NGOs) also play an important role in environmental protection.

6. The nature of this assistance varies from direct funding of programmes to the provision of technical expertise. Its extent has increased dramatically in recent times and is expected to continue to do so.

Issues

7. In considering mechanisms to facilitate relations with these organisations, the Secretariat sees the need to address two issues:

- (1) that assistance from international and regional organisations adequately addresses national priorities expressed by member governments; and
- (2) that clear working arrangements are developed and implemented between SPREP and such organisations.

Priorities

8. It is essential that assistance from external organisations addresses priorities identified by member governments and key environmental issues identified through the SPREP Action Plan and through the SPREP Work Programme decision-making process.

9. The development of National Environment Management Strategies in a number of Pacific countries is an important recent regional initiative and will greatly assist the determination of priorities within member countries and at the regional level.

10. The Secretariat considers that priorities developed through these processes should provide the basis for guiding donor involvement in environment management programmes in the region.

Clear Working Arrangements

11. A number of international and regional organisations have established Memoranda of Understanding (MOUs) with SPREP, setting out areas of mutual involvement and cooperation. The Secretariat considers that arrangements for the involvement of all organizations should be clear, practical and benefit to all parties. The Secretariat therefore supports the development of MOUs as a precursor to the involvement of relevant international and regional bodies. Such MOUs should cover the following areas:

- * main objectives of involvement of the organisation;
- * major areas of assistance;
- * arrangements for involvement, covering all logistics;
- * respective responsibilities of organizations, SPREP and member governments.

12. It is important that the MOUs be flexible, within the above framework. It is also important that the effectiveness of the MOUs be regularly assessed. An MOU does not give SPREP endorsement to the activities of another organisation.

Recommendation

13. The IGM is recommended to **endorse** the processes in paragraphs 8-9 and the proposed principles for MOUs in paragraphs 11-12.

19 August 1992

ORIGINAL: ENGLISH



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 7(b) : Focal Points

Purpose of Paper

To clarify issues concerning SPREP National Focal Points.

Background

2. SPREP since its inception has had a number of Focal Points in each member country. These Focal Points have served a very important function as the first "ports of call" for SPREP on environmental matters and as primary mechanisms for the dissemination of environmental information in each country. Focal Points are usually senior government representatives in Departments of Environment and/or Conservation.

3. Two recent developments within SPREP affect the relevance of the present selection of Focal Points. First, the establishment of SPREP as an autonomous regional organisation and, second, the development of National Environment Management Strategies in a number of countries under the direction of high-level Task Forces.

Issues

4. The establishment of SPREP as an autonomous regional organisation has implications for the identification of Focal Points because of the increased level of direct interaction and liaison required between SPREP and Departments of Foreign Affairs (or their equivalents) in each country. This factor is often not reflected in current Focal Point representation.

5. The development of National Environment Management Strategies, under the direction of high-level Task Forces, in a number of member countries is an important regional initiative. Task Forces comprise representatives from a range of sectors in each country, involving both environmental and development interests and are usually chaired by senior government officials.

Proposed Options

6. In the Secretariat's view, there is now a need to move towards a more formalised system of Focal Point representation. This could be achieved in one of the two suggested ways:

(1) SPREP Focal Points to be relevant Foreign Affairs Representatives

This would reflect the increased level of communication and interaction which now takes place between SPREP and Foreign Affairs Departments in each country; or

(2) SPREP Focal Points to be Chairpersons of Environment Task Forces

These serve as an important integrative mechanism for environmental and development concerns in each country, and chairpersons of each Task Force might be well suited as SPREP Focal Points.

Recommendation

7. IGM is invited to **consider** and **advise** on these issues and proposed options.

14 August 1992
ORIGINAL: ENGLISH



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

Fifth Intergovernmental Meeting
Apia, Western Samoa, 14-16 September 1992

Agenda Item 7(c) : SPREP Flag

Purpose of Paper

To propose a flag for the organisation.

Background

2. SPREP has its own logo and letterhead but no official flag.
3. With the decision of the Fourth IGM to establish SPREP as an independent regional organisation, the Secretariat initiated a regional and international competition in 1991 to design a flag for SPREP.
4. A small committee of the Secretariat went through all entries received by 19 August 1992, and arrived at what it considered the top three entries. These will be made available at the IGM.

Recommendation

5. The IGM is invited to **consider** the three entries and approve one as the flag design for SPREP.

18 August 1992
ORIGINAL: ENGLISH



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 8(a) : Agenda 21

Implications for the Pacific Environment

Purpose of Paper

To summarise the final decisions of UNCED and their implications for managing the environment in the South Pacific; in particular, their implications for SPREP, its work programme and administrative arrangements and necessary amendments to the 1991-95 SPREP Action Plan.

Background

2. After a call by member countries at the Third SPREP IGM, South Pacific preparations for the United Nations Conference on Environment and Development (UNCED) commenced in early 1991. Coordinated by SPREP, these preparations represent an investment of approximately US\$ 2 million by the region and its partners in sustainable development. UNCED, or the Earth Summit, was attended by nine Heads of Government, a Head of State, and two Governors as part of a delegation from the Pacific island countries of 111. No other international meeting in the region's history has generated this level of support or participation from the region.
3. The assistance for these preparations was provided through SPREP by the Asian Development Bank, United Nations Development Programme, the Commonwealth Secretariat, Australia and New Zealand and took the form of both technical and logistic support. Regional and international consultants worked with local counterparts and country task forces in the thirteen participating countries to prepare national reports and collective statements to UNCED. Other countries, territories and non-government organisations were invited to participate in all relevant aspects of the preparations, however, funds were not available to provide them with the same level of assistance.
4. These preparations were related to negotiations on both the Framework Convention on Climate Change and the Convention on Biological Diversity and to the ongoing work in most island states to develop National Environmental Management Strategies (NEMS) - strategies which are now providing a sound foundation for the implementation of sustainable development and UNCED outcomes.

UNCED Outcomes

5. The Conference endorsed the following documents:

Rio Declaration on Environment and Development - a statement of principles to guide governments and individuals in the implementation of sustainable development.

Statement of Principles for a Global Consensus on the Management, Conservation and Sustainable Development of Forests - a statement of principles relating to the entire range of environmental and development issues for all forest types.

Agenda 21 - a global action strategy for implementing sustainable development

6. The signing also took place for two conventions - the *Framework Convention on Climate Change* and the *Convention on Biological Diversity*. These Conventions are not yet in force although both have over one hundred signatories. These conventions and their obligations have implications for the SPREP work programme that are dealt with separately under the respective Action Plan programme areas of global change and conservation of biological diversity.

7. All of these agreements have implications for the management of the environment in the South Pacific. However, it is Agenda 21 that contains the most specific listing of objectives and activities of relevance to SPREP's Action Plan, work programme and administrative arrangements.

Agenda 21

8. Agenda 21 aims to "address the pressing problems of today and also aims at preparing the world for the challenges of the next century". It is not a legally binding document, however, it reflects a global consensus and political commitment at the highest level. It will be implemented according to the "capacities and priorities of the various actors". Containing over 500 pages of objectives and activities in forty chapters, Agenda 21 is divided into four sections - Social and Economic Dimensions; Conservation and Management of Resources for Development; Strengthening the Role of Major Groups; and Means of Implementation.

9. All chapters of Agenda 21 will influence activities to protect and manage the environment of the South Pacific. However, there are certain activities that will require special attention by SPREP and its members.

Social and Economic Dimensions

10. This section of Agenda 21 addresses trade and economic policies for sustainable development, population issues, unsustainable patterns of consumption and production, health, human settlement issues and the integration of environment and development in decision making. Although these areas have not been traditionally part of the SPREP work programme, the NEMS/RETA projects have been designed to ensure that the integration of development and environment is central to the development of national strategies. A number of issues highlighted in this section warrant the attention of SPREP:

- . the implications of trade liberalisation and the interactions between environment and trade should be studied in the region;

- . the interactions between population and environment and the incorporation of demographic features into national policies and plans;

- . the integration of health and environment activities; and,

- . the progressive integration of environment and development in decision making and development planning.

11. Although this list is not exhaustive, it does indicate the range of social and economic activities relevant to the management of the environment in the South Pacific.

Conservation and management of resources for development

12. Most of SPREP's projects and programmes traditionally fall within this section of Agenda 21. These include the conservation of biological diversity, climate change, education, information and awareness, Environmental Impact Assessment, preparation of National Environmental Management Strategies, coastal zone management and the prevention and management of pollution. This section of Agenda 21 re-emphasises the need for action in these areas.

13. Special recognition of the particular concerns and characteristics of small islands is found in Chapter 17 of Agenda 21. The negotiation of this text was an important achievement for all island countries. Entitled, *Sustainable Development of Small Islands*, this programme area contains specific activities related to management, human resources, capacity building and regional cooperation, that are aimed at advancing sustainable development in the region. In broad terms, this programme area commits SPREP and member governments to addressing the problems of sustainable development in the region by:

- . studying development and environment interactions of islands;

- . determining and monitoring carrying capacity of small islands;

- . preparing medium and long term sustainable development plans;

- . developing appropriate coastal management techniques;
- . reviewing and reforming institutional arrangements;
- . implementing sustainable development plans;
- . designing and implementing rational response strategies to address climate change and sea level rise; and,
- . promoting environmentally sound technology.

14. Considerable work is already underway in this area. Both the formulation and implementation of NEMS throughout the region will assist countries greatly in meeting the obligations and responsibilities in this programme area.

15. To continue the process of international cooperation on this issue, the programme area calls for a Global Conference on the Sustainable Development of Small Island Developing States to be held in 1993. An offer by the Cook Islands to host this Conference has been endorsed by the Forum.

Strengthening the role of major groups

16. This section focuses on strengthening the role of major groups in implementing sustainable development, including women, youth, business, local government and NGOs. Although the role of these groups has been recognised in the SPREP Action Plan and other documents in preparation for UNCED, it is only within the last twelve months that SPREP has been able to provide direct assistance.

17. Efforts throughout the UNCED process to enhance the role of NGOs in sustainable development has influenced their role in the Pacific. The level of NGO involvement in the preparatory process varied from country to country in the Pacific but, by the Fourth Preparatory Committee Meeting in New York, Pacific NGOs were working well with government officials at regular morning briefings. Although their influence in policy-making was slight at Rio, the momentum that has been generated in the Pacific is likely to have lasting implications for both policy and projects in the region.

Means of implementation

18. The final section of Agenda 21 includes the areas of education, information and awareness that have been identified by the region as fundamental to environmental protection and sustainable development. The issue of capacity building is also presented in this section and will need to be addressed if lasting solutions to environmental problems in the region are to be found. The new financial and institutional arrangements for the implementation of Agenda 21 are also presented.

19. The single most important change to institutional arrangements was the establishment of the *Sustainable Development Commission (SDC)*. The Commission will report to the Economic and Social Council of the UN (ECOSOC) with a mandate to monitor the implementation of Agenda 21. The details of its functions, membership and location will be determined by the next session of the UN General Assembly. Concern was expressed by island countries at UNCED that they may have limited involvement in this new institution. The final decision of the Conference recognised that membership of the SDC should give "due regard" to equitable geographic distribution, however, the issues of membership and location of the SDC (New York being far more accessible to Pacific island countries than, say, Geneva) will need to be closely monitored if the involvement of Pacific island countries is to be maximised. A clear relationship will need to be established with this new "watch-dog" of sustainable development.

20. The final decisions of UNCED relating to financial resources were the hardest to achieve. There are four major areas where funds for the implementation of Agenda 21 may be found:

Global Environment Facility (GEF) - is designed to achieve global environmental benefits and should cover the agreed incremental costs of relevant activities under Agenda 21. It is to be restructured to ensure transparency, universal participation, democratic decision-making, predictability of funds and their disbursement without introducing new conditions on recipient countries.

International Development Association (IDA) - has been directed to give special consideration to a statement by the World Bank President in order to help poorer countries meet their sustainable development objectives contained in Agenda 21. This would involve reallocation of some of the World Bank's net income to national environmental initiatives through the IDA.

Overseas Development Assistance (ODA) - recognising that substantial new and additional funding will be required for sustainable development, the UN target of 0.7% of GNP for ODA has been reaffirmed by developed countries. They have agreed to augment their aid programmes in order to reach that target as soon as possible and to ensure a prompt and effective implementation of Agenda 21.

Regional and Subregional Development Banks - should play an increased and more effective role in providing resources on concessional or other favourable terms needed to implement Agenda 21.

21. Other decisions concerning financial arrangements were made covering specialised agencies, UN bodies, international organisations and multilateral institutions, UNDP and UNEP, bilateral assistance, debt relief and private funding. Close liaison and a clear relationship with the "money-managers", including the World Bank (GEF), the International Development Association (IDA) and agencies responsible for the delivery of Overseas Development Assistance (ODA) will be necessary.

Implications for the Pacific Environment

Commitment from the Region's Leaders

22. Within three weeks of UNCED, the region's leaders met at the 23rd South Pacific Forum, Honiara. This meeting made it clear that a new challenge now exists among the region's leader's concerning sustainable development. There was also clear recognition that the coordination of Pacific island participation and input to international negotiations, such as UNCED, was valuable to the region. The Forum also highlighted a number of areas that required follow-up action. These included climate change and sea level rise, biodiversity, oceans and fisheries, ozone depletion, toxic and hazardous wastes, environmental education and public awareness, institutional arrangements, nuclear testing and liability, ocean dumping of radioactive wastes, plutonium shipments, and chemical weapons. These areas of concern are in line with national and regional reports to UNCED and issues raised in country statements at the Summit.

SPREP Action Plan and Work Programme

23. The final decisions of the Conference are far reaching and require responses from governments and regional organisations alike. Within Agenda 21 there are numerous references to the obligations and involvement of intergovernmental organisations, such as SPREP, in the implementation of sustainable development and Agenda 21. To fulfil these obligations and responsibilities SPREP will need to:

- . take fully into account the principles contained in the Rio Declaration on Environment and Development and the Statement of Forest Principles;
- . integrate the objectives and activities of Agenda 21 into existing and new projects and programmes of the Secretariat;
- . assist member countries implement Agenda 21 through the development of new programmes based on national priorities;
- . continue to coordinate regional approaches to global environmental problems.

24. Based on the earlier analysis of Agenda 21, and the UNCED follow-up suggested by the Forum, SPREP and its members will need to consider a number of activities that have direct implications for the management of the environment of the South Pacific and SPREP's work programme. These include:

- . the implementation of Programme Area G: Sustainable Development of Small Islands;
- . preparations for the first Global Conference on the Sustainable Development of Small Island Developing States to be hosted by the Cook Islands;
- . the development of an integrated coastal zone management programme;

- . the in-service training of development and economic planners in environmental economics;
- . the investigation of relationships between trade and the region's environment; and,
- . the integration of population and environment in national policies and plans.

25. The position used to prepare for UNCED will now be directed to implement these activities and assist countries fulfil their obligations under Agenda 21. A position of this kind, that specifically addresses the integration of environment and development throughout the region, has already been identified in earlier regional assessments (see Chambers, 1990).

Institutional Arrangements

26. SPREP and its members should also respond to new institutional arrangements and obligations advocated in Agenda 21 by:

- . strengthening existing links with NGOs and other major groups;
- . coordinating activities to implement Agenda 21 with other regional organisations and NGOs;
- . obtaining official observer status for SPREP to the Sustainable Development Commission.

New and Additional Financial Resources

27. The new funding arrangements for the implementation of sustainable development and Agenda 21 will require SPREP and its members to:

- . develop multi-country and regional programmes (on national priorities identified by NEMS) for potential funding by the GEF, IDA or from ODA ;
- . liaise closely with the GEF, IDA and other donors concerning implementation of Agenda 21 in the South Pacific.

International Negotiations

28. There is also a continuing need for the coordination of regional approaches to global environmental problems, as identified by the Forum. At an international level, the level of regional cooperation demonstrated in preparation for UNCED will be valuable in a range of negotiations on global environmental issues over the coming year. These negotiations will include:

- the United Nations General Assembly which will consider the final decisions of UNCED, including the establishment of the Sustainable Development Commission and support for the first Global Conference on the Sustainable Development of Small Developing Island States;
- the meetings of the Contracting Parties to both conventions which will consider the development of protocols to give effect to these conventions;
- the preparations for an international conference on the management of high seas living marine resources, in particular, highly migratory species and straddling stocks.

Amendments to the Action Plan

29. In light of the final decisions of UNCED and the contents of Agenda 21, and in accordance with the procedure for adjustment/review of the Action Plan (ref. paragraph 25), the following amendments to the Action Plan are recommended:

Preface paragraph 5: insert

(f) coordination of South Pacific preparations for the United Nations Conference for Environment and Development.

Paragraph 7: line 4 after *The United Nations...* should read:

...accordingly coordinated...

line 6 after *...(UNCED)...* should read:

...to consider...

line 7 after *...expected that...* should read:

...final decisions of UNCED...

line 9 after *...that Conference...* should read:

...was an important focus for SPREP and the Conference outcomes have been taken fully into account in this revision of the Action Plan.

Paragraph 14: replace 2. *Global Change* with:

2. Climate Change

replace 9. *Regional and Environmental Concerns* with:

9. Regional and Global Environmental Concerns

Paragraph 16: replace *Programme 2: Global Change*. with:

Programme 2: Climate Change

subparagraph 2 should read:

Additional climate changes, such as depletion of the ozone layer and climate related issues, including tectonic movements resulting in volcanic activity and earthquakes, will have implications for the region.

Paragraph 17; subparagraph 3: line 2 ... *linkage is the major* ... should read:

... linkage was a major ...

line 4. replace *This Conference ... ecologically sustainable* with

The Conference outcomes contain significant obligations and responsibilities concerning the development and implementation of ecologically sustainable ...

Paragraph 23: replace *Programme 9: Regional Environmental Concerns* with:

Programme 9: Regional and Global Environmental Concerns

insert subparagraph 3

The United Nations Conference on Environment and Development (UNCED), 3-14 June 1992, has signalled the beginning of a new global partnership to address the issues of sustainable development. The outcomes of UNCED have significant implications for managing the environment of the South Pacific.

replace *Goal* with:

To assist members in understanding and responding to significant regional and global environmental concerns and agreements

insert the following objectives:

5. *To take fully into account the principles contained in the Rio Declaration on Environment and Development and the Statement of Principles for a Global Consensus on the Management, Conservation and Sustainable Development of Forests;*
6. *Integrate the objectives and activities of Agenda 21 into existing and new projects and programmes;*
7. *Assist member countries implement Agenda 21 through the development of new programmes based on national priorities;*
8. *Continue to coordinate regional approaches to global environmental problems.*

Paragraph 25: line 2 delete from *There are many...* to line 6 *...conventions.*

Recomendations

30. The IGM is invited to:
- (1) **note** the analysis of Agenda 21 and the implications of UNCED outcomes for the SPREP work programme and administrative arrangements.
 - (2) **consider** and if appropriate seek observer status for SPREP to the Sustainable Development Commission.
 - (3) **note** the redirection of the Project Officer/UNCED to duties concerning the implementation of sustainable development and Agenda 21.
 - (4) **consider** and if appropriate **endorse** the amendments as proposed to the 1991-95 SPREP Action Plan for Managing the Environment of the South Pacific.
-

18 August 1992

ORIGINAL: ENGLISH



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting
Apia, Western Samoa, 14-16 September 1992

Agenda Item 8(b) : South Pacific Biodiversity Conservation Programme

Purpose of Paper

To seek IGM endorsement for the proposed GEF-funded South Pacific Biodiversity Programme.

Background

2. The Global Environment Facility (GEF), established in 1990 by the World Bank, United Nations Development Programme and United Nations Environment Programme, provides an unprecedented opportunity for Pacific Island countries to develop a major effort to conserve their biological diversity.
3. SPREP took up the invitation to prepare a proposal to the GEF: in 1990 a submission endorsed by eight Pacific Island governments was approved for GEF funding in the order of US\$10 million.
4. A "Project Formulation Framework" (PFF), drawn up by UNDP and SPREP in April 1991, was followed by negotiations between the two agencies. In October 1991 a South Pacific Workshop on the Conservation of Biodiversity was held in Port Vila, Vanuatu. Government and NGO representatives considered the concept being proposed and provided preliminary advice on how the project might be developed.
5. To produce a Project Document for final approval and implementation, a Preparatory Assistance phase was organised. A PA Team under the leadership of Iosefatu Reti, with team members Peter Hunnam (WWF), Peter Thomas (TNC) and Peter Johnston (Project Planning), undertook a series of investigations and consultations to develop the concept in the PFF and design the full Project Document.

6. In July 1992, a second Workshop was held in Apia, Western Samoa, to bring together Government representatives, NGOs and various regional institutions, to discuss and provide feedback to the PA Team on the draft or Interim Project Document they had compiled.
7. The Interim Document was amended and a final version was submitted by the PA Team to SPREP and UNDP in early August.

Present Situation

8. SPREP and UNDP considered the Project Document in August and UNDP has organised a formal Project Document Appraisal Mission in late August. It is anticipated that the Document will be approved by UNDP following the Appraisal Mission, in time for Governments of participating countries to consider and approve the Document at the IGM in September.

Brief Summary of the Project

9. The South Pacific Biodiversity Conservation Programme (SPBCP) is a five year endeavour to identify, establish and initially help manage a series of in-country Conservation Area Projects (CAPs) in fourteen countries of the region. These are basically all the independent States except Papua New Guinea which is the recipient of a different GEF biodiversity allocation. The SPBCP will be executed by SPREP on behalf of the GEF partners.
10. The Programme has the following three major components:
 - (1) identification, establishment and initial management of Conservation Areas;
 - (2) species conservation; and
 - (3) conservation education and public awareness.
11. The Programme will use GEF financial support to provide the following staff and/or support:
 - (1) Project management at SPREP:
 - i) a Programme Manager who will manage the Programme under the overall SPREP umbrella;
 - ii) two Programme Officers who will initially oversee in-country activities and assist technical management;
 - iii) Programme Officer (Species Protection) responsible for species protection and other biodiversity work coordination by SPREP.

- (2) Support for In-country Conservation Area Projects: This includes:
- i) funding for CA Support Officers to work with local groups and Government agencies to establish and manage CAs;
 - ii) assistance for the identification of candidate CA projects and development of country-specific and site-specific strategies for the establishment of CAs;
 - iii) support for CA Coordinating Groups responsible for local participation and CA planning etc;
 - iv) support for biodiversity conservation and sustainable resource use activities within CAs;
 - v) support for information and education activities to improve awareness and involvement among local communities working in CAs; and
 - vi) support for training and workshop activities for Pacific Island nationals working in CAs.
- (3) Support for Regional Activities: This includes:
- i) support to establish and maintain databases and dissemination of SPBCP information to guide policies and programmes in the region; and
 - ii) implementation of species protection strategies, particularly for marine mammals, turtles and bird species.

12. The overall project budget of US\$10,166,000 is allocated as follows:

- (1) Project Personnel (includes programme management, consultants, support personnel, staff travel, mission costs and in-country project staff): \$2,541,615.
- (2) Sub-Contracts (includes CA establishment and management costs, Sustainable Development activities, Species Protection, Awareness programmes and support for regional conferences): \$6,430,000.
- (3) Equipment: \$85,385
- (4) Miscellaneous: \$294,000.
- (5) PFF, PA Phases & SPREP + UNDP Administration Costs: \$815,000.

13. At the Earth Summit in Rio de Janeiro, Brazil (June 1992), eight member countries of SPREP who are participants in the SPBCP signed the Biodiversity Convention. Australia, New Zealand, Papua New Guinea and France also signed, thus bringing to twelve the number of SPREP member countries which are signatories to the Convention. This large number of signatories from Pacific countries is a clear indication of the Region's desire to work individually and collectively to protect its biological resources. The SPBCP will work within the spirit of the Convention and will assist the countries comply with their obligations.

Recommendation

14. The IGM is recommended to note the developments leading to the preparation of the SPBCP design document and, if considered appropriate, endorse its presentation to the GEF for its approval. The IGM's endorsement could be based on the understanding that, if there were any major changes to the document after the IGM, such changes would be communicated to the SPBCP participating countries.

13 August 1992
ORIGINAL: ENGLISH



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

Fifth Intergovernmental Meeting
Apia, Western Samoa, 14-16 September 1992

Agenda Item 9(a) : Financial Regulations

Purpose of Paper

To present the attached draft Financial Regulations for SPREP for the IGM's consideration and approval.

Recommendation

4. The IGM is recommended to consider and approve the draft Financial Regulations.

14 August 1992
ORIGINAL: ENGLISH

DRAFT FINANCIAL REGULATIONS

Adopted at the ...

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South Pacific Regional Environment Programme

Draft Financial Regulations

Adopted at the ...

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.

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

`Primary functions' means core functions including servicing the Intergovernmental Meeting, seeking funds, co-ordinating 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.

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 presented 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.

Regulation 5

The annual Budget estimates for the following year will be circulated [at least one month] prior to the opening of the annual Intergovernmental Meeting.

APPROPRIATIONS

Regulation 6

The adoption of the annual Budget estimates for the primary, project management and 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 payments up to a limit of ten per cent of the total sums already approved for the primary functions.

Regulation 7

1. Income and expenditure 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 Part, 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 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.

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 dollars.

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.

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 standards;
- (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 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 34

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 35

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

Regulation 36

When the position of Director is vacant the Director's 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 37

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)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 9(b) : Working Currency

Purpose of Paper

To recommend a working currency for SPREP.

Background

2. SPREP financial management requirements dictate the need to identify a working currency. Details of the particular currency ultimately adopted by the IGM as the working currency for SPREP will be recorded in the proposed SPREP Financial Regulations (Agenda Item 9(a)).

3. Factors to consider when selecting a working currency for SPREP include:

- (1) Management is required by the IGM to be cost effective in all financial management matters (in accordance with the guiding principles of financial management enunciated by the 1991 IGM); a significant potential cost implication is the need to minimise opportunities for foreign exchange losses, particularly in respect of primary functions as countries should not be bearing costs arising from money transfers for non-primary functions;
- (2) the need to be cost effective in the use of staff resources in the finance area; and
- (3) the preferred currency of the ultimate users of SPREP's financial statements.

Working Currency Alternatives

4. From a financial management point-of-view, a key factor in the selection of a currency is the anticipated composition of SPREP's receipts and payments by individual currency. These details will give a guide to prospective costs and benefits.

5. Taking a realistic point-of-view there are only two working currency alternatives, the US Dollar and the Western Samoan Tala.

US Dollars as a Working Currency

6. Most funds are received as USD and AUD and, to a lesser degree, French francs and the New Zealand dollar. Payments are spread over a wider range of currencies but the USD is dominant, particularly if all overseas travel payments were made in USD.

7. The USD is the principal currency used in reporting to donors of project funds.

8. The relative role of the USD from a reporting and transaction point-of-view will also increase during the next year as the GEF project gathers momentum.

Western Samoan Tala as a Working Currency

9. The WST has generally been weakening against the USD for some time. Using the WST as a working currency is likely to lead to foreign exchange losses on the assumption that the WST continues its present long-term decline against the USD. Losses will most likely occur in the project implementation function while funds in the SPREP financial system in WST await commitment in currencies other than WST, and also, if the current 1% foreign exchange levy continues to be applied to SPREP.

10. Using the WST as a working currency would be less cost effective because of the greater amount of personnel resources utilised in reporting to donors in USD.

General

11. There will still, of course, be scope for foreign exchange losses arising from investment activity irrespective of which currency is adopted as SPREP's working currency.

12. After resolving the choice of working currency, SPREP management will need to develop appropriate policies to ensure that:

- (1) foreign exchange transactions are accounted for consistently; and that
- (2) SPREP's surplus cash resources are prudently managed with particular emphasis on minimizing foreign exchange losses.

Recommendation

13. The IGM is invited to **consider** these two options and to **decide** on a working currency for SPREP.

14 August 1992

ORIGINAL: ENGLISH



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 9(c) : IGM Travel and Per Diem

Purpose of Paper

To consider the issue of funding of travel costs and per diem allowances for participants in SPREP Intergovernmental Meetings.

Background

2. The Special Session of the SPREP IGM held in Nuku'alaofa, Tonga, in October 1991, reviewed three policy options for funding of travel costs and per diems for SPREP IGMs. They were:

- i) member countries to pay all such expenses associated with the IGM;
- ii) SPREP to pay such expenses for Pacific Island members associated with the IGM (present policy); and
- iii) a special fund be made available to assist small island members only in payment of such expenses associated with the IGM, with other members paying their own expenses.

3. With respect to option iii), the Secretariat advised that it would look to Australia, France, New Zealand, United Kingdom and the United States collectively to underwrite the funding associated with each IGM on the basis that, where possible, the Pacific Island countries would also make a contribution to this funding. The Secretariat also suggested that:

- i) first, each Pacific Island member be encouraged to meet their own expenses where possible; and
- ii) second, where individual members are unable to fully fund their costs, they be encouraged to make a partial contribution to the funding of their expenses (say USD 1,000).

4. In practice, upon receipt of advice from the Secretariat in respect of IGM meeting details, each Pacific Island member would in turn advise the Secretariat of its ability to fund its own expenses. Members making partial payments towards their travel/per diem expenses would then remit their contribution to IGM expenses and the Secretariat would proceed to finalise arrangements.

5. Following discussion of these proposals, the Special Session " . . . agreed to maintain the status quo for the 1992 IGM while accepting that, where possible, some island governments would be able to meet all costs. Broad support for option (iii) was expressed, implementation of which would be further considered at that IGM in the light of prevailing circumstances."¹

6. During these discussions at least two Pacific Island countries indicated that they would be willing to contribute to the proposed special fund to assist small island countries.

Secretariat Comment

7. At the time of writing, the Secretariat had not been able to finalise donor funding for travel and per diem for the 5th IGM. This highlights the difficulties the Secretariat experiences each year in trying to secure one-off extra-budgetary funding for this item. Indications have been received that this will be an even more difficult process in 1993.

Recommendation

8. The IGM is recommended to adopt option (iii) with effect from 1993.

13 August 1992
ORIGINAL: ENGLISH

¹ (Report of the Special Session (SPREP Intergovernmental Meeting) held at Nuku'alofa, Kingdom of Tonga, 24 October 1991, para 4)



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

Fifth Intergovernmental Meeting
Apia, Western Samoa, 14-16 September 1992

Agenda Item 9(d) : Corporate Sponsorship

Purpose of Paper

To suggest guidelines for corporate sponsorship for SPREP.

Background

2. Because it is a further means of widening the financial base available to SPREP for programme implementation, the Fourth SPREP IGM encouraged the Secretariat to develop guidelines for pursuing corporate sponsorship.

Issues

3. Corporate sponsorship has proved to be effective in assisting the implementation of environmental projects in various countries in recent times. Reasons for this include the high profile of environmental issues and the increasing willingness of the private sector to become involved.

4. The following factors should be considered in relation to corporate sponsorship:
- (1) the need for a professional approach, involving staff with experience and specific skills in the area of corporate sponsorship;
 - (2) the need for programmes and projects proposed for corporate sponsorship to be tightly defined with clear objectives and outputs; and
 - (3) the need for guidelines to ensure that the objectives of the sponsoring agency are consistent with the objectives of SPREP.

Secretariat's View

5. Corporate sponsorship has potential for assisting the implementation of SPREP's Work Programme. However, the following guidelines should be adhered to before any corporate sponsorship programme is implemented:

- (1) corporate sponsorship should be sought only for projects that are approved by the SPREP IGM as part of the Work Programme;
- (2) all projects submitted for corporate sponsorship should have a standard format, covering:
 - objectives
 - outputs
 - inputs required from corporate sponsors
 - project management mechanisms
 - review mechanisms
- (3) corporate sponsorship should be considered only from those organisations considered appropriate by SPREP Management; and
- (4) the effectiveness of individual corporate sponsorships, at both the broad and specific project levels, would be assessed by a joint team involving SPREP and the particular corporate sponsor.

Staff Resources

6. The development of effective corporate sponsorship would require specialist expertise as well as considerable time and effort. The Secretariat will endeavor to develop an effective corporate sponsorship plan for the consideration of the next IGM.

Recommendation

7. The IGM is invited to **consider** and **endorse** the guidelines for corporate sponsorship set out in paragraph 4.

14 August 1992

ORIGINAL: ENGLISH



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 9 (e) : Language Services Policy

Purpose of Paper

To review options for language services.

Background

2. The 4th IGM, in July 1991, considered two options for language services, bearing in mind its wish to continue with the level of translation and interpretation services at present provided to members:
 - (i) a 'mixed service' involving two core permanent staff (a translator/liaison officer and a bilingual secretary/translation assistant) together with contract services for key meetings; estimated cost was US\$197,000; and
 - (ii) a full contract service for maintaining, status quo i.e., translation of important documents plus full interpretation/translation services for key meetings, e.g., the IGM and one other two-week meeting; estimated cost was US\$150,000.
3. The 4th IGM then "endorsed the recommendations [of the Finance Working Group] that:
 - (i) for 1992 the full contract option be adopted; and
 - (ii) at the end of 1992, this option be reviewed and that, if it were found to be unsatisfactory, option (i) be considered for 1993." ¹

¹ *(Report of the Meeting of Officials (Fourth SPREP Intergovernmental Meeting) held at Noumea, New Caledonia, 3-5 July 1991, para 55-56)*

Current Language Service Needs

4. The Finance Working Group of the 4th IGM identified SPREP's language requirements as:

Primary functions

- (a) servicing the IGM;
- (b) servicing the SPREP and Apia Conventions;
- (c) communicating general information and work results to members, particularly from an educational point of view; and,
- (d) dealing with specific administrative matters relating to member countries.

Project Management functions

- (e) language service resources limited to matters specific to managing work programme of activities in member countries.

Project Implementation functions

- (f) presenting regional workshops associated with work programmes;
- (g) executing specific work programmes in the four French-speaking member countries, particularly for training materials; and,
- (h) dealing with other programme-related matters in the four French-speaking member countries.

Current Practice

5. During 1992, the services of the SPC's interpretation and translation unit have been, or will be, utilised for:

- (1) translating reports from the 4th IGM, the Special Session, the 2nd Meeting on Climate Change and the 5th IGM;
- (2) providing interpretation services for the 2nd Meeting on Climate Change and the 5th IGM;
- (3) translating working papers and circular letters; and
- (b) some correspondence concerning project management.

6. Also, three private contractors, located in New Caledonia, Australia and New Zealand, have been tried out for miscellaneous translation work. The results have been satisfactory so far, with quotes for their services being competitive with the SPC. Turn around time and communications with SPREP from all contractors have been excellent.

Expenditure

7. Estimated expenditure in 1992 on interpretation and translation is as follows:

Item	Service	Cost (USD)
4th IGM	Translation of Reports	8,000
2nd Climate Change	Translation of Reports	10,000
5th IGM	Simultaneous interpretation, translation of Working Papers and Reports, travel and per diems	85,000
Miscellaneous (Circulars, Press Releases etc)	Translation	40,000
Total		USD 143,000

Comment

8. Although no particular problems have arisen to date with implementing language policy option (ii), the Secretariat considers that it is too soon to carry out an effective review. At the time of writing, the Secretariat had been based in Apia for only six months, with the 5th IGM still to come. More time and experience are needed before any meaningful evaluation of the available options can be conducted.

9. In the Secretariat's view, the key factors for consideration are quality of product and competitiveness of cost. The Secretariat will be ensuring, in the meantime, that quality is maintained while the search continues for cost-effectiveness.

Recommendation

10. It is recommended that the IGM **agree to postpone** the review of SPREP's language policy options until the 6th IGM in 1993.



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 9 (f) : Computer Services

Purpose of Paper

To inform the IGM of the current situation with the Secretariat's computer services.

Background

2. The 4th SPREP IGM, in July 1991, "agreed that SPREP should identify a consultant to evaluate [its] computer services needs and develop a plan for addressing those needs, taking advantage of the experience of other regional organisations, and noting the growth in SPREP and the change in Secretariat location. The Secretariat undertook to report back to the next IGM on these matters." ¹

Subsequent Developments

3. In January this year the Secretariat was fortunate in obtaining the services of a United Nations Volunteer (UNV) computer specialist for six months. This UNV came to SPREP from the UN Regional Energy Programme based at the Forum Secretariat in Suva and was familiar with computer systems installed there. With further assistance from the UNDP, the Volunteer's assignment has been extended to January 1993 and it is likely that another volunteer will be available in 1993.

4. During his time with SPREP, the UNV has installed hardware and software compatible with that used at the Forum Secretariat. He is now working on networking the system.

5. SPREP also recently received valuable assistance in software applications, particularly accounting, from the Forum Fisheries Agency, which is acknowledged with appreciation.

¹ *(Report of the Meeting of Officials (Fourth SPREP Intergovernmental Meeting) held at Noumea, New Caledonia, 3-5 July 1991, para 86)*

Current Situation

6. SPREP's present computer capabilities are adequate for its word-processing, accounting and in-house publishing requirements. However, the need for more sophisticated applications is already making itself evident, particularly in the areas of GIS, Information Centre with networking and databases, and PIMRIS.

7. Given the situation with SPREP's recent transfer to Apia, the Secretariat considers that more time is needed before instituting a consultancy on future computer requirements. It is therefore proposed that this be undertaken prior to the next IGM.

Recommendation

8. The Meeting is invited to agree that the Secretariat report to the Sixth IGM on its computer services needs.

14 August 1992
ORIGINAL: ENGLISH



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

Fifth Intergovernmental Meeting
Apia, Western Samoa, 14-16 September 1992

Agenda Item 9(g) : Relocation Expenditure

Purpose of Paper

To a report on funding and costs involved in the relocation of SPREP to Western Samoa.

Funding

2. An offer from Australia to underwrite the costs of relocating SPREP to Apia was acknowledged by the IGM Special Session in Nuku'alofa in October 1991; subsequently, an advance of US \$250,000 was received from AIDAB in February this year.
3. This invaluable assistance allowed SPREP to arrange for the move early in the year, with the result that all staff based in Noumea were relocated to Apia by early April while all new staff recruited directly to Apia had arrived by February. Support staff were recruited during February/March.
4. It was agreed with Australia that the US \$250,000 would be used to meet the costs of relocation and that contributions received from member countries for their share of relocation costs would be offset against SPREP's Small Grants Scheme as part of Australia's extra-budgetary contribution to SPREP. To date, SPREP has received over US \$54,000 from members (refer to the attached report) with a number of contributions still to be received.
5. Funding was also provided by Australia and New Zealand to employ two co-ordinators to assist with relocation matters: one in Noumea and another in Apia.

Expenditure

6. A report on funding and expenditure associated with the relocation is attached. A full summary of funding received and costs incurred is shown on the first page. Funds still remain from the grant provided by AIDAB for the co-ordinator post, while there is a small shortfall in funding for the actual relocation costs.

7. The second and third pages provide more detailed information on the actual costs of relocation. As indicated, costs to 3 September amount to US \$252,856, a little more than the original budget of US \$250,000. It should be noted that the budget for relocation was based on assumptions and actual costs were somewhat different to these estimates. An example of this was that SPREP was able to terminate housing leases in Noumea without costs being incurred, thereby providing a saving of USD \$16,000. Similar savings and overruns occurred with other relocation expense lines.

Recommendation

8. The IGM is invited to :

- thank Australia and New Zealand for their assistance;
- note the relocation expenditure;
- encourage member countries to remit their relocation contributions as agreed at the Fourth IGM; and
- acknowledge Australia's assistance to the Small Grant Scheme.

9 September, 1992
ORIGINAL: ENGLISH

REPORT ON ALL COSTS ASSOCIATED WITH SPREP RELOCATION

For the Period Ended 3 September 1992

	TOTAL	PURPOSE			Relocation
		Co-ordinator Noumea	Co-ordinator Apia	Small Grants	
	USD	USD	USD	USD	USD
INCOME					
AIDAB (initial advance to support relocation exp.) CFP 24,891,400	250,000				250,000
AIDAB (relocation co-ordinator - Noumea) AUD \$20,000	16,800	16,800			
New Zealand (relocation co-ordinator - Apia) NZD \$11,000	5,948		5,948		
Member contributions	54,240			54,240	
	326,988	16,800	5,948	54,240	250,000
EXPENSES					
Co-ordinator Noumea					
Co-ordinator	8,036	8,036			
Travel	389	389			
Supplies	98	98			
Communications	513	513			
Other costs	34	34			
Co-ordinator Apia					
Co-ordinator	5,457		5,457		
Communications & supplies	491		491		
<i>Relocation costs (see attached schedule)</i>					
<i>Termination - Noumea Support Staff</i>					
Secretary	13,353				13,353
2 Office Assistants	3,265				3,265
<i>Termination Housing Leases</i>					
<i>Freight</i>	31,984				31,984
<i>Transfer of Staff/Dependents to Apia</i>					
Airfares, transit accommodation	38,595				38,595
<i>Additional Travel</i>					
Trips - Airfares/Per diems	7,797				7,797
<i>Temporary Staff</i>					
Admin Asst (6 months) - Noumea	25,724				25,724
Apia 3 office asst (6 months)	17,357				17,357
<i>Contingency</i>	9,979				9,979
<i>Office & Housing Equip. & Furniture</i>	104,803				104,803
	267,874	9,070	5,948		252,856
Balance of funding	\$59,114	\$7,730		\$54,240	(\$2,856)

RELOCATION COSTS

Statement of Income & Expenditure as at 3 September 1992

				USD
<u>INCOME</u>				
AIDAB				250,000
		BUDGET	ACTUAL	BALANCE
	NOTE	USD	USD	USD
<u>EXPENSES</u>				
<i>Termination - Noumea Support Staff</i>				
Secretary		7,000	13,353	(6,353)
2 Office Assistants		10,000	3,265	6,735
<i>Termination Housing Leases</i>				
		16,000		16,000
<i>Freight</i>				
		41,000	31,984	9,016
<i>Transfer of Staff/Dependents to Apia</i>				
Airfares, transit accommodation	A	13,000	38,595	(25,595)
<i>Additional Travel</i>				
Trips - Airfares/Per diems		20,000	7,797	12,203
<i>Temporary Staff</i>				
Admin Asst.(6 months)		18,000	25,724	(7,724)
Apia 3 office asst.(6 months)	B	9,000	17,357	(8,357)
Contingency	C	6,000	9,979	(3,979)
Office & Housing Equip. & Furniture	D	110,000	104,803	5,197
TOTAL		250,000	252,856	(2,856)
Balance of funding :				(\$2,856)

Notes On Relocation Costs**A. Transfer of Staff/Dependents to Apia**

Actual costs incurred under this line were in excess of budget for several reasons including : staff having to remain in hotel accommodation for longer than anticipated The costs also include relocation grants paid to the six Noumea based staff transferring to Apia, as recommended by the Tinning report and approved by the Sub-committee on Salaries, Terms and Conditions for SPREP staff.

B. Temporary Staff

This cost includes a temporary accountant in Noumea. The accountant was engaged to pull together SPREP accounts and was responsible for preparing documentation for the audit of the transfer of funds from SPC to SPREP. This was necessary if the relocation of the Secretariat to Apia was to proceed as scheduled.

C. Contingency

Communications	5,211
Other costs	2,620
Stationery	2,148
	<hr/>
	9,979

D. Office & Housing Equip. & Furniture

Minibus	14,452
Water Cooler	570
Standup fan	109
Wheelbarrow	91
Water heater	261
Office Furniture Director	1,794
Office Furniture Deputy Director	1,794
Professional & support staff furniture (25 sets)	22,288
Visitors chairs	8,533
Library shelving	704
Boardroom tables (2)	2,220
Registry filing system	441
Whiteboard	274
Calculators (5)	525
Overhead projector and screen	1,147
Reception furniture (reception area)	1,324
Refridgerator	512
Microwave	280
Kitchen equipment (office tea/ Coffee room/ Social club)	299
BBQ	946
Garden equipment	510
Mower	3,039
Housing furniture and equipment (6 sets)	32,545
Refrigerators (5)	4,020
Gas ovens	4,335
Security equipment	30
Television & video	1,760
	<hr/>
	\$104,803



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 10(a) : Proposed Policies and Procedures for Work Programme Formulation

Purpose of Paper

To propose revised policies and procedures for the formulation of an annual Work Programme for SPREP.

Background

2. In the past, SPREP has requested member governments and regional institutions to submit project proposals for inclusion in the SPREP Work Programme every two years. In some cases it was not clear whether the projects submitted had full country endorsement and whether they had to be resubmitted through the respective Departments of Foreign Affairs. This administrative loop often delayed implementation of projects. Those projects that were formally submitted were reviewed by the Consultative Meeting of Research and Training Institutions. Once screened by this group of institutions the SPREP IGM was asked to consider and approve the work plan. Funds were then sought to implement the work programme.
3. The Third IGM considered the Consultative Meeting of Research and Training Institutions costly and the Secretariat was requested to formulate an appropriate alternative mechanism for scientifically evaluating the Work Programme.
4. In recent times the following concerns have been raised about the former process of Work Programme development:
 - (1) projects are usually submitted through Environment and Conservation Units in each country, often in the absence of a systematic review mechanism to ensure that identified projects address priority environmental issues in each country;
 - (2) the involvement of regional institutions in the project review was not necessarily linked to country priorities;
 - (3) the need for a clear relationship between SPREP's Work Programme and budget on an annual basis;

- (4) the process was lengthy and time-consuming, and without a clear relationship to the availability of new funds, in particular those which may flow as a result of UNCED; and
- (5) Institutional projects were not linked to country or regional priorities.

5. Over this same period the development of National Environmental Management Strategies (NEMS), Conservation Strategies and Environment Management Plans has provided countries of the region with a clear opportunity to address environmental concerns. These Strategies identify national priorities and projects for implementation and are endorsed at the highest level in Government. The development of National Environmental Management Strategies has usually been undertaken under the direction of a high level Taskforce comprising senior government representatives from both environment and development sectors.

Objective

6. The objective is to streamline the process for determination of an annual SPREP Work Programme on the basis of national and regional priorities for environmental management and sustainable development.

7. This approach should result in SPREP more effectively using its staff and financial resources to address the most important environmental issues in member countries and the region. The approach should also facilitate the region's access to new and additional resources for environmental management and sustainable development which become available through the implementation of UNCED outcomes and other global and regional environmental initiatives.

The New Process

8. The approach below outlines a process for the determination of work programme priorities which is simple, clear and a natural progression from regional initiatives that both member countries and SPREP staff are familiar with. It involves 3 steps and is based on the assumption that each country will have an endorsed National Environmental Management Strategy or equivalent.

9. It should be noted that SPREP also operates a Small Grants Scheme for projects under USD10,000. Under this scheme, countries can submit projects at any time and SPREP can approve funding independently of the Work Programme process outlined in this paper. The criteria and guidelines for the scheme were considered and endorsed by the Fourth IGM. A circular to the members launching the grant has been sent out.

Step 1.- SPREP produces draft Work Programme

10. SPREP will produce a draft Work Programme and this will be sent to country Focal Points by June each year. This will outline:
- (a) projects proposed for direct funding through the SPREP budget, if any.
 - (b) projects for which SPREP will seek external funding. The latter will be packaged as regional initiatives, to maximise funding opportunities arising from the 1992 UNCED Conference and other global/regional initiatives.
11. The development of the draft Work Programme will be guided by programme priorities identified in the National Environmental Management Strategy (NEMS) for each country and by the criteria for project assessment approved by the 1991 SPREP IGM.
12. Countries which do not have a NEMS will be asked to submit country priorities to SPREP by May each year. In the meantime, the Secretariat will endeavor to assist with development of NEMS in these countries.

Step 2 - Country Assessment and Independent Assessment

13. Countries will assess the draft Work Programme and submit comments to SPREP by August each year. "No comments" will be assumed to mean country approval.
14. At the same time, the Secretariat will send the Work Programme to an independent team of experts for their comments and scientific assessment of the viability and feasibility of the Work Programme.
15. The Secretariat will select the team of experts for a term of 3 years. Besides assessment of the Work Programme, they will also evaluate Work Programme implementation.

Step 3 - Endorsement by IGM

16. Comments on the draft Work Programme from member countries will be incorporated into an amended Work Programme and this document will be submitted to the IGM for approval.
17. Comments from the independent assessment will also be incorporated into the Work Programme and submitted to the IGM.

Recommendation

18. It is recommended that the IGM consider and, if appropriate, endorse the new process for determination and assessment of the SPREP Work Programme.



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 10(b) : Coordination of SPREP - POL

Purpose of Paper

To clarify the issue of future co-ordination of the SPREP POL Project area.

Background

2. Following a recommendation of the 1988 IGM for SPREP to consolidate the ongoing pollution research and monitoring projects into one co-ordinated monitoring, research and control programme, a SPREP/UNEP Workshop on Development of a Marine Pollution Assessment and Control Programme for the SPREP Region was convened in January 1989 at which the elements of SPREP POL were defined as follows:

- (1) To organise and carry out a regionally co-ordinated marine pollution monitoring and research programme concentrating on contaminants and pollutants affecting the quality of the marine and coastal environment, as well as human health, as part of the scientific basis for the formulation of pollution control measures suitable for the region.
- (2) To generate information on the sources, levels, amounts, trends and effects of marine pollution within the South Pacific region as an additional component of the scientific data base upon which the formulation of proposals for preventive and remedial action could be based.
- (3) To formulate proposals for technical, administrative and legal pollution control and abatement measures and to assist the Governments and Administrations of the region in implementing and evaluating their effectiveness.

- (4) To strengthen the capabilities of national and regional institutions to carry out marine pollution monitoring and research, as well as to formulate and apply pollution control and abatement measures.

3. The SPREP POL commenced late in 1990 with financial assistance from the Ocean and Coastal Areas Programme Activity Centre (OCA/PAC) of the United Nations Environment Programme (UNEP).

Issues

4. The SPREP POL activities relied heavily on the expertise and in-kind contribution of the research and training institutions in the region. In recognition of this working relationship and the lack of appropriate expertise and the heavy work load of the Secretariat the SPREP POL scientific co-ordination was undertaken by the University of the South Pacific through the services of Professor John Morrison. SPREP's Project Officer (Scientist) liaised with the Scientific Co-ordinator providing the member country implementation of the project through SPREP. SPREP provided financial assistance to the University of the South Pacific to ensure that 30% of Professor Morrison's time could be allocated specifically to SPREP POL work.

5. The expansion of the SPREP Secretariat has resulted in the employment of an Environmental Contaminants Officer (Mr Laisiasa Tulega) whose duties involve many of the activities which formerly fell under the SPREP POL umbrella and who, together with the Project Officer (Scientist) (now re-designated Coastal Management Officer) will be liaising with member countries in the implementation of this work which involves abatement of environmental contamination, especially of the marine environment.

6. The SPREP POL Scientific Co-ordinator (Professor Morrison) is leaving the services of the University of the South Pacific during September. It is believed that the time is appropriate for the SPREP POL Scientific Co-ordination to be located in and coordinated entirely from, the SPREP Secretariat. This will streamline the activities of SPREP POL and help with the Secretariat in-house coordination. It must be made clear that SPREP POL research will still be subcontracted out to institutions both within and outside the region.

Recomendation

7. The IGM is invited to consider and endorse the proposal that all future activities associated with the SPREP POL Project be co-ordinated by the SPREP Secretariat.

18 August 1992



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 10(c) : Evaluation of 1991-92 Work Programme and Proposed Work Programme for 1993

Purpose of Paper

To evaluate progress achieved to date on activities under the 1991-92 Work Programme and to endorse the continuation of ongoing projects and the addition of new projects which will make up the 1993 SPREP Work Programme.

Introduction

2. At the Third Intergovernmental Meeting on the SPREP Action Plan (Noumea, New Caledonia, September 1990), member governments and administrations and regional institutions submitted project proposals for inclusion in SPREP's 1991-92 Work Programme. Delegates to that meeting were cognizant of the extensive nature of the Work Programme and of the relatively limited financial and other resources at the disposal of SPREP. They thus appreciated that it would not be possible for all projects to be implemented during the biennium.

3. A number of projects which have not as yet been implemented from the 1991-92 Work Programme have been resubmitted for inclusion in the 1993 SPREP Work Programme. Similarly, there are a number of ongoing projects which have also been resubmitted. Together with a number of new projects proposed by member governments and administrations as well as by the Secretariat, these form the 1993 SPREP Work Programme which you are being asked to consider, evaluate and endorse.

4. Both the financial and manpower resources of SPREP have increased considerably since the commencement of the last Work Programme period which augurs well for future SPREP Work Programme implementation. As well, the Work Programme duration has been decreased from a two-yearly to a twelve month programme which should provide more flexibility to member governments in determining projects which cater for their evolving needs.

5. SPREP's Work Programme contains nine integrated programme elements under which the status of the projects are reported, namely:

- I. Conservation of Biological Diversity
- II. Global Change
- III. Environmental Management and Planning
- IV. Coastal Management and Planning
- V. Prevention and Management of Pollution
- VI. Planning and Response to Pollution Emergencies
- VII. Environmental Education and Training
- VIII. Environmental Information
- IX. Regional Environmental Concerns

6. The projects included in this draft Work Programme were evaluated by the participants at the South Pacific Biodiversity Conservation Programme Workshop, Apia, 31 July 1992. The SPREP Secretariat subsequently evaluated the proposals. The Evaluation Category labels (A, B, C) appear at the end of each project description and are as follows:

- A. Suitable for implementation
- B. More information required
- C. Not suitable

Evaluation category A does not imply endorsement of the budget submitted.

7. Projects emanating from the National Environmental Management Strategy (NEMS) Project and The Regional Environment Technical Assistance (RETA) Project are also included. These projects are developing National Environment Management Strategies in 12 Pacific Countries. A number of NEMS have already been developed and some have been endorsed at the Cabinet level. There has been no evaluation carried out of projects identified through the NEMS process. However, specific projects that have arisen from the NEMS and RETA projects are outlined in this document, under each Work Programme area.

WORK PROGRAMME

I. CONSERVATION OF BIOLOGICAL DIVERSITY

Background

8. Biological diversity is important at ecosystem, species and genetic levels. The biological diversity of the Pacific is a capital inheritance that provides food and clothing, and economic opportunities such as through tourism and fishing. Conservation of biological diversity is also essential to the cultural and spiritual health of Pacific island societies. The tropical South Pacific region is renowned for its species diversity and endemism (uniqueness). However island ecosystems are very fragile because of both intrinsic factors such as their small size and isolation, and human factors led by population and development pressures. These contribute to making island biological diversity and the species that comprise it among the most threatened in the world.

9. Previous activities under the Conservation of Biological Diversity programme have been guided by the *Action Strategy for Nature Conservation in the South Pacific*.

10. In 1992 the major activity in this area has been the creation of the South Pacific Biodiversity Conservation Programme (SPBCP), reflecting a growing interest in biodiversity worldwide. The SPBCP is a \$US 10 million, five-year project to establish and initially manage a series of large, diverse Conservation Areas, in which human activities will not be excluded, but will be guided to protect important ecological features and to enable sustainable use of the area's natural resources. A project team is preparing the initial phases of the project, which can expect final approval and funding by the end of the year. The programme will also contain species conservation and environmental education components, enabling continuation of SPREP's existing programmes. The SPBCP is funded by the Global Environment Facility (GEF) - an international conservation fund managed by UNDP, UNEP and the World Bank.

11. Participants at the Conservation of Biological Diversity Workshop in Port Vila in October 1991 were updated on a number of international and regional issues in biological diversity conservation. An important output was a South Pacific consensus on an approach to the issues in the global Convention for the Conservation of Biological Diversity. This Convention has now been completed and is open for signing (see para 33).

Project Status

12. Under the Conservation of Biological Diversity programme element, projects are grouped as follows:

- Regional Marine Turtle Conservation Programme (RMTCP)
- Regional Avifauna Conservation Programme
- Regional Marine Mammal Conservation Programme (RMMCP)
- Other Species Conservation
- Classification and Inventory
- In-situ Conservation Activities
- Ex-situ Conservation Activities
- Workshops and Conferences
- International Conventions

Regional Marine Turtle Conservation Programme (RMTCP)

Old

13. This programme, based on support from the Canadian and Australian governments, is now in its third year. The second RMTCP meeting and workshop was held in Noumea in 1991, and approved a programme (which has not been detailed here) including surveys, turtle tagging, and education, in Fiji, French Polynesia, Marshall Islands, New Caledonia, Palau, Papua New Guinea, Solomon Islands, Yap, and Vanuatu. Countries have recently been requested to update their proposals for 1992-93. The RMTCP is expected to extend to more SPREP countries, and will be increasingly co-ordinated with turtle recovery activities in the American Territories. A Regional Meeting and Workshop is proposed for early 1993.

14. The turtle expert funded by Australia has been working on a turtle database including a bibliography, and information on all turtles tagged and captured under the programme. Australia has agreed to fund SPREP's turtle expert for a further twelve months. Long-term funding for RMTCP is of concern as the funding from Canada will end this year. Limited funding is likely to come from the SPBCP, however the question of funding for countries not included in the SPBCP is also of concern.

Regional Avifauna Conservation Programme

Old

15. Conservation of Sea Birds and Turtles: Tuvalu. Not yet implemented.

16. Megapode Bird Population: Palau. Superseded.

17. Kakerori (Rarotongan Flycatcher) Recovery Programme: Cook Islands (\$US 85,142 for three years 1993-1995). This programme has seen the increase of the Kakerori population from 29 in 1987 to 48 in 1992, and is likely to reach the target of 50 this year. SPREP has provided assistance since 1989/90, with the understanding that the Cook Islands government will take on increasing financial responsibility for the programme. The Cook Islands government is seeking the full costs of running the programme for the next three years. (Evaluation Category B).

New

18. A meeting of country and international experts was held in conjunction with the Biological Diversity Workshop (October 1991, Port Vila) to finalise the details of the avifauna action plan. Limited funding from the SPBCP is expected. A Regional Meeting and Workshop is proposed for early in 1993. (Evaluation Category A).

19. Comparison of Avifauna Diversity in Mahogany Hardwood Plantations and Primary Forest: Fiji (minimum of \$US 2,270; extra funding welcomed). A German student seeks support for travel to carry out this project, which is part of the Avifauna Conservation Programme. (Evaluation Category B).

20. Survey of Bird Fauna: Niue (\$NZ 77,000). The last survey was in 1981. This project, while not yet listed, could become an appropriate part of the Avifauna Conservation Programme. Technical assistance from New Zealand is likely. (Evaluation Category A).

Regional Marine Mammal Conservation Programme (RMMCP)

Old

21. Follow-up Survey of Dugong: Palau. Implemented.

22. Salt Water Crocodile Survey: Palau. Implemented.

23. A meeting of country and international experts was held in conjunction with the Biological Diversity Workshop (October 1991, Port Vila) to prepare a marine mammals conservation plan. Funding from the SPBCP is expected. The first activities are likely to be regional tasks; specifically the preparation of an educational poster, a field guide, and a baseline document for the programme. A Regional Meeting and Workshop is proposed for early in 1993. Countries have not submitted national projects for inclusion under this programme.

New

24. A Baseline Document for the RMMCP (\$US 30,925), summarising existing knowledge of the occurrence, distribution and conservation status of marine mammals in the South Pacific is to be undertaken soon. Long-term funding for the programme has not been secured. (Evaluation Category A).

25. Oceania Dugong Conservation and Management Project (\$AUS 40,000) is proposed by Australia. It is not clear whether Australia is also offering to provide the funding. The dugong is an appropriate species with which to commence specific activities under the RMMCP. (Evaluation Category B)

Other Species Conservation

Old

26. Fruit Bat Population Survey: Palau. Implemented.

27. Giant Clam Conservation and Management: Marshall Islands. Not yet implemented.

28. ('91-'92) Flying Fox Study Solomon Islands (\$AUD 20,000). Funding has been provided by Australia for a preliminary assessment of the status and distribution of flying foxes.

New

29. Freshwater Invertebrates Survey: Fiji (\$US 10,015 1993-94) is proposed by the University of the South Pacific. Species conservation activities often ignore invertebrates, which can be important indicators of ecological health in general, and (in the case of freshwater invertebrates), water quality in particular. (Evaluation Category B).

Classification and Inventory

Old

30. Terrestrial Ecosystem Survey: Western Samoa. Implemented.

31. Evaluation of Potential Protected Areas: Vanuatu. Part of ongoing project.

32. Regional Ecosystem Classification Project. The USAID funded a joint SPREP/Nature Conservancy project to develop a scientific classification of the ecosystems of the South Pacific region, and criteria for determining conservation priorities. An experts meeting (April 1991) to develop the draft classification was followed by a workshop with country representatives (October 1991) to review and revise the classification and conservation criteria. The classification should be published and used as a basis for biodiversity inventories. The second portion of the project, to conduct desk-top inventories using maps available for each country, has not been completed due to staff limitations and the limits on the funding time frame.

New

33. Identification and Mapping of Areas of Conservation Significance such as marine habitat, across the region, is suggested by Australia. Much of this is already going on under programmes such as the Regional Ecosystem Classification and the PEAMIS projects. A region-wide survey not tied to the establishment of a Conservation Area will not fit under the SPBCP guidelines. (Evaluation Category B).

34. Identification of Landscape and Seascape Elements in the South Pacific is also suggested by Australia. A holistic approach to resource assessment and management is supported. While strictly speaking the visual sensitivity of landscape and seascape resources should not govern in a process directed towards identifying resource values for conservation and resource management (and incidentally for world and national heritage status) purposes, it would still be useful to identify aspects of visual vulnerability and significance, as information necessary for classification and management. (Evaluation Category B).

In-Situ Conservation Activities

Old

35. Wetland Restoration and Enhancement: American Samoa. Undertaken by American Samoa Government with US assistance.

36. Komarindi Catchment Area Conservation Plan: Solomon Islands. Concept Plan Implemented.

37. Rehabilitation of Protected Areas System: Western Samoa. Partly implemented through other programs and other funding. Made redundant by Cyclone Val.

38. Native Forest Management Plan: New Caledonia. New Caledonia cannot be funded under the SPBCP, and there are no other known funds available. (Evaluation Category B).

New

39. Management Plan for proposed 'Eua National Park: Tonga. To be funded from elsewhere.

Ex-Situ Conservation Activities

Old

40. Traditional Resource Management and Yam Cultivation in Pohnpei: Federated States of Micronesia. Not yet implemented.

New

41. Native Biological Diversity Garden: Western Samoa (\$WS 138,500 in 1993-94) This is proposed as a fallback site for the protection of native genera in the event of the ecosystems themselves being destroyed by natural or human causes. It would also be used for educational and scientific purposes. (Evaluation Category B).

42. Medicinal Plants Conservation Project: Cook Islands (\$US 8,800 in 1993-94) This proposal is to identify, map and collect samples of plants important for medicinal purposes. A 4-acre site has been privately obtained, with full support of landowners, as a site for a legally-reserved Arboretum/Herb Garden for medicinal plants. (Evaluation Category A).

Workshops and Conferences

Old

43. Biological Diversity Conservation Workshop. Implemented.

New

44. The Fifth South Pacific Parks and Reserves Conference is due to be held in Tonga in 1993. The theme of the conference should relate to biodiversity conservation. Some funding from the SPBCP is likely. (Evaluation Category A).

International Conventions

45. Convention on International Trade in Endangered Species of Wild Flora and Fauna (CITES) The CITES Secretariat has provided an information paper on this Convention.

46. Convention on Wetlands of International Importance Especially as Waterfowl Habitat (RAMSAR) The RAMSAR Secretariat has provided an information paper on this Convention.

47. Co-ordination of South Pacific Input into Biological Diversity Convention. This Convention states that the fundamental requirement for conservation of biological diversity is *in-situ* (on site) conservation. It requires contracting Parties to prepare plans for conservation and sustainable use of biodiversity, and to integrate conservation and sustainable use of biodiversity into national decision making and relevant sectoral plans. It also requires contracting Parties to identify and monitor biological diversity and threats to biological diversity; control the risks associated with biotechnology; preserve and promote indigenous and traditional practices relevant for conservation and sustainable use of biodiversity; complement *in-situ* measures with *ex-situ* (off site) measures, including recovery of endangered species; and adopt incentive measures for conservation of biological diversity.

48. Regarding genetic resources, the Convention requires access to these resources to be on mutually agreed terms, with the aim of a fair and equitable sharing of the benefits arising from utilisation of genetic resources. Transfer of technology to developing countries is to be on fair and most favourable terms, consistent with the protection of intellectual property rights

49. Most importantly of all, the Convention states that developed country Parties will provide new and additional financial resources for the conservation of biological diversity. Special consideration is to be given to the "special conditions resulting from the dependence on, distribution of, location of, biological diversity within developing country parties, in particular small island states".

50. The implications of the Convention for Pacific Island countries are positive. Biological resources are a capital asset recognised as being of increasing importance to the countries of the region. However there is currently little work being done in the region on the economic use of genetic resources. Being a party to this Convention should allow access to new and additional financial resources for the conservation and sustainable use of biodiversity, and facilitate access to relevant technologies including technologies that make use of genetic material.

51. By the end of UNCED the following SPREP member countries had signed the Convention: Australia, Cook Islands, Federated States of Micronesia, France, Marshall islands, Nauru, New Zealand, Papua New Guinea, Solomon Islands, Tuvalu, Vanuatu and Western Samoa. It is recommended that the other SPREP countries also sign the convention.

52. It would be appropriate to hold a regional workshop, perhaps as part of the next Parks Conference, to discuss a Biodiversity Strategy for the region.

52(a) The following Biodiversity projects has been identified through the NEMS project.

- (1) Tokelau - Biodiversity Conservation:
 - (a) National Ecological Survey
 - (b) establishment of Conservation Areas

52(b) The following Biodiversity projects have been identified through the RETA project.

- (1) FSM - Endangered Species and Habitat Action Plan (US \$144,000)
- (2) FSM - Watershed Protection Programme (US \$32,000)
- (3) FSM - Pohnpei Integrated Watershed Programme (US \$1,340,000)
- (4) Solomon Islands - Ecological Surveys of Terrestrial Vertebrate Fauna (US \$1,033,600)
- (5) Solomon Islands - Systematic Botanical Survey (US \$912,900)
- (6) Solomon Islands - Dugong Survey (US\$ 60,860)
- (7) Solomon Islands - Development of a Conservation Areas System (US \$92,480)
- (8) Solomon Islands - Identification of Areas of Conservation Significance (US \$187,000)
- (9) Solomon Islands - Development of a Model Conservation Area with Full Landowner Participation - Komarindi Conservation Area - (US\$194,820)
- (10) Solomon Islands - Nature Sites Development 1 US \$)
- (11) Solomon Islands - Regulation and Monitoring of Wildlife Trade (US\$74,800)
- (12) Solomon Islands - Insect Farming and Establishment of Insect Trading Agency (US \$17,000)
- (13) Solomon Islands - Feasibility Study of Farming Other Species of Wildlife (US \$13,600)
- (14) Solomon Islands - Population Survey of Parrot Species Currently Subject to Trade (US \$68,000)
- (15) Solomon Islands - Conservation of Marine Turtles (US \$85,000)

- (16) Solomon Islands - Crocodile Population Monitoring (US \$44,200)
- (17) Marshall Islands - Establishing Network of Protected Areas (US \$250,000)
- (18) Marshall Islands - Developing Eco-Tourism (US \$190,000)
- (19) Marshall Islands - Researching Appropriate Pest Control Methods (US \$180,000)
- (20) Cook Islands - Development of Tourism-based Protected Areas (US \$27,000)

Discussion

53. Growing global concern over biodiversity loss has resulted in increasing activity at the regional and national levels, culminating in the likelihood of the \$10 million being available for the SPBCP. For reasons of continuity and clarity, it is important that SPREP's biodiversity programme become part of the SPBCP. The focus of the SPBCP, and thus the focus of SPREP biodiversity activities for the next 5 years, is a subset of the range of activities listed under the *Action Strategy for Nature Conservation in the South Pacific*. Most of the current proposals for which SPREP has detailed project documentation can be funded under the SPBCP. However other activities, some of which may be listed under the *Action Strategy*, are unlikely to find funding in the short term. Individual donors will need to be sought for these. Examples are:

- . ecosystem surveys not tied to a specific Conservation Area, including at national and regional levels
- . countries (such as the French and American Territories), which cannot be funded by the SPBCP
- . *ex-situ* conservation proposals
- . some proposals related to the more traditional concept of National Parks, which do not involve local communities in their management.

54. The lack of continuity of funding, particularly for the species conservation programmes, should the SPBCP funding not eventuate before the end of 1992, is of concern.

II. GLOBAL CHANGE

Background

55. In spite of uncertainties surrounding the predicted climatic changes, global warming is likely to result in sea level rise and concomitant loss of low-lying coastal areas, changing patterns of rainfall, increased incidence and severity of events such as hurricanes, extinction of species which will not be able to adapt to changes, disruption of biological communities, shifts in agro-economy and heavy impact on socio-economic structures and activities dependent on the present climatic conditions. The Pacific Islands, due to their physiographic, ecological and socio-economic characteristics, may face particularly severe impacts. UNEP's ocean and climate change programmes devoted considerable efforts to analyse the magnitude of the problem in order to bring the results of the analysis to the attention of the policy makers, managers and administrators of the Pacific through SPREP, and to assist them in formulation of suitable policy options and in implementation of measures which may eliminate or mitigate the negative consequences of the expected climatic changes.

Climate Change and Sea Level Rise Programme

56. In early 1987, on UNEP's initiative, a Task Team was established through Association of the South Pacific Environment Institutions (ASPEI) and with the assistance of the SPREP Secretariat, to study the impact of climatic changes in the South Pacific region. The results of the Task Team were presented to the Second Intergovernmental Meeting on the SPREP Action Plan and since that time the SPREP Secretariat has become the climate change clearinghouse and co-ordinating unit for the South Pacific region, relaying information from international bodies and metropolitan countries to Pacific island governments and seeking to ensure the Pacific island perspective is included in international discussions and developments.

57. The SPC/UNEP/ASPEI Intergovernmental Meeting on Climate Change Sea Level Rise in the South Pacific (Majuro, 17-20 July 1989) examined the results obtained by the Task Team, reviewed the possible response options to expected climatic changes, developed a programme of further studies and assistance to the South Pacific region and requested the SPREP Secretariat to continue in its role as clearinghouse and co-ordinating unit for the South Pacific region on climate change and sea level rise. In response to this, UNEP, SPREP and ASPEI have developed a regional programme with the long-term objective of avoiding or mitigating the potential impact of expected climatic changes on the Pacific island countries and territories. The short-term objectives are:

- (i) to improve the understanding of the potential impact of expected climatic changes on the Pacific island countries and territories;

- (ii) to assist the Pacific island countries and territories in determining the possible response options and measures to avoid or mitigate the impact of these changes;
- (iii) to assist the Pacific island countries and territories in implementing measures which may avoid or mitigate the impact of climate changes.

Project Status

Old

58. Co-ordination with Intergovernmental Panel on Climate Change (IPCC), United Nations Framework Convention on Climate Change (UNFCCC) and Alliance of Small Island States (AOSIS): Underway and funding is mainly, from UNEP and the Australian (DASETT, AIDAB) and New Zealand governments. Further funding will needed to continually attend these meetings. (Evaluation Category A).

59. SPREP/UNEP programme for Assistance to South Pacific Islands States and Territories on Potential Impacts of Climate Change. Following is the work programme:

- (i) Preparatory mission for Climate Change Response programme
To Cook Islands, Federated States of Micronesia, Guam, Kiribati, Marshall Islands, Palau, Tokelau, Tuvalu, Western Samoa. All reports are completed except for Federated States of Micronesia, Palau and Tokelau.
- (ii) Advice to Environmental Committee. Vanuatu
- (iii) Site Specific Study. Tonga
The study is completed and awaiting for the report.
- (iv) Public Awareness Seminars: Solomon Islands, Fiji, Wallis and Futuna, French Polynesia, New Caledonia, Northern Mariana Islands, and American Samoa.

Funding is available from UNEP for these activities [(i), (ii) and (iv)] but is yet to be undertaken and/or completed by the Climate Change Task Team.

60. Training in Sea Level Rise and Shoreline Development: American Samoa. To be implemented as part of a public awareness seminar.

New

61. Coastal Erosion of Inhabited Atolls: A Baseline Study for Assessing the Effect of Sea Level Rise Change: PNG. (US\$29,000) (Evaluation Category A).

62. Climatological Training Course for the South Pacific Region in Meteorology Office in Fiji: Regional/SPREP. (US\$160,000). (Evaluation Category A).
63. Integrated Coastal Zone Management (ICZM) Project for the South Pacific Islands: Regional/SPREP. Under preparation (US\$3-5,000,000). (Evaluation Category A).
64. In-depth studies of potential Sea Level Rise Impacts on Low Islands and High Islands: Cook Islands. Fund yet to be secured (US\$37,000.00) (Evaluation Category A).
65. Solar and Ultraviolet Radiation Monitoring Programme: Regional/SPREP. (US\$25,000). (Evaluation Category A).
66. Climate Change and Island Groundwater: Tuvalu and Kiribati. (US\$70,000). (Evaluation Category A).
67. Sea Surface Temperature and Salinity in the Tropical Pacific: New Caledonia (or Regional). US\$25,000. (Evaluation Category B).
68. Sea Level Anomaly in the Tropical Pacific at Seasonal and International Time Scales: New Caledonia. (US\$12,000). (Evaluation Category B).
69. Oceanographic Recording Post at Boulari Channel: New Caledonia. (US\$18,000). (Evaluation Category C).
70. Environmental Study of Climate Sensitive Ecosystems: Tonga. (US\$175,000). (Evaluation Category B).
71. Vulnerability Assessment: Kiribati. (US\$80,000). (Evaluation Category A).
72. Kiribati Coastal Zone Protection Advice: Kiribati. (US\$21,000). (Evaluation Category A).
73. Emissions Preliminary study: Kiribati. (US\$25,000). (Evaluation Category C).
74. National Meteorological Centre in the South Pacific: Western Samoa. (US\$3,000,000) (Evaluation Category B).
75. Survey of Climate Change and Sea Level Rise on Island Nation atolls. Kiribati, Tuvalu, Marshall Island and Tonga: Regional/SPREP. (US\$5,000). (Evaluation Category A).
76. Recent Climate Extremes in the South Pacific: U.S.P. (US \$21,540). (Evaluation Category C).
77. Recent Coastal Changes in the South Pacific: U.S.P. US\$38,320). (Evaluation Category C).

78. The following Global Change project has been identified through the NEMS project.
Tokelau - Global Climate Change and Natural Disaster Preparedness

79. The following Global Change Project has been identified through the RETA project.
Marshall Islands - Establishing a Centre for Climate Change Studies (US \$250,000)

Discussion

80. The increasing regional and global concern on this programme over the potential impacts of climatic change and sea level rise on Pacific Islands countries and territories has led to the Secretariat to attempt to strengthen its capacity to coordinate and absorb the flow of information. Australia has funded a Climate Change Officer designated to the Forum Secretariat now based at SPREP. This post was filled in March 1991. A climatologist/Meteorologist, fully funded by CFTC, is under recruitment.

81. SPREP being one of UNEP's Regional Seas programmes, has been in the forefront in funding most of the activities in this area. This has included in-country preparatory missions, in-country activities and information seminars for remaining countries and territories. Additional projects proposed for the 1991-92 biennium are now implemented within the work programme after receiving funds from UNEP in the middle of 1991.

82. In addition, other organisations, regional and international are interacting with the Pacific island governments on climate change issues, including the South Pacific Applied Geoscience Commission (SOPAC), Intergovernmental Oceanographic Commission (IOC), Commonwealth Science Council, etc. The Secretariat's role as a clearinghouse, and co-ordinating unit for the South Pacific region on this issue is essential to avoid duplication.

83. The SPREP Secretariat has attended and assisted the co-ordination of South Pacific involvement in the Second World Climate Conference (with support of the New Zealand government), and negotiations on the International Negotiating Committee (INC) for a Framework Convention on Climate Change (with support from UNDP, Australia, and New Zealand governments) and to the UNCED conference in Brazil. An Alliance of Small Islands States (AOSIS) has been formed to assist small island countries to ensure their concerns are incorporated into the convention negotiations. SPREP served as a technical and co-ordination point for Pacific region involvement in AOSIS, which is largely an initiative of the Foundation for International Environmental Law and Development (FIELD) [formerly known as Centre for International Environmental Law, (CIEL)] based on a Ford Foundation Grant.

84. In all the INC meetings for 1991-92 and leading to the UNCED Conference in Brazil, the Australian and New Zealand governments have provided financial assistance to the Secretariat to coordinate and support Pacific Island country members attend these negotiations. As a follow on from RIO Summit, funding will be necessary to effectively participate in the conference of the parties on the Climate Change Convention.

85. The Australian government through the Australian International Development Assistance Bureau (AIDAB) has involved the Secretariat in three of its projects, namely "Climate Monitoring and Impacts Project for the South-West Pacific," "Climate Impact Assessment and Management Programme for Commonwealth Countries" and "South Pacific Climate Change and Sea Level Monitoring Project." The latter is especially coordinated by the SPREP Climate Change Officer, funded by AIDAB. Again, the Tropical Oceans-Global Atmosphere - coupled ocean Atmosphere Response Experiment (TOGA-COARE) international Project Office in Colorado has involved the SPREP with their research project aimed at predicting Climate phenomena and understanding the influence of the Western Pacific Region (between Solomon, Marshalls, Papua New Guinea, Kiribati, Islands) on Global Climate.

86. Due to much publicity and information and developments on Climate Change science, impact, responses, policies within the region and outside, and to follow up the UNEP/SPREP/APSEI Climate Change Meeting in Majuro (1989) and a second SPREP meeting on Climate Change and Sea Level Rise (Noumea, 6-10 April 1992) was desirable. This was aimed to:

- (i) raise the awareness and understanding of Pacific Islands officials of the implications of Climate Change for the South Pacific region;
- (ii) review the results of the IPCC working groups on climate change science, impacts and response strategies;
- (iii) review progress on and provide the Pacific governments input into, the draft Framework Convention on Climate Change;
- (iv) review the results of Climate Change activities relevant to the South Pacific region;
- (v) provide an update on Climate Change in the South Pacific region for input into UNCED;
- (vi) identify the needs of the South Pacific region for the Climate Change science, impacts, assessment, response strategy development, legislation and information exchange and awareness raising; and
- (vii) develop and revise SPREP Climate Change work programme for endorsement by the SPREP Intergovernmental Meeting (IGM) to be held in September 1992 in Apia, for implementation by the SPREP Secretariat.

87. Major sponsors of the meeting; included the Governments of: France, Australia, New Zealand; UNESCO and UNEP. IPCC Secretariat assisted by providing resource people to the meeting. A draft work programme was developed for the consideration of the Fifth IGM. From this, specific activities will be developed for donors considerations.

88. The draft Work Programme can be found on page 57 of the report of the Noumea Meeting. (To French speaking members, the Secretariat apologises for the absence of the French Translation of the report which is due primarily to time constraints before the IGM). In addition to the draft Work Programme, the meeting requested the IGM to consider and direct the Secretariat to develop an Integrated Coastal Zone Management programme and to suggest the priority area of the programme for the secretariat to implement.

III. ENVIRONMENTAL MANAGEMENT AND PLANNING

Background

89. This programme element includes a range of activities under two headings namely (i) Environmental Impact Assessment (EIA) and (ii) National Environmental Management Strategies (NEMS). Within this programme element are also activities associated with environmental legislation and some international treaties.

Environmental Management and Planning

90. Economic development activities in the region can have significant environmental effects on the limited resource base of island ecosystems with major environmental impacts that can be mitigated or avoided through the use of environmental planning and management methods. Tools such as environmental impact assessment (EIA) encourage governments to conduct environmental assessment of development projects as part of socio-economic appraisal and planning economic development in an environmentally sound manner. However, most governments lack the procedures, methods and regulatory framework, administrative infrastructure and technical expertise to incorporate environmental management into the planning and implementation of development projects and programmes.

91. In response to this, SPREP has developed the SPREP Regional Programme on EIA with the long-term objectives of (i) strengthening human resource and institutional capabilities in countries of the South Pacific region for environmental planning and management of development programmes and projects; (ii) establishing an institutional capability in the SPREP Secretariat to compile and exchange information and undertake analysis on environmental planning and management of development activities. The short-term objectives include: (i) making available expert guidance and technical co-operation to the South Pacific region, in response to requests for environmental planning and management of development activities; (ii) increasing the experience in environmental planning and management of development activities within the South Pacific region; (iii) further developing and expanding training in environmental planning and management of development; (iv) enhancing the capabilities of the SPREP Secretariat to co-ordinate research and training in environmental planning and management of the development process.

92. A Pacific Regional EIA Training course was held in July 1989 with support from the Asian Development Bank and the manual 'How to Assess Environmental Impacts on Tropical Islands and Coastal Areas' was produced and distributed. Based on the feedback from training course participants, the long-term EIA programme was developed for submission to UNEP.

93. The SPREP Programme in Environmental Impact Assessment has received major financial support from UNEP through the project 'Strengthening Environmental Planning and Management Capabilities in the South Pacific Region: Phase I'. This provided SPREP with funds for activities to be undertaken during the 1991-92 biennium in the following areas:

- Education and information materials on environmental planning and management
- Awareness raising seminars for senior officials
- Training in environmental planning and management of development projects
- Information data base and information services
- Advisory services on EIA methods policy and planning
- EIA consultants roster, and
- EIA response services.

94. In addition, part of Australia's extra-budgetary AIDAB support to SPREP was allocated to the EIA programme, most of which was utilised in 1991.

95. SPREP has also developed Phase II of its EIA Work Programme, "The Role of EIA in National Planning under Sustainable Development," training and research project proposal which has been submitted for AIDAB's funding consideration.

96. The Phase II is for a five (5) year pilot programme designed to introduce EIA techniques into National Planning procedures under the principles of sustainable development. It has eight (8) components that are closely integrated and interdependent and is designed to build on the knowledge and experience gained in the UNEP funded programme on Strengthening Environmental Planning and Management Capabilities in the South Pacific Region Phase I, the ADB funded Regional Environmental Technical Assistance programme (RETA) and the UNDP funded National Environmental Management Strategy programme (NEMS).

Project Status

EIA Information

Old

97. Environment and development guidelines on Special Topics. Ongoing.
98. Development and Distribution of EIA Posters, Booklets and Videos. In progress.
99. Development of EIA Consultants roster. In progress.
100. Development of Pacific Region EIA database. In progress.

EIA Response Activities

Old

101. Hathorn Bay Fish Cannery EIA. Solomon Islands. Yet to be implemented.
102. Resort Hotel Coastal Impacts EIA. Cook Islands.
103. Impacts of Exotic Bird Breeding. Cook Islands. Yet to be implemented.
104. Dredging Plan Ngatangija Harbor, EIA. Cook Islands. Yet to be implemented.
105. Environmental Management of Fish Processing Plants. Republic of the Marshall Islands. Completed.
106. Afulio Hydro Scheme EIA. Western Samoa. Completed.

New

107. Strengthening Institutional Capacity for Scientific Analysis/Assessment/Evaluation capability in the Division for the Environment, Department of Lands Surveys and the Environment. Western Samoa (US\$308,000). (Evaluation Category C).

EIA Training

Old

108. EIA Training on Coastal Mines. Solomon Islands. Completed.
109. EIA In-Country Workshops. Ongoing.

New

110. Law Enforcement Workshop. Cook Islands (US\$16,000). (Evaluation Category B).
111. The Role of EIA in National Planning under Sustainable Development. This is a SPREP initiative activity, budget for which has been passed on to AIDAB. (Evaluation Category A).

112. The following Environment Management and Planning projects have been identified through the NEMS project.

- (1) Kiribati - Bio-aesthetic Planning
- (2) Kiribati - Participation in a Regional Workshop on Implementation of NEMS
- (3) Niue - Environmental Impact Assessment Training
- (4) Niue - Environmental Impact Assessment of Development Activities
- (5) Niue - Participation in a Regional Workshop on Implementation of NEMS
- (6) Tokelau - Conduct Resource Inventory and Environmental Audit
- (7) Tuvalu - In-country Training
 - (a) EIA Training
- (8) Western Samoa - Institutional Strengthening/Environmental Training
 - (a) EIA Training
 - (b) Resource Management Training - in country
 - (c) Regional Training on Application of Economic Tools/General Environmental Management and Policy Formulation

113. The following Environment Management and Planning projects have been identified through the RETA project.

- (1) FSM - Development of EIA Guidelines and Minimum Standards for National and State Governments (US \$95,000)
- (2) FSM - Needs Analysis for Outer Islands (US \$100,000)
- (3) FSM - Documentation and Application of Traditional Knowledge and Management Systems (US \$250,000)
- (4) FSM - Resource Information System Development (US \$30,000)
- (5) FSM - Aerial Photographic Coverage (US \$270,000)
- (6) FSM - Nan Madol Master Plan (US \$390,000)
- (7) FSM - Traditional Agricultural System Development Programme (US \$92,000)
- (8) FSM - Nationwide Agricultural Extension and Farmer Training Programme (US \$1,144,000)

- (9) FSM - Mass Transportation Study (US \$60,000)
- (10) Solomon Islands - Standard EIA Guideline Development for National and Provincial Governments (US \$54,400)
- (11) Solomon Islands - Resource Information Unit (US \$180,200)
- (12) Solomon Islands - Documentation of Traditional Knowledge and Management Systems (US \$139,400)
- (13) Solomon Islands - Application of Traditional Knowledge and Management Systems (US \$54,400)
- (14) Solomon Islands - Bushfire Control Campaign (US \$17,000)
- (15) Solomon Islands - Strengthen Agricultural Extension Capability (US \$34,000)
- (16) Solomon Islands - Expanded Customary Land Reforestation Programme (US \$85,000)
- (17) Solomon Islands - Pilot Trial of Solar Power Electricity Supplementation (to Diesel Electricity Generation) (US \$40,800)
- (18) Marshall Islands - Expanding Vocational Training in Environmental Management (US \$97,000)
- (19) Marshall Islands - Expanding Housing Improvement Loan Programme (US \$210,000)
- (20) Marshall Islands - Developing Marine Resource Conservation Regulations (US \$60,000)
- (21) Marshall Islands - Strengthening division of Lands and Surveys (US \$27,000)
- (22) Marshall Islands - Improving Causeway Design in Urban Areas (US \$10,000,000)
- (23) Marshall Islands - Investigating Alternate Energy Sources (US \$135,000)
- (24) Marshall Islands - Developing Consumer Protection Programme (US \$110,000)
- (25) Marshall Islands - Assessing Modern Applications of Traditional Knowledge (US \$60,000)

- (26) Marshall Islands - Documenting Cultural Resources (US \$125,000)
- (27) Marshall Islands - Developing Standard Environmental Impact Assessment Procedures (US \$17,000)
- (28) Marshall Islands - Strengthening Capabilities of Environmental Institutions (US \$62,000)
- (29) Marshall Islands - Reviewing Efficacy of Existing Legal Instruments (US \$22,000)
- (30) Marshall Islands - Training Agriculture Extension Officers (US \$45,000)
- (31) Cook Islands - Development of EIA Guidelines and Minimum Standards (US \$27,000)
- (32) Cook Islands - Upgraded Documentation of Traditional Environmental Knowledge and Practices (US \$55,000)
- (34) Cook Islands - Alternative Sources of Construction Sand and Aggregate on Rarotonga (US \$46,000)
- (35) Cook Islands - Development of Soil Management Guidelines (US \$28,000)
- (36) Cook Islands - Reforestation of Grassland and Eroded Areas (US \$55,000)
- (37) Cook Islands - Application of Traditional Knowledge to Resource Conservation (US \$33,000)
- (38) Cook Islands - Northern Group Solar Electrification (US \$763,000)

Discussion

114. Secretariat efforts in EIA have concentrated on fund-raising for a long-term programme. Many of the country activities were unable to be implemented due primarily to lack of funds. With the recent success in our fundraising, most of these requests can now be addressed. UNDP support has provided for an EIA Officer who coordinates and is heavily engaged in the implementation of EIA activities.

115. The success of the SPREP Secretariat in attracting significant new funding for development of a regional EIA programme highlights the importance attached to this environmental management process. SPREP member governments are increasingly realising the need to undertake EIA's; to establish EIA policy, administrative arrangements and structures; and to develop EIA capabilities within government.

116. SPREP member governments have been advised of the availability of EIA assistance from SPREP and are encouraged to request and take advantage of the EIA training, advisory and response services now available through SPREP.

National Environmental Management Strategies

Background

117. There is an increasing awareness amongst Pacific island governments that environmental management and economic development are inextricably linked. Economic development activities in the region have increased in momentum with significant environmental effects on the limited resource base of island ecosystems. Many development projects for tourism, urban expansion, ports, industries, forestry, mining, commercial fisheries and agriculture have had major environmental impacts that could have been mitigated or avoided through the use of environmental planning and management methods.

118. There is also recognition that environmental management needs to be addressed in a systematic and positive manner. Major programmes have now been developed in the region to integrate environmental and economic development concerns. These programmes include:

Regional Environmental Technical Assistance (RETA)

119. RETA is supported by the Asian Development Bank (ADB) with assistance from other organisations including IUCN and the EWC and provides technical assistance especially with the development of National Environmental Management Strategies and associated in-country training and development of legislation for five member countries; namely, Cook Islands, Federated States of Micronesia, Marshall Islands, Solomon Islands and Tonga.

National Environmental Management Strategies (NEMS)

120. NEMS is supported by the United Nations Development Programme (UNDP) with assistance from the IUCN, EWC and AIDAB and, like its parallel project RETA, aims to strengthen in-country capabilities to undertake environmental management, through development of National Environmental Management Strategies and training of personnel with environmental administrative skills, together with the development of environmental legislation. NEMS is undertaken in seven countries; namely, Kiribati, Nauru, Niue, Palau, Tokelau, Tuvalu and Western Samoa.

121. The RETA and NEMS projects will result in the preparation of National Environmental Management Strategies in 12 Pacific countries. The development of these strategies is an important step towards linking economic growth and environmental management. The scope of the NEMS is broad and includes the development of appropriate environmental legislation (or review of existing legislation), development of appropriate systems for Environmental Impact Assessment (EIA) and the implementation of environmental management training programmes. The NEMS will also examine infrastructure requirements for implementing environmental management programmes. This is an important factor as many countries lack the administrative infrastructure and technical expertise to adequately address environmental issues and to incorporate environmental concerns into the planning and implementation of development programmes. A further important component of the NEMS is public awareness raising.

Project Status

122. The RETA commenced in October 1990 and activities are well underway towards the development of National Environmental Management Strategies (NEMS). There has been a strong emphasis on involving each country in the process and this has been assisted by the formation of high level Task Forces in each country. To oversee the project, local consultants have been employed to undertake a number of tasks including preparing State of the Environment Reports and Sector Reports in each country. International consultants will also be employed to review legislation and infrastructure requirements in each country.

123. In relation to the RETA countries, NEMS's for the Republic of the Marshall Islands and the Solomon Islands have been endorsed at the Cabinet level. Draft NEMS's are currently under consideration in the Cook Islands, and Federated States of Micronesia. In Tonga the emphasis has been on implementation of projects identified in the ESCAP funded Environment Plan.

124. The parallel project, NEMS, commenced in late April and will draw on the practical experience of the operation of the RETA. It is anticipated that the NEMS will involve a similar approach to the RETA project. A number of steps have been taken in each of the NEMS countries towards the development of National Environment Management Strategies.

125. A National Environmental Management Strategy is also being developed in Fiji with ADB support.

126. In addition to the RETA and NEMS programmes, SPREP is co-ordinating the preparation of the National Conservation Strategy (NCS) for Vanuatu. This project is supported by AIDAB and aims to use the Strategy development process to raise public awareness of conservation issues in Vanuatu, provide educational materials for schools, provide conservation and sustainable development training for sector (forestry, agriculture, fisheries) extension officers and to create a sense of ni-Vanuatu proprietorship of the NCS. In addition to these activities, a draft technical strategy document will be prepared and subjected to widespread national consultation. This project is progressing satisfactorily.

127. Reviews of environmental legislation are being undertaken in each of the RETA and NEMS countries.

128. Related to this legislation aspect of the NEMS project, UNEP support to SPREP will allow a region-wide review of environmental legislation to be completed. This will be followed by a regional workshop in November 1992 on drafting environmental legislation.

129. Reviews of institutional needs for environmental management are also being undertaken. These will clarify the requirements for enhanced environmental management in each country.

Discussion

130. The development of National Environmental Management Strategies and National Conservation Strategies will greatly assist Pacific countries in integrating environmental and development concerns and in addressing environmental concerns in each country. The development of these projects through SPREP will ensure that environmental management activities are co-ordinated effectively within the region.

IV COASTAL MANAGEMENT AND PLANNING

Background

131. Coastal and marine environment projects of the SPREP Work Programme have been integrated into a regional programme for Coastal Management and Planning in the South Pacific Region. This programme area is coordinated with many other portions of the SPREP work programme and with appropriate international agencies, particularly the UNEP Ocean and Coastal Areas Programme.

132. Proposals for support for the Coastal Management and Planning Programme have been fairly successful. In mid-1990 Canada provided to SPREP with C\$ 498,950 over three years for coastal management training and workshops, coastal resource surveys, coastal management planning and coastal management related research. The AIDAB allocated A\$ 50,000 in 1991 and A\$ 280,000 in 1992 to the Coastal Resource Management and Planning Programme. The East-West Center/MacArthur Foundation programme and The Nature Conservancy, as part of their support and collaboration with SPREP, have undertaken coastal management projects in US-affiliated areas.

133. There is a fundamental lack of the institutional arrangements (i.e. legislation and administrative structures and procedures) necessary for integrated coastal management and planning in most countries of the region. A major project proposal was submitted to UNDP in May 1991 for support to develop national coastal zone management programmes, focusing on administrative, institutional and legal development over a three to five year period. There has been no feedback on the status of the proposal.

134. Overall, implementation of the Coastal Management and Planning programme area has been less rapid than desired due to the development and implementation of numerous other SPREP Programme Areas, many of which now have full-time officers, the departure of the Protected Areas Management Officer in August 1991 and intervening disruptions to the work programme.

Sub-Programmes

Integrated Coastal Zone Management (ICZM) Programme Development

135. It is essential that Governments develop the institutional, legal and administrative basis for Integrated Coastal Zone Management (ICZM). Without the development of such programmes it will not be possible to obtain the benefits of ICZM and overall long-term sustainable development of the coastal zone.

136. The major, umbrella sub-programme of the Coastal Management and Planning Programme should be a concerted effort to ensure the development of ICZM Programmes in every SPREP member country. This effort should be coordinated with the development and implementation of National Environment Management Strategies (NEMS).

137. Action is required to develop this sub-programme area, including budget. The UNDP proposal should be updated and used as a basis to seek support.

Marine Biodiversity Conservation and Marine Protected Areas

138. A report outlining South Pacific marine biodiversity, existing Marine Protected Areas (MPAs) and priorities for marine biodiversity conservation in the region was incorporated into a global review of marine biodiversity conservation needs prepared by IUCN for the World Bank. This regional report also contributed to the preparation of the South Pacific Biodiversity Conservation Programme. A review of the status of MPAs in the region was prepared for the IV World Parks Congress.

139. An Ecosystem Classification for the Tropical Insular Pacific was developed through an USAID/SPREP/Nature Conservancy project and includes a Coastal and Marine Ecosystem Classification. This enables the occurrence of coastal and marine habitat to be determined on a scientific, regionally valid and comparable basis and coastal and marine ecosystem conservation priorities to be set at local, country and regional levels.

140. A coordinated sub-programme on marine biodiversity conservation and MPA development should be developed, based on the priorities identified in the regional needs assessment. A regional sub-programme on coral reef conservation should be developed, harnessing global interest in reefs. A regional mangrove conservation programme should also be developed, possibly in conjunction with UNESCO which had an Asia-Pacific mangrove programme.

Project Status

Old

141. Reef Reserve Effects on Fish and Invertebrate Populations, Solomon Islands. Underway. Progress reports received.
Implementation: ICLARM
Funding Source: ICOD (Evaluation Category A):

New

142. Evaluation of Rotating Marine Reserves. New Caledonia.
Funding Requested: 1993 \$25,000 1994 \$25,000
(Evaluation Category A).

143. Palolo Deep Marine Reserve Management Planning. Western Samoa.
Funding Requested: 1993 \$145,000 1994 \$3,500
(Evaluation Category A).

144. Survey and Management Planning of Marine Protected Areas. Tonga.
Funding Requested: 1993 \$100,000 (Evaluation Category A).

Coastal Area Surveys and Management Planning

145. There is generally in the region a lack of information on the coastal zone, an absence of management plans and limited expertise in-country for addressing either of these situations. The Coastal Management and Planning Programme has thus focused on the undertaking of resource and resource use inventories, the development of coastal management plans and training in the above activities, although there has been less emphasis on the latter two areas due to limits on time available.

146. Collecting information on the components, condition and use of coastal areas will always be valuable in eventually addressing coastal management needs. Developing management plans and conducting training in coastal management planning is of less value if the legislative, administrative and institutional arrangements are not also being developed which allow such plans and training to be put to use.

Project Status

Old

147. Kosrae Coastal Resource Assessment. FSM.
Completed by EWC-EAPI. Report with Kosrae government.

148. Coral Reef Resource Inventory. PNG, Barrier Reef.
Completed. Report in preparation.

149. Coastal Resource Use Survey for Planning. Central Province, PNG.
Require further details. (Evaluation Category B).

150. Baseline Studies of Nearshore Areas. Palau.
Ongoing. Completed for Ngermeduu Bay and SW Islands. Reports in preparation.
(Evaluation Category A).

151. Coastal Management Planning. FSM.
Coastal Management Plans: Majuro and Kwajalein, Marshall Islands.
Advise on Coastal and Marine Management, Tuvalu.
Require further details. (Evaluation Category B).

152. Coastal Zone Management Planning. Cook Islands.
Initial phase planned.
Funding Requested: 1993 \$120,000 1994 \$47,500 (Evaluation Category A)

153. Coastal Resources Management Workshop. Solomon Islands.
Yet to be implemented. (Evaluation Category A).

New

154. Marine Resource Inventory. Tonga
Funding Requested: 1993 \$100,000 (Evaluation Category A).

Coastal Ecosystem Monitoring

155. Coastal ecosystems are subject to degradation due to natural events, local human impacts and global change. However it is difficult to ascertain the rate and trends in the health of coastal biological communities and determine cause and effect without monitoring agreed upon parameters in a systematic, scientific manner. Such monitoring should be regionally comparable, linked to coastal water quality monitoring and integrated with global monitoring programmes.

156. Following a UNESCO workshop in 1987, Dr Birkeland (University of Guam Marine Laboratory) outlined a regional programme to monitor coastal productivity. More recently a joint IOC/UNEP/WMO project began developing a coastal ecosystem monitoring programme to detect impacts of climate change, initially focusing on mangrove and coral reef ecosystems. A workshop at the 7th Coral Reef Symposium (Guam, June 1992) considered the development of the latter.

157. Pacific marine scientists and resource managers felt that a workshop of marine laboratories and national environment or marine resources agencies able to participate in developing and implementing a regional monitoring programme should be held in the near future. A regional coastal ecosystem monitoring programme should build on the substantial experience which Australia, as part of the SPREP region, already has.

Project Status

New

158. Coral Reef Monitoring. Cook Islands

Funding Requested: 1992/3 \$40,400 1994 \$7,700 (Evaluation Category A)

159. Coral Reef/Mangrove Monitoring. Western Samoa

Funding Requested: Not specified. (Evaluation Category B)

Conservation of Living Marine Resources

160. With the increasing pressure on the coastal zone in general and nearshore resources in particular, there is a need to address the effects on harvested marine resources and the effects of unsustainable harvesting on the marine system and to develop a series of activities to assist in ensuring the sustainability of harvested marine resources. This should be developed in cooperation with national and regional marine resource agencies which have direct responsibility in this area and could address such issues as:

- destructive fishing practices
- fishing impacts on rare and endangered species
- environmental degradation and fish yield
- traditional marine resource management
- effects of introduced species.

Project Status

Old

161. Zooplankton and Larval Fish Survey. Pohnpei, FSM.

Underway. Progress reports not received.

Implementation: Community College of Micronesia

Funding Source: ICOD (Evaluation Category A)

162. Mangrove Crab Monitoring. Pohnpei, FSM.

Coordinated proposal never received from CCM and Pohnpei Marine Resources Division. (Evaluation Category B)

163. Guidelines for Harvesting Renewable Coastal Resources. Marshall Islands.

Development of Guidelines for Harvesting Renewable Resources, Palau.

Require further details. (Evaluation Category B)

164. Marine Resource Harvesting, Marketing and Exportation. PNG.
Status: Require further details. (Evaluation Category B)

165. Regional Review of Introduced Marine Species
Underway. (Evaluation Category A)

166. Regional Guidelines for Coral Harvesting Proposals
Status: Underway. (Evaluation Category A)

New

167. Effects of Recreational Fishing. New Caledonia
Funding Requested: 1993 \$7,000 (Evaluation Category A)

Integrated Coastal Zone Management (ICZM) and Sea Level Rise

168. The need for ICZM to incorporate planning for Accelerated Sea Level Rise (ASLR) has been highlighted by the IPCC. Assessing vulnerability to ASLR is one of the most important aspects of beginning this process. SPREP contributed to the development of the IPCC "Common Methodology" and coordinated the vulnerability assessment case study of the Marshall Islands.

169. The need to consider the effects of ASLR on coastal and island areas is becoming one of the major forces driving the development of ICZM programmes. A coordinated sub-programme to fully harness this potential for ICZM development in the region is being developed under the Global Change Programme.

Project Status

Old

170. Impacts of Sea Level Rise on Majuro. Marshall Islands.
Completed.

171. The following Coastal Management and Planning Projects have been identified through the NEMS Project.

- (1) Kiribati - Workshop on Coastal Protection & EIA
- (2) Tokelau - Coastal Management
 - (a) EIA Seawalls/Housing
 - (b) Land-based Pollution Sources Survey

172. The following Coastal Management and Planning Projects have been identified through the RETA Project.

- (1) FSM - Reef and Lagoon Resources Survey (US \$100,000)
- (2) FSM - Total Species Marine Preserve Pilot Programme (US \$120,000)
- (3) FSM - National Inshore Fisheries Extension Programme (US \$1,960,000)
- (4) Solomon Islands - Reef, Estuary and Lagoon Resources Survey (US \$153,000)
- (5) Solomon Islands - Reef Management Systems (US \$34,000)
- (6) Solomon Islands - Coastal Environmental Management Planning for Priority One Areas: Noro and Tulagi (US \$98,600)
- (7) Solomon Islands - Coastal Environmental Management Plans for Priority 2 Areas (US \$166,600)
- (8) Marshall Islands - Establishing a Coastal Zone Management Programme (US \$160,000)
- (9) Marshall Islands - Establishing Gabion Assembly Unit Feasibility Study (US \$20,000)
- (10) Marshall Islands - Establishing Marine Resources Information System (US \$690,000)
- (11) Cook Islands - Development of a Plan of Management for Manihiki Lagoon (US \$158,000)
- (12) Cook Islands - Development of Policies and Procedures to Minimise Overfishing of Reefs and Lagoons (US \$27,000)
- (13) Solomon Islands - Mangrove Documentation, Protection and Rehabilitation Assessment (US \$74,800)
- (14) Solomon Islands - Feasibility of Sustainable Utilisation of Mangrove Resources for Fish-smoking (US \$13,260)
- (15) Solomon Islands - Mangrove Case study and Community Education (US \$44,200)

Discussion

173. Taking into account the Background and Sub-programme information presented above, priorities for the Coastal Management and Planning Programme include to:

- (a) Develop an ICZM sub-programme to assist all SPREP countries to establish Integrated Coastal Zone Management Programmes, a significant component of which should be training. Major funding must be sought.
- (b) Further develop activities in marine biological diversity conservation, referring to priorities already identified in the marine biodiversity report, including to:
 - conduct inventories using the Coastal/Marine Ecosystem Classification;
 - strengthen and expand the network of MPA's;
 - develop a regional coral reef conservation programme;
 - develop a regional mangrove conservation programme.
- (c) Continue to organise and fund undertaking of:
 - coastal resource and resource use surveys;
 - coastal management plan development.
- (d) Assist in coordinating the development of a regional coastal ecosystem monitoring programme, including possible co-organisation of a regional meeting to develop the programme. Linkage and compatibility with the global programme should be ensured.
- (e) Develop a programme addressing the environmental aspects of fisheries and marine resource harvesting, in collaboration with FFA and SPC.
- (f) In collaboration with the SPREP Climate Change Programme, develop a major programme in ICZM and sea level rise.

V. PREVENTION AND MANAGEMENT OF POLLUTION

Background

174. The SPREP Environmental Contaminants Officer, supported by UNDP, commenced in early 1992 and will greatly enhance the ability of the SPREP Secretariat to fully develop, seek funding for, and implement the pollution prevention and management programme.

175. UNEP support for the coordinated marine pollution monitoring programme (SPREP POL) became available in May 1991 and project activities commenced later in the year. France has funded the larger, long-term oceanographic research component of SPREP POL conducted by ORSTOM. An important portion of SPREP POL, the monitoring of sewage pollutants, has not been covered under existing programme funds and a proposal was put to ICOD for support and this critical marine pollution problem is not being addressed.

176. SPREP POL is a collaborative effort between the SPREP Secretariat and the SPREP POL Scientific Co-ordinator (Prof. J. Morrison, USP), one of the programmes main proponents. SPREP POL relies heavily on the expertise and in-kind contribution of the institutions in the region, including those in Australia and New Zealand. It is anticipated that this close working relationship with the institutions and individuals concerned will continue as SPREP POL strengthens and expands.

177. Until the addition of the Environmental Contaminants Officer, SPREP has not had the resources nor expertise to develop a co-ordinated regional programme on other pollution areas. This is now being developed through a series of sub-programmes coverings solid waste disposal, recycling, freshwater pollution and pesticides. Many of these programmes will interact with international and national, public and environmental health agencies, with which coordination will be necessary.

Project Status

178. To allow for continuity of thoughts to flow into the Work Plan, the main programme area would have to be divided into sub-programmes. As well as providing a very brief description of the sub-programmes, the status of projects already submitted in the past and at present in areas related to them is also outlined.

Sub Programmes

- Marine Pollution Monitoring and Control (SPREP-POL)
- Land Based Sources of Pollution
- Freshwater Pollution
- Solid and Hazardous Waste
- Recycling of Waste
- Pesticides

Marine Pollution Monitoring and Control

179. At the beginning of SPREP activities it was anticipated that this area of work should entail the monitoring of several selected lagoon and marine waters of some of the South Pacific region countries to ascertain their true state. However in 1988 Intergovernmental Meeting on the SRPEP Action Plan, it was recommended that all on-going and future pollution research and monitoring projects are to be co-ordinated into a monitoring, research and control programme, now known as SPREP POL.

180. All SPREP POL work at this moment in time are funded by UNEP and the present funding will be exhausted at the end of 1992.

181. Now that SPREP has an expert on board it is anticipated that a regional approach tied in to National Environmental Management Strategies would develop.

Project Status

Old

182. Development of Effluent and Waste Disposal Standards. This UNEP funded regional project has been completed by USP and a report on Effluent and Disposal Standard for the Region has been produced and is currently under review for publication.

183. Mercury Levels in Fish and Water. Kosrae, FSM - Not implemented. Fund is yet to be secured.

184. Vuda Point Oil Pollution Survey. Fiji - Not implemented. Funds are yet to be secured.

185. Monitoring Water Quality. Palau - Ongoing.

186. Lagoon Environment Monitoring System. Solomon Islands - Not implemented. Fund is yet to be secured.

187. Monitoring Lagoon Water Quality. FSM - Underway

188. Use of Sediment in Environment Pollution Research and Monitoring. PNG - Fund is yet to be secured.

189. Heavy metal and Organochlorine Monitoring Coastal Waters. PNG - Fund is yet to be secured.

190. Monitoring of Coastal Waters. French Polynesia - Completed
191. Allas of Surface Chlorophyll. South West Pacific - To be implemented as funds are yet to be secured.
192. Marine Water Quality Baseline Study. Rarotonga and Aitutaki, Cook Islands - To be implemented as funds are yet to be secured.
193. Monitoring Underground Water Pollution. Niue - Yet to be implemented.
194. Survey of Majuro Sewer Outfall functioning. Marshall Islands - completed - report under preparation.

New

195. Water Quality Monitoring Project. Western Samoa - (US\$80,000.00). (Evaluation Category B).

Land Based Sources of Pollution

196. Most activities undertaken had been on an ad-hoc basis without any proper follow up action. SPREP has recently completed a study and inventory of the land based sources of pollution in the South Pacific Region. The findings will be utilised to develop a regional programme addressing the land based sources of pollution.

Project Status

Old

197. Study on Waste Oil Disposal. American Samoa - To be implemented as funds are yet to be secured.
198. Land Based Pollution Services and Water Management. Tuvalu - To be implemented as funds are yet to be secured.
199. River inputs into Pacific Waters - To be implemented as funds are yet to be secured.

New

200. A study on the impact of the discharge of waters from aquatarms on the environment. New Caledonia - US\$15,000.00. (Evaluation Category B).

201. A time study on TRIBUTYLTIN (TBT) in the Fijian Marine Environment Review of Literature: Legislation. Fiji - US\$15,700. (Evaluation Category A).

202. A study on Effect of Beach Sand Mining in New Caledonia. New Caledonia - US\$25,000 - 1993, US\$25,000 - 1994. (Evaluation Category A).

Freshwater Pollution

203. Now that SPREP has acquired an in house expert a more systematic approach to Freshwater-pollution will develop.

Project Status

Old

204. Training in Groundwater Assessment - Yet to be implemented

205. Atoll groundwater Chemical properties and Flow dynamic - Yet to be implemented

206. Planning and Management and Protection of Surface Waters - Yet to be implemented

New

207. Water Quality Monitoring Workshop. Niue Island - US\$10,000 (Evaluation Category A) Likely to be implemented under NEMS Project.

208. Training Laboratory Technicians to carry out Water Monitoring Works. Niue - US\$10,000 (Evaluation Category A). Likely to be implemented under NEMS Project.

Solid and Hazardous Waste

209. SPREP has dealt with this issue on an ad-hoc basis. A more systematic and regional programme covering all aspects of Waste Management in the South Pacific region is under preparation.

Project Status

Old

210. Environmental Impact of Solid Waste and Land Fill. Palau - To be implemented. as funds are yet to be secured.

211. Assessment of Alternative Solid Waste Disposal Methods. Marshall Islands - Yet to be implemented as funds are not yet secured.

New

212. Waste and Chemical Management. Cook Islands - (US\$100,000.00). (Evaluation Category C).

213. Assessment of current Annual Waste Load. Western Samoa - (US\$80,000.00). (Evaluation Category B).

214. National Waste Management Strategy. Western Samoa - (US\$160,000). (Evaluation Category B).

Recycling

Project Status

215. Assessment on Viability of Recycling Wastes. Cook Islands - Completed.

Pesticides

216. The publication of a Region Agro-Pesticide Index which includes pesticides commonly used and considered appropriate to be used in the South Pacific region is a step forward in this component of the Work Programme. The publication caters for the management of pesticide but there remains the need to develop appropriate legislation in each country to control the ever increasing use of pesticides and chemicals.

Project Status

Old

217. Pesticides Monitoring. Marshall Islands - Yet to be implemented

New

218. Monitoring Pesticide Residues. Western Samoa - US\$62,000.00). (Category Evaluation B).

219. The following Prevention and Management of Pollution Projects have been identified through the NEMS project.

- (1) Kiribati - Activities Relating to Pesticides and the Environment
- (2) Niue - Training in Water Quality Testing
- (3) Niue - Waste Disposal Assistance
- (4) Tokelau - Development of Waste Management Strategy
- (5) Tokelau - Design of renewable energy projects

220. The following Prevention and Management of Pollution Projects have been identified through the RETA project.

- (1) FSM - Fresh Water Survey of the FSM (US \$500,000)
- (2) FSM - Atoll Water Catchment Programme (US \$1,000,000)
- (3) FSM - Nationwide Solid Waste Disposal Programme (US \$1,000,000)
- (4) FSM - Nationwide Waste Management Training Programme (US \$65,000)
- (5) FSM - Revision and Administration of Hazardous Chemicals - (US \$Nil)
- (6) Solomon Islands - Improved Solid Waste Disposal Programme (US \$578,000)
- (7) Solomon Islands - Strengthening Monitoring of Industrial Wastes (US \$27,200)
- (8) Solomon Islands - Pollution Monitoring Design for the Noro Fish Processing Facilities (US \$34,000).
- (9) Solomon Islands - Strengthen Monitoring capacity for Mining Activity (US \$295,800)
- (10) Marshall Islands - Improving Hazardous Waste Disposal System US \$275,000)
- (11) Marshall Islands - Improving Solid Waste Disposal System (US \$270,000)
- (12) Marshall Islands - Expanding Sewerage Capital Works (US \$750,000)
- (13) Marshall Islands - Evaluating Sewerage Outfall Design (US \$160,000)
- (14) Marshall Islands - Extending Rural Sanitation Programme (US \$355,000)

- (15) Marshall Islands - Constructing Urban Rainwater Catchments (US \$5,150,000)
- (16) Marshall Islands - Extending Catchment Maintenance Training to Outer Islands (US \$240,000)
- (17) Marshall Islands - Expanding Water Quality Monitoring Programme (US \$114,000)
- (18) Marshall Islands - Assessing Ground-Water Resources (US \$490,000)
- (19) Marshall Islands - Extending Loans for Outer Island Catchments (US \$1,030,000)
- (20) Marshall Islands - Establishing a Cistern Manufacture Facility (US \$130,000)
- (21) Marshall Islands - Developing Pesticide Regulations (US \$35,000)
- (22) Cook Islands - Rarotonga Waste Disposal Management (US \$3,000,000)
- (23) Cook Islands - Rakahanga Garbage Disposal Programme (US \$38,000)
- (24) Cook Islands - Outer Islands: School Sanitation Demonstration Programme (US \$38,000)
- (25) Cook Islands - Water Quality Baseline Study on Rarotonga and Aitutaki (US \$14,000)
- (26) Cook Islands - Atoll Water Catchment and Storage Programme (US \$763,000)
- (27) Cook Islands - Environmental Monitoring of Hazardous Chemicals (US \$27,000)

Discussion

221. Prevention and Management of pollution components of the SPREP Work Programme, largely suffer from lack of resources; need formulation, assessment and a systematic approach.

222. Development in this area of the SPREP Programme would include:

- (a) The development of the linkage between SPREP-POL and the activities identified in the National Environment Management Strategy

- (b) Training and awareness are essential aspects and they should be developed into a regional and long term approach
- (c) Development of a comprehensive Waste Management Programme for the the region. This may include a Pollution Management and Control Strategy and a Water Quality standard for the region
- (d) Development of a regional Freshwater Pollution Control Programme to include:
 - (i) Training and Awareness;
 - (ii) Identification of a reliable management implementation mechanism both national and regional;
 - (iii) Identification and development of appropriate methods of freshwater pollution assessment and pollution control technologies;
 - (iv) Putting into place a monitoring and evaluation mechanism that could assess the effectiveness of the programme;
- (e) Development of a regional approach to waste management and disposal. to include:
 - (i) formulating a common inventory that could be used by the member countries for collection of data, and assessment of pollution loads;
 - (ii) producing case studies, and examples that could be used as Guide Manuals for the Management and Disposal of Wastes for other countries in the region facing similar problems;
 - (iii) put into place a monitoring and evaluation programme that would assess the effectiveness of the programmes;
 - (iv) Work closely with international agencies like WHO/PEPAS, UNESCO, and UNDP etc.

223. SPREP to continue the regional wide research and monitoring programme on pesticide usages in the region and the training programme on the safe use of pesticides and chemicals.

VI. PLANNING AND RESPONSE TO POLLUTION EMERGENCIES

Background

224. A lot of effort and work has been done on this particular area in co-ordination with international bodies like IMO, AMSA, US Coast Guards and USAID. Training programmes on emergency response to oil spills and chemicals were developed and implemented. Such were in collaboration with the Marine Pollution Section of the Australian Department of Transport (DoTC) and the International Marine Organization (IMO), regional workshops on oil spill response and contingency planning were conducted in Fiji (1984) and Australia (1986, 88, 90), and one will be staged in Fiji again, in October this year.

225. The objectives of the workshops are (i) to provide an overview to marine pollution incident contingency planning and response; (ii) to refine and test a regional oil spill contingency plan for the South Pacific; and (iii) to review progress with the adoption and implementation of SPREP member government national contingency plans. Much of the direction of marine pollution emergency response developments in the region has been determined by recommendations emanating from the two-yearly regional workshops.

226. In 1988, the IMO prepared a draft regional contingency plan which was necessary to effect the SPREP Convention Protocol concerning Co-operation in Combating Pollution Emergencies in the South Pacific. In the event of a major oil spill, it has become apparent that metropolitan SPREP member governments would be requested to provide the bulk of the response required. SPREP thus organized a meeting with IMO and representatives of Australia, New Zealand, France, the USA and the Forum Secretariat's Regional Petroleum Unit (Sydney, May, 1990) to discuss and develop the modalities of this assistance to the region in the context of national and regional contingency plans.

227. In dealing with pollution emergency response issues, SPREP has been collaborating closely with the DoTC and the IMO Marine Pollution Advisor (Asia/Pacific). However, the DoTC no longer has a mandate and budget to assist in this area and the IMO Advisor position no longer exists. A regional approach with a long-term strategy is required to address the marine pollution emergency response needs of the South Pacific region in a co-ordinated manner. The strategy would: (i) ensure all countries and territories have complete or updated marine pollution emergency contingency plans; (ii) undertake a programme of seminars, exercises and training to ensure national/territorial plans are reviewed and practiced and personnel are trained; (iii) finalise, adopt and exercise the SPREP Regional Marine Pollution Emergency Contingency Plan for the South Pacific region; and (iv) provide information and advice to encourage eligible SPREP member governments to become party to appropriate international marine pollution conventions.

228. As the year 1991, was drawing to a close SPREP put together a draft regional contingency plan, a more developed and skilled version of the IMO draft of 1988. This was sent to IMO for vetting and their response was encouraging indeed. This is left at the hands of IMO at this point in time and while we are awaiting further development, we are also looking at the Australian market in collaboration with the Australian Maritime Security Authority (AMSA), the organization that has taken over from DoTC.

229. There had been talk of having an IMO Officer on Environment Pollution attached to AMSA for the next two years and if this arrangement comes about, it would really be an additional boost in our effort to achieve the objectives of this specific area of the work plan.

Project Status

Old

230. National Marine Pollution Contingency Plan Development. FSM, Kiribati, Marshall Islands, Solomon Islands. To be implemented.
231. SPREP Regional Contingency Planning. Draft regional contingency plan completed and funding sought for its implementation.
232. Analysis of Marine Transport of Oil and Chemicals in the South Pacific Region. Being reviewed for printing.
233. Marine Pollution Emergency Incident Investigations Fund and Guidelines. UNEP funded.

New

234. National Marine Oil Spill Contingency Planning. Training workshop - Marshalls, \$58,500. (Evaluation Category A).
235. National Marine Oil Spill Contingency Planning Emergency. \$136,00 Response. (Evaluation Category A).
236. The following Planning and Response to Pollution Emergency projects have been identified through the RETA project.

- (1) Cook Islands - Petrol/Oil/Lubricant Emergency Response Plan (US\$136,000)

Discussion

237. Although no major funding has been made available to SPREP for the Pollution Emergency Response and Planning portion of the SPREP Work Programme, steady progress has been made due to the leading role and enormous contribution of the Marine Pollution Section of the Australian Department of Transport and Communications and the assistance of the IMO.

238. The SPREP Secretariat lacks the technical expertise or staff to more fully address this work on its own, but serves to co-ordinate the IMO and Australian efforts into the region and organise the participation of governments in regional training. SPREP has a good working relationship with the recently established Regional Petroleum Unit of the Forum Secretariat and the support of the oil industry should become more involved in the regional programme and may be able to provide support to some of the activities.

239. A proposal was submitted to ICOD (now defunct) to fund an oil pollution contingency planning officer for two years. Australia is considering similar support.

240. The development of a Regional Pollution Emergency Response Programme and Strategy in collaboration with appropriate agencies will enable SPREP to pursue major funding for this programme from sources available to the IMO. IMO support will also be more readily available if the South Pacific region is declared a priority area by that organization. SPREP will continue to collaborate closely with IMO and Australian experts and rely on their support and assistance in implementing this programme.

241. The coming into force of the SPREP Convention and its associated Protocol on Co-operation in Combating Pollution Emergencies will require a more firmly established, co-ordinated and funded Regional Programme on Pollution Emergency Response and Planning.

VII. ENVIRONMENTAL EDUCATION AND TRAINING

Background

242. The national governments of the South Pacific Region continuously reaffirm the essential crucial role of education in enhancing the management of resources and environment in the region. SPREP responds by continually producing environmental educational materials and training opportunities for all groups in the region.

243. SPREP continues to assist schools and education departments in the production of their environmental science materials. Teacher training is part and parcel of this assistance to ensure teacher's confidence in teaching and using the developed curriculum materials.

244. For public environmental education where the targeted learners vary considerably, the approaches and strategies to educating them must match their standards and aptitudes to learning. Hence the continuous production of posters, brochures, fact sheets, case studies, kits, audio-visual materials and general environmental booklets together with a wide variety of both print and non-print resources to cater for this wide audience. A major component of this are the various in-country meetings, visits, seminars, workshops and general training for the various groups and sectors of the region.

245. The use of the media as well as the theatre groups to convey environmental messages are proving to be popular and SPREP continues to capitalize on their effectiveness.

Project Status

Teacher Education and Training

Old

246. Training a cadre of in-country teacher trainers. FSM, Western Samoa, Niue. In progress.

247. Teacher training re Climate Change for member countries. To comence in late September 1992.

New

248. Training in country teacher trainers. Tonga. (Evaluation Criteria A).

Formal Curriculum Development Support

Old

249. In-country curriculum writing workshops: Kiribati, Western Samoa, in progress : Niue, Tuvalu, Cook Islands, Tonga. Yet to be implemented as funds are not yet secured.

250. In-country production of specific needed support materials:

- RMI early primary readers. In progress
- Tokelau - translation of CORAL REEF HANDBOOK to vernacular. In progress
- Production of support materials for existing environmental science units, Western Samoa and Tonga. Yet to be implemented.

251. Curriculum Design and Material Production for Climate Change and Sea Level Rise. To be implemented in early 1993.

General Material Production

Old

252. Material production for public education. Cook Islands, Western Samoa, Solomon Islands, USP, FSM, Tonga, PNG, Australian National Parks and Wildlife Service. Funds are yet to be secured.

253. Climate Change and Sea Level Rise material production for public education in member countries. To commence in late September, 1992.

254. Poster production: Palau completed in December, 1991.
Cook Islands completed.

Media/Non Print Production and implementation

Old

255. In-country production: W.Samoa, Cook Islands. Funds being sought: FSM, to implement November 1992. RMI tentative to be implemented early 1993.

256. Specific productions for Climate Change and Sea Level Rise. Yet to be implemented.

Special Activities - Publicising Environment Information

Old/New

257. Environment Day/Week/Month celebrations. Ongoing.
258. Part of National Festivals. Tonga (Heilala week). Completed, June 1992.
259. Theme for MOTHERs DAY activities. Western Samoa.

Expressive and Performing Arts Productions

Old

260. Scripting, performing and/or touring: Wan Smolbag Theatre, Vanuatu, almost completed.

General Public Environmental Education Programmes/Activities

New

261. Workshops, seminars, conferences, meetings, trainings etc. FSM, Tonga, Niue, W.Samoa, Cook Islands, PNG, USP, under the Pilot - Regional Public Environmental Education Project submitted to AIDAB for consideration. (Evaluation Criteria A).

262. The Following Environmental Education and Training projects have been identified through the NEMS project.

- (1) Kiribati - Public Awareness Campaign
- (2) Kiribati - Environmental Education Workshop
- (3) Niue - National Seminar/Public Awareness Raising
- (4) Niue - National Environment Day Activities
- (5) Niue - Teacher Training/Curriculum Development Workshop
- (6) Tokelau - Education, Training and Public Awareness
- (7) Tokelau - Establishment of Environment Resource Centre (Translation)
- (8) Tuvalu - Public Awareness Campaign

- (9) Western Samoa - Public Awareness Raising/National Seminar
- (10) Palau - Public Awareness Raising
- (11) Tokelau - Environmental Health Programme
- (12) Tokelau - Protection of the cultural environment

263. The following Environment Education and Training projects have been identified as part of the RETA projects.

- (1) FSM - Curriculum Development in Environmental Education for Primary and Secondary Schools (US \$50,000 p.a.)
- (2) FSM - Development of Environmental Education Resources (US \$125,000)
- (3) FSM - Development of a "Grass-Roots" Community Education Programme (US \$100,000)
- (4) FSM - Environmental Awareness Training for Government Extension Officers (US \$75,000)
- (5) FSM - Raising Environmental Awareness of Top Level Government Leaders and Politicians (US \$250,000)
- (6) FSM - Programme to Preserve Traditional Forest Knowledge and Raise Landowner Awareness of Forest Values (US \$175,000)
- (7) FSM - Water Conservation Education Programme (US \$100,000)
- (8) FSM - Public Education Programme on Sanitation (US \$50,000)
- (9) FSM - Educational Programme on the Proper Use and Control of Hazardous Chemicals (US \$75,000)
- (10) Solomon Islands - Provincial Environmental Awareness Workshops (US \$146,200)
- (11) Solomon Islands - Curriculum Development in Environmental Education for Primary and Secondary Schools (US \$57,800)
- (12) Solomon Islands - Development of Environmental Fact Sheets, Educational Resources and Visual Aids (US \$27,200)

- (13) Solomon Islands - Waste Disposal Education (US \$10,200)
- (14) Solomon Islands - Educational programme on the proper use and control of hazardous chemicals (US \$47,600)
- (15) Solomon Islands - Customary Landowner Forestry Awareness and Traditional Knowledge Programme (US \$139,400)
- (16) Solomon Islands - Provincial Government Forestry Awareness Programme (US \$17,000)
- (17) Marshall Islands - Strengthening RMIEPA Education Unit (US \$190,000)
- (18) Marshall Islands - Training Teachers in Environmental Education (US \$90,000)
- (19) Marshall Islands - Establishing Anti-Littering Education Campaign (US \$50,000)
- (20) Marshall Islands - Extending Population Education Programme (US \$65,000)
- (21) Marshall Islands - Developing Cultural Resource Education Programmes (US \$45,000)
- (22) Cook Islands - Environmental Awareness Training for Government Resource Management Staff (US \$41,000)
- (23) Cook Islands - Village Environmental Youth Troupe (US \$27,000)
- (24) Cook Islands - Environmental Education in the School Curricula (US \$55,000)
- (25) Cook Islands - Environmental Awareness Workshops (US \$22,000)
- (26) Cook Islands - National Biennial Environment Conference (US \$27,000)
- (27) Cook Islands - Raising Environmental Awareness of Top Level Government Leaders and Politicians (US \$22,000 p.a.)

Discussion

264. Environmental Education and Training continues to draw its content or body of knowledge from all the other eight work programme areas of SPREP. It incorporates and integrates them into a general education programme, supporting and promoting environmental knowledge, skills and values so pertinent to the positive and healthy attitudes for the wise use of our environment.

265. Environmental Education continues to employ educational strategies and approaches, both traditional and innovative to reach every group of people in the Pacific region, in its effort to inform and teach everyone to adapt and adopt positive attitudes to sustainable living. More so to instill a deep sense of responsibility to pass on to their children and grandchildren an environment fit for human consumption and enjoyment.

VIII. ENVIRONMENTAL INFORMATION

Background

266. A public information programme on environment and development issues affecting the region is essential to promote positive community attitudes towards the environment and informed decision-making on conservation and management practices necessary to protect and improve the quality of the South Pacific environment.

267. Knowledge and understanding of current environment and development issues affecting the region needs to be disseminated in different formats to meet the needs of various groups. These may range from the production of scientific/technical reports and case studies for managers and researchers, to posters and audio-visual material for general environmental awareness and educational purposes.

268. As well as supporting the production of material, SPREP has an important regional role in disseminating information to member countries by functioning as an information clearing house, producing a regional newsletter and distributing information between environmental groups.

Goal

269. To increase overall awareness and understanding of the environment and cultural heritage to promote positive community attitudes towards environmental activities and decision-making in the region.

Objectives

- (1) Inform and promote regional environmental activities and resources through producing a regional newsletter.

Edited, wrote, laid out and printed Environment Newsletter no. 25-28 and 29. No issues were produced from May 1991 to March 1992, due to staffing constraints. Publication is now up to date with our quarterly newsletter.

- (2) Disseminate scientific/technical information on environmental concerns for management and conservation purposes through the publication of meeting reports and topic studies.

- (4) Support community groups and organisations in developing their own media skills and publications.

Made initial contact with some local and regional organisations, with view of support in 1992/4, especially through "One World" Radio Project (See Projects).

- (5) Encourage translation/production of material in vernacular languages.

As seen in 3. above, much effort has been made to translate appropriate publications into vernacular. "One World" Radio Project proposal includes weekly broadcasts in English, French and Pidgin, and tapes and transcripts produced for translation into local language by national radio stations.

- (6) Respond as appropriate to requests for information on environmental issues.

The Information and Publication Officer has carried this out, with an average of 4 requests per week since April for information on environment matters, especially the Apia and SPREP Conventions. This area is rapidly expanding, and points to need for engaging an information specialist to also establish and manage relevant databases and the Information Centre. The Centre was started by a volunteer, who is now unable to continue.

- (7) Liaise and co-ordinate with other regional, national and international organisations in circulating information/publications throughout the region.

The Information and Publication Officer has serviced an average of 15 requests for publications (some by the box full) since April. This is a growing area, especially after new publications lists were distributed. Have increased income through some international sales and subscribers. Introduced book review section in Newsletter.

- (8) Assist the implementation of other SPREP programmes by disseminating appropriate information to target groups in conjunction with public awareness and information campaigns.

Published:

Printed Materials:

*SPREP and other General Brochures
1991/92 Annual Report*

*SPREP Director's Report (French)
3 x 1991 IGM Meeting Reports*

Other Activities

Newsletter Articles

8 Press Releases

Contacted with regional and international press, radio and print.

Co-ordinated the implementation of the SPREP / UNEP PEAMIS Project

Co-ordinated SPREP's press, translation, print and communications activities.

270. The following Environment Information projects have been identified as part of the NEMS process.

- (1) Cook Islands - Development of Environmental Information (US \$68,000)
- (2) Cook Islands - CICS Environmental Publicity Officer (US \$49,000)

Analysis of Programme Activities: 1991/92

271. This period could be divided into two distinct periods:

- (a) Noumea, where limited staff resources and the move to Apia meant that the most publications schedules were stopped or curtailed. Distribution was also hampered due to the location of publications in boxes in a container for three months during shipment from Noumea.
- (b) After an initial "settling in" period, there was a frenzy of activity and the printing of a number of publications. Printers from within the region have been sought and located, being very competitive when also accounting for freight of the finished product.

272. Problems in staffing in core positions, however, continue. An Information Specialist to manage the SPREP Information Centre is essential if SPREP is to fulfil objectives in the Action Plan requiring it to be a clearinghouse and source of environmental information. Some information requests have not been adequately addressed due to the unorganised state of the Centre. At present publications are sitting in boxes and on shelves, most of them inaccessible as most publications are either not catalogued, or are inappropriately catalogued. A consultancy is planned for the next two months to advise SPREP on the requirements for the Information Centre, and on its technical needs and future organisation. A commitment to staffing must also be made, as this position will service **all** programme areas.

273. There has been little recent evaluation of SPREP publications in their effectiveness in influencing or informing target audiences on environmental issues. A preliminary survey of readers of *Environment Newsletter* will be carried out in 1993 to assess some aspects of the newsletter, such as readability and appropriateness of content. The *Environment Education Teachers Manual* has already undergone extensive trialling and revision at training workshops, and will be printed soon. Some other educational materials will be trialled in new projects to be implemented by SPREP in 1993.

274. Radio, a very effective communications tool in the region, has been somewhat neglected of late. This will be addressed by a project to be co-ordinated in the region by SPREP.

275. Publications and other communications needs are often neglected in project proposals. However, they can ultimately be a significant part of the products of the project, as well as a significant part of the project budget. All new projects undertaken by SPREP now consider communications needs in their planning, and include these needs in the proposal and the budget. Communications needs can be at least 10% of a total budget, especially when distribution costs are included.

VIX. REGIONAL ENVIRONMENTAL CONCERNS

Background

276. Issues such as nuclear testing, toxic and hazardous waste dumping, weapons incineration and driftnet fishing have focused attention on the fragile nature of South Pacific ecosystems and the need to develop strategies to prevent or mitigate environmental impacts associated with such developments. SPREP has increasingly become involved in such issues and is viewed as a source of expert advice and information on regional environmental impacts and their prevention or mitigation.

277. Another concern in some Pacific countries is the adverse effects of population pressure and consumer demands on natural resources and local environments. The linkages between population, resources, and economic activities are complex. SPREP has a responsibility to the resolution of these problems through providing information and liaising with regional and international organisations working directly on population issues.

278. The goal of this programme area is to assist members in understanding and responding to regionally significant environmental concerns of the region. More specific objectives include to:

- (1) Disseminate up-to-date and accurate information on regionally significant environmental concerns.
- (2) Advise governments and regional organisations, as required, on regional and national environmental issues and approaches on how to address them, in particular: on the prevention, reduction and control of pollution which might result from nuclear testing, and from importing, transporting, storing or destroying toxic and hazardous wastes or weapons.
- (3) Draw to the attention of members, organisations and communities the relationships between population impacts, environmental problems and the ability of countries to achieve ecologically sustainable development.
- (4) Support, with expert advice, international regional and national efforts to end driftnet fishing.

Discussion

279. SPREP serves as a clearinghouse for information on regional environmental concerns, working with international organisations to keep up-to-date on these issues and disseminating information to member governments. For example, SPREP has requested IMO and been granted, observer status with the London Dumping Convention to better keep abreast of developments regarding ocean dumping on behalf of the region.

280. Preparations for UNCED over the last 18 months enabled member countries to focus on regional environmental concerns and bring these to the attention of the international community. Following an investment of approximately USD 2 million in this process by the region and its partners in sustainable development, it is now important to follow-up the UNCED outcomes of regional and global concern. The new global strategy for implementing sustainable development, Agenda 21, contains specific objectives and activities that are now the collective responsibility of the international community, including SPREP and its members to implement according to their capacities and priorities.

281. It is clear that the National Environmental Management Strategies, or equivalent, will provide national priorities for sustainable development and indicate the capacity of countries to respond to Agenda 21. These national priorities will form the basis of regional programmes to implement sustainable development where there are common country concerns, economies of scale and common approaches that would make these regional programmes suitable vehicles for project implementation.

282. Particular activities that have been highlighted by Agenda 21 and which require attention within the SPREP work programme include:

- . the implementation of Programme Area G: Sustainable Development of Small Islands;
- . preparations for the first Global Conference on the Sustainable Development of Small Island Developing States to be hosted by the Cook Islands;
- . the in-service training of development and economic planners in environmental economics;
- . the investigation of relationships between trade and the region's environment; and,
- . the integration of population and environment in national policies and plans.

Project status

Old

Pre-UNCED Preparation

283. Preparation of National Reports. Completed

284. Preparation of Regional Reports: (Pacific Way ..) Completed

Recommendation

294. The IGM is invited to:

- (i) note the implementation of 1991-92; and
 - (ii) consider and **endorse** the 1993 SPREP Work Programme.
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23 August 1992
ORIGINAL: ENGLISH



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

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

**Agenda Item 10(d) : Revised 1992 Budget and Indicative Budget
for 1993**

Introduction

1. This year's Budget working paper has been prepared having regard to the requests for additional detail requested by the Fourth Intergovernmental Meeting.
2. The Budget working paper includes:
 - Annex 1 Summary of Consolidated SPREP Budgets
 - Annex 2 Consolidated SPREP Budgets for 1991-1993.
 - Annex 3 Salaries & Ancillary Costs for 1993.
 - Annex 4 Estimates of SPREP Operating Costs for 1992-1993.
 - Annex 5 Approved SPREP Budget for 1992.
 - Annex 6 Estimates of Work Programme Expenditure for 1991-1993 together with estimates of Extra-Budgetary Funding for Primary and Project Management Functions in 1991-1993.
3. Figures are presented in US Dollars.

Additional comments follow.

4. Annex 1 - Summary of Consolidated SPREP Budgets

This paper shows the budgeted and estimated financial results for 1991, the budgeted and revised budget forecasts for 1992 and an indicative budget for 1993.

The most significant feature is the deteriorating trend in the projected deficit on primary functions.

5. Annex 2 Consolidated SPREP Budgets for 1991-1993

(a) 1991 Results

A net surplus was only achieved in the primary and project management functions as a result of delays in expenditure on the SPREP networking information and finance system and prepayments by New Zealand of salary expenses for the Deputy Director and Information and Publicity Officer; these funds comprise the advance receipts figure of US \$186,188. The Secretariat notes that salaries and ancillary costs for support staff personnel amounted to US \$113,065. With SPREP's relocation to Apia, Western Samoa, these costs will be reduced significantly.

(b) Revised 1992 Budget

Revenue has been forecast conservatively whilst expenditure forecasts are considered generous.

Total revenue for the primary and project management functions in 1992 is now forecast at US \$1,437,621 compared with US \$1,537,845 previously. The reduced forecast reflects lower project management receipts from donors because of delays in the commencement of some projects and a material reduction in interest income arising principally from a reduction in US interest rates and to a lesser degree from delays in the receipt of SPREP funds from the South Pacific Commission.

Total expenditure on salaries & ancillary costs is now forecast at US \$488,230 compared with US \$519,700. The forecasted costs have been calculated using the proposed staff regulations, which includes increases to the remuneration packages for the Director and Deputy Director as a result of SPREP becoming an independent regional organisation. The number of support staff has also increased over 1991 levels, however the costs of these extra staff will be fully funded by donors.

The Language Services of US \$150,000 includes servicing of the IGM.

Details of forecast operating costs for the primary and project management functions are set out in Annex 4; forecast operating costs in 1992 of US \$143,000 are slightly less than the previous forecast of US \$153,000.

The current approved 1992 Budget provides for total accumulated expenditure on relocation of US \$250,000 which is sufficient. Expenditure account for the relocation is given, in detail, on separate paper.

Proposed expenditure on the SPREP Small Projects Scheme is funded entirely from project management function receipts with Australia being the donor. This contrasts with the IGM's wish for such ongoing expenditure to be funded from primary function receipts.

Capital expenditure of US \$40,000 is budgeted. An official car for the SPREP Director is required in view of SPREP's likely ongoing location out of central Apia. Some additional expenditure on computer equipment and office furniture is required as well.

The revised forecast for project implementation expenditure is materially lower than earlier forecast primarily because of the delay in the implementations of some projects.

(c) Indicative 1993 Budget

Receipts from donor project funds and interest income have been prepared on a conservative basis.

Indicative forecasts for salaries and ancillary costs have been included at the proposed staff regulation levels, while operating costs have increased modestly. A concern is the tailing off in donor funding for SPREP staff which has been provided since the beginning of 1992 through the NEMS project funded by UNDP.

IGM expenditure funded by the primary function component amounts to US \$50,000 in 1993. It is assumed in 1993 that each member will meet their own participation costs.

6. Annex 6 Estimates of Work Programme Expenditure for 1991-1993 together with estimates of Extra-Budgetary Funding for Primary and Project Management Functions in 1991-1993.

Work Programme expenditure information has been listed in action plan components and then identified by the respective donors.

The forecasts exclude project expenditure which is not directly incurred through the SPREP financial system. Funding provided by France for the management by ORSTOM of a joint programme carried out on behalf of SPREP (US \$240,000 or FF 1,184,000) and the Second Intergovernmental Meeting on Climate Change/Sea Level Rise (US \$100,000) is not included for this reason. No confirmed information is available yet as to the funding of the pending Legal Officer position funded by France

7. Other Issues

(a) Audit

Arrangements for the audit of SPREP are currently being finalised with the senior partner of Coopers & Lybrand's Apia office.

(b) Financial Regulations

Redrafted SPREP Financial Regulations are being submitted to the 1992 IGM.

(c) Ongoing Institutional Development

The refinement of the SPREP financial management system will be an ongoing exercise in the foreseeable future. This year's Budget Format builds on the feedback from member governments over the last twelve months and the actual cost of the SPREP operation and the donor funds likely to be available to the secretariat in the coming year. Looking ahead, a key task in 1992/1993 is to develop more sophisticated costing data for budgetary and management requirements.

Recommendation

8. The IGM is requested to consider and, if deem appropriate, approve the revised budget for 1992 and the indicative budget for 1993.

25 August 1992
ORIGINAL: ENGLISH

**SUMMARY OF CONSOLIDATED SPREP BUDGETS
(US DOLLARS)**

1991		REVENUE	1992		1993
Approved	Actual		Approved	Revised	Indicative
589,500	304,778	Primary Functions:	961,600	660,000	535,000
326,500	652,340	Project Management Functions:	576,245	777,621	488,082
	2,148,950	Project Implementation Functions:	5,480,713	3,410,110	55,990,892
15,000		Contracting Parties:	15,000	30,808	32,000
931,000	3,106,068	TOTAL REVENUE	7,033,558	4,878,539	57,045,974
		EXPENDITURE			
588,800	353,820	Primary Functions:	949,400	647,348	681,255
326,200	368,428	Project Management Functions:	484,400	699,448	342,255
	2,148,950	Project Implementation Functions:	5,480,713	3,410,110	55,990,892
15,000		Contracting Parties:	15,000	30,808	32,000
930,000	2,871,198	TOTAL EXPENDITURE	6,929,513	4,787,714	57,046,402
		SURPLUSES			
700	(49,042)	Surplus (Primary Functions)	12,200	12,652	(146,255)
300	283,912	Surplus (Proj.Mgmt.Functions)	91,845	78,173	145,827
		Surplus (Proj.Impl.Functions)			
		Surplus (Contracting Parties)			
1,000	234,870	OVERALL SURPLUS	104,045	90,825	(428)

CONSOLIDATED SPREP BUDGET FOR 1991 YEAR (US DOLLARS)

1991	MEMBER CONTRIBUTIONS	DONORS			PARTIES		TOTAL
		PRIMARY FUNCTION	PROJ.MGMT FUNCTION	PROJECT IMPLEMENTATION FUNCTION	SPREP CONVENTION FUNCTION	APIA CONVENTION FUNCTION	
REVENUE							
MEMBERS' CONTRIBUTIONS	304,778						304,778
MEMBERS' IGM CONTRIBUTIONS			163,335				163,335
RELOCATION CONTRIBUTION			18,360				18,360
DONOR PROJECT FUNDS			53,385	2,148,950			2,202,335
SPC DIRECTOR SPREP SALARY FUNDING			73,300				73,300
OTHER SPREP SALARY FUNDING			157,772				157,772
INTEREST REVENUE							
ADVANCE RECEIPTS			186,188				186,188
TOTAL REVENUE	304,778		652,340	2,148,950			3,106,068
EXPENDITURE							
SALARIES & ANCILLARY COSTS	277,873		124,882				402,755
RECRUITMENT COSTS			19,450				19,450
FINANCE CONSULTANT			18,268				18,268
OPERATING COSTS	32,676		53,385				86,061
DUTY TRAVEL	30,498		15,251				45,749
IGM/BIENNIAL MTG. OF PARTIES			127,203				127,203
LANGUAGE SERVICES							
SPC TRANSITION FEE	4,529		9,989				14,518
SMALL PROJECTS SCHEME							
RELOCATION RELATED EXPEND.	8,244						8,244
CAPITAL EXPENDITURE							
WORK PROGRAMMES							
TOTAL EXPENDITURE	353,820		368,428	2,148,950			2,871,198
SURPLUS	(49,042)		283,912				234,870

CONSOLIDATED SPREP BUDGET FOR 1992 YEAR (US DOLLARS)

	MEMBER CONTRIBUTIONS		DONORS		PARTIES		TOTAL
	PRIMARY FUNCTION	PROJ MGMT FUNCTION	PROJECT IMPLEMENTATION FUNCTION	SPREP CONVENTION FUNCTION	APIA CONVENTION FUNCTION		
1992							
REVENUE							
MEMBERS' CONTRIBUTIONS	500,000	80,000				500,000	
MEMBERS' IGM CONTRIBUTIONS		224,926				224,926	
RELOCATION CONTRIBUTION	125,000	79,187				204,187	
DONOR PROJECT FUNDS		73,300	3,410,110			3,483,410	
SPC DIRECTOR SPREP SALARY FUNDING		320,208				320,208	
OTHER SPREP SALARY FUNDING	35,000					35,000	
INTEREST REVENUE							
ADVANCE RECEIPTS							
TOTAL REVENUE	660,000	777,621	3,410,110	16,064	14,744	4,878,539	
EXPENDITURE							
SALARIES & ANCILLARY COSTS	172,895	315,335				488,230	
OPERATING COSTS	63,813	79,187				143,000	
DUTY TRAVEL	50,000					50,000	
IGM/BIENNIAL MTG. OF PARTIES	150,000	80,000				230,000	
LANGUAGE SERVICES	45,640					45,640	
SPC TRANSITIONAL FEE	125,000	93,986				218,986	
SMALL PROJECTS SCHEME	40,000	130,940				170,940	
RELOCATION RELATED EXPEND.							
CAPITAL EXPENDITURE							
WORK PROGRAMMES							
TOTAL EXPENDITURE	647,348	699,448	3,410,110	16,064	14,744	4,787,714	
SURPLUS	12,652	78,173				90,825	

CONSOLIDATED SPREP BUDGET FOR 1993 YEAR (US DOLLARS)

	1993		MEMBER CONTRIBUTIONS			DONORS		PARTIES		TOTAL
	MEMBER CONTRIBUTIONS	PRIMARY FUNCTION	PROJMGMT FUNCTION	PROJECT IMPLEMENTATION FUNCTION	SPREP CONVENTION FUNCTION	APIA CONVENTION FUNCTION				
REVENUE										
MEMBERS' CONTRIBUTIONS	500,000									532,000
DONOR PROJECT FUNDS			216,259							56,207,151
OTHER SPREP SALARY FUNDING			271,823	55,990,892						271,823
INTEREST REVENUE	35,000									35,000
ADVANCE RECEIPTS										
TOTAL REVENUE	535,000		488,082	55,990,892	17,000	15,000				57,045,974
EXPENDITURE										
SALARIES & ANCILLARY COSTS	259,755		260,755							520,510
OPERATING COSTS	81,500		81,500							163,000
DUTY TRAVEL	50,000									50,000
IGM/BIIENNIAL MTG. OF PARTIES	50,000									50,000
LANGUAGE SERVICES	150,000				17,000					82,000
SMALL PROJECTS SCHEME	50,000									150,000
CAPITAL EXPENDITURE	40,000									50,000
WORK PROGRAMMES				55,990,892						40,000
TOTAL EXPENDITURE	681,255		342,255	55,990,892	17,000	15,000				57,046,402
SURPLUS	(146,255)		145,827							(428)

SALARIES & ANCILLARY COSTS FOR 1992 YEAR (US DOLLARS)
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1993	MEMBER CONTRIBUTIONS	DONORS	TOTAL
	PRIMARY FUNCTION	PROJ.MGMT FUNCTION	
Director	31,520	73,300	104,820
Deputy Director		75,410	75,410
Scientific Project Officer	55,440		55,440
Project Officer/Bio Diversity	21,965	21,965	43,930
Environment Education Officer	38,890		38,890
Finance Manager		54,620	54,620
Information & Publications Officer		45,800	45,800
Administration Officer		6,540	6,540
UNV Computer Expert		10,000	10,000
PA to Director	4,850		4,850
PA to Deputy Director	4,850		4,850
Senior Accounts Clerk		4,960	4,960
Accounts Clerk		4,960	4,960
Office Assistant(Secretary)		4,850	4,850
Accounts Clerk		3,060	3,060
Office Assistant		3,290	3,290
Office Assistant (new)		3,290	3,290
Office Assistant		3,290	3,290
Registry Clerk	2,890		2,890
Receptionist	2,570		2,570
Driver	2,250		2,250
Tealady	1,820		1,820
Gardener	1,820		1,820
Nightwatchman	4,030		4,030
TOTAL	172,895	315,335	488,230

SALARIES & ANCILLARY COSTS FOR 1993 YEAR (US DOLLARS)
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1993	MEMBER CONTRIBUTIONS	DONORS	TOTAL
	PRIMARY FUNCTION	PROJ MGMT FUNCTION	
Director	110,670		110,670
Deputy Director		79,460	79,460
Scientific Project Officer	55,170		55,170
Project Officer/Bio Diversity	23,095	23,095	46,190
Environment Education Officer	39,180		39,180
Finance Manager		63,240	63,240
Information & Publications Officer		55,170	55,170
Administration Officer		9,040	9,040
PA to Director	6,180		6,180
PA to Deputy Director	6,400		6,400
Accounts Clerk		6,400	6,400
Senior Accounts Clerk		6,400	6,400
Office Assistant(Secretary)		3,710	3,710
Accounts Clerk		3,110	3,110
Office Assistant		3,710	3,710
Office Assistant (new)		3,710	3,710
Office Assistant		3,710	3,710
Registry Clerk	3,710		3,710
Receptionist	2,870		2,870
Driver	2,860		2,860
Tealady	2,380		2,380
Gardener	2,380		2,380
Nightwatchman	4,860		4,860
TOTAL	259,755	260,755	520,510

SPREP OPERATING COSTS			
	Current 1992 Budget	Revised 1992 Budget	Indicative 1993
Administration			
Library	4,000	4,000	10,000
Official Entertainment	10,000	10,000	10,000
Official Vehicle Operating Costs	5,000	5,000	10,000
Postage/Couriers	10,000	10,000	10,000
Printing/publications	30,000	20,000	20,000
Relieving Staff	5,000	5,000	5,000
Stationery/Expendable Equipment	10,000	30,000	30,000
Telephone/Fax/Telex	30,000	15,000	15,000
Finance			
Audit Fees	15,000	15,000	15,000
Bank Charges	2,000	2,000	2,000
Property			
Cleaning	2,000	2,000	2,000
Electricity and Water	15,000	10,000	10,000
Groundskeeping	2,000	2,000	2,000
Insurance	5,000	5,000	10,000
Maintenance-Property	3,000	3,000	5,000
Repairs & Maintenance:			
Furniture & Equipment	3,000	3,000	5,000
Security	2,000	2,000	2,000
Total Operating Costs	153,000	143,000	163,000

APPROVED BUDGET FOR 1992

CONSOLIDATED SPREP BUDGET FOR 1992 YEAR (US DOLLARS)

1992	MEMBER VOLUNTARY CONTRIBUTIONS		DONORS		PARTIES		TOTAL
	PRIMARY FUNCTION		PROJ. MGMT FUNCTION	PROJECT IMPLEMENTATION FUNCTION	SPREP CONVENTION FUNCTION	APIA CONVENTION FUNCTION	
REVENUE							
MEMBERS' CONTRIBUTIONS	500,000				10,000	5,000	515,000
MEMBERS' IGM CONTRIBUTION	80,000						80,000
RELOCATION CONTRIBUTION	125,000		125,000				250,000
DONOR PROJECT FUNDS			329,045	5,480,713			5,809,758
SPC DIRECTOR SPREP FUNDING	54,600		16,200				70,800
OTHER SPREP SALARY FUNDING	117,000		106,000				223,000
INTEREST REVENUE	85,000						85,000
TOTAL REVENUE	\$961,600		\$576,245	\$5,480,713	\$10,000	\$5,000	\$7,033,558
EXPENDITURE							
SALARIES & ANCILLARY COSTS	300,300		219,400				519,700
OPERATING COSTS	76,000		77,000		5,000	2,500	160,500
DUTY TRAVEL	65,000		35,000				100,000
IGM/BIIENNIAL MTG. OF PARTIES	110,000				5,000	2,500	117,500
LANGUAGE SERVICES	150,000						150,000
SPC MANAGEMENT FEE	45,100						45,100
SMALL PROJECTS SCHEME	50,000						50,000
RELOCATION RELATED EXPEND.	125,000		125,000				250,000
CAPITAL EXPENDITURE	28,000		28,000				56,000
WORK PROGRAMMES				5,480,713			5,480,713
TOTAL EXPENDITURE	\$949,400		\$484,400	\$5,480,713	\$10,000	\$5,000	\$6,929,513
SURPLUS	\$12,200		\$91,845				\$104,045

ANNEX 5.2

APPROVED BUDGET FOR 1992

SPREP SALARIES & ANCILLARY COSTS FOR 1992 YEAR
(US DOLLARS)

Primary and Project Management Functions

1992	MEMBER VOLUNTARY CONTRIBUTIONS	DONORS	TOTAL
	PRIMARY FUNCTION	PROJ. MGMT FUNCTION	
SALARIES & ANCILLARY COSTS			
<i>STAFF</i>			
DIRECTOR	56,000	24,000	80,000
DEPUTY DIRECTOR	22,000	44,000	66,000
PROJECT OFFICER (SCIENTIST)	44,000	22,000	66,000
PROJECT OFFICER (BIO DIV CONS)	44,000	22,000	66,000
PROJECT OFFICER (ENV. ED.)	44,000	22,000	66,000
FINANCE MANAGER	30,000	30,000	60,000
ASSISTANT FINANCE/ADMIN (UNV)	24,000	24,000	48,000
ADMINISTRATIVE OFFICER	7,500	2,500	10,000
SECRETARY	5,200	1,800	7,000
OFFICE ASSSTANTS (2)	5,400	3,600	9,000
<i>ADDITIONAL STAFF (APIA)</i>			
PERSONAL ASSISTANTS (2)	7,700	7,300	15,000
REGISTRY CLERK	3,000	4,500	7,500
REGISTRY ASSISTANT	1,800	2,700	4,500
RECEPTIONIST	1,700	2,600	4,300
DRIVER/HANDYMAN	1,000	1,600	2,600
CLEANER/TEA PERSON	1,000	1,600	2,600
GARDENER	1,000	1,600	2,600
NIGHTWATCHMAN	1,000	1,600	2,600
TOTAL	\$300,300	\$219,400	\$519,700

ANNEX 5.3

APPROVED BUDGET FOR 1992

**SPREP SALARIES & ANCILLARY COSTS FOR 1992 YEAR
(US DOLLARS)**

Project Implementation Function

	DONORS	TOTAL
1992		
	PROJECT IMPLEMENTATION FUNCTION	
SALARIES & ANCILLARY COSTS		
<i>STAFF</i>		
TEAM LEADER/RETA	66,000	66,000
PROJECT OFFICER/UNCED	32,000	32,000
CLIMATE CHANGE OFFICER	56,608	56,608
TEAM LEADER/NEMS	73,000	73,000
EIA OFFICER	88,000	88,000
INFO. & PUBLICATIONS OFFICER	47,947	47,947
ENV. CONT. OFFICER	66,000	66,000
<i>STAFF TO BE APPOINTED</i>		
COMMUNITY DVPT OFFICER		
ENV. LAW OFFICER		
TRAINING OFFICER		
COORD. GIS		
TECHNICAL OFFICER (GIS)		
TECHNICAL OFFICER (GIS)		
COORD. GEF (BIO-DIVERSITY)		
PROF. STAFF (GEF)		
PROF. STAFF (GEF)		
PROF. STAFF (GEF)		
OFFICE ASSISTANTS (11 each)		
TOTAL	\$429,555	\$429,555

APPROVED BUDGET FOR 1992

SPREP OPERATING COSTS FOR 1992 YEAR (US DOLLARS)
Primary and Project Management Functions

	1992
ADMINISTRATION	
LIBRARY	4,000
OFFICIAL ENTERTAINMENT	10,000
OFFICIAL VEHICLE OPERATING COSTS	5,000
POSTAGE/COURIERS	10,000
PRINTING/PUBLICATIONS	30,000
RELIEVING STAFF	5,000
STATIONERY	10,000
TELEPHONE/FAX/TELEX (INCLUDING RENTAL)	30,000
FINANCE	
AUDIT FEES	15,000
BANK CHARGES	2,000
PROPERTY	
CLEANING	2,000
ELECTRICITY AND WATER	15,000
GROUNDS KEEPING	2,000
INSURANCE	5,000
MAINTENANCE-PROPERTY	3,000
REPAIRS & MAINTENANCE - FURNITURE & EQUIPMENT	3,000
SECURITY	2,000
TOTAL	\$153,000

ANNEX 5.5

APPROVED BUDGET FOR 1992

RELOCATION RELATED EXPENDITURE (US DOLLARS)

1992	MEMBER VOLUNTARY CONTRIBUTIONS	DONORS	TOTAL
	PRIMARY FUNCTION	PROJ. MGMT FUNCTION	
RELOCATION COSTS			
i) TERMINATION PAYMENTS TO NOUMEA - SUPPORT STAFF			
Secretary	3,500	3,500	7,000
Office Assistants (2)	5,000	5,000	10,000
ii) TERMINATION HOUSING LEASES	8,000	8,000	16,000
iii) FREIGHT	20,500	20,500	41,000
iv) TRANSFER OF STAFF/DEPENDENTS TO APIA			
Air fares	3,500	3,500	7,000
Transit accom. (1 wk's per diem)	3,000	3,000	6,000
v) ADDITIONAL TRAVEL			
Trips - air fares/per diems	10,000	10,000	20,000
vi) TEMPORARY STAFF			
- Admin. Asst (6 mos)	9,000	9,000	18,000
Apia - 3 Off. Assts. (6 mos)	4,500	4,500	9,000
CONTINGENCY	3,000	3,000	6,000
ASSOCIATED CAPITAL EXPENDITURE			
Office & Housing Equipment & Furniture (Refer to ANNEX IX)	55,000	55,000	110,000
TOTAL	\$125,000	\$125,000	\$250,000

ANNEX 5.6

APPROVED BUDGET FOR 1992

**CHANGES IN SPREP EXPENDITURE ARISING
FROM RELOCATION (US DOLLARS)
(Primary and Project Management Functions only)**

1992	
SALARY & ANCILLARY COSTS	
Programme Officers-ancillary costs	-30000
Support Staff	53000
TOTAL	23000
OPERATING COSTS	
Postage/Couriers	30000
Telephone/Fax	40000
Other Costs	nil
TOTAL	70000
TOTAL CHANGE IN EXPENDITURE	93000 (i.e. in net savings)

ANNEX 5.7

APPROVED BUDGET FOR 1992**SPREP CAPITAL EXPENDITURE FOR 1992 YEAR (US DOLLARS)**
Primary and Project Management Functions

	PRIMARY	PROJECT MGMT	TOTAL
COMPUTER EQUIPMENT	4,000	16,000	20,000
MOTOR VEHICLE	16,000		16,000
OFFICE EQUIPMENT & FURNITURE	8,000	12,000	20,000
TOTAL CAPITAL EXPENDITURE	\$28,000	\$28,000	\$56,000

APPROVED BUDGET FOR 1992

SPREP WORK PROGRAMME EXPENDITURE FOR 1992 YEAR (US DOLLARS)

PROGRAMMES	SALARIES & ANGLILARY COSTS	DUTY TRAVEL	CONSUL-TANTS	CAPITAL EXPENDI-TURE	MEETINGS W/SHOPS TRAINING	PROJ. IMPL./ OPERATING COSTS	TOTAL EXPENDITURE
CONSERVATION OF BIOLOGICAL DIVERSITY							
ANWPS			16,000			4,000	\$20,000
CIDA/ICOD					75,000	15,000	\$90,000
UNDP - PA	10,000	12,000	60,000		16,000	106,000	\$204,000
UNDP - PI	100,000	30,000	170,000			200,000	\$500,000
UNEP	40,000	10,000				30,000	\$80,000
USAID					24,000	35,000	\$59,000
TOTAL	\$150,000	\$52,000	\$246,000	\$0	\$115,000	\$390,000	\$953,000
GLOBAL CHANGE							
AIDAB	56,608	44,061			80,000	42,725	\$223,394
France					100,000		\$100,000
UNEP						19,000	\$19,000
UNESCO					20,000		\$20,000
TOTAL	\$56,608	\$44,061	\$0	\$0	\$200,000	\$61,725	\$362,394
ENVIRONMENTAL MANAGEMENT & PLANNING							
ADB	66,000	47,000	21,000		110,000	120,000	\$364,000
AIDAB						85,532	\$85,532
UNDP	161,000	47,000	120,000		135,414	122,000	\$585,414
UNEP			62,000		86,000	6,000	\$154,000
TOTAL	\$227,000	\$94,000	\$203,000	\$0	\$331,414	\$333,532	\$1,188,946

APPROVED BUDGET FOR 1992

SPREP WORK PROGRAMME EXPENDITURE FOR 1992 YEAR (US DOLLARS)

PROGRAMMES	SALARIES & ANCILLARY COSTS	DUTY TRAVEL	CONSULTANTS	CAPITAL EXPENDITURE	MEETINGS W/SHOPS TRAINING	PROJ. IMPL. / OPERATING COSTS	TOTAL EXPENDITURE
COASTAL MANAGEMENT & PLANNING							
AIDAB		24,544	112,040		60,000	55,289	\$196,584
CIDA/ICOD			80,975		101,698		\$237,962
TOTAL	\$0	\$24,544	\$193,015	\$0	\$161,698	\$55,289	\$434,546
PREVENTION & MGMT OF POLLUTION							
CIDA/ICOD					142,838	156,726	\$299,564
Japan						50,000	\$50,000
UNDP	66,000	10,000				38,850	\$76,000
UNEP	6,000	5,000	25,000				\$74,850
TOTAL	\$72,000	\$15,000	\$25,000	\$0	\$142,838	\$245,576	\$500,414
PLANNING & RESPONSE TO POLLUTION EMERGENCY							
CIDA/ICOD	95,777	17,414			21,767	8,706	\$143,664
TOTAL	\$95,777	\$17,414	\$0	\$0	\$21,767	\$8,706	\$143,664
ENVIRONMENTAL EDUCATION & TRAINING							
CIDA/ICOD	47,996	31,541	9,240	34,828	71,397	31,326	\$226,328
TOTAL	\$47,996	\$31,541	\$9,240	\$34,828	\$71,397	\$31,326	\$226,328

APPROVED BUDGET FOR 1992

SPREP WORK PROGRAMME EXPENDITURE FOR 1992 YEAR (US DOLLARS)

PROGRAMMES	SALARIES & ANCILLARY COSTS	DUTY TRAVEL	CONSULTANTS	CAPITAL EXPENDITURE	MEETINGS W/SHOPS TRAINING	PROJ. IMPL./ OPERATING COSTS	TOTAL EXPENDITURE
ENVIRONMENTAL INFORMATION							
New Zealand	47,947	8,017	\$0	\$0	\$0	\$0	\$55,964
TOTAL	\$47,947	\$8,017	\$0	\$0	\$0	\$0	\$55,964
REGIONAL ENVIRONMENTAL CONCERNS							
ADB	32,000	44,000	25,000		15,000	45,000	\$161,000
AIDAB					40,000	25,000	\$40,000
UNDP					10,000		\$35,000
TOTAL	\$32,000	\$44,000	\$25,000	\$0	\$65,000	\$70,000	\$236,000
MISCELLANEOUS							
ADB						180,000	\$180,000
AIDAB						153,448	\$153,448
Chile						10,000	\$10,000
E.C.						1,000,000	\$1,000,000
France						18,809	\$18,809
UNEP						17,200	\$17,200
TOTAL	\$0	\$0	\$0	\$0	\$0	\$1,379,457	\$1,379,457
GRAND TOTAL	\$729,328	\$330,577	\$701,255	\$34,828	\$1,109,114	\$2,575,611	\$5,480,713

ANNEX 5.11

APPROVED BUDGET FOR 1992

1992 EXTRA-BUDGETARY FUNDING FOR PRIMARY AND
PROJECT MANAGEMENT FUNCTIONS (US DOLLARS)

	PRIMARY	PROJECT MANAGEMENT
DONOR PROJECT FUNDS		
CONSERVATION OF BIOLOGICAL DIVERSITY		
UNDP		136,000
GLOBAL CHANGE		42,725
AIDAB		30,500
ENVIRONMENTAL MGMT & PLANNING		17,488
UNDP		29,956
COASTAL MGMT & PLANNING		13,496
AIDAB		2,000
PREVENTION & MGMT OF POLLUTION		24,815
CIDA/ICOD		13,360
PLANNING & RESPONSE TO POLLUTION EMERGENCIES		18,705
CIDA/ICOD		\$329,045
ENVIRONMENTAL EDUCATION & TRAINING		
UNEP		
ENVIRONMENTAL INFORMATION		
CIDA/ICOD		
ENVIRONMENTAL INFORMATION		
New Zealand		
MISCELLANEOUS		
New Zealand		
MISCELLANEOUS		
TOTAL		
OTHER SPREP SALARY FUNDING		
Deputy Director - New Zealand	23,000	52,000
Project Officer (Biological Diversity Conservation)	40,000	30,000
Finance Manager - UNDP	30,000	24,000
Assistant Finance Manager - UNDP	24,000	
TOTAL	\$117,000	\$106,000
GRAND TOTAL	\$117,000	\$435,045

APPROVED BUDGET FOR 1992

RELOCATION RELATED EXPENDITURE 1992 (US DOLLARS)

Detailed Capital Expenditure

OFFICE FURNITURE	
2 FULLY OUTFITTED* OFFICE FOR DIRECTOR & DPT DIRECTOR	3,957
25 FULLY OUTFITTED* OFFICE FOR PROFESSIONAL & SUPPORT STAFF	28,029
4 Library Shelves	2,961
2 Boardroom Tables	2,337
48 visitors chairs	4,397
2 Registry Filing System	928
1 Large White Board	288
1 Switchboard with 12 input lines and 36 phone stations	17,105
1 Fax machine	2,327
1 Telex machine	2,909
5 Office Calculators	552
1 Overhead Projector	837
1 Tripod Screen	369
1 Carousel Projector	811
1 TV and Video Player	1,455
RECEPTION AREA	
1 Reception Hutch Desk & Table	530
1 Reception Chair	129
1 Coffee Table	184
6 Visitor Chairs	550
OFFICE TEA/COFFEE ROOM/SOCIAL CLUB	
1 Refrigerator	539
1 Microwave	295
24 Cups	146
24 Glasses	43
1 Tea Pot	52
1 Dinner Set for 8	244
1 Set Cutlery	227
1 ESKI	73
1 BBQ with Set of Accessories	995
GARDEN EQUIPMENT	
1 Bush Knife	4
1 Leaf Rake	5
1 Hedge Shears	13
1 Secateurs	9
1 Long Handled Shove	12
1 Petrol Driven Strimmer	305
1 Lawnmower	1,118
HOUSING	
5 Standard Houses**	25,452
5 Refrigerators	4,230
5 Electric Stove and Oven	2,641
SECURITY	
1 Flashlight with large batteries	31
CONTINGENCY	
	2,911
TOTAL	110,000

The above amounts include freight from NZ to W. Samoa

* OUTFITTED OFFICE includes office desk, office chair, visitor chair(s), filing cabinet, shelving, rubbish bin, desk lamp

** STANDARD HOUSES include dining table & chairs, bedside cabinet, chest of drawers, mattresses & base (1xdouble) & mattresses base (1xdouble), mattresses & base (2xsingle), lounge, tea table, lounge tables.

APPROVED BUDGET FOR 1992

**CURRENT GUIDELINES FOR DETERMINING
MEMBERS' CONTRIBUTIONS TO THE
SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)**

<i>COUNTRY</i>	<i>%</i>	<i>AMOUNT (USD)</i>
American Samoa	1.145%	3,263
Australia	20.811%	59,311
Cook Islands	1.145%	3,263
Federated States of Micronesia	1.145%	3,263
Fiji	2.289%	6,524
France	15.088%	43,001
French Polynesia	2.289%	6,524
Guam	2.289%	6,524
Kiribati	1.145%	3,263
Marshall Islands	1.145%	3,263
Nauru	2.289%	6,524
New Caledonia	2.289%	6,524
New Zealand	6.764%	19,278
Niue	1.145%	3,263
Northern Mariana Islands	1.145%	3,263
Palau	1.145%	3,263
Papua New Guinea	2.289%	6,524
Pitcairn Island	1.145%	3,263
Solomon Islands	2.289%	6,524
Tokelau	1.145%	3,263
Tonga	1.145%	3,263
Tuvalu	1.145%	3,263
United States of America	21.851%	62,275
Vanuatu	2.289%	6,524
Wallis and Futuna	1.145%	3,263
Western Samoa	2.289%	6,524
	100.000%	285,000.00

APPROVED BUDGET FOR 1992

**PROPOSED GUIDELINES FOR DETERMINING
MEMBERS' CONTRIBUTIONS TO THE
SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)**

<i>COUNTRY</i>	<i>%</i>	<i>AMOUNT (USD)</i>
American Samoa	1.145%	5,725
Australia	20.811%	104,055
Cook Islands	1.145%	5,725
Federated States of Micronesia	1.145%	5,725
Fiji	2.289%	11,445
France	15.088%	75,440
French Polynesia	2.289%	11,445
Guam	2.289%	11,445
Kiribati	1.145%	5,725
Marshall Islands	1.145%	5,725
Nauru	2.289%	11,445
New Caledonia	2.289%	11,445
New Zealand	6.764%	33,820
Niue	1.145%	5,725
Northern Mariana Islands	1.145%	5,725
Palau	1.145%	5,725
Papua New Guinea	2.289%	11,445
Pitcairn Island	1.145%	5,725
Solomon Islands	2.289%	11,445
Tokelau	1.145%	5,725
Tonga	1.145%	5,725
Tuvalu	1.145%	5,725
United States of America	21.851%	109,255
Vanuatu	2.289%	11,445
Wallis and Futuna	1.145%	5,725
Western Samoa	2.289%	11,445
	100.000%	500,000.00

ESTIMATED SPREP WORK PROGRAMME EXPENDITURE FOR 1991 YEAR (US DOLLARS)

PROGRAMMES	SALARIES & ANCILLARY COSTS	DUTY TRAVEL	CONSULTANTS	CAPITAL EXPENDITURE	MEETINGS W/SHOPS TRAINING	PROJ/IMPL/ OPERATING COSTS	TOTAL EXPENDITURE
CONSERVATION OF BIOLOGICAL DIVERSITY							
AIDAB							
USAID-Regional Ecosystems Classification			21,949		7,414	1,379	30,742
ANPWS-Turtle Expert	8,521	2,384	9,281			12,480	14,864
NATURE CONSERVANCY-Regional Ecosystems		840				4,775	23,417
ICOD-RMTC Program		6,143	60,133	14,658	14,769	8,330	97,890
UNEP-Geographical Information Systems			1,448	70		4,099	70
CITES-Parks Conference follow-up					26,239	142	5,546
UNDP - Global Environmental Facility - PA Phase	25,357	10,296				3,995	51,738
UNEP - Biological Diversity Meeting		7,092					14,292
UNEP - Bio-diversity Convention							7,092
TOTAL	33,878	26,755	92,812	14,728	48,422	35,199	251,793
GLOBAL CHANGE							
US Commerce Dept Marshall Islands Study						9,710	9,710
AIDAB-Climate Change Information Officer	60,045	3,562		11,878	55,485	850	131,820
NZ-International Negotiations on Climatic Change		17,073					17,073
TOTAL	60,045	20,635		11,878	55,485	10,560	158,604
ENVIRONMENTAL MANAGEMENT & PLANNING							
AIDAB - NCS-Vanuatu			15,750			82,217	82,217
UNEP-EIA Funding			75,447			15,530	31,280
ADB - RETA	62,812	21,989		36,576	36,750	103,290	263,539
UNDP - NEMS	84,259	36,083	135,597			23,397	352,662
TOTAL	147,072	58,072	226,794	36,576	36,750	224,433	729,697

ESTIMATED SPREP WORK PROGRAMME EXPENDITURE FOR 1991 YEAR (US DOLLARS)

PROGRAMMES	SALARIES & ANCILLARY COSTS	DUTY TRAVEL	CONSULTANTS	CAPITAL EXPENDITURE	MEETINGS W/SHOPS TRAINING	PROJ/IMPL/ OPERATING COSTS	TOTAL EXPENDITURE
COASTAL MANAGEMENT & PLANNING							
AIDAB-Dredging Assessment Tuvalu		16,289	12,508			6,254	35,051
AIDAB-Fish Processing Plant Impacts W'shop		(1,821)	6,363		26	26,294	26
ICOD-Coastal Resource Management Programme		14,468	18,871		26	32,548	30,835
TOTAL							65,912
PREVENTION & MGMT OF POLLUTION							
UNEP - Regional Seas	19,463	12,602	123,488		66,633	169,282	391,468
TOTAL	19,463	12,602	123,488		66,633	169,282	391,468
PLANNING & RESPONSE TO POLLUTION EMERGENCY							
Pacific Regional Oil Spill Workshop		383				11	394
TOTAL		383				11	394
ENVIRONMENTAL EDUCATION & TRAINING							
ICOD-Marine Environmental Education			2,933		3,663	1,194	7,790
AIDAB			1,142		6,762	7,755	7,755
EWC/MacArthur Foundation-Palau Environmental Video						1,332	2,474
UNEP-Improved Env. Education Training & Info.						7,652	14,415
WWF-Coral reef Handbook in Tokelau			1,206				1,206
WWF-Won Smolbag Theatre Group			2,490				2,490
ICOD-Coastal Zone Protection Kits			7,771		10,426	3,190	3,190
TOTAL			7,771		10,426	21,124	39,321

ESTIMATED SPREP WORK PROGRAMME EXPENDITURE FOR 1991 YEAR (US DOLLARS)

PROGRAMMES	SALARIES & ANCILLARY COSTS	DUTY TRAVEL	CONSULTANTS	CAPITAL EXPENDITURE	MEETINGS W/SHOPS TRAINING	PROJ/IMPL/ OPERATING COSTS	TOTAL EXPENDITURE
BDDP							118
TOTAL							118
ENVIRONMENTAL INFORMATION							
REGIONAL ENVIRONMENTAL CONCERNS							
ADB - UNCED	69,533	31,409	157,038		30,727	15,796	304,503
AIDAB/GREENPEACE - UNCED		31,797	54,091		61,460	28	31,825
UNDP - UNCED							115,551
TOTAL	69,533	63,206	211,129		92,187	15,824	451,879
MISCELLANEOUS							
Fifth Consultative Meeting						1,155	1,155
Working Groups on SPREP Action Plan	2,248	38,413				15,688	54,101
TOSP Regional Tourism Seminar						2,260	4,508
TOTAL	2,248	38,413				19,103	59,764
GRAND TOTAL	332,238	234,534	680,865	63,182	309,928	528,203	2,148,950

ESTIMATED SPREP WORK PROGRAMME EXPENDITURE FOR 1992 YEAR (US DOLLARS)

PROGRAMMES	SALARIES & ANGLIARY COSTS	DUTY TRAVEL	CONSULTANTS	CAPITAL EXPENDITURE	MEETINGS W/SHOPS TRAINING	PROJ/IMPL/ OPERATING COSTS	TOTAL EXPENDITURE
CONSERVATION OF BIOLOGICAL DIVERSITY							
AIDAB - Flying Fox Study (SI)			10,000			5,000	15,000
AIDAB - RMTCP	6,000			10,000		10,000	26,000
USAID-Regional Ecosystems Classification		799				14,000	14,000
ANPWS-Turtle Expert	8,500						9,299
NATURE CONSERVANCY-Regional Ecosystems						19,647	19,647
ICOD-RMTCP Programme			40,000		50,000	10,000	10,000
CITES-Parks Conference follow-up	125,850	60,000		10,000		193,500	479,350
UNDP - Global Environmental Facility - PA Phase		5,000		2,385			2,385
UNDP - Global Environmental Facility		5,000					5,000
UNEP - Biological Diversity Meeting-UNEP							5,000
AIDAB - Bio-diversity Convention		70,799	50,000	22,385	50,000	252,147	585,681
TOTAL	140,350	70,799	50,000	22,385	50,000	252,147	585,681
GLOBAL CHANGE							
US Commerce Dept Marshall Islands Study						9,710	9,710
AIDAB-Climate Change Information Officer	60,000	10,000			(3,000)	1,000	68,000
AIDAB - International Negotiations on Climatic Change		17,000					17,000
NZ-International Negotiations on Climatic Change		18,000					18,000
DASETT - 2ND IGM Climate Change/Sea Level Rise					30,000		30,000
France - 2ND IGM Climate Change/Sea Level Rise					10,000		10,000
NZ - 2ND IGM Climate Change/Sea Level Rise					8,000		8,000
Misc - 2ND IGM Climate Change/Sea Level Rise					20,000		20,000
TOTAL	60,000	45,000			(3,000)	10,710	112,710
ENVIRONMENTAL MANAGEMENT & PLANNING							
AIDAB - NCS-Vanuatu			83,500			37,000	37,000
UNEP-EIA Funding	67,444	28,176	77,425		111,000	7,000	201,500
ADB - RETA	213,000	92,622	218,951		110,962	89,346	373,353
UNDP - NEMS	280,444	120,798	379,876		133,414	182,115	840,102
TOTAL			379,876		355,376	315,461	1,451,955

ESTIMATED SPREP WORK PROGRAMME EXPENDITURE FOR 1992 YEAR (US DOLLARS)

PROGRAMMES	SALARIES & ANCILLARY COSTS	DUTY TRAVEL	CONSULTANTS	CAPITAL EXPENDITURE	MEETINGS W/SHOPS TRAINING	PROJ/IMPL/ OPERATING COSTS	TOTAL EXPENDITURE
COASTAL MANAGEMENT & PLANNING							
AIDAB-Dredging Assessment Tuvalu EIA		34,964	39,442			5,108	79,514
AIDAB			50,000			50,000	100,000
ICOD-Coastal Resource Management Programme						50,000	50,000
TOTAL		34,964	89,442			105,108	229,514
PREVENTION & MGMT OF POLLUTION							
UNEP - Regional Seas	24,000	5,000	108,700		80,000	95,950	313,650
TOTAL	24,000	5,000	108,700		80,000	95,950	313,650
PLANNING & RESPONSE TO POLLUTION EMERGENCY							
Pacific Regional Oil Spill Workshop						30,000	30,000
TOTAL						30,000	30,000
ENVIRONMENTAL EDUCATION & TRAINING							
ICOD-Marine Environmental Education					82,000		82,000
AIDAB					32,800		32,800
EWC/MacArthur Foundation-Palau Environmental Video					4,000		4,000
UNEP-Improved Env. Education Training & Info.							
WWF-Coral reef Handbook in Tokelau							
WWF-Won Smolbag Theatre Group							
ICOD-Coastal Zone Protection Kits							
TOTAL					118,800		118,800

ESTIMATED SPREP WORK PROGRAMME EXPENDITURE FOR 1992 YEAR (US DOLLARS)

PROGRAMMES	SALARIES & ANCILLARY COSTS	DUTY TRAVEL	CONSULTANTS	CAPITAL EXPENDITURE	MEETINGS W/SHOPS TRAINING	PROJ/IMPL/ OPERATING COSTS	TOTAL EXPENDITURE
ENVIRONMENTAL INFORMATION							
AIDAB/RA - "One World"				3,800			3,800
TOTAL				3,800			3,800
REGIONAL ENVIRONMENTAL CONCERNS							
ADB - UNCED	35,000	15,000	10,000			25,000	85,000
AIDAB/CFTC/NZ - UNCED	45,000		87,000		240,000		285,000
UNDP - UNCED			97,000		35,000		122,000
TOTAL	80,000	15,000	97,000		275,000	25,000	492,000
MISCELLANEOUS							
UNEP-Geographical Information Systems	45,000	10,000		15,000		2,000	72,000
TOTAL	45,000	10,000		15,000		2,000	72,000
GRAND TOTAL	629,794	301,561	725,018	41,185	876,176	836,376	3,410,110

ESTIMATED SPREP WORK PROGRAMME EXPENDITURE FOR 1993 YEAR (US DOLLARS)

A. EXISTING FUNDED PROGRAMMES

PROGRAMMES	SALARIES & ANCILLARY COSTS	DUTY TRAVEL	CONSULTANTS	CAPITAL EXPENDITURE	MEETINGS W/SHOPS TRAINING	PROJ/IMP/ OPERATING COSTS	TOTAL EXPENDITURE
CONSERVATION OF BIOLOGICAL DIVERSITY							
AIDAB - Flying Fox Study (SI)						5,000	5,000
AIDAB - RMTCP					25,787		25,787
USAID-Regional Ecosystems Classification	26,000						26,000
ANPWS-Turtle Expert							
NATURE CONSERVANCY-Regional Ecosystems							
ICOD-RMTCP Programme							
UNEP-Geographical Information Systems							
CITES-Parks Conference follow-up					13,531		13,531
UNDP - Global Environmental Facility - PA Phase							
UNDP - Global Environmental Facility							
UNEP - Biological Diversity Meeting-UNEP							
UNEP - Bio-diversity Convention							
TOTAL	26,000				39,318	5,000	70,318
GLOBAL CHANGE							
US Commerce Dept Marshall Islands Study							
AIDAB-Climate Change Information Officer	60,000	10,000					70,000
TOTAL	60,000	10,000					70,000
ENVIRONMENTAL MANAGEMENT & PLANNING							
AIDAB - NCS-Vanuatu						18,000	18,000
UNEP-EIA Funding							
ADB - RETA	22,481	12,725	12,894		26,321	26,449	100,870
UNDP - NEMS	200,453	65,000	95,000	6,600	261,266	81,500	709,819
TOTAL	222,934	77,725	107,894	6,600	287,587	125,949	828,689

ESTIMATED SPREP WORK PROGRAMME EXPENDITURE FOR 1993 YEAR (US DOLLARS)

PROGRAMMES	SALARIES & ANCILLARY COSTS	DUTY TRAVEL	CONSULTANTS	CAPITAL EXPENDITURE	MEETINGS W/SHOPS TRAINING	PROJ. IMPL/ OPERATING COSTS	TOTAL EXPENDITURE
COASTAL MANAGEMENT & PLANNING							
AIDAB-Dredging Assessment Tuvalu EIA		9,207	6,374		58,000	7,350	22,931
AIDAB - Coastal Management							58,000
ICOD-Coastal Resource Management Programme							
TOTAL		9,207	6,374		58,000	7,350	80,931
PREVENTION & MGMT OF POLLUTION							
UNEP - Regional Seas			45,000			20,000	65,000
TOTAL			45,000			20,000	65,000
PLANNING & RESPONSE TO POLLUTION EMERGENCY							
Pacific Regional Oil Spill Workshop							
TOTAL							
ENVIRONMENTAL EDUCATION & TRAINING							
ICOD-Marine Environmental Education							
AIDAB							
UNEP-Improved Env. Education Training & Info.							
WWF-Coral reef Handbook in Tokelau							
WWF-Won Smolbag Theatre Group							
ICOD-Coastal Zone Protection Kits							
TOTAL							
ENVIRONMENTAL INFORMATION							
AIDAB/RA - "One World"					28,000		28,000
TOTAL					28,000		28,000
REGIONAL ENVIRONMENTAL CONCERNS							
AIDAB - UNCED	70,000	30,000	20,000			50,000	170,000
TOTAL	70,000	30,000	20,000			50,000	170,000

ESTIMATED SPREP WORK PROGRAMME EXPENDITURE FOR 1993 YEAR (US DOLLARS)

PROGRAMMES	SALARIES & ANCILLARY COSTS	DUTY TRAVEL	CONSULTANTS	CAPITAL EXPENDITURE	MEETINGS W/SHOPS TRAINING	PROJ. IMPL/ OPERATING COSTS	TOTAL EXPENDITURE
MISCELLANEOUS							
TOTAL	378,934	126,932	179,268	6,600	412,905	208,299	1,312,938
TOTAL EXISTING FUNDED PROGRAMMES							

B. PROPOSED NEW FULLY FUNDED PROGRAMMES

UNDP - Global Environmental Facility ENVIRONMENTAL MANAGEMENT & PLANNING	277,500	50,000	150,000	48,000	100,000	1,390,000	2,015,500
AIDAB - EIA Project ENVIRONMENTAL EDUCATION & TRAINING	44,303	25,964			402,057	50,388	522,712
AIDAB - Environment Education REGIONAL ENVIRONMENTAL CONCERNS	46,380				28,740	92,550	167,670
AIDAB - UNCED Follow-up	70,000	30,000	20,000			55,000	175,000
UNFPA - Population and the Environment	190,600	40,000	30,000	15,000	14,000	85,300	374,900
TOTAL PROPOSED NEW FULLY FUNDED PROGRAMMES	628,783	145,964	200,000	63,000	544,797	1,673,238	3,255,782

ESTIMATED SPREP WORK PROGRAMME EXPENDITURE FOR 1993 YEAR (US DOLLARS)

C. PROPOSED NEW PROGRAMMES WHERE FUNDING HAS NOT BEEN FINALISED AND/OR SECURED

PROGRAMMES	SALARIES & ANCILLARY COSTS	DUTY TRAVEL	CONSULTANTS	CAPITAL EXPENDITURE	MEETINGS W/SHOPS TRAINING	PROJ. IMPL/ OPERATING COSTS	TOTAL EXPENDITURE
Conservation of Biological Diversity						5,359,912	5,359,912
Global Change						6,889,000	6,889,000
Environment Management Planning						15,173,200	15,173,200
Coastal Management and Planning						4,356,460	4,356,460
Prevention and Management of Pollution						17,036,700	17,036,700
Planning and Response to Pollution Emergencies						330,500	330,500
Environmental Education and Training						2,079,400	2,079,400
Environment Information						117,000	117,000
Regional Environment Concern						80,000	80,000
TOTAL UNFUNDED PROGRAMMES						51,422,172	51,422,172
GRAND TOTAL	1,007,717	272,896	379,258	69,600	957,702	53,303,709	55,990,892

USD 42, 821, 325 resulted from the NEMS/RETA project

**1991 EXTRA-BUDGETARY FUNDING FOR PRIMARY AND
PROJECT MANAGEMENT FUNCTIONS (US DOLLARS)**

DONOR PROJECT FUNDS	PRIMARY	PROJECT MANAGEMENT
CONSERVATION OF BIOLOGICAL DIVERSITY		
UNDP		
GLOBAL CHANGE		
AIDAB		
ENVIRONMENTAL MANAGEMENT & PLANNING		
ADB		17,850
UNDP		21,435
COASTAL MGMT & PLANNING		
AIDAB		
ENVIRONMENTAL EDUCATION & TRAINING		
UNEP		4,200
ENVIRONMENTAL INFORMATION		
NEW ZEALAND		
REGIONAL ENVIRONMENTAL CONCERNS		
ADB		5,250
NETWORKING INFORMATION & FINANCE SYSTEM		
AIDAB (\$39,630.17 recorded as Advance Receipt)		44,280
Sub-total		93,015
OTHER SPREP SALARY FUNDING		
New Zealand (\$146,558.50 recorded as Advance Receipt)		188,527
Deputy Director-New Zealand		
Project Officer (Conservation of Biological Diversity)		
Information and Publications Officer		
UNDP - Finance Manager		13,847
AIDAB - administration		58,930
New Zealand - administration		3,226
Other funding - administration		7,650
AIDAB - Finance Consultant		24,599
Other funding - extrabudgetary		7,551
Sub-total		304,330
TOTAL		397,345

**1992 EXTRA-BUDGETARY FUNDING FOR PRIMARY AND
PROJECT MANAGEMENT FUNCTIONS (US DOLLARS)**

DONOR PROJECT FUNDS	PRIMARY	PROJECT MANAGEMENT
CONSERVATION OF BIOLOGICAL DIVERSITY		
UNDP- GEF PA Phase		12,000
GLOBAL CHANGE		
AIDAB - Climate Change		40,000
ENVIRONMENTAL MANAGEMENT & PLANNING		
ADB - RETA		2,187
UNDP - NEMS		5,000
PREVENTION & MGMT OF POLLUTION		
UNEP - Regional Seas		7,000
REGIONAL ENVIRONMENTAL CONCERNS		
AIDAB/CFTC/NZ - UNCED		5,000
UNEP - Geographic Information System		8,000
Sub-total		79,187
OTHER SPREP SALARY FUNDING		
New Zealand		188,527
Deputy Director		
Project Officer (Conservation of Biological Diversity)		
Information and Publications Officer		
ADB - RETA Support Staff		15,281
UNDP - Finance Manager		70,000
UNDP - Support Staff		36,400
UNDP - UNV Computer Expert		10,000
Sub-total		320,208
TOTAL		399,395

**1993 EXTRA-BUDGETARY FUNDING FOR PRIMARY AND
PROJECT MANAGEMENT FUNCTIONS (US DOLLARS)**

DONOR PROJECT FUNDS	PRIMARY	PROJECT MANAGEMENT
CONSERVATION OF BIOLOGICAL DIVERSITY		
UNDP-Global Environment Facility		60,000
GLOBAL CHANGE		
AIDAB - Climate Change		20,000
ENVIRONMENTAL MANAGEMENT & PLANNING		
AIDAB - EIA project		52,267
ADB - RETA		728
UNDP - NEMS		2,500
ENVIRONMENTAL EDUCATION & TRAINING		
AIDAB - Environment Education		16,764
ENVIRONMENTAL INFORMATION		
AIDAB/RA - "One World"		3,900
REGIONAL ENVIRONMENTAL CONCERNS		
AIDAB - UNCED		10,000
UNFPA - Population and the Environment		50,100
Sub-total		216,259
OTHER SPREP SALARY FUNDING		
New Zealand		188,527
Deputy Director		
Project Officer (Conservation of Biological Diversity)		
Information and Publications Officer		
ADB - RETA		5,094
UNDP - Finance Manager		41,812
UNDP - Support Staff		36,400
Sub-total		271,833
TOTAL		488,092



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

Fifth Intergovernmental Meeting
Apia, Western Samoa, 14-16 September 1992

Agenda Item 11: Director's Annual Report

Purpose of Paper

To table the 1991/92 Annual Report of the Director of SPREP

Recommendation

The Meeting is invited to **note** the Report.

14 August 1992
ORIGINAL: ENGLISH



South Pacific Regional Environment Programme (SPREP)

Fifth Intergovernmental Meeting Apia, Western Samoa, 14-16 September 1992

Agenda Item 10(e) : Audit of SPREP Accounts on Separation from South Pacific Commission and Interest on SPREP Funds for 1991-92

Introduction

1. The Thirty-First South Pacific Conference held in Tonga 1991 considered the reports of CRGA 15 (Agenda item 6 - paragraph 25 of the 31st Conference report) and directed the SPC Secretariat to ensure that the financial separation of the South Pacific Commission and the South Pacific Environmental Programme (SPREP) be the subject of a thorough audit by the official Auditors and to present the results of this to the next South Pacific Conference and the next SPREP Intergovernmental Meeting.
2. The financial separation has been completed successfully and most of the SPREP funds had been transferred into SPREP bank accounts by early March, 1992.
3. The attached report of the Independent Auditors together with the SPREP financial statements as audited is submitted as required.
4. The Director requested SPC to pay SPREP part or the full amount of interest earned by SPREP Fund which was estimated to be close to USD300,000 for 1991 and the interest earned by SPREP fund which still remain with SPC in 1992.
5. The Sixteen Meeting of the CRGA in May 1992 declined SPREP request for the 1991 interest.
6. The South Pacific Commission agreed to pay SPREP the interest on funds for the period from 1 January 1992 until these funds were transferred to SPREP. The Secretariat has submitted claims to SPC accordingly.

Recommendation

7. The IGM is invited:

- (1) to **note** the attached Audit Report;
 - (2) to **note** the decision of the CRGA declining SPREP request for part or full amount of 1991 interest on SPREP fund;
 - (3) to **note** that SPC agreed to pay SPREP the 1992 interest.
-

19 August 1992

ORIGINAL: ENGLISH

Coopers
& Lybrand

Experts-Comptables
Commissaires aux comptes
Comptables libéraux agréés

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Baie des Pêcheurs
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membre de
Coopers & Lybrand (international)
S.A. au capital de F 8.000.000
RCS Nouméa B 089318
Ridet 089318001

GY/CE/2668

REPORT OF INDEPENDENT AUDITORS

notre réf.

We have audited the accompanying status of the South Pacific Regional Environment Programme (S.P.R.E.P.) accounts as at 31 December 1991. The balance brought forward from 1990 had already been subject to an audit by the former auditors of the South Pacific Commission. Therefore we have limited our audits to the 1991 Receipts and Expenditure and also a review of the inter account transfers. This status of S.P.R.E.P. accounts is the responsibility of the South Pacific Commission's management. Our responsibility is to express an opinion on this status based on our audits.

We conducted our audits in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the status of S.P.R.E.P. accounts is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the status. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall status of S.P.R.E.P. accounts presentation. We believe that our audits provide a reasonable basis for our opinion.

Our audits lead us to remark on the following point :

- As has been the practice in previous years, the rates of exchange used to convert back to the donor's currency from the accounting currency, have not been clearly defined or a consistent method applied.



Associés :
Jeanroger Vallé
Jean-Pierre Armat
Daniel Teyssier
Jérôme Policisto
Jean-Loup Julien

Adjoints :
Stéphanie Mirelli
Anita Basquin

In our opinion, except for the point mentioned in the preceding paragraph, the status of S.P.R.E.P. accounts referred to above presents fairly, in all material respects, the financial position of the South Pacific Regional Environment Programme as at 31 December 1991 in conformity with generally accepted accounting principles.

NOUMEA, 9 April 1992

Coopers & Lybrand

STATUS OF SPREP ACCOUNTS AS AT 31 DECEMBER 1991

Account Number	Account Name	Donor	balance b/f 1990	inter account transfers	1991 Receipts	1991 Expenditure	Unspent bal. at 31.12.91
HEAD 4001	NATURAL RESOURCE MANAGEMENT						
4001.91	Miscellaneous funding	Chile	937 465		0	0	937 465
HEAD 4002	PROTECTED AREA MANAGEMENT & SPECIES CONSERVATION						
4002.01	Integrated Development Plan		-972 727	972 727	0	0	0
4002.11 +15	AIDAB Projects	AIDAB	3 298 693	5 451 600	2 485 000	3 074 230	8 161 063
4002.12	Reg. Ecosystems Classification	USAID	0		906 176	1 486 357	-580 181
4002.14	ANPWS Turtle Expert	ANPWS	0		2 288 750	2 341 685	-52 935
4002.16	Reg. Ecosystems Classification	NAT.CONS.	0		1 595 194	614 263	980 931
4002.21-28	ICOD Projects	ICOD	4 465 174		4 128 000	9 789 012	-1 195 838
4002.98	Geographical Info Systems	UNEP	0		0	7 000	-7 000
4002.99	Parks Conference follow-up	CITES	3 179 521		0	554 633	2 624 888
HEAD 4003	COASTAL AND MARINE ACTIVITIES						
4003.02	Majuro Atoll Erosion Control	AIDAB	0	3 600 000	0	0	3 600 000
4003.03	Coastal Management & Planning	AIDAB	0		22 960 000	0	22 960 000
4003.04	SPREP/SOPAC Dredging Assessment	AIDAB	0		0	3 505 095	-3 505 095
4003.05	Fish Processing Impacts	AIDAB	0		0	2 566	-2 566
4003.21-28	Coastal Resource Management	ICOD	10 137 163	-3 059 485	4 128 000	3 302 429	7 903 249

STATUS OF SPREP ACCOUNTS AS AT 31 DECEMBER 1991

Account Number	Account Name	Donor	balance b/f 1990	inter account transfers	1991 Receipts	1991 Expenditure	Unspent bal. at 31.12.91
HEAD 4004	SPREP POL						
4004.31	SPREP POL	UNEP	-117 417	117 417	0	0	0
HEAD 4005	LAND & FRESH WATER POLLUTION PREVENTION						
4005.01-02	SPREP Projects	SPREP	-446 287	446 287	0	0	0
HEAD 4006	ENVIRONMENTAL EDUCATION AND TRAINING						
4006.01	Marine Env. Teacher Trg	ICOD	0	2 857 902	0	779 020	2 078 882
4006-02	AIDAB Projects	AIDAB	13 825 916	-9 767 653	2 485 000	775 513	5 767 750
4006.09-13							
4006.04	Palau Environmental Video	EWC	0		0	247 409	-247 409
4006.05	Palau Environmental Poster	EWC	0	82 337	0	0	82 337
4006.15	Marine Env. Educ. Mats. Pdn	ICOD	0	2 822 613	0	0	2 822 613
4006.16	Improved Env. Educ. Trg & Info	UNEP	0	2 037 845	0	1 441 481	596 364
4006.20	Coral Reef Handbook	WWF	0		0	120 618	-120 618
4006.21	Wan Smolbag Theatre Group	WWF	0		0	249 004	-249 004
4006.98	Coastal Zone Protection Kits	ICOD	0	319 040	0	319 040	0
HEAD 4007	ENVIRONMENT INFORMATION						
4007.91	Environmental Information	BDDP	-741 856	-585 184	729 694	11 845	-609 191

STATUS OF SPREP ACCOUNTS AS AT 31 DECEMBER 1991

Account Number	Account Name	Donor	balance b/f 1990	inter account transfers	1991 Receipts	1991 Expenditure	Unspent bal. at 31.12.91
HEAD 4008	ENVIRONMENTAL PLANNING & ADMINISTRATION						
4008.11	NCS - Vanuatu	AIDAB	0	15 336 200	0	8 221 685	7 114 515
4008.31	Env. Impact Assessment - Tonga	UNEP	24 315 410	-15 336 200	0	-628 290	9 607 500
HEAD 4009	CLIMATE CHANGE & SEA LEVEL RISE						
4009.01	Marshall's Sea Level Rise	USA	0		5 931 195	971 011	4 960 184
4009.11	Climate Change Officer	AIDAB	43 041		40 891 000	11 142 049	29 791 992
4009.12	Int. Nego. on Climate Change	NZ	0		0	1 707 320	-1 707 320
HEAD 4010	MEETINGS, WORKSHOPS AND TRAINING COURSES						
4010.01	Head 4010 - b/f		-5 879 812	5 879 812		0	0
4010.02	Third Steering Committee	AIDAB	0	229 136	0	0	229 136
4010.04	5th Consultative Meeting	UNEP	0	115 498	0	115 498	0
	IGM Mtg on SPREP Action Plan	AIDAB FRANCE UNDP SPREP	0	-654 262	5 904 000 2 181 818 8 025 000 222 668		2 958 963
4010.05	Biological Diversity Meeting	UNEP	0	1 114 161	0	1 429 161	-315 000

STATUS OF SPREP ACCOUNTS AS AT 31 DECEMBER 1991

Account Number	Account Name	Donor	balance b/f 1990	inter account transfers	1991 Receipts	1991 Expenditure	Unspent bal. at 31.12.91
4010.06	Working Grps on SPREP Action Plan	AIDAB NZ USAID	0		2 485 000 1 740 000 1 500 000	5 410 108	314 892
4010.07	Bio-diversity Convention	UNEP	0		1 531 860	709 167	822 693
4010.08	TCSP Regional Tourism Seminar	AIDAB	0		1 839 996	450 811	1 389 185
HEAD 4011/2 4012	SPREP ADMINISTRATION Assessed Contributions	AMSAM AUST COOK IS FSM FIJI FRANCE FR POLY GUJAM RMI NC NZ NIUE PALAU SOLOMONS TOKELAU TONGA TUVALU USAID W.SAMOA	45 168 568	-9 360 000	293 049 5 680 000 342 423 598 274 648 369 5 090 909 660 000 1 608 765 350 761 660 000 1 874 047 244 329 352 042 706 401 712 800 329 870 169 092 9 540 000 616 650		
4011	Extra-budgetary contributions	AIDAB NZ MISC	-31 965 356	-2 619 791	5 893 000 322 600 764 958	0	66 286 349
						44 690 862	-72 295 451

STATUS OF SPREP ACCOUNTS AS AT 31 DECEMBER 1991

Account Number	Account Name	Donor	balance b/f 1990	inter account transfers	1991 Receipts	1991 Expenditure	Unspent bal. at 31.12.91
HEAD 4013	XB SPREP ADMINISTRATION						
4013	Administration Costs	AIDAB NZ MISC	0		2 459 902 18 852 706 755 128	4 196 856	17 870 880
HEAD 4014	NETWORKING INFORMATION & FINANCE SYSTEM						
4014	Networking Info & Finance	AIDAB	0		4 428 000	464 983	3 963 017
HEAD 4015	RELOCATION COSTS						
4015	Relocation Costs	NZ UNDP	0 0		1 680 000 156 000	998 923	837 077
HEAD 4021	POLLUTION EMERGENCY RESPONSE & PLANNING						
4021.91	Pacific Oil Spill Workshop	AIDAB	71 134		0	39 393	31 741
HEAD 4022	REGIONAL ENVIRONMENTAL TECHNICAL ASSISTANCE (RETA)						
4022	RETA Project	ADB	21 712 817		19 989 520	24 165 972	17 536 365
4023	UNCED Project	ADB	0		40 194 256	30 642 721	9 551 535
HEAD 4024	PACIFIC MULTI ISLAND						
4024	Planning & Imp. of Pacific Regional Environment Programme	UNDP	0		57 922 867	47 806 807	10 116 060

STATUS OF SPREP ACCOUNTS AS AT 31 DECEMBER 1991

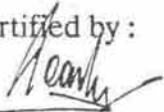
Account Number	Account Name	Donor	balance b/f 1990	inter account transfers	1991 Receipts	1991 Expenditure	Unspent bal. at 31.12.91
HEAD 4025	REGIONAL SEAS PROGRAMME						
4025	UNEP Support to SPREP	UNEP	0		41 270 491	26 316 020	14 954 471
HEAD 4026	UNCED - OTHER DONORS						
4026	UNCED	AIDAB G'PEACE			3 470 000 25 731	3 182 473	313 258
4027	Bio-diversity Conservation	UNDP	0		0	5 173 771	-5 173 771
	TOTALS	CFP	87 031 447	0	342 621 291	258 548 762	171 103 976

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

**4000 SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)
4001 - NATURAL RESOURCE MANAGEMENT**

		CFP francs
X4.01.00.R.401	balance at 01 January 1991	937,465
 INCOME		
X4.01.29.R.401	CHILE funding	0
 EXPENDITURE		
Balance due to SPREP at 31 December 1991		937,465

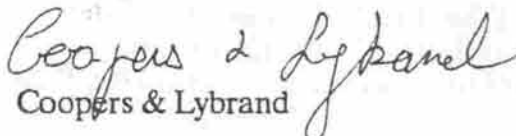
Certified by :



John M. Roache
Finance Manager

Audit certificate :

This is to certify that we have examined the financial transactions of the above SPREP Project as recorded in SPC's financial records, and in our opinion the balance shown above represents the true position of the Project as at 31 December, 1991.


Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)
4002 – PROTECTED AREA MANAGEMENT & SPECIES CONSERVATION**

AIDAB PROJECTS

CFP francs

X4.02.00.R.011	balance at 01 January 1991	8 750 293
INCOME		
X4.02.02.R.402	AIDAB funding	2 485 000
EXPENDITURE		
X4.02.11.E.050	MWT/Participants Costs	741 392
X4.02.11.E.060	Other Costs	16 430
X4.02.11.E.061	Communications	36 006
X4.02.15.E.030	Consultants	148 700
X4.02.15.E.060	Other costs	76 504
X4.02.15.E.070	Genetic Sampling & Analysis	8 975
X4.02.17.E.030	Consultants/Sub-contracts	1 000 700
X4.02.18.E.030	Consultants	1 045 523
Balance due to SPREP at 31 December 1991		8 161 063

Roache
Certified by :

John M. Roache
Finance Manager

Audit certificate :

This is to certify that we have examined the financial transactions of the above SPREP Project as recorded in SPC's financial records, and in our opinion the the balance shown above represents the true position of the Project as at 31 December, 1991.

Coopers & Lybrand
Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)
4002 - PROTECTED AREA MANAGEMENT & SPECIES CONSERVATION**

4002.12 - Regional Ecosystems Classification Project
Grant # 879-0249-G-SS-0193

CFP francs

balance at 01 January 1991 0

INCOME

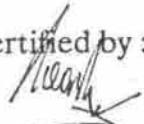
X4.02.23.R.402 USAID funding 906,176

EXPENDITURE

X4.02.12.E.010	Administration & Office expenses	2,868
X4.02.12.E.020	Duty Travel	238,400
X4.02.12.E.060	Other costs	1,245,089


Balance due from SPREP at 31 December 1991 (580,181)

Certified by :


John M. Roache
Finance Manager

Audit certificate :

This is to certify that we have examined the financial transactions of the above SPREP Project as recorded in SPC's financial records, and in our opinion the balance shown above represents the true position of the Project as at 31 December, 1991.

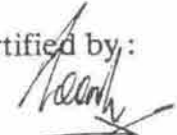

Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)
4002 - PROTECTED AREA MANAGEMENT & SPECIES CONSERVATION**


4002.14 - ANPWS Turtle Expert		CFP francs
	balance at 01 January 1991	0
INCOME		
X4.02.99.R.402	ANPWS funding	2,288,750
EXPENDITURE		
X4.02.14.E.010	Salaries/allowances	852,086
X4.02.14.E.020	Duty Travel	84,000
X4.02.14.E.030	Consultants	928,143
X4.02.14.E.060	Other costs	477,456
Balance due from SPREP at 31 December 1991		(52,935)

Certified by:


John M. Roache
Finance Manager

Audit certificate :

This is to certify that we have examined the financial transactions of the above SPREP Project as recorded in SPC's financial records, and in our opinion the balance shown above represents the true position of the Project as at 31 December, 1991.


Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

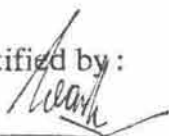
**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)
4002 - PROTECTED AREA MANAGEMENT & SPECIES CONSERVATION**

4002.16 - Regional Ecosystems Classification Project
PO 166589

CFP francs

X4.02.00.R.016	balance at 01 January 1991	0
INCOME		
X4.02.99.R.016	NATURE CONSERVANCY funding	1,595,194
EXPENDITURE		
X4.02.16.E.020	Duty Travel	614,263
Balance due to SPREP at 31 December 1991		980,931

Certified by:



John M. Roache
Finance Manager

Audit certificate :

This is to certify that we have examined the financial transactions of the above SPREP Project as recorded in SPC's financial records, and in our opinion the the balance shown above represents the true position of the Project as at 31 December, 1991.


Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)
4002 - PROTECTED AREA MANAGEMENT & SPECIES CONSERVATION**

RMTCP PROGRAMME

CFP francs

X4.02.00.R.402 balance at 01 January 1991 4,465,174

INCOME

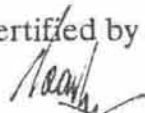
X4.02.46.R.402 ICOD funding 4,128,000

EXPENDITURE

X4.02.21.E.050	MWT/Participant costs	1,476,856
X4.02.21.E.060	Printing/other costs	7,500
X4.02.22.E.040	Capital Costs	1,465,803
X4.02.22.E.060	Misc Supplies	825,530
X4.02.23.E.030	Consultants/Sub-contracts	746,253
X4.02.24.E.030	Consultants/Sub-contracts	417,003
X4.02.25.E.030	Consultants/Sub-contracts	1,810,380
X4.02.26.E.030	Consultants/sub-contracts	671,305
X4.02.27.E.030	Consultants/sub-contracts	707,000
X4.02.28.E.030	Consultants/sub-contracts	1,661,382

Balance due from SPREP at 31 December 1991 (1,195,838)

Certified by :


John M. Roache
Finance Manager

Audit certificate :

This is to certify that we have examined the financial transactions of the above SPREP Project as recorded in SPC's financial records, and in our opinion the the balance shown above represents the true position of the Project as at 31 December, 1991.


Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)
4002 - PROTECTED AREA MANAGEMENT & SPECIES CONSERVATION**

4002.98 - Geographical Information Systems

CFP francs

X4.02.00.R.098	balance at 01 January 1991	0
INCOME		
X4.02.54.R.098	UNEP funding	0
EXPENDITURE		
X4.02.98.E.040	Capital costs - equipment	7,000
Balance due from SPREP at 31 December 1991		(7,000)


Certified correct :



John M. Roache
Finance Manager

Audit certificate :

This is to certify that we have examined the financial transactions of the above SPREP Project as recorded in SPC's financial records, and in our opinion the the balance shown above represents the true position of the Project as at 31 December, 1991.



Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)
4002 - PROTECTED AREA MANAGEMENT & SPECIES CONSERVATION**

4002.99 - Parks Conference follow-up

CFP francs

X4.02.00.R.099	balance at 01 January 1991	3,179,521
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INCOME

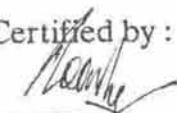
X4.02.67.R.099	CITES funding	0
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EXPENDITURE

X4.02.99.E.030	Consultants	144,763
X4.02.99.E.070	Production of Materials	409,870

Balance due to SPREP at 31 December 1991	2,624,888
--	-----------

Certified by :


John M. Roache
Finance Manager

Audit certificate :

This is to certify that we have examined the financial transactions of the above SPREP Project as recorded in SPC's financial records, and in our opinion the the balance shown above represents the true position of the Project as at 31 December, 1991.


Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4003 - COASTAL AND MARINE ACTIVITIES

4003.02 Majuro Atoll Erosion Control

CFP francs

X4.03.00.R.432	balance at 01 January 1991	3,600,000
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INCOME

X4.03.02.R.432	AIDAB funding	0
----------------	---------------	---

EXPENDITURE

X4.03.02.E.030	Consultants/sub-contracts	0
----------------	---------------------------	---

Balance due to/(from) SPREP		
as at 31 December 1991		3,600,000


Certified by :



John M. Roache
Finance Manager

Audit certificate :

This is to certify that we have examined the financial transactions of the above SPREP Project as recorded in SPC's financial records, and in our opinion the balance shown above represents the true position of the Project as at 31 December, 1991.


Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4003 - COASTAL AND MARINE ACTIVITIES

4003.03 - Coastal Management & Planning

CFP francs

X4.03.00.R.433	balance at 01 January 1991	0
INCOME		
X4.03.02.R.433	AIDAB funding	22,960,000
EXPENDITURE		
		0
Balance due to SPREP at 31 December 1991		22,960,000

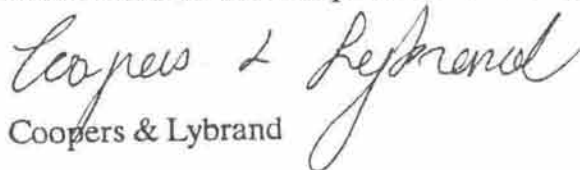
Certified by :



John M. Roache
Finance Manager

Audit certificate :

This is to certify that we have examined the financial transactions of the above SPREP Project as recorded in SPC's financial records, and in our opinion the balance shown above represents the true position of the Project as at 31 December, 1991.


Coopers & Lybrand

SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4003 - COASTAL AND MARINE ACTIVITIES

4003.04 - SPREP/SOPAC Dredging Assessment - Tuvalu

CFP francs

X4.03.00.R.434	balance at 01 January 1991	0
INCOME		
X4.03.02.R.434	AIDAB funding	0
EXPENDITURE		
X4.03.04.E.020	Travel/per diem	1,628,850
X4.03.04.E.030	Consultants/sub-contracts	1,250,830
X4.03.04.E.060	Miscellaneous	625,415
Balance due from SPREP at 31 December 1991		(3,505,095)

Certified by :



John M. Roache
Finance Manager

Audit certificate :

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Coopers & Lybrand
Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4003 - COASTAL AND MARINE ACTIVITIES

4003.05 - Fish Processing Plant Impacts W'shop - Marshalls

	CFP francs
X4.03.00.R.435 balance at 01 January 1991	0
INCOME	
X4.03.02.R.435 AIDAB	0
EXPENDITURE	
X4.03.05.E.050 Participant costs	2,566
X4.03.05.E.060 Miscellaneous	0
Balance due from SPREP at 31 December 1991	(2,566)

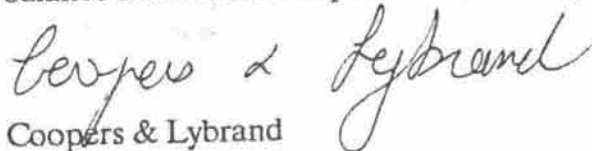
Certified by :



John M. Roache
Finance Manager

Audit certificate :

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4003 - COASTAL AND MARINE ACTIVITIES

Coastal Resource Management Programme
Project # 880223/C-023

CFP francs

X4.03.00.R.403	balance at 01 January 1991	7,077,678
INCOME		
X4.03.46.R.403	ICOD funding	4,128,000
EXPENDITURE		
X4.03.21.E.020	Duty Travel	(182,082)
X4.03.21.E.030	Consultants/sub-contracts	8,566
X4.03.23.E.050	Ngermeduu Bay	1,320,487
X4.03.24.E.030	Consultants/sub-contracts	627,689
X4.03.25.E.060	Hiri Coast Survey	1,308,866
X4.03.00.X.403	exchange adj 3rd qtr reporting	218,903
Balance due to SPREP at 31 December 1991		7,903,249

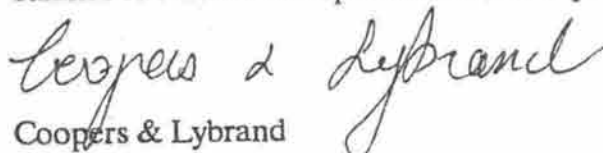
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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

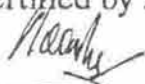
4006 ENVIRONMENTAL EDUCATION & TRAINING

4006.01 - Marine Environmental Education - Teacher Training

CFP francs

X4.06.00.R.001	balance at 01 January 1991	2,857,902
INCOME		
X4.06.46.R.001	ICOD funding	0
EXPENDITURE		
X4.06.01.E.030	Consultants	293,276
X4.06.01.E.031	Training Workshops	366,330
X4.06.01.E.032	Curriculum Materials	119,414
 Balance due to SPREP at 31 December 1991		 2,078,882

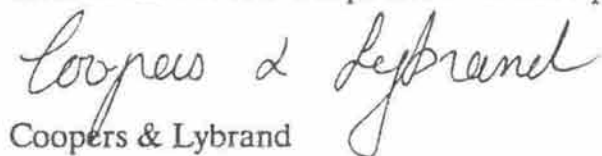
Certified by :



John M. Roache
Finance Manager

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4006 ENVIRONMENTAL EDUCATION & TRAINING

AIDAB PROJECTS

CFP francs

X4.06.00.R.406 balance at 01 January 1991 4,058,263

INCOME

X4.06.02.R.406 AIDAB funding 2,485,000

EXPENDITURE

X4.06.02.E.070	Materials Production	0
X4.06.10.E.050	MWT/Participants costs	0
X4.06.10.E.060	Other costs	0
X4.06.10.E.070	Materials Production	0
X4.06.11.E.050	MWT/Participants costs	0
X4.06.11.E.060	Other costs	0
X4.06.12.E.050	MWT/Participant costs	0
X4.06.12.E.060	Other costs	305,007
X4.06.13.E.070	Materials Production	470,506

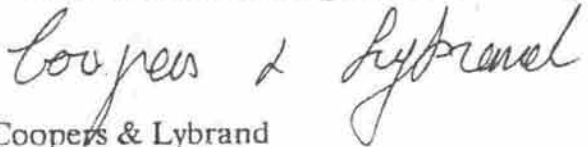
Balance due to SPREP at 31 December 1991 5,767,750

Certified by :


John M. Roache
Finance Manager

Audit Certificate :

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4006 ENVIRONMENTAL EDUCATION & TRAINING

4006.04 - Palau Environmental Video

CFP francs

X4.06.00.R.004	balance at 01 January 1991	0
INCOME		
X4.06.62.R.004	EWC/MacArthur Foundation	0
EXPENDITURE		
X4.06.04.E.030	Consultants	114,209
X4.06.04.E.070	Production of materials	133,200
 Balance due from SPREP at 31 December 1991		 (247,409)

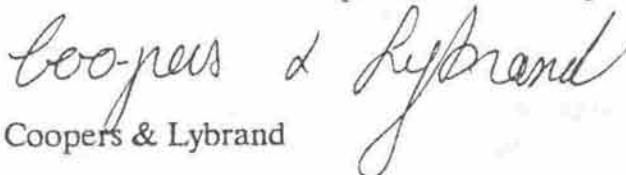
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Finance Manager

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

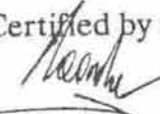
4006 ENVIRONMENTAL EDUCATION & TRAINING

4006.05 - Palau Environmental Poster

CFP francs

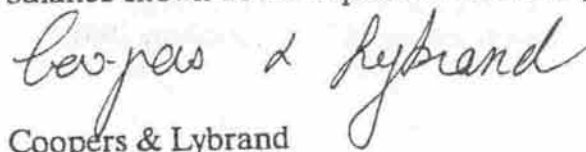
X4.06.00.R.005	balance at 01 January 1991	82,337
INCOME		
X4.06.62.R.005	EWC/MacArthur Foundation	0
EXPENDITURE		
X4.06.05.E.030	Consultants	0
Balance due to SPREP at 31 December 1991		82,337

Certified by:


John M. Roache
Finance Manager

Audit Certificate :

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991****SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)****4006 ENVIRONMENTAL EDUCATION & TRAINING****4006.15 - Marine Env. Educ. Materials Production**

CFP francs

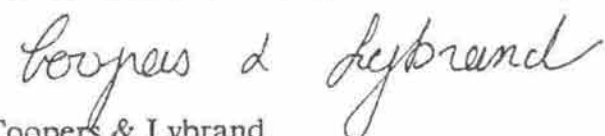
X4.06.00.R.015	balance at 01 January 1991	2,822,613
INCOME		
X4.06.46.R.015	ICOD funding	0
EXPENDITURE		
X4.06.15.E.070	Production of Materials	0
Balance due to SPREP at 31 December 1991		2,822,613

Certified by :


John M. Roache
Finance Manager

Audit Certificate :

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4006 ENVIRONMENTAL EDUCATION & TRAINING

**4006.16 - Improved Env. Education Training & Information
Project # FP 9101/87-89-2791**

CFP francs

X4.06.00.R.016	balance at 01 January 1991	2,037,845
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INCOME

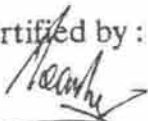
X4.06.54.R.016	UNEP funding	0
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EXPENDITURE

X4.06.16.E.030	Curriculum Development - Kiribati	537,116
X4.06.16.E.040	Curriculum Development - Vanuatu	228,119
X4.06.16.E.050	MWT/Participant costs	263,000
X4.06.16.E.888	Media Training Workshop	413,246

Balance due from SPREP at 31 December 1991	596,364
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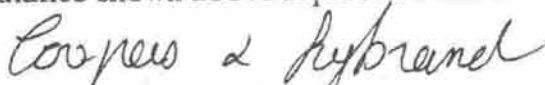
Certified by :



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Finance Manager

Audit Certificate :

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Coopers & Lybrand

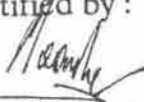
**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4006 ENVIRONMENTAL EDUCATION & TRAINING

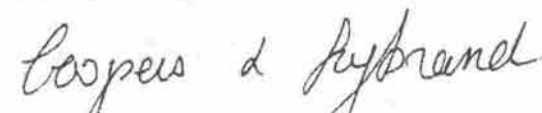
4006.20 - Coral Reef Handbook Production in Tokelau Language		CFP francs
X4.06.00.R.020	balance at 01 January 1991	0
 INCOME		
X4.06.58.R.020	WWF funding	0
 EXPENDITURE		
X4.06.20.E.030	Consultants	120,618
X4.06.20.E.060	Printing & Publication	0
 Balance due from SPREP at 31 December 1991		 (120,618)

Certified by :


John M. Roache
Finance Manager

Audit Certificate :

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4006 ENVIRONMENTAL EDUCATION & TRAINING

4006.21 - Won Smolbag Theatre Group

X4.06.00.R.021	balance at 01 January 1991	0
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INCOME

X4.06.58.R.021	WWF funding	0
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EXPENDITURE

X4.06.21.E.020	Travel and Subsistence	0
X4.06.21.E.030	Consultants	249,004
X4.06.21.E.050	Project Running Expenses	0
X4.06.21.E.060	Printing & Publication	0

Balance due from SPREP at 31 December 1991	(249,004)
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Certified by :



John M. Roache
Finance Manager

Audit Certificate :

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991****SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)****4007 ENVIRONMENTAL INFORMATION****4007.91 - Environmental Information - BDDP**

CFP francs

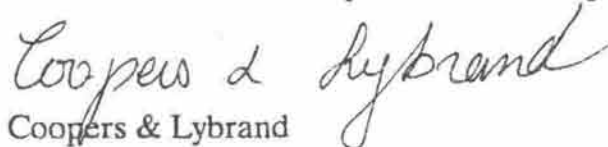
X4.07.00.R.407	balance at 01 January 1991	(741,856)
	adjustments 1991	(585,184)
INCOME		
X4.07.22.R.407	BDDP funding	729,694
EXPENDITURE		
X4.07.91.E.070	Production of Materials	11,845
Balance due from SPREP at 31 December 1991		(609,191)

Certified by :

John M. Roache
Finance Manager

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4008 ENVIRONMENTAL PLANNING & ADMINISTRATION

4008.11 - NCS - Vanuatu

CFP francs

X4.08.00.R.407	balance at 01 January 1991	15,336,200
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INCOME

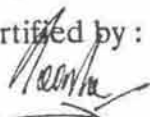
X4.08.02.R.407	AIDAB funds	0
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EXPENDITURE

X4.08.11.E.030	Consultants	0
X4.08.11.E.070	Special Projects	8,221,685

Balance due to SPREP as at 31 December, 1991	7,114,515
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Certified by :



John M. Roache
Finance Manager

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Coopers & Lybrand

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**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4008 ENVIRONMENTAL PLANNING & ADMINISTRATION

4008.31 - Environmental Impact Assessment

CFP francs

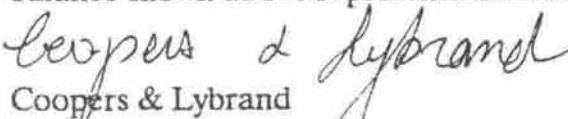
X4.08.00.R.408	balance at 01 January 1991	8,979,210
INCOME		
X4.08.54.R.408	UNEP-EIA funding	0
EXPENDITURE		
X4.08.31.E.010	EIA Poster - Consultants	210,000
X4.08.31.E.011	EIA Booklet - Consultants	315,000
X4.08.31.E.012	EIA Video - Consultants	1,050,000
X4.08.31.E.014	EIA Database	420,000
X4.08.31.E.021	Cook Islands Hotel	398,017
X4.08.31.E.050	EIA Poster & Booklet Production	420,000
X4.08.31.E.051	EIA Video - Production	105,000
X4.08.31.E.053	EIA Database Reports	210,000
X4.08.00.R.408	exchange adj	(1,026,307)
Funds committed but unspent as at 31.12.91		
CF.XB.91.0.695		210,000
CF.XB.91.0.696		315,000
CF.XB.91.0.697		1,050,000
CF.XB.91.0.698		420,000
CF.XB.91.0.699		420,000
CF.XB.91.0.700		105,000
CF.XB.91.0.701		210,000
Balance due to SPREP at 31 December, 1991		9,607,500

Certified by :


John M. Roache
Finance Manager

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

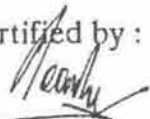
4009 CLIMATE CHANGE & SEA LEVEL RISE

4009.01 - Assessment of the Vulnerability of the Marshall Islands to Sea Level Rise

CFP francs

X4.09.00.R.401	balance at 01 January 1991	0
INCOME		
X4.09.23.R.401	US Commerce Dept	5,931,195
EXPENDITURE		
X4.09.01.E.040	Sub-contracts	971,011
Balance due to SPREP at 31 December 1991		4,960,184

Certified by :



John M. Roache
Finance Manager

Audit certificate:

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Coopers & Lybrand
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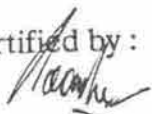
**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4009 CLIMATE CHANGE & SEA LEVEL RISE

4009.11	Climate Change Information Officer	CFP francs
		43,041
X4.09.00.R.409	balance at 01 January 1991	
INCOME		
X4.09.02.R.409	AIDAB funding	40,891,000
EXPENDITURE		
X4.09.11.E.010	Salary/allowances	6,004,495
X4.09.11.E.020	Duty Travel	356,194
X4.09.11.E.040	Capital costs/Equipment	1,187,790
X4.09.11.E.050	Meetings/Workshops	5,548,536
X4.09.11.E.060	Supplies	7,500
X4.09.11.E.061	Communications	77,534
Funds committed but unspent as at 31.12.91		
CF.XB.91.0.678		2,040,000
Balance due to SPREP at 31 December 1991		29,791,992

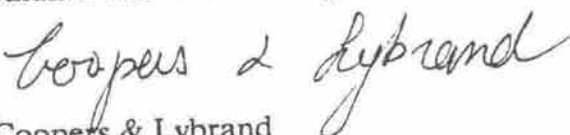
Certified by :



John M. Roache
Finance Manager

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4009 CLIMATE CHANGE & SEA LEVEL RISE

4009.12	International Negotiations on Climatic Change		CFP francs
X4.09.00.R.410	balance at 01 January 1991		0
INCOME			
X4.09.14.R.410	NZ funding		0
EXPENDITURE			
X4.09.12.E.020	Duty Travel - SPREP Participants		1,570,565
X4.09.12.E.021	Duty Travel - PIC Participants		136,755
Balance due from SPREP at 31 December 1991			(1,707,320)

Certified by:



John M. Roache
Finance Manager

Audit certificate:

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Coopers & Lybrand

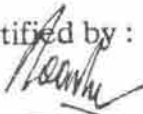
**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)
4010 - MEETINGS, WORKSHOPS AND TRAINING COURSES**

4010.01 - Third Steering Committee Meeting 1990

		CFP francs
X4.10.00.R.001	balance at 01 January 1991	229,136
INCOME		0
EXPENDITURE		
X4.10.01.E.050	Participants Costs	0
X4.10.01.E.060	Others	0
 Balance due to SPREP at 31 December 1991		 229,136

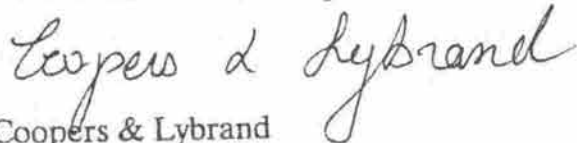
Certified by :



John M. Roache
Finance Manager

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4010 - MEETINGS, WORKSHOPS AND TRAINING COURSES

4010.04 - Intergovernmental Mtg on SPREP Action Plan

CFP francs

X4.10.00.R.004	balance at 01 January 1991	(654,262)
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INCOME

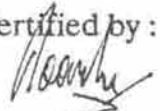
X4.10.02.R.004	AIDAB funding	5,904,000
X4.10.52.R.004	UNDP funding	8,025,000
X4.10.07.R.004	FRANCE funding	2,181,818
X4.10.65.R.004	SPREP Country Funds	222,668

EXPENDITURE

X4.10.04.E.050	Participants Costs	9,597,726
X4.10.04.E.060	Others	3,122,535

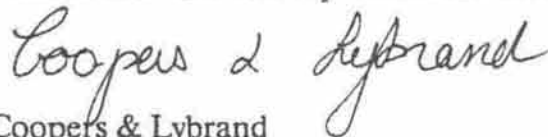
Balance due to SPREP at 31 December 1991	2,958,963
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Certified by :


John M. Roache
Finance Manager

Audit Certificate :

This is to certify that we have examined the financial transactions of the above SPREP Project as recorded in SPC's financial records, and in our opinion the balance shown above represents the true position of the Project as at 31 December, 1991.


Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)
4010 - MEETINGS, WORKSHOPS AND TRAINING COURSES**

4010.05 - Biological Diversity Meeting

CFP francs

X4.10.00.R.005	balance at 01 January 1991	1,114,161
INCOME		
X4.10.54.R.005	UNEP funding	0
EXPENDITURE		
X4.10.05.E.050	Participants Costs	1,029,625
X4.10.05.E.060	Others	399,536
 Balance due from SPREP at 31 December 1991		 (315,000)

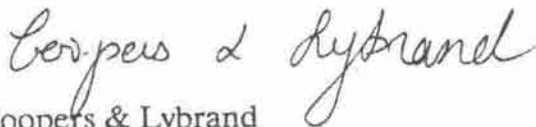
Certified by :



John M. Roache
Finance Manager

Audit Certificate :

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

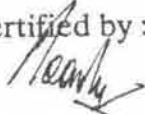
**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)
4010 - MEETINGS, WORKSHOPS AND TRAINING COURSES**

**4010.07 - Bio-diversity Convention
Pacific Countries Participation**

CFP francs

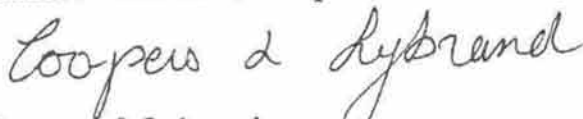
X4.10.00.R.007	balance at 01 January 1991	0
INCOME		
X4.10.54.R.007	UNEP funding	1,531,860
EXPENDITURE		
X4.10.07.E.050	Participant Costs	709,167
Balance due to SPREP at 31 December 1991		822,693

Certified by :


John M. Roache
Finance Manager

Audit Certificate :

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)


4010 - MEETINGS, WORKSHOPS AND TRAINING COURSES

4010.08 - TCSP Regional Tourism Seminar

CFP francs

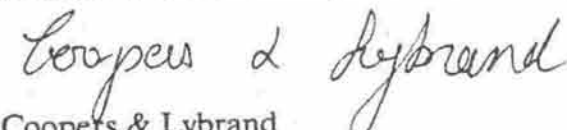
X4.10.00.R.008	balance at 01 January 1991	0
INCOME		
X4.10.14.R.008	NEW ZEALAND funding	0
X4.10.02.R.008	AIDAB funding	1,839,996
EXPENDITURE		
X4.10.08.E.030	SPREP Participation	220,110
X4.10.08.E.050	Participants - travel and per diem	224,781
X4.10.08.E.060	Other costs	5,920
Balance due to SPREP at 31 December 1991		1,389,185

Certified by :


John M. Roache
Finance Manager

Audit Certificate :

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)


4012 - SPREP COUNTRY FUNDS

CFP francs

INCOME

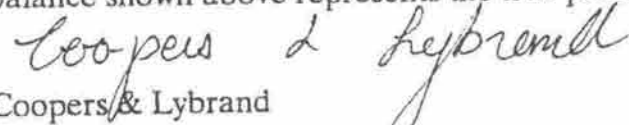
X4.12.00.R.412	balance at 1 January 1991	35,808,568
X4.12.01.R.412	American Samoa	293,049
X4.12.02.R.412	Australia	5,680,000
X4.12.04.R.412	Cook Islands	342,423
X4.12.05.R.412	F.S.M.	598,274
X4.12.06.R.412	Fiji	648,369
X4.12.07.R.412	France	5,090,909
X4.12.08.R.412	French Polynesia	660,000
X4.12.09.R.412	Guam	1,608,765
X4.12.11.R.412	Marshall Islands	350,761
X4.12.13.R.412	New Caledonia	660,000
X4.12.14.R.412	New Zealand	1,874,047
X4.12.15.R.412	Niue	244,329
X4.12.16.R.412	Palau	352,042
X4.12.18.R.412	Solomons Islands	706,401
X4.12.19.R.412	Tokelau	712,800
X4.12.20.R.412	Tonga	329,870
X4.12.21.R.412	Tuvalu	169,092
X4.12.23.R.412	USA (USAID)	9,540,000
X4.12.26.R.412	Western Samoa	616,650
Balance due to SPREP at 31 December 1991		66,286,349

Certified by :


John M. Roache
Finance Manager

Audit Certificate :

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4011 - SPREP ADMINISTRATION

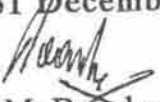
CFP francs

X4.11.00.R.411	balance at 01 January 1991	-34 585 147
INCOME		
X4.11.99.R.411	SPREP MISC INCOME	764 958
X4.11.14.R.411	NEW ZEALAND funding	322 600
X4.11.02.R.411	AIDAB funding	5 893 000
EXPENDITURE		
X4.11.00.E.011	Environment Education Officer	4 134 582
X4.11.00.E.012	Scientific Officer	6 931 811
X4.11.00.E.013	P.A.M.O.	7 779 375
X4.11.00.E.014	Secretary & Office Assistants	6 433 012
X4.11.00.E.015	SPREP AVA Officer (Solomon Islands)	645 576
X4.11.00.E.016	Temporary Office Assistants	145 590
X4.11.00.E.017	SPREP AVA Officer (Western Samoa)	871 993
X4.11.00.E.018	SPREP AVA Officer (Vanuatu)	845 340
X4.11.00.E.021	Environment Education Officer	132 300
X4.11.00.E.022	Scientific Officer	787 330
X4.11.00.E.024	General	35 202
X4.11.00.E.026	Director	2 095 013
X4.11.00.E.031	Expendable Equipment/Stationery	907 738
X4.11.00.E.032	Non-expendable Equipment	824 360
X4.11.00.E.033	Operating Maintenance	750 639
X4.11.00.E.041	Printing	1 455 379
X4.11.00.E.042	Mailing of Reports & Sundries	295 009
X4.11.00.E.043	Communication	4 732 368
X4.11.00.E.061	Contribution 20th ASNNC	200 000
X4.11.00.E.062	Conservation Rarotonga Flycatcher	252 885
X4.11.00.X.411	Exchange variations	4 435 360

Balance due from SPREP at 31 December 1991

-72 295 451

Certified by :


John M. Roache
Finance Manager

Audit Certificate :

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

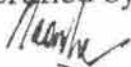
SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4013 XB SPREP ADMINISTRATION

CFP francs

X4.13.00.R.413	balance at 01 January 1991	0
 INCOME		
X4.13.02.R.413	AIDAB funding	2,459,902
X4.13.14.R.413	NZ funding	18,852,706
X4.13.99.R.413	Miscellaneous donors	755,128
 EXPENDITURE		
X4.13.00.E.011	Deputy Director	1,351,084
X4.13.00.E.012	Info Officer/Publications	593,858
X4.13.00.E.014	Legal and Finance Consultants	1,826,785
X4.13.00.E.021	Deputy Director	245,107
X4.13.00.E.022	Info Officer/Publication	4,891
X4.13.00.E.023	PAMO	175,131
 Balance due to SPREP at 31 December 1991		 17,870,880

Certified by :



John M. Roache
Finance Manager

Audit Certificate :

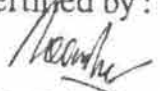
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Coopers & Lybrand
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**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991****SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)
4014 NETWORKING INFORMATION & FINANCE SYSTEM**

		CFP francs
X4.14.00.R.414	balance at 01 January 1991	0
INCOME		
X4.14.02.R.414	AIDAB funding	4,428,000
EXPENDITURE		
X4.14.00.E.020	Duty Travel	431,511
X4.14.00.E.050	Communications	33,472
Balance due to SPREP at 31 December 1991		3,963,017

Certified by :


John M. Roache
Finance Manager

Audit Certificate :

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)
4015 RELOCATION COSTS**

		CFP francs
X4.15.00.R.415	balance as at 01 January 1991	0
INCOME		
X4.15.02.R.415	AIDAB funding	1 680 000
X4.15.52.R.415	UNDP	156 000
EXPENDITURE		
X4.15.00.E.100	Costs – Noumea	885 092
X4.15.00.E.105	Additional Travel	42 800
X4.15.00.E.201	Supplies	10 840
X4.15.00.E.202	Communications	56 495
X4.15.00.E.204	Other Costs	3 696
 Balance due to SPREP at 31 December 1991		 837 077

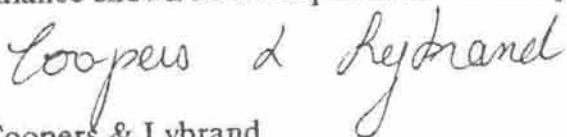
Certified by :



John M. Roache
Finance Manager

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)
4021 - POLLUTION EMERGENCY RESPONSE AND PLANNING**

4021.91 - Pacific Regional Oil Spill Workshop

CFP francs

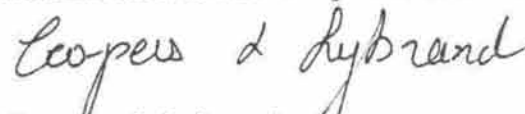
X4.21.00.R.421	balance at 01 January 1991	71,134
INCOME		0
EXPENDITURE		
X4.21.91.E.050	MWT/Participants Costs	38,337
X4.21.91.E.060	Communications	1,056
 Balance due to SPREP at 31 December 1991		 31,741

Certified by :


John M. Roache
Finance Manager

Audit Certificate :

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

**SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)
4022 – REGIONAL ENVIRONMENTAL TECHNICAL ASSISTANCE (RETA)**

		CFP francs
X4.22.00.R.422	balance at 01 January 1991	21 712 817
INCOME		
X4.22.38.R.422	ADB funding	19 989 520
EXPENDITURE		
X4.22.01.E.111	Salaries & Allowances	6 281 244
X4.22.01.E.112	Duty Travel	2 198 903
X4.22.01.E.120	Support Staff	1 575 000
X4.22.01.E.131	Equipment/Supplies	1 039 883
X4.22.01.E.140	Communications	794 655
X4.22.01.E.150	Photocopying	210 000
X4.22.01.E.888	Advance for Work	8 486 196
X4.22.01.E.034	IUCN Experts	1 967 992
X4.22.01.E.040	Cook Islands	989 990
X4.22.01.E.041	Solomon Islands	1 286 125
X4.22.01.E.042	Federated States of Micronesia	1 075 789
X4.22.01.E.043	Marshall Islands	2 224 844
X4.22.01.E.083	Communications	8 248
X4.22.00.X.422	exchange adj	-3 972 897
Balance as at 31 December 1991		17 536 365

Certified by :


John M. Roache
Finance Manager

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4023 - ADB UNCED

		CFP francs
X4.23.00.R.423	balance at 01 January 1991	0
INCOME		
X4.23.38.R.423	ADB funding	40,194,256
EXPENDITURE		
X4.23.01.E.010	Salaries/Allowances	6,446,714
X4.23.01.E.011	Support Staff - salaries/allowances	1,031,570
X4.23.01.E.020	International Duty Travel	1,853,993
X4.23.01.E.021	Regional Duty Travel	1,286,879
X4.23.01.E.030	Resource Persons	15,703,834
X4.23.01.E.050	Meeting/Workshops	3,072,664
X4.23.01.E.060	Printing/Communications/Reports	1,579,642
X4.23.00.X.423	exchange adj	(332,575)
Balance due to SPREP at 31 December 1991		9,551,535

Certified by :



John M. Roache
Finance Manager

Audit Certificate :

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Coopers & Lybrand

SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

**4024 - PLANNING & IMPLEMENTATION OF PACIFIC
REGIONAL ENVIRONMENT PROGRAMME**

		CFP francs
X4.24.00.R.424	balance at 01 January 1991	0
INCOME		
X4.24.52.R.424	UNDP funding	57,922,867
EXPENDITURE		
National Environment Strategies (NEMS)		
X4.24.01.E.031	Consultant Fund Kiribati	1,000,000
X4.24.01.E.033	Consultant Fund Niue	1,000,000
X4.24.01.E.034	Consultant Fund Palau	666,503
X4.24.01.E.036	Consultant Fund Tuvalu	1,000,000
X4.24.01.E.111	Salaries & Allowances	5,997,628
X4.24.01.E.112	Duty travel	1,782,599
X4.24.01.E.114	Salary & Allowances	1,785,000
X4.24.01.E.213	Local consultants Niue	583,859
X4.24.01.E.214	Local consultants Palau	1,110,000
X4.24.01.E.217	Local consultants W. Samoa	682,986
X4.24.01.E.314	Sub-contracts Palau	1,110,000
X4.24.01.E.512	Sundries (Communications)	401,612
X4.24.01.E.515	Reporting/Materials Niue	38,750
X4.24.01.E.516	Reporting/Materials Palau	222,000
X4.24.01.E.519	Reporting/Materials W. Samoa	314,994
Common Elements involving NEMS		
X4.24.20.E.111	Salaries & Allowances	809,673
X4.24.20.E.113	Communications	5,233
X4.24.30.E.111	Salaries & Allowances	1,618,640
X4.24.30.E.112	Duty Travel	486,976
X4.24.40.E.111	Consultants	5,679,475
X4.24.40.E.112	Training/Meeting(IGM4)	6,314,028
X4.24.50.E.311	NGO Environment Activist	545,019
X4.24.70.E.611	Non-Expendable equipment	3,657,580
X4.24.70.E.612	Expendable equipment	343,069
X4.24.70.E.613	General Reporting Costs	262,500
X4.24.80.E.111	Finance Consultant	3,135,397

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

**4024 - PLANNING & IMPLEMENTATION OF PACIFIC
REGIONAL ENVIRONMENT PROGRAMME**

Common Elements involving NEMS - continued

CFP francs

X4.24.80.E.112	Legal Consultant	3,002,100
X4.24.80.E.113	Strategy Consultant	563,450
X4.24.80.E.114	Finance Manager	1,384,742
X4.24.80.E.200	Conferences	3,675,000
X4.24.90.E.111	Duty Travel	1,338,730
X4 24 00 X 424	exchange adj	289,264
Funds committed but unspent as at 31.12.91		
CF.XB.91.0.718		2,000,000
CF.XB.91.0.719		1,000,000

Balance due to SPREP at 31 December 1991

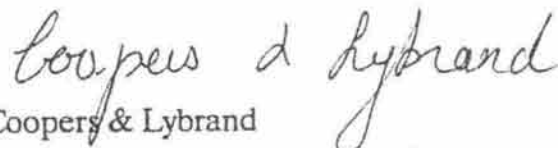
10,116,060

Certified by :


John M. Roache
Finance Manager

Audit Certificate :

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Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991****SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)****4025 - REGIONAL SEAS PP/2948****Funds committed but unspent at 31.12.91**

CF.XB.91.0.657	378 000
CF.XB.91.0.664	2 400 000
CF.XB.91.0.673	6 425 916
CF.XB.91.0.680	472 500
CF.XB.91.0.681	1 836 000
CF.XB.91.0.682	510 000
CF.XB.91.0.686	224 000
CF.XB.91.0.723	840 000

Balance due to SPREP at 31 December 1991**14 954 471**

Certified by :


John Roache
Finance Manager**Audit Certificate :**

This is to certify that we have examined the financial transactions of the above SPREP Project as recorded in SPC's financial records, and in our opinion the balance shown above represents the true position of the Project as at 31 December, 1991.



SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4025 – REGIONAL SEAS PP/2948

CFP francs

X4.25.00.R.425	balance at 01 January 1991	0
INCOME		
X4.25.54.R.425	UNEP funding	41 270 491
EXPENDITURE		
X4.25.00.E.012	Sprep Pol Co – Ordinator	1 946 294
X4.25.00.E.020	Duty Travel	1 260 242
X4.25.00.E.032	Marine Pollution Incident Response	840 483
X4.25.00.E.033	Public Awareness Seminars(Climatic Changes)	1 836 000
X4.25.00.E.034	Development of factsheet/Poster Climatic Chan	224 000
X4.25.00.E.035	Baseline Study/Land – based pollutants	2 309 954
X4.25.00.E.036	Pacific Science Congress Proceedings	1 118 481
X4.25.00.E.040	Support SPREP Newsletter	420 000
X4.25.00.E.042	Printing/Distribution French "Climate in Crisis"	510 000
X4.25.00.E.043	Printing Factsheet – Climatic change	472 500
X4.25.00.E.060	Assistance ASPEI/SPREP Newsletter	42 000
X4.25.00.E.061	Support for Coral Reef Newsletter Production	112 495
X4.25.00.E.062	Climatic Changes	7 381 500
X4.25.00.E.063	Research Project SPREP – POL R – 1	1 335 295
X4.25.00.E.064	Research Project : SPREP POL R – 2	262 495
X4.25.00.E.065	Research Project : SPREP POL R – 3	104 998
X4.25.00.E.070	LOU : UPNG	2 624 948
X4.25.00.E.071	LOU : UNITECH	2 099 958
X4.25.00.E.072	LOU : USP	3 674 927
X4.25.00.E.073	LOU : PEQB/GEPA	1 049 979
X4.25.00.E.074	LOU : GEPA	11 000
X4.25.00.E.075	LOU : CCM	1 049 979
X4.25.00.E.076	LOU : LESE	262 995
X4.25.00.E.077	LOU : ORSTROM	525 000
X4.25.00.E.078	LOU : AIMS	524 990
X4.25.00.E.079	LOU : NZOI/DSIR	524 990
X4.25.00.E.080	Printing & distribution PLES	378 000
X4.25.00.E.081	Biological Diversity Workshop	1 605 847
X4.25.00.E.086	The Pacific Science Congress, Honolulu	2 657 403
X4.25.00.E.087	Env. Ed. & Media Workshop – FSM/RMI	2 400 000
X4.25.99.X.425	exchange adj	– 164 317

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4026 - UNCED - OTHERS

CFP francs

X4.26.00.R.426	balance at 01 January 1991	0
INCOME		
X4.26.02.R.426	AIDAB funding	3,470,000
X4.26.77.R.426	GREENPEACE funding	25,731
EXPENDITURE		
X4.26.01.E.021	Travel costs PIC/SPREP Director	3,179,689
X4.26.01.E.060	Communications/Printing	2,784
Balance due to SPREP at 31 December 1991		313,258

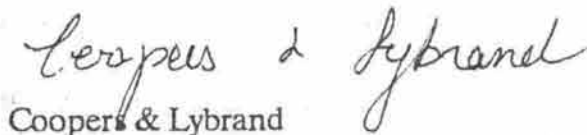
Certified by :



John M. Roache
Finance Manager

Audit Certificate :

This is to certify that we have examined the financial transactions of the above SPREP Project as recorded in SPC's financial records, and in our opinion the balance shown above represents the true position of the Project as at 31 December, 1991.



Coopers & Lybrand

**SOUTH PACIFIC COMMISSION
STATEMENT OF INCOME AND EXPENDITURE FOR 1991**

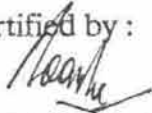
SOUTH PACIFIC REGIONAL ENVIRONMENT PROGRAMME (SPREP)

4027 - BIO-DIVERSITY CONSERVATION

4027 - Global Environmental Facility

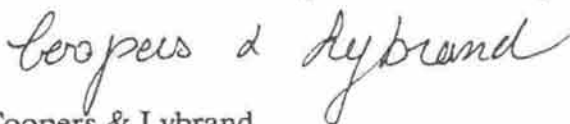
		CFP francs
X4.27.00.R.427	balance at 01 January 1991	0
INCOME		
X4.27.52.R.427	UNDP funding	0
EXPENDITURE		
X4.27.01.E.011	Team Leader	2,535,699
X4.27.01.E.050	Training and Meetings	2,623,918
X4.27.01.E.071	Communications and Sundries	14,154
 Balance due from SPREP at 31 December 1991		 (5,173,771)

Certified by :

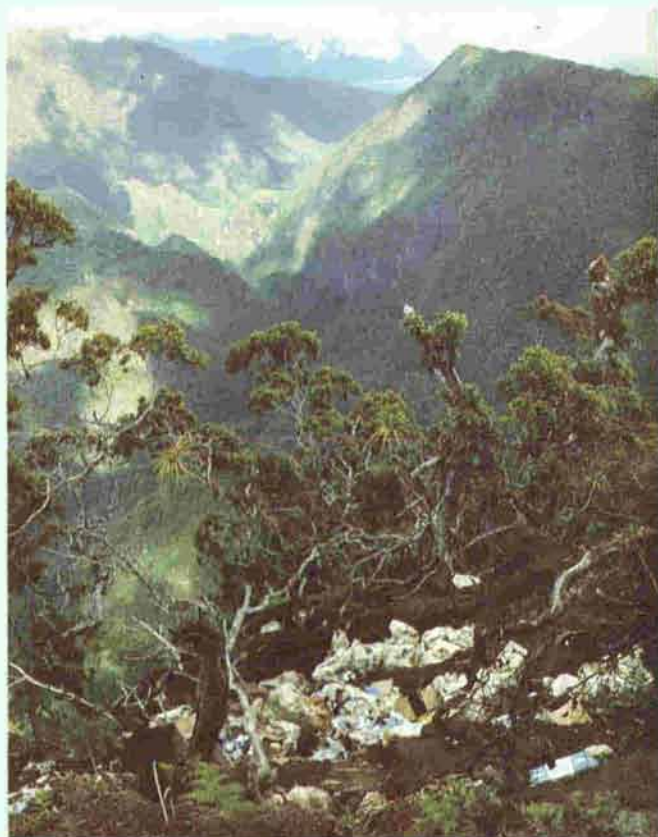

John M. Roache
Finance Manager

Audit Certificate :

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Coopers & Lybrand

*1991 / 92
Annual
Report*



South Pacific Regional Environment Programme

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(right: Tofilau Eti Alesana, Prime Minister of Western Samoa, left: Dr Vili A. Fuavao, Director of
SPREP) - with thanks to Information Section, Prime Minister's Dept, Western Samoa
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9/92 - IC

Foreword

*A message
from the
Director*

As recently as the beginning of 1991, SPREP had only 3 professional officers and 4 support staff, all working out of South Pacific Commission offices in Noumea, New Caledonia. We have since grown to 15 professional and 12 support staff, and moved to our own headquarters in Apia, Western Samoa. Our annual budget has increased from USD1.5 million in 1990 to USD7 million in 1992, while on present indications, total staff numbers may reach about 40 by early next year.

These developments are the result of far-reaching decisions taken at a Ministerial-level meeting of SPREP's member governments in July 1991. Ministers agreed that SPREP should be an autonomous organisation and accepted an offer by the Government of Western Samoa to provide temporary office accommodation in Apia, as well as land for a permanent Headquarters site.

The relocation from Noumea to Apia was completed only eight months later. It involved transferring incumbent professional staff and families, recruiting new professional officers and an entire

complement of support staff, moving office records, equipment and furniture from Noumea, separating finance and administrative services from the South Pacific Commission and establishing our own systems, acquiring staff housing in Apia, and fitting out and furnishing an office complex. This was accomplished against the background of, perhaps, the most destructive cyclone to have visited the Samoan Islands in living memory and the need at the same time, to keep SPREP's usual work programme rolling.

I cannot pretend this process was without difficulties. I can say, though, that it would not have been possible at all without the whole-hearted commitment of the Government of Western Samoa, which, at a time of national emergency, and with many competing claims on its limited resources, spared no effort to ensure that SPREP's move took place virtually as planned.

With the relocation exercise over, SPREP faces the twin challenges of completing its institution-building as quickly as possible and, at the same time, ensuring that its work programme is developed in such a way as to provide maximum benefits for its member countries and territories. New staff are already working in the areas of Biodiversity, Environmental Impact Assessment, Land-Based Pollution Control, Environmental Education, Information and Publications, Geographic Information Systems and Computers.

They join existing staff who have been working for some time on Environmental Science, Marine and Coastal Management, National

Welcome to
SPREP's new
Headquarters



**Industrial
development
in sensitive
mangrove areas -
we must take care**



Environmental Management Strategies, Climate Change and coordination of the Region's preparations for the United Nations Conference on Environment and Development - the Earth Summit - in Brazil in June this year.

Further staff will join us in the near future to undertake Legal Services and Meteorological and Climatology advice. Negotiations are also progressing for SPREP to implement, on behalf of the United Nations Development Programme, a major, regional Biodiversity Conservation Project funded under the Global Environment Facility of the World Bank.

To coordinate these activities effectively across 22 countries and territories spread over the world's largest ocean, SPREP is currently undergoing four separate, but related exercises, aimed at enhancing its institutional capacity to serve its members. These are the evolution of a formal Treaty to establish SPREP as an autonomous agency; the development of a draft Corporate Plan for consideration by the Fifth Intergovernmental Meeting - our controlling body - in Apia in September; the development of proposals for an integrated, annual Work Programme and Budget process; and a review of salaries

and terms and conditions of service for staff following our relocation to Apia. With these building blocks in place I am confident that SPREP will be well positioned to meet the expectations of its members in coming years.

In conclusion, I should like to pay tribute to SPREP's Intergovernmental Meeting for its commitment and vision in taking the historic decision last July to start the process of constituting SPREP as a separate and autonomous regional organisation, and to the Government of Western Samoa for its initiative in hosting SPREP's headquarters. I would also like to thank my staff for their untiring, extra efforts over the past few months, particularly those who were required to move themselves and their families from Noumea in mid-contract. It was not easy for them. That they did so willingly is testimony to their commitment and vision as well. With this degree of cooperation between the organisation and its members, we are off to an excellent new beginning. All of us here at SPREP look towards an exciting and productive future.

**Vili A. Fuavao
Director**

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Map of SPREP Region	inside back cover



Introduction

What is SPREP?

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 (American Samoa, Cook Islands, Federated States of Micronesia, Fiji, French Polynesia, Guam, Kiribati, Marshall Islands, Nauru, New Caledonia, Niue, Northern Marianas Islands, Palau, Papua New Guinea, Pitcairn, Solomon Islands, Tokelau, Tonga, Tuvalu, Vanuatu Wallis and Futuna and Western Samoa); and 4 developed countries (Australia, France, New Zealand and United States). SPREP's Headquarters was moved to Apia, Western Samoa, early in 1992.

*Helping
preserve the
Pacific
Environment
for future
generations*

What is its Aim?

SPREP's mission is to assist South Pacific countries and territories protect and improve their shared environment, and to manage their resources to enhance the quality of life for present and future generations.



Will our great grandchildren be able to see unharmed reefs?

History

Consultations between the SPC and the United Nations Environment Programme (UNEP) in 1975 led to proposals for a comprehensive programme of environmental management in the region. In the same year talks were held between the SPC and the South Pacific Bureau for Economic Cooperation (SPEC - now called the Forum Secretariat) to prepare proposals for a coordinated approach to the region's environmental problems.

In 1977 UNEP reiterated support for this initiative, joined in 1978 by the United Nations Economic and Social Commission for Asia and the Pacific (ESCAP). Proposals submitted to the South Pacific Forum - the annual meeting of Heads of Government of independent countries in the Pacific - and the South Pacific Conference - the annual gathering of representatives of all states and territories of the Pacific - started SPREP in 1978.

Preparations then began for the Conference on the Human Environment in the South Pacific, which took place in Rarotonga, Cook Islands, in 1982. This produced an "Action Plan for Managing the Natural Resources of the South Pacific Region" to guide SPREP's future activities. SPREP reported to both the South Pacific Forum and the South Pacific Conference, with a Coordinating Group comprising SPC, SPEC, UNEP and ESCAP providing executive oversight. The Programme was administered from SPC's Headquarters in Noumea.

In 1986, to enable members to become more active in setting priorities for and managing SPREP, the first Intergovernment meeting on the SPREP Action Plan (IGM) was convened, at first meeting every two years (1986, 1988 and 1990), and then annually from 1990. Also in 1986, the Coordinating Group was replaced by a Steering Committee of five representatives: one from each distinct cultural / geographical area of Polynesia, Melanesia, Micronesia, one from France, UK and USA, and one from Australia and New Zealand. The Group met at least once a year to assist and provide direction to the SPREP Secretariat in implementing its Work Programme. In 1990, the Steering Committee, in turn, was abolished when the IGM became an annual event.

At the 1990 IGM, amidst calls for SPREP to have greater autonomy from SPC, three working groups - chaired by Western Samoa, Fiji and Papua New Guinea respectively - were set up to revise the Action Plan, financial arrangements, and the legal status of SPREP. These Working Groups prepared submissions to the 1991 IGM which met in Noumea under the chair of Fiji.

The 1991 IGM recognised that more work was needed in these areas, and so established Action Plan, Finance and Legal subcommittees, chaired respectively by New Zealand, French Polynesia and Western Samoa. A Ministerial Session of the IGM then decided to re-constitute SPREP as an autonomous organisation. Ministers also accepted an offer by the Government of Western Samoa to host SPREP's Headquarters in Apia, and negotiations began (which are still in progress) on the terms of a Treaty formally establishing SPREP as an autonomous entity. The actual move of the SPREP's office and staff from Noumea to Apia took place early in 1992.

What are its Objectives?

The SPREP Action Plan sets out the mandate for its activities and provides a framework for environmentally-sound planning and management for the region. The 1991-95 Action Plan is a regional strategy, identifying many aspects of environmental assessment, management and law.

SPREP is responsible to its member governments and administrations for overall technical coordination and supervision in implementing the Plan, which aims to:

1. further assess the Pacific environment, especially where humans influence ecosystems, and the effects on their own environments;
2. improve national and regional capabilities, links and funding to carry out the Action Plan;

3. provide integrated legal, planning and management methods to protect and use natural resources in an ecologically sound way;
4. provide more training, education and public awareness for improving the environment;
5. encourage development that maintains or improves the environment;
6. protect the land and sea ecosystems, and the natural inhabitants that need help;
7. reduce pollution in land, fresh and sea water, and the air; and,
8. encourage the use of Environmental Impact Assessment and other methods to stop, or lessen, the effects of humans on the environment.

What Does it Do?

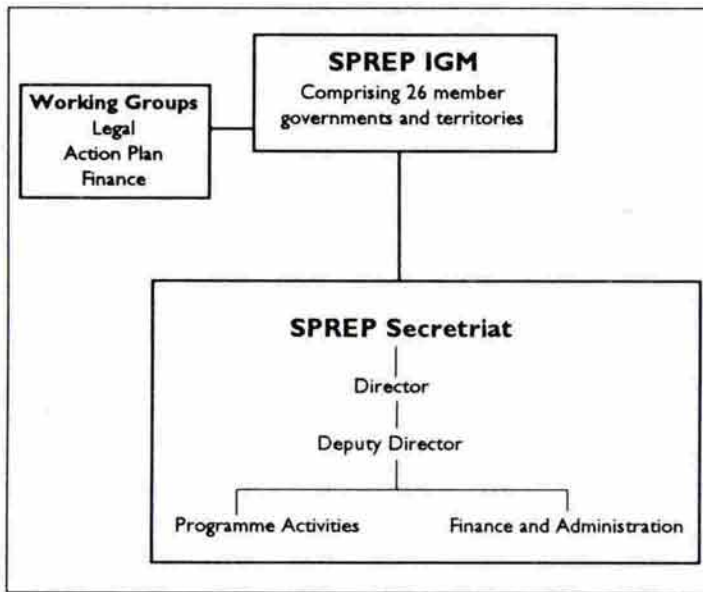
SPREP's Work Programme deals with these elements:

1. Conservation of Biological Diversity,
2. Global Climate Change and Sea Level Rise,
3. Environmental Planning and Management,
4. Coastal Management and Planning,
5. Management of Pollution and Pollution Emergencies,
6. Environmental Information, Education and Training,
7. Regional Environmental Concerns.

Details of activities conducted during 1991/92 in each of these sectors are provided in the section on **Programmes and Activities**.

*SPREP:
Managed by
South Pacific
Member
Countries for
South Pacific
Member
Countries*

How is it Structured?



SPREP and how it works

1. The Intergovernmental Meeting

SPREP's controlling body is its Intergovernmental Meeting (IGM). This comprises representatives of 26 member states and territories, who now meet once a year to review the previous year's activities, approve a Work Programme and Budget for the next financial period, and consider institutional, staffing and other matters affecting the organisation.

The Fourth SPREP IGM was held in Noumea, New Caledonia, in July 1991 at Ministerial level, preceded by a meeting of senior officials, both under the chairmanship of Fiji. Assisted by three subcommittees - the

SPREP's controlling body is its Intergovernmental Meeting ... (which) comprises representatives of 26 member states and territories

Action Plan Working Group, the **Finance Working Group** and the **Legal Working Group** (chaired respectively by New Zealand, French Polynesia and Western Samoa), Ministers took the historic decision to reconstitute SPREP as an autonomous entity and accepted an offer by the Government of Western Samoa to establish a new Headquarters for SPREP in Apia.

A Special Session of the SPREP IGM, in Nuku'alofa, Tonga, in October, approved a revised SPREP Budget for 1992, based on the impending move to Western Samoa. It also directed that a full review of staff salaries and terms and conditions of service be carried out early in 1992.

The Fifth SPREP IGM will be held in Apia, Western Samoa, in September 1992. As well as the usual administrative and financial issues, it is expected to make further progress on developing the proposed Treaty establishing SPREP, as well as a Corporate Plan for the SPREP Secretariat.

2. The Secretariat

The Secretariat is responsible for executing the policies and directives of the IGM, for formulating and implementing projects under the Action Plan, for providing advice and assistance to member governments and administrations either directly or through consultants, and for securing appropriate donor assistance. It is headed by a Director, assisted by a Deputy Director, and aided by a team of professional staff recruited from within and outside the region and support staff recruited in Western Samoa.

Details of the Secretariat's current staffing are provided in Annex 2.

Programmes and Activities



Environment Planning and Management

The Regional Environment Technical Assistance (RETA) and National Environmental Management Strategies (NEMS) programmes address basic environmental issues in 12 Pacific Island countries. This assistance is largely funded by ADB and UNDP, with additional support from AIDAB and IUCN. RETA started in November 1990, and NEMS began in April 1991, with each programme to last for 30 months.

RETA and NEMS aim to develop National Environment Management Strategies for the Cook Islands, Federated States of Micronesia, Kiribati, Marshall Islands, Nauru, Niue, Palau, Solomon Islands, Tokelau, Tuvalu and Western Samoa. Tonga already has an Environment Plan, while similar projects are also underway in Fiji and Vanuatu. The Fiji project is funded by bilateral assistance from the ADB, and the Vanuatu project is funded by AIDAB.

NEMS are a statement of a country's environmental principles, and a detailed plan for realising the country's long-term environmental goals. These strategies are co-ordinated in-country by a Task Force, comprising senior representatives from government departments, NGOs and the private sector.

Each country is developing its own strategies, unique to its own economic, physical, cultural and social situation. They clearly link environmental protection to economic development in each country, and outline the priority environmental action programmes that are needed. The existing knowledge on the environment in a number of countries is summarised in State of Environment (SOE) Reports, which outline major environmental issues for key sectors in each country, such as forestry, fisheries, tourism and conservation. SOE reports have already been produced for the Marshall Islands, Federated States of Micronesia, Solomon Islands and the Cook Islands.

We need planning to protect our vital natural resources



These strategies are developed after National Workshops or Seminars for interested groups and the wider community, and are then subject to extensive review. This review process is vital if the Strategies are to be accepted and successful. Representatives from NGOs, education and media are actively encouraged to be a part of this review.

Environmental legislation is also being reviewed in each country, and a number of draft reports have been prepared. In many Pacific countries, such legislation is poorly developed or non-existent, and responsibilities for managing the environment are often dispersed between different government agencies, with limited co-ordination between them. These reviews aim to critically assess existing laws, recommend amendments to existing legislation and, where appropriate, recommend new legislation.

Managing the environment also needs a sound institutional base. A common constraint in Pacific countries is that relevant agencies are poorly staffed and lack the basic resources for implementing programmes. Studies are also underway to review existing levels of staffing and expertise in environmental agencies, and to recommend appropriate steps to strengthen agencies in each country. In some countries, the programme has helped establish new staff positions where none existed before.

Relevant environmental training activities are implemented by the NEMS and RETA programme. These include such areas as environmental impact assessment (EIA), testing water quality, and raising environmental awareness. Representatives from community groups, including NGOs, are actively encouraged to attend this training. NGO activities are also actively fostered. These include country-specific activities such as recycling aluminium cans, and training NGO personnel in environmental awareness and EIA.

Helping South Pacific Countries plan their own environmental future

Future activities involve reviewing, finalising and adopting National Environmental Management Strategies in each country, and implementing identified programmes. These activities will be closely linked with other SPREP programmes, particularly Pacific preparations for the UNCED conference, and with SPREP's EIA training programme.

It is envisaged that implementing NEMS will involve relevant Environment Departments or Sections working closely with other government departments, NGOs, community groups and the private sector. This will ensure that all development activities are undertaken with full regard for fragile island environments and that the sustainable development of natural resources is achieved.

Pollution Management

Pollution and development often go hand-in-hand. Industrialisation, modern agricultural production and Western living styles all generate pollution problems, many of which are beyond the capacity of SPREP member governments to tackle on their own. SPREP helps these governments tackle and address other regional pollution and contamination problems in land, air and water.

1992 is a year for developing projects aimed at areas such as:

1. managing and disposing solid and hazardous toxic wastes;
2. improving pesticide management and its use in agriculture and forestry; and
3. monitoring pollution and pesticide residues.

Until January 1992, this area of environmental concern was spread among a number of SPREP officers. In January, SPREP employed its first Environmental Contaminants Officer, who aims to:

Some baseline studies have been conducted around the region, and these will be continued.

1. help member governments prevent, reduce and control pollution and the impact of pollution on the environment;
2. fulfil SPREP's obligations under the "SPREP" Convention, and its protocols; and
3. develop a co-ordinated regional programme to prevent, monitor and control pollution, and to manage wastes.

These problems will be addressed using a number of methods. These include scientific studies and research, workshops and seminars, and raising community awareness by using extension material such as radio and television programmes and video training tapes.

Responsibilities for regional projects such as the regional marine pollution monitoring project (SPREP POL), training in disposing of solid wastes, and training the trainers in the correct use and disposal of pesticides will now be carried out by the Environmental Contaminants Officer. Projects held in abeyance, and requested by the region, will also now be put into action.



*Oil spill in
Pago Pago
Harbour,
American Samoa*

Coastal and Marine Programme

Coastal lands and nearshore waters are vital to Pacific Island peoples, cultures and economies. Most humans live here, they are the focus of subsistence and commercial agriculture and fishing, and they are the target area for most economic development. These factors can combine to degrade and

destroy coastal habitats, over-exploit natural resources and cause growing conflicts among users of coastal resources. Coastal areas now also face the threat of sea level rise due to global warming.

Much loss of coastal areas and resources could be avoided through Integrated Coastal Zone Management (ICZM). This promotes a comprehensive and integrated approach to using, conserving and managing coastal resources, and involves all sectors of the community. The Coastal and Marine Programme was developed to address coastal environment issues in a co-ordinated manner, and to promote ICZM in the region, so it compliments many other SPREP programmes.

SPREP is the South Pacific centre for the UNEP Regional Seas Programme, so SPREP has a close working relationship with UNEP's Ocean and Coastal Areas Programme Activity Center (OCA/PAC) in Nairobi, Kenya. The Coastal and Marine programme works with other relevant international agencies, complimenting related regional programmes in FFA, SPC, USP's Institute of Marine Resources and SOPAC.

In the past year, reviews were carried out to assess marine biodiversity and Marine Protected Areas in the region. They focused on coral reef, mangrove and nearshore fish habitats. This basis will be used to renew efforts in marine conservation in the region. The Programme also is actively working with the South Pacific Biodiversity Conservation Programme and other global marine biodiversity conservation efforts.

The Coastal and Marine Ecosystem Classification and Conservation Criteria were developed by Pacific Island scientists and country representatives, under a joint USAID, SPREP and Nature Conservancy project, to classify the kinds and status of marine habitats in the region. SPREP is also collaborating

Coastal lands and nearshore waters are vital to Pacific Island peoples, cultures and economies.

with Pacific institutions to develop a coordinated coastal ecosystem monitoring programme, which is compatible with global efforts to determine human impacts on coastal areas, including those created by climate change. Studies on vulnerability to sea level rise are also coordinated by the Programme.

An expert group was recently convened to develop a Regional Marine Mammal Conservation Programme, for which funding is now being sought.

In-country projects focused on surveying coastal resources and on developing protected areas or coastal management plans. These use local expertise and are in collaboration with partner organisations. These include:

1. a comprehensive reef and lagoon management plan for Bora-Bora, a first for French Polynesia;
2. the first large-scale, multi-disciplinary coastal resource inventory in Papua New Guinea, along the Hiri coast;
3. a similar inventory of the largest estuary in Micronesia, Palau's Ngermeduu Bay; and
4. a reef inventory of Oroluk Atoll and Minto Reef, FSM, for potential development as a marine park.

Island governments have limited capacity to develop and implement ICZM at present. This continues to be the major constraint in properly addressing coastal and marine environment issues in the region. There are often no institutions, administrative structures, legislation, trained personnel, financial resources or information for management decisions and coastal planning. In addressing these issues, governments need to make a concerted effort to develop coastal management and planning programmes.

Helping preserve coastal ecosystems for our children and our developing economies

Mangroves - a vital link in coastal ecosystems



Pacific Preparations for the Earth Summit

*Presenting
The Pacific Way
to the World*

At the Third SPREP IGM in Noumea in 1990, member countries called for assistance to prepare for the Earth Summit, the United Nations Conference on Environment and Development (UNCED), Rio de Janeiro, Brazil, on 3-14 June 1992. SPREP was able to help with assistance from ADB, UNDP, and the Australian and New Zealand governments.

SPREP has assisted and coordinated the preparation of National Reports on environment and development for 13 countries in the region. These were submitted to the United Nations, and are the basis of *The Pacific Way : Pacific Island Developing Countries report to UNCED*. This report, now an official UN document, summarises the issues and constraints to sustainable development that these countries see as important to the future of the region. The report also presents consensus positions developed by the island countries leading up to the Earth Summit. A more detailed supporting document, *Environment and Development : a Pacific island perspective*, is now in press.

Two Regional Workshops on South Pacific preparations for UNCED and a briefing for delegates to the Fourth UNCED Preparatory Committee Meeting were also held. These workshops, involving representatives of governments, NGOs and intergovernmental organisations, were instrumental in developing the two regional documents, along with the *Ministerial Declaration on Environment and Development* that was considered and endorsed at the SPREP Ministerial-Level IGM, Noumea, New Caledonia, in July 1991.

This declaration and a SPREP statement to the United Nations, were formally submitted to the Third UNCED Preparatory Committee Meeting in August 1991. A video message from Maurice Strong, Secretary General of UNCED, was prepared for Heads of Government, and a more detailed video on sustainable development in the region will be launched at the Earth Summit.

Even with substantial time constraints on our regional preparations, the considerable incountry efforts and the diligence of country delegates at Preparatory Committee Meetings were effective. This was seen in the final text of UNCED's Agenda 21, the global plan of action for the 21st Century. This now includes many important activities for the region, including an entire programme area on the **sustainable development of small islands**. The constructive links formed between the preparations for UNCED and the ongoing work towards National Environment Management Strategies (NEMS) will be more valuable in implementing this and other areas of Agenda 21.

Attendance at the Earth Summit by as many as eight Heads of Government from the region is a measure of the commitment by SPREP members to sustainable development, and to the new global partnership being fostered by UNCED. It is also recognition of the achievements of Pacific Island Countries in the UNCED negotiations. Implementing UNCED outcomes will depend greatly on national priorities. To make the most of these achievements, and to turn commitment into reality, it is necessary to integrate development and environment, a goal of SPREP's Action Plan for 1991-1995, and so is clearly a long term objective for SPREP and the whole region.



*Sunrise in the Pacific
- and a rise in
Pacific awareness
about the environment*

Information, Education and Awareness

Environmental information, education and awareness aims to increase the knowledge and understanding of important environmental issues in the region. These issues include population growth and urbanisation, sustainable resource use, environmental degradation, and poverty and economic growth. It seeks to show how the environment serves the needs of present and future generations of Pacific Islanders.

To do this, the programme has a number of target groups and activities in the region, which include:

1. providing educational materials and curriculum for schools and education ministries
2. using a variety of media to raise community awareness
3. linking the efforts of all government and non-government groups to further these communication aims
4. act as a "clearing house" between SPREP and its clients and within SPREP, to allow a free and efficient flow of relevant information, and
5. providing teacher training and support.

This programme now has three officers to carry out a busy schedule: the Project Officer (Environmental Education), the Information and Publications Officer, and the Environment Information Data Analyst, who is now in training in Bangkok. All these officers started employment in Apia, so the programme is picking up again after a difficult "holding" period by existing SPREP staff, whose efforts are recognised and appreciated. The initial period in Apia was filled by orientation to the new positions and establishing the SPREP headquarters.

Much has been achieved since then. The Education Officer has run a successful curriculum development workshop in Kiribati, and a media training workshop in FSM. An Environmental Education Teachers Training Manual is in print, and should soon be available, to improve the quality of environment education in the region.

The Information Officer has renewed contact with various organisations in the region, including media, libraries and NGOs, outlining the new growth and services of

We must spread the conservation message to stop wastage of our natural resources.



SPREP for the region. A number of publications have been printed or are in publication, including many long-standing project and meeting reports. This has been speeded up by using in-house desktop publishing facilities and local printers. The Information Officer is also responsible for establishing the SPREP Information Centre, but progress is slow due to lack of staff and insufficient funds.

An important database now being developed by the Environmental Information Data Analyst is the Pacific Environmental Assessment and Management Information System (PEAMIS) Project, which uses computer information systems to develop maps, allowing decision makers to make informed and ecologically sound decisions for development projects. SPREP also has a large database of regional and international contacts to provide effective communications, and ensure that information gets to the right people. It has been developed for distributing SPREP publications, press releases, meeting notices and other information.

The extra staff in this programme now allows expanded services in the future. Some exciting developments include:

1. expanded use of PEACESAT for conferencing and computer communications;
2. establishing the SPREP Information Centre to cater for requests from all our clients, in-house and in the region;
3. more use of radio for sending effective messages about the environment in the region; and,
4. more input from NGOs and other groups into the *Environment Newsletter* and other SPREP publications.

Spreading the environment message to the Pacific

Conserving Biological Diversity

Biological diversity is the rich variety of the living environment around us: birds, trees, bats, turtles, fish - and the forests, mangroves, reefs and estuaries that shelter them. These plant and animal species clothe and feed Pacific peoples, provide economic opportunities through tourism and fishing, and sustain the culture and spirit of island societies.

The South Pacific is renowned for its diverse and unique species. However, island ecosystems are very fragile because of their small size, so island biological diversity and the species that comprise it are among the most threatened in the world.

Biodiversity conservation aims to protect biological diversity and species endemism (uniqueness) in the region, and to promote the ecologically sustainable use of the region's biological resources.

SPREP supports projects for:

1. collecting data, particularly surveys;
2. establishing conservation areas;
3. protecting threatened and endangered species through research and habitat protection;
4. promoting traditional knowledge and techniques for ensuring sustainable use of resources; and,
5. developing policies, legislation, administrative structures and training to support these projects.

1992 saw the start of the South Pacific Biodiversity Conservation Programme (SPBCP). This is a five-year project which aims to establish and initially manage a series of large, diverse Conservation Areas, in which human activities will be guided to

protect important ecological features, and to enable sustainable use of the area's natural resources. Local land-owning groups will be intimately involved, a fundamental part of the concept. A project team is consulting with governments in preparing the initial phases of the project.

Participants at the Conservation of Biological Diversity Workshop in October 1991 were brought up to date on a number of international and regional issues in biological diversity conservation. An important result was a South Pacific consensus on an approach to the issues in the global Convention for the Conservation of Biological Diversity, which is due to be signed at the Earth Summit in Rio in June 1992.

The Ecosystem Classification Workshop, also held in October 1991, discussed the first step in ecological survey methods. This first step is to classify ecosystems into different types, so ensuring that areas and the species that inhabit them are only compared with other similar areas. A common classification system also allows region-wide comparisons. The workshop was held to establish a common regional approach to terrestrial and marine classification.

The Regional Marine Turtle Conservation Programme, supported by Canada and Australia, held the Second Regional Meeting on Marine Turtle Conservation in August 1991. Turtle tagging was undertaken or planned for Solomon Islands, Vanuatu, New Caledonia, French Polynesia, Yap State (FSM) and the Marshall Islands. A marine turtle conservation poster and tag return poster are available in English, French and five Pacific languages, and a regional data base and bibliography are being developed.

The major focus for the immediate future will be the South Pacific Biodiversity Conservation Programme. The completion and approval of the preparatory phase will be the start of a significant boost to SPREP's biodiversity conservation activities. The project can expect final approval and funding by the end of 1992.

In the meantime, there are other smaller country projects being undertaken, such as carrying out a study of the costs and benefits of biological diversity conservation in Solomon Islands.

*Biodiversity:
The richness of
Nature's bounty
in the
South Pacific*

*We must preserve
our incredible
biological diversity*





South Pacific Biodiversity Conservation Project

The South Pacific Biodiversity Conservation Programme (SPBCP) is a five year endeavour to identify, establish and initially manage a series of Conservation Areas, in 14 SPREP member countries.

These Conservation Areas will be large and biologically diverse. Human activities will be guided to protect important ecological features while encouraging sustainable use of the areas resources. Other programme activities include providing information, species protection and policy analysis for biodiversity in the region.

The SPBCP is funded by the Global Environment Facility (GEF), which was

started to help developing countries address major environmental problems such as climate change, pollution control and conservation of biodiversity. SPREP is executing the SPBCP on behalf of the GEF partners: UNEP, UNDP and the World Bank.

The Project Concept was approved in 1990. The interim project document is now being prepared, after intensive meetings and discussions in five member countries, and will be available for the Earth Summit in Brazil. The full document will be ready for consideration at the next SPREP IGM. If the IGM approves this programme, then staff will hopefully be recruited and the project implemented early in 1993.

Climate Change and the Pacific

The region is concerned about the potential impacts of climate change and sea level rise on Pacific Island countries and territories. These concerns have greatly expanded SPREP's activities in this area. SPREP acts as a regional clearing house and co-ordinating unit on climate change issues and related environmental concerns.

In 1991-92, SPREP's Climate Change task team members and scientists carried out preparatory missions and conducted public awareness seminars in eight countries in the South Pacific. SPREP metropolitan countries continued to work with SPREP to co-ordinate and implement a number of regional projects. These include:

1. the climate change and sea level rise project being implemented by the National Tidal Facility at Flinders University, South Australia;
2. climate monitoring; and
3. impact assessment and coastal zone management programmes.

SPREP co-ordinated Pacific Island governments to attend Intergovernmental Panel on Climate Change (IPCC) working group meetings, sub-groups meetings and workshops. With funding from UNEP,

UNDP, Australia, New Zealand and Britain, SPREP organised Pacific Island governments' attendance to all meetings of the Intergovernmental Negotiations Committee for a Framework Convention on Climate Change, held around the world. This Convention is due to be signed at the Earth Summit in Rio in June.

A number of case studies have been conducted on the vulnerability of the some Pacific Island countries to sea level rise. The preliminary common methodology developed by the coastal zone management subgroup in the IPCC Response Strategies working group was used. Case studies have so far been completed for the Marshall Islands, Kiribati and Tonga.

The **Second Meeting on Climate Change on Sea Level Rise** was held in Noumea, New Caledonia on 6-10 April 1992. The results of this expert meeting were incorporated into the Pacific region's submission for negotiations on the Climate Change Convention. The UNCED process and discussions were used to develop the work plan for SPREP's Climate Change Programme. Participants were keen to see more case studies to be completed, concentrating on the Integrated Coastal Zone Management (ICZM) programme.

Coastal areas will be most affected by a rise in sea levels

Environmental Impact Assessment

Concern about the impact of development projects on the environment has grown in recent years. SPREP member countries are realising that to save the environment, development cannot be allowed without an assessment of how it will affect the environment - and that this assessment must be carried out in the planning stage, not after the project is completed.

SPREP now has inhouse expertise to help member countries ensure that economic developmental activities are carried out in an environmentally sound and sustainable manner. The Environmental Impact Assessment Officer also assists countries to formulate and implement policies which are consistent with sustainable development, taking into account the associated complex problems of population growth, resource use, urban drift, unemployment and economic growth.

The Environmental Impact Assessment Officer strengthens national EIA capabilities by:

1. carrying out in-country, sub-regional and regional training workshops;
2. helping governments set up EIA capabilities by developing proposals and seeking funding;
3. helping governments undertake reviews of EIAs done by developers or outside consulting firms;
4. develop an EIA task team of experts to provide advice on, or carry out EIAs of, major development projects in the region; and,
5. advising governments on legislation and administrative procedures for developing and implementing EIA.

Work in 1992 has centred mainly on Strengthening Environmental Planning and Management Capabilities in the South Pacific, a UNEP-funded project. The main activities include:

1. Developing instructional materials for environmental planning and management to raise awareness of EIA. These materials include EIA posters, a booklet and a video.



Development Projects must be carefully assessed for their environmental impact, before they start - and before avoidable mistakes are made

2. Conducting environmental planning and management seminars for policy and decision makers to raise their awareness of the contribution that EIA, SCBA, and land use planning can make to rational decision-making on development projects. These have been incorporated into EIA in-country training workshops.

Three missions were also undertaken in 1991 to assess development projects in the region. These include EIAs on the Afulilo Hydroelectric Power Scheme in Western Samoa, a hotel development in the Cook Islands and a new market development in Tonga.

Future activities will include:

1. Training in environmental planning and in managing development programmes and projects, which will start in May 1992 for SPREP member countries.
2. Developing regional environmental planning and management information data bases and information service which will consist of:
 - (a) updated information on applying EIA case studies and other methods in appraising development projects;
 - (b) practices and regulations in applying EIA and related methods; and,
 - (c) experts and consultancy firms in South Pacific countries that specialise environmental planning and management.

EIAs link the environment with economic development

Conferences, Meetings and Workshops

Date	Title	Place
<i>Regional Conferences</i>		
3 - 5 July 1991	Fourth SPREP Intergovernmental Meeting, Meeting of Officials	Noumea, New Caledonia
8 - 9 July 1991	Fourth SPREP Intergovernmental Meeting, Ministerial-level Meeting	Noumea, New Caledonia
10 - 11 July 1991	First Meeting of the Contracting Parties to the Convention on the Conservation of Nature in the South Pacific (Apia Convention)	Noumea, New Caledonia
12 July 1991	First Meeting of the Contracting Parties to the Convention for the Protection of the Natural Resources and Environment of the South Pacific Region and Related Protocols (SPREP Convention)	Noumea, New Caledonia
12 - 14 August 1991	Regional Meeting and Workshop of the Regional Marine Turtle Conservation Programme	Noumea, New Caledonia
6-10 April 1992	Second SPREP Meeting on Climate Change and Sea Level Rise in the South Pacific	Noumea, New Caledonia
<i>Seminars and Workshops</i>		
9-11 October 1991	National Environment Management Strategy Seminar	Majuro, Marshall Islands
21-23 October 1991	Workshop on the South Pacific Preparations for the United Nations Conference on Environment and Development	Port Vila, Vanuatu
24-28 October 1991	SPREP/UNEP Biodiversity Convention and Conservation Programme Workshop	Port Vila, Vanuatu
29-30 October 1991	Ecosystem Classification Workshop	Port Vila, Vanuatu
19-21 November 1991	National Environment Management Strategy Seminar	Honiara, Solomon Islands
9-13 December 1991	Sub-regional Training Course on Environmental Management of Fish Processing Plants	Majuro, Marshall Islands
5-7 February 1992	National Environment Management Strategy Seminar	Pohnpei, FSM
2-6 March 1992	Sub-regional Training Course on Environmental Impacts of Mining	Honiara, Solomon Islands
18-20 March 1992	National Environment Management Strategy Seminar	Rarotonga, Cook Islands
28-29 April 1992	Review of National Environment Management Strategy Seminar	Pohnpei, FSM
29 April - 2 May 1992	National Environmental Impact Assessment Workshop	Pohnpei, FSM

Conventions

SPREP is the Secretariat for two important regional conventions:

1. The Convention on Conservation of Nature in the South Pacific (" Apia Convention"); and
2. The Convention for the Protection of the Natural Resources and Environment of the South Pacific (" SPREP Convention"), and related protocols:
 - a. Protocol for the Prevention of Pollution to the South Pacific Region by Dumping; and
 - b. Protocol Concerning Co-operation in Combatting Pollution Emergencies in the South Pacific Region.

The Apia Convention, which was opened for signing by SPREP member countries in 1976, concentrates on preserving land-based resources in Pacific Island countries. The goals of this Convention are embodied in the SPREP Action Plan, so that SPREP activities are guided by principles in the Convention.

Five SPREP member countries have ratified the Convention: Australia, Cook Islands, Fiji, France and Western Samoa. It came into force on 28 March 1990 with ratification by Australia. The First Meeting of the Contracting Parties to the " Apia Convention" was held after the 1991 IGM at Noumea, New Caledonia. Other eligible governments were urged by a resolution from these Parties to accede to or ratify the Convention as soon as possible. Some countries are now working on accession or ratification.

The Government of Western Samoa is the depository for the Instruments of Ratification.

The SPREP Convention and its Protocols was adopted in Noumea on 24 November 1986, and entered into force on 18 August 1990. By this time, ten SPREP member countries had acceded to or ratified this Convention, which aims to protect and manage the natural land and marine resources of the South Pacific, including those resources within the national Exclusive Economic Zones. The articles of this Convention and related Protocols are also incorporated into the SPREP Action Plan.

The SPREP and Apia Conventions are now in force ... a milestone for regional co-operation and for maintaining the environment of the South Pacific

The First Meeting of the Contracting Parties to the " SPREP Convention" was also held after the 1991 IGM. These Parties are Australia, Cook Islands, Federated States of Micronesia, Fiji, France, Marshall Islands, New Zealand, Papua New Guinea, Solomon Islands and Western Samoa. At this meeting, *The Pacific Way: the Report for Pacific Island Countries for UNCED*, was endorsed as an important document that outlined the current state of the environment for the region. It will be distributed at UNCED and widely around the region as vital background information on the Pacific environment.

SPREP is also closely involved with co-ordinating efforts in a number of other international conventions, including the:

1. London Dumping Convention, where SPREP has observer status;
2. Convention on Climate Change, which is now being negotiated for opening for signature at UNCED; and,
3. Convention for the Protection of Biodiversity, which is also now being negotiated for opening for signature at UNCED.

SPREP has given substantial assistance in recent months in co-ordinating Pacific efforts to be heard in the negotiations for these Conventions. The fruits of these efforts remain to be seen at UNCED, and after.



Relations with Other Organisations

Donors

Assistance to SPREP from international donor organisations has steadily increased in recent years and is now a significant part of SPREP's annual budget, exceeding contributions by member governments and administrations.

The United Nations Environment Programme, one of SPREP's founding organisations, has continued to provide considerable financial support especially through UNEP's Oceans and Coastal Areas Programme Activity Centre (OCA/PAC). The South Pacific is one of UNEP's Regional Seas areas, with more UNEP support coming from other UNEP units including international law, education and training, and environmental impact assessment.

Another of SPREP's founding supporters is the Economic and Social Commission for Asia and the Pacific. More recently, another United Nations body, the United Nations Development Programme (UNDP) joined the ranks as one of SPREP's major donor organisations. UNDP gives financial support especially through its Planning and Implementation of Pacific Regional Environment Programme (PMI), which aims to assist the institutional strengthening of SPREP and of

member government's environment sections, especially through the National Environmental Management Strategies (NEMS) Project.

UNDP is joined by the Asian Development Bank (ADB), AIDAB and the Government of New Zealand in assisting the South Pacific region's input into the major environmental event of this decade, the United Nations Conference on Environment and Development (UNCED) being held in Brazil during June. The ADB, through its SPREP / Regional Technical Assistance (RETA) Project is also providing substantial financial assistance to help SPREP build up institutional environmental management capabilities throughout the region.

A number of industrialised countries have combined to provide assistance through the Global Environment Facility (GEF), which aims at protecting biological diversity. Our region's component of this larger global assistance package, the South Pacific Biodiversity Conservation Programme (SPBCP), is expected to provide considerable support by establishing a series of large, diverse Conservation Area projects over the next five years. UNDP, the World Bank and UNEP administer the GEF, the latter (UNEP) serving as a technical advisor. AIDAB provides a significant financial contribution to the SPBCP. Other conservation activities in the SPREP Work Programme continue to be supported throughout the year by the International Union for the Conservation of Nature and Natural Resources (IUCN) and the World Wide Fund for Nature (WWF).

*SPREP:
A clearing house
matching
projects with
donors*



SPREP has a number of contracts to implement research projects for South Pacific member countries



As well as its assistance through the GEF, the Australian government continues as a strong SPREP supporter through its normal member country contribution, and by providing extra-budgetary funds through AIDAB. Included in Australia's extra-budgetary support for 1991-92 was a substantial contribution specifically to assist SPREP to relocate from Noumea, New Caledonia, to Apia, Western Samoa, as well as project assistance. The Governments of New Zealand, France and the United States of America are also strong financial supporters above their normal member government contributions to the programme. Some of this assistance has employed additional personnel to help SPREP undertake its expanding work programme. Financial assistance from New Zealand enabled SPREP to employ a Deputy Director and an Information and Publications Officer. France will provide a Legal Officer.

Two non-member countries, Canada and Chile, have consistently supported SPREP in the past four years. The Canadian South Pacific Ocean Development Programme (CSPODP) has significantly contributed to marine related environmental management



Funding from donors and expertise from research institutions are combined to help save our fragile environment

Assistance to SPREP from international donor organisations ... is now a significant part of SPREP's annual budget

activities. This complemented support from the Canadian-based International Centre for Ocean Development (ICOD), especially for marine environmental education and training activities. The Government of Chile in 1991 again channeled its support to its South Pacific neighbours by assisting environmental protection, through SPREP.

More support for SPREP is likely to come for 1991-92 from the European Community (EC) through the Lome IV Convention, and the Deutsche Gesellschaft fur Zusammenarbeit (GTZ - Germany).

Collaborating Institutions and Consultants

Many regional and international institutions also assist SPREP by direct financial support and by providing technical expertise. These organisations include Greenpeace, the MacArthur Foundation and the Commonwealth Secretariat, the latter through its Commonwealth Fund for Technical Co-operation (CFTC). In some cases this assistance is as a direct grant, in others as an in-kind contribution to SPREP, or through a sub-contractual or consultancy arrangement.

Working with organisations and institutions throughout the region

Since SPREP's beginning, considerable assistance has been given through the region's universities and technical institutions. These organisations formed the Association of South Pacific Environmental Institutions (ASPEI) in 1986, and assisted SPREP through collaborative activities. ASPEI members include the University of the South Pacific (USP), the University of Papua New Guinea (UPNG), the Papua New Guinea Institute of Technology (UNITECH), the University of Guam (UoG), the University of Hawaii (UH), the Community College of Micronesia (CCM), the East-West Center (EWC), the Laboratoire d'étude et de surveillance de l'environnement (LESE), Institut français de recherche scientifique pour le développement en coopération (ORSTOM).

Other institutions also provide support. These include Macquarie University, Sydney University, the University of Wollongong and James Cook University in Australia; the University of Auckland in New Zealand, the South Pacific Applied Geoscience Commission (SOPAC) in Suva, and the University française du Pacifique Sud (UFP).

Through memoranda of understanding, SPREP also undertakes collaborative exercises with The Nature Conservancy (TNC), the World Conservation Union (IUCN), the New Zealand Department of Conservation (DOC), the Australian National Parks and Wildlife Service (ANPWS), the New South Wales National Parks and Wildlife Service (NSWNPWS), and is now looking at establishing more agreements with other bodies such as the Western Australian Environmental Protection Authority.

Many individual consultants also undertake consultancy work for SPREP, particularly in specialist areas not readily available through collaborating institutions.



SPREP initiates and implements collaborative research with many regional research institutes, including water studies

The SPREP Institution

Headquarters



SPREP in New Headquarters in Apia, Western Samoa



In March 1992, the Prime Minister, Hon Tofilau Eti Alesana, formally handed over the SPREP office complex in Apia to the Director of SPREP, Dr Vili Fuavao, on behalf of the Government of Western Samoa. This was the culmination of the combined efforts of the Government and SPREP to establish SPREP's new Headquarters in Western Samoa on time.

In December 1991, Cyclone Val unleashed the greatest destructive forces of nature to have occurred in Western Samoa's living memory. Twelve lives were lost and hundreds of buildings and houses were destroyed or seriously damaged. The SPREP office complex was considerably damaged by water, although structural damage was minimal. Telecommunications to the area were, however, cut off for several weeks. Water and power were also affected. The house earmarked for the newly-appointed Deputy Director (the first SPREP arrival in Apia) was destroyed and several other SPREP-designated staff homes were damaged.

In early January, in the immediate aftermath of this devastation, SPREP management and officials of the Government of Western Samoa met in Apia and decided to adhere to the original timetable for completing SPREP's move from Noumea in the first quarter of 1992. That decision was vindicated when SPREP began operating as a separate, independent organisation in its own headquarters less than three months later.

To achieve this satisfying state of affairs, the Government of Western Samoa gave the highest priority to renovate the SPREP office complex again and to restore essential services, particularly telecommunications for which special facilities were made available. SPREP wishes to record its deep appreciation to the Prime Minister, his Cabinet and officials and the people of Western Samoa for their commitment and assistance during this difficult period.

The SPREP complex itself consists of two single-storey office blocks situated on 2.3 hectares of land at Vaitele, a light-industrial area 5 kilometres from the Apia town centre. Although the complex is in good repair, there is already evidence that SPREP's physical space requirements will soon render the existing buildings too small for its office accommodation. The Government of Western Samoa had generously offered to the 1991 IGM an alternative site for a permanent headquarters complex. The SPREP IGM in September will further consider this matter.

Thirteen private houses were rented by SPREP to accommodate expatriate professional staff. This is a temporary arrangement, pending an envisaged change in policy which will enable expatriate staff to arrange their housing according to their own needs.



Staffing

In 1991/92 SPREP underwent considerable staff expansion. This expansion is continuing.

Since the IGM in July 1991, staff from within and outside the region were recruited and appointed to newly-established positions of Deputy Director, Finance Manager, Information and Publications Officer, Project Officer (Environment Education), Environment Contaminants Officer, Environment Impact Assessment Officer, Project Officer (Biodiversity Conservation) and Environment Information Data Analyst, while a UN Volunteer performs the duties of Computer Services Manager. All but two of these personnel were recruited directly to Apia and commenced duties early this year. They were the first contingent of SPREP staff to arrive in Apia.

They were shortly joined by professional staff relocating from Noumea: the Director, two Team Leaders for the National Environment Management Strategies (NEMS) and the Regional Environmental Technical Assistance (RETA) projects, the Climate Change Officer, the Project Officer (United Nations Conference on Environment and Development - UNCED) and the Project Officer (Scientist), as well as the Finance Manager and the Environment Impact Assessment Officer, two new posts first recruited in Noumea. A Legal Officer is expected to begin in July, and a Finance Adviser is being recruited.

An unfortunate, yet unavoidable, side-

effect of the move from Noumea was the loss to SPREP of all its support staff, some of whom had served with credit for many years and who supported the day-to-day running of the organisation. They are sorely missed.

A vigorous recruitment campaign in Western Samoa at the start of 1992 resulted in 14 local personnel appointed to support positions. Training programmes are now being developed for these administrative and finance staff.

Because of these developments, SPREP now has 15 professional staff, 9 of whom joined since the last IGM. Only three of the current professional officers were with SPREP in 1990. A Corporate Plan, to be considered by the IGM in September, will define work responsibilities. SPREP appreciates the assistance of Mr Savenace Siwatibau in drafting the Corporate Plan.

A review of staff salaries and terms and conditions of service was completed in late May to be considered by an IGM subcommittee in July after receiving feedback from member countries, with the assistance of Mr Rod Tinning from AIDAB. This aims to give SPREP an appropriate salaries system and staff regulations, replacing the rules and regulations of the South Pacific Commission. These will be in line with SPREP's new identity as an autonomous organisation. SPREP gratefully acknowledges the assistance of AIDAB with this exercise.

A list of staff and their designations appears in Annex 1.

A committed, professional staff, serving the Pacific Island countries

Financial Report

During the year, SPREP's activities expanded dramatically, as projects initiated in previous years began, and the impact of projects that started in late 1990 were felt. These projects include : AIDAB assistance to fund the Climate Change Officer; AIDAB assistance towards various coastal and marine activities projects; United Nations Development Programme (UNDP) funded project to coordinate National Environment Management Strategies; Asian Development Bank (ADB) funded special regional technical assistance project (RETA); ADB and UNDP funded project to co-ordinate and assist member governments to prepare national reports and regional input to the UN Conference on Environment and Development (UNCED); and many other project activities undertaken by the Secretariat.

Because of this expansion, and the Secretariat's continued efforts to seek funding to support the SPREP Action Plan, funding provided to SPREP during

the year was more than double the funding received in 1990. A summary of donor funding received is shown at the bottom of the page.

The summary of SPREP Income and Expenditure provides an overview of the activities carried out during the year, and shows the extent of funding provided and related expenditure in these areas. Again, because the working currency used for the year was the CFP, the receipts and expenditure are estimates of US dollar amounts, while the amounts shown as Unspent Balance 31.12.91 are the actual CFP amounts on hand at 31 December 1991 converted at the prevailing US dollar exchange rate at that date.

Some activities in the summary indicate funding deficits at 31 December. Many are temporary shortfalls in funding and have been corrected with donors providing reimbursements for these in early 1992. With the setting up of the Secretariat's own finance section at the beginning of 1992, it is not expected that such deficits will occur in future. The voluntary nature of government contributions to SPREP will, however, continue to hamper the effective management of the Secretariat's administrative activities, due to difficulties in determining what funding will be provided by members.

The deficit shown under SPREP Administration is due to currency exchange variations. SPREP's policy on foreign exchange transactions is currently being reviewed to deal with this situation in the future.

Given the rate of growth experienced by SPREP, one of the priorities of the Secretariat is to develop and strengthen its new Finance section, to enable SPREP to effectively manage and control its financing and accounting in support of its Action Plan.

Funding by donor	USD
AIDAB	948,325
UNDP	702,275
ADB	640,767
UNEP	454,254
NZ	260,177
ICOD	88,798
USA	88,395
ANPWS	24,339
France	23,199
Miscellaneous funding	10,712
	3,241,241
Members contributions :	
Member & XB contributions	398,743
	3,639,984

[As the working currency used during 1991 was the CFP (Pacific Franc) the amounts above are estimates of the US dollar funding received.]

SUMMARY OF SPREP INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 1991

Programme Activities	Donor	balance b/f 1990	inter account transfers	1991 Receipts	1991 Expenditure	Unspent bal. at 31.12.91
NATURAL RESOURCE MANAGEMENT						
Miscellaneous funding	Chile	9,868		49	(adjustment)	9,917
PROTECTED AREA MANAGEMENT & SPECIES CONSERVATION						
Integrated Development Plan		(10,239)	10,239			
AIDAB Projects	AIDAB	34,723	57,385	26,913	32,688	86,333
Reg. Ecosystems Classification	USAID			9,666	15,804	(6,138)
ANPWS Turtle Expert	ANPWS			24,339	24,899	(560)
Reg. Ecosystems Classification	NAT. CONS			16,908	6,531	10,377
ICOD Projects	ICOD	47,002		44,433	104,085	(12,650)
Geographical Info Systems	UNEP				74	(74)
Parks Conference follow-up	CITES	33,469			5,701	27,768
COASTAL AND MARINE ACTIVITIES						
Majuro Atoll Erosion Control	AIDAB		37,895	188	(adjustment)	38,083
Coastal Management & Planning	AIDAB			242,886		242,886
SPREP/SOPAC Dredging Assessment	AIDAB				37,079	(37,079)
Fish Processing Impacts	AIDAB				27	(27)
Coastal Resource Management	ICOD	106,707	(32,205)	44,218	35,114	83,606
SPREP POL						
SPREP POL	UNEP	(1,236)	1,236			
LAND & FRESH WATER POLLUTION PREVENTION						
SPREP Projects	SPREP	(4,698)	4,698			
ENVIRONMENTAL EDUCATION AND TRAINING						
Marine Env. Teacher Trg	ICOD		30,083		8,091	21,992
AIDAB Projects	AIDAB	145,536	(102,817)	26,542	8,246	61,015
Palau Environmental Video	EWC				2,617	(2,617)
Palau Environmental Poster	EWC		867	4	(adjustment)	871
Marine Env. Educ. Mats. Pdn	ICOD		29,712	147	(adjustment)	29,859
Improved Env. Educ. Trg & Info	UNEP		21,451		15,142	6,309
Coral Reef Handbook	WWF				1,276	(1,276)
Wan Smolbag Theatre Group	WWF				2,634	(2,634)
Coastal Zone Protection Kits	ICOD		3,358		3,358	
ENVIRONMENT INFORMATION						
Environmental Information	BDDP	(7,809)	(6,160)	7,651	126	(6,444)
ENVIRONMENTAL PLANNING & ADMINISTRATION						
NCS - Vanuatu	AIDAB		161,434		86,172	75,262
Env. Impact Assessment - Tonga	UNEP	255,952	(161,434)		(7,116)	101,634
CLIMATE CHANGE & SEA LEVEL RISE						
Marshalls Sea Level Rise	USA			62,797	10,325	52,472
Climate Change Officer	AIDAB	453		433,177	118,471	315,159
Int. Nego. on Climate Change	NZ				18,061	(18,061)
MEETINGS, WORKSHOPS AND TRAINING COURSES						
Head 4010 - b/f		(61,893)	61,893			
Third Steering Committee	AIDAB		2,412	12	(adjustment)	2,424
5th Consultative Meeting	UNEP		1,216		1,216	
IGM Mtg on SPREP Action Plan	AIDAB		(6,887)	62,776		
	FRANCE			23,199		
	UNDP			85,328		
	SPREP			2,138	135,252	31,302
Biological Diversity Meeting	UNEP		11,728		15,060	(3,332)
Working Grps on SPREP Action Plan	AIDAB			26,423		
	NZ			18,501		
	USAID			15,932	57,525	3,331
Bio-diversity Convention	UNEP			16,243	7,540	8,703
TCSP Regional Tourism Seminar	AIDAB			19,489	4,793	14,696

SUMMARY OF SPREP INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 DECEMBER 1991

Programme Activities	Donor	balance b/f 1990	inter account transfers	1991 Receipts	1991 Expenditure	Unspent bal. at 31.12.91
<i>SPREP ADMINISTRATION</i>						
Members Contributions	AMSAM	475,459	(98,526)	3,116		
	AUST			60,394		
	COOK IS			3,641		
	FSM			6,361		
	FIJI			6,894		
	FRANCE			54,131		
	FR POLY			7,018		
	GUAM			17,106		
	RMI			3,730		
	NC			7,018		
	NZ			19,926		
	NIUE			2,598		
	PALAU			3,743		
	SOLOMONS			7,511		
	TOKELAU			7,579		
	TONGA			3,507		
	TUVALU			1,798		
	USAID			101,437		
	W.SAMOA			6,557		
Extra-budgetary contributions	AIDAB	(336,477)	(27,578)	62,659		
	NZ			3,430		
	MISC			8,589	475,189	(63,568)
<i>XB SPREP ADMINISTRATION</i>						
Administration Costs	AIDAB			26,156		
	NZ			200,457		
	MISC			7,061	44,624	189,050
<i>NETWORKING INFORMATION & FINANCE SYSTEM</i>						
Networking Info & Finance	AIDAB			46,867	4,944	41,923
<i>RELOCATION COSTS</i>						
Relocation Costs	NZ			17,863		
	UNDP			1,613	10,621	8,855
<i>POLLUTION EMERGENCY RESPONSE & PLANNING</i>						
Pacific Oil Spill Workshop	AIDAB	749			413	336
<i>REGIONAL ENVIRONMENTAL TECHNICAL ASSISTANCE (RETA)</i>						
RETA Project	ADB	228,556		213,907	256,952	185,511
UNCED Project	ADB			426,860	325,818	101,042
<i>PACIFIC MULTI ISLAND</i>						
Planning & Imp. of Pacific Regional Environment Programme	UNDP			615,334	508,320	107,014
<i>REGIONAL SEAS PROGRAMME</i>						
UNEP Support to SPREP	UNEP			438,011	279,813	158,198
<i>UNCED - OTHER DONORS</i>						
UNCED	AIDAB			36,896		
	G'PEACE			257	33,839	3,314
Bio-diversity Conservation	UNDP				54,732	(54,732)
TOTALS	USD	916,122		3,639,984	2,746,056	1,810,050

The Future

*Exciting times
with the
environment
firmly in the
world spotlight*

1992 will continue to be a year of institution strengthening for SPREP. As outlined in the Foreword, SPREP is currently undergoing four separate, but related exercises aimed at enhancing its capacity to serve its members.

First is the urgent task of concluding a Treaty formally establishing SPREP as an autonomous entity, separate from the SPC. All Forum countries, formally or informally, along with France and the United Kingdom, have shown they are ready to complete negotiations on a draft document which was distributed in September 1991. Advice was recently received from Washington DC that the US Government is ready to begin preliminary discussions on a Treaty.

At this stage, it is possible that the SPREP IGM Legal Working Group will meet soon, attempting to finalise a document for consideration and for possible opening for signature at the IGM in September.

With SPREP's new independence, the Secretariat sees a need to amalgamate its numerous activities - which include various components of the Action Plan, the current Work Programme and sundry projects arising from individual members' requests - into an integrated Work Programme and Budget reflecting the priorities of member governments. These must be aligned to realistic income and expenditure forecasts for both members' (core budget) and donors' (extra budget) contributions.

This is essential if SPREP is to plan its future activities soundly and methodically, and if it is to be effective in its mandate to "assist South Pacific countries and territories protect and improve their shared environment and manage their resources to enhance the quality of life for present and future generations". Proposals to work towards this are now being developed by the Secretariat for presentation to the IGM in September.

Corporate planning is another important tool for institution building. A draft Corporate Plan, prepared in the first half of last year, was almost at once overtaken by the decision to set up SPREP as an autonomous organisation in Western Samoa. The Plan is now being re-written and will be presented to the IGM in September. It will deal with SPREP's objectives and strategies, its organisational structure, its Work Programme and Budget processes, and its management, staffing and finance.

The Corporate Plan will provide a firm focus for each of these areas and, subject to regular reviews, should lay the groundwork for ensuring



*... and we must
work together
to stop this
happening
in the future*

consistent, effective management of the organisation and implementation of its programmes for the rest of the decade.

The final building block relates to staff salaries and terms and conditions of service. A recent review, sponsored by AIDAB, recommended that SPREP immediately move towards implementing staff salaries and conditions similar to those already operating in most other regional organisations, particularly the Forum Fisheries Agency, SOPAC and the Forum Secretariat. There are obvious advantages in standardising staff salaries and conditions as much as possible, taking into account local factors and conditions.

The SPREP Review is now being considered by all member governments and territories before final consideration by a subcommittee (Federated States of Micronesia, Fiji, France and Western Samoa), authorised by the Special Session of the IGM in October 1991 to approve the new system.

With these structures in place, SPREP will be better positioned to embark on its new future, to which it looks forward with conviction. It is determined that the confidence of its

member governments and administrations, which took the momentous decision to relocate the Programme to Western Samoa as an independent entity, will be fully justified in terms of a more effective organisation, dedicated to serving the environmental needs of member governments.

A major addition to the Work Programme, which will influence many other programme areas, is the South Pacific Biodiversity Conservation Programme, a multi-million US dollar project to help establish and manage conservation areas. Local communities will be closely involved with managing these areas, which does not exclude all economic use of natural resources, but rather encourages sustainable use by these communities. It will be funded by the Global Environment Facility, which was established with contributions from many donors including UNDP, AIDAB, the World Bank, and many governments.

At last, in 1992, after 10 years, SPREP has come of age. Thank you to all those responsible.

SPREP is currently undergoing four important exercises aimed at enhancing its capacity to serve its members.



Annexes

Annex I: SPREP Staff in 1992

Dr Vili A. Fuavao, PhD	Director
Mr Don Stewart	Deputy Director
Mr Paul Holthus	Project Officer (Scientist)
Ms Gisa Salesa-Uesele	Project Officer (Environmental Education)
Ms Adrienne Farago	Project Officer (Biological Diversity Conservation)
Mugatelele Mr Iosefatu Reti	Team Leader (PA/SPBCP)
Mr Chalapan Kaluwin	Climate Change Officer
Mr Komeri Onorio	Environmental Impact Assessment Officer
Mr Laisiasa Corerega Tulega	Environmental Contaminants Officer
Mr Wes Ward	Information and Publications Officer
Mr Dave Sheppard	Team Leader/Regional Environmental Technical Assistance (RETA)
Ms Neva Wendt	Team Leader/National Environmental Technical Assistance (NEMS)
Mr Gerald Miles	Project Officer/Pacific Preparation for UNCED
Mr Bismark Crawley	Environment Information Data Analyst Officer
Mr Craig Hansford	UN/Volunteer - Computer Specialist
Mr Nuku Jones	Finance Manager
Ms Helen Petaia	Senior Accounts Clerk
Mr Ueligitone Sasagi	Administrative Officer
Mrs Malama Hadley	Personal Assistant to Director
Ms Dorothy Kamu	Personal Assistant to Deputy Director
Ms Lupe Silulu	Registry Clerk
Ms Apiseta Eti	Registry Assistant
(vacant)	Secretary
Mrs Loise Moala	Secretary to SPBCP
Ms Saunoa Matau	Office Assistant
Ms Katalina Ilalio	Office Assistant
Ms Faatupu Poihega	Office Assistant
Ms Monica Tupai	Receptionist
Mr Fa'amanu Fonoti	Driver/Handyman
Ms Tologauvale Leaula	Cleaner/Teaperson
Mr Esera Lusua	Gardener

SPREP Staff

Front Row (l to r): Apiseta Eti, Monica Tupai, Saunoa Matau, Mugatelele Iosefatu Reti, Dr. Vili Fuavao, Don Stewart, Dorothy Kamu, Helen Petaia, Tolo Leaula, Lupe Silulu.

Back Row (l to r): Loise Moala, Fa'amanu Fonoti, David Sheppard, Paul Holthus, Ueligitone Sasagi, Craig Hansford, Wes Ward, Gerald Miles, Nuku Jones, Komeri Onorio, Neva Wendt, Adrienne Farago.

Absent: Liasiasa Tulega, Malama Hadley, Katalina Ilalio, Gisa Salesa-Uesele, Esera Lusua.



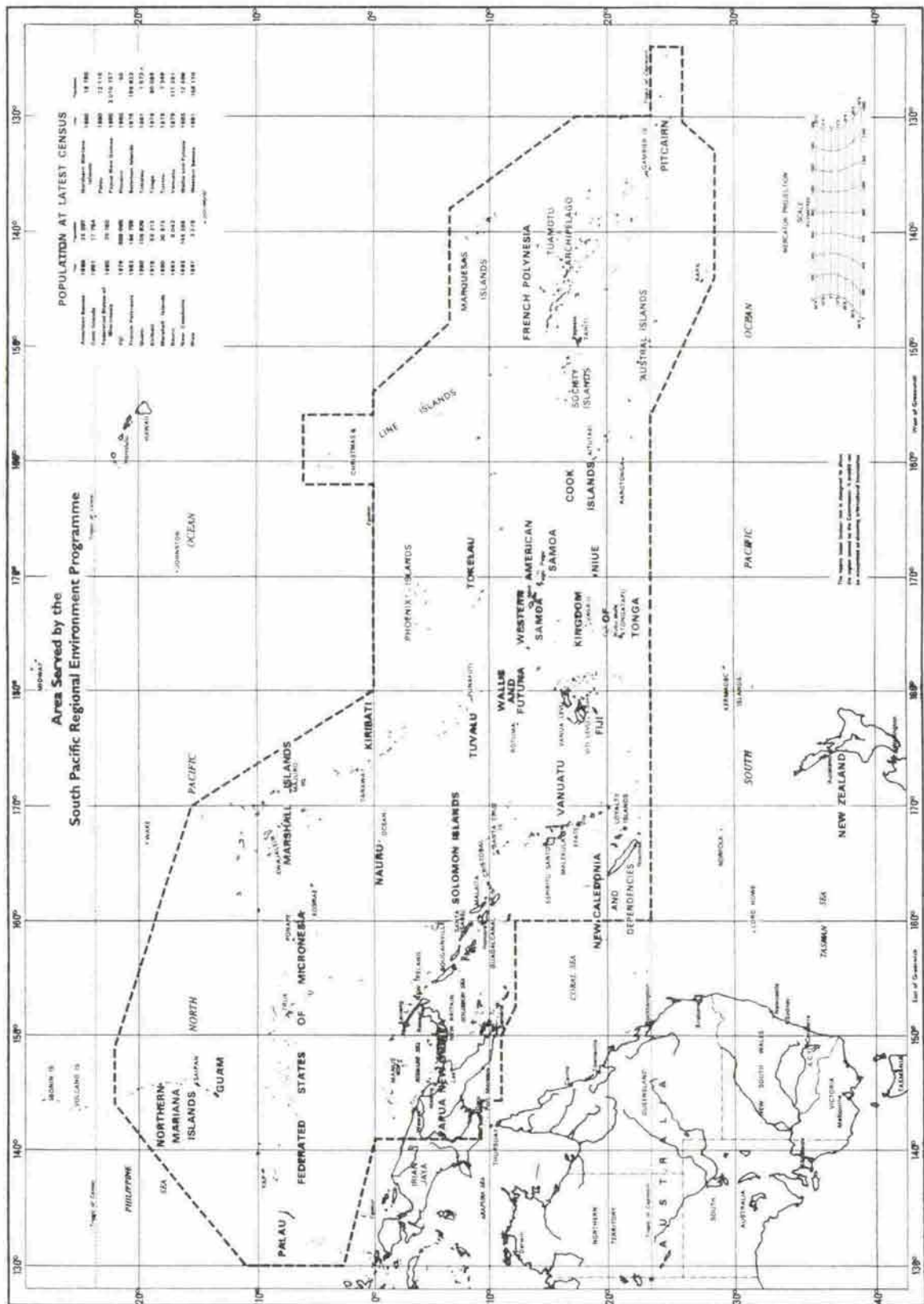
Annex 2: Acronyms

ADB	Asian Development Bank	PIDP	Pacific Islands Development Programme (EWC)
CITES	Convention on International Trade in Endangered Species of Wild Fauna and Flora	PNG	Papua New Guinea
CNMI	Commonwealth of Northern Mariana Islands	SOPAC	South Pacific Applied Geoscience Commission
EC	European Community	SPC	South Pacific Commission
EIA	Environmental Impact Assessment	SPREP	South Pacific Regional Environment Programme
ESCAP	Economic and Social Commission for Asia and the Pacific	UH	University of Hawaii
EWC	East West Center	UN	United Nations
FAO	Food and Agriculture Organisation (UN)	UNCED	United Nations Conference on Environment and Development (UN)
FFA	Forum Fisheries Agency	UNDP	United Nations Development Programme (UN)
FS	Forum Secretariat	UNEP	United Nations Environment Programme (UN)
FSM	Federated States of Micronesia	Unesco	United Nations Educational, Scientific and Cultural Organisation
GEF	Global Environment Facility	UNITECH	University of Technology (PNG)
IPCC	Intergovernmental Panel for Climate Change	UoG	University of Guam
IUCN	World Conservation Union	UPNG	University of Papua New Guinea
LDC	Less Developed Country	USA	United States of America
NEMS	National Environmental Management Strategies	USP	University of the South Pacific
NGO	Non-government Organisation	WMO	World Meteorological Organisation
PEACESAT	Pan-Pacific Education and Communication Experiments by Satellite	WWF	World Wide Fund for Nature

*To Make
this report a
little easier
to read*

Annex 3: SPREP Member Countries

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



**Area Served by the
South Pacific Regional Environment Programme**

POPULATION AT LATEST CENSUS

Area	1986	1991	1996
Christmas	22 000	17 764	18 786
Cook Islands	14 000	14 000	14 000
Federated States of Micronesia	140 000	140 000	140 000
French Polynesia	140 000	140 000	140 000
Kingdom of Tonga	140 000	140 000	140 000
Line Islands	140 000	140 000	140 000
Marshall Islands	140 000	140 000	140 000
Niue	140 000	140 000	140 000
Palau	140 000	140 000	140 000
Philippines	140 000	140 000	140 000
Samoa	140 000	140 000	140 000
Tonga	140 000	140 000	140 000
Tokelau	140 000	140 000	140 000
Vanuatu	140 000	140 000	140 000
Wallis and Futuna	140 000	140 000	140 000
New Caledonia	140 000	140 000	140 000
Pitcairn	140 000	140 000	140 000



The scale shall indicate the distance in miles and kilometers between any two points on the map.



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

Fifth Intergovernmental Meeting

Apia, Western Samoa, 14-16 September 1992

Agenda Item 12 : Member Country Initiatives

Purpose of Paper

To table the attached paper from the Government of Papua New Guinea.

Background

2. The attached Proposal for a Regional Convention on the Ban of the Import into the South Pacific and the Control of Transboundary Movement and Management of Hazardous Wastes within the South Pacific Region was originally submitted by the Government of Papua New Guinea to the Twenty-Third South Pacific Forum in Honiara in July.

3. The Forum welcomed the proposal and agreed that it be forwarded to SPREP for technical evaluation and comment.

Recommendation

4. The IGM is invited to consider and advise on the proposal.

14 August 1992

ORIGINAL: ENGLISH



FORUM SECRETARIAT

SPFS(92)OCH.40

FORUM OFFICIALS COMMITTEE

PRE-FORUM SESSION

Honiara, Solomon Islands

1 - 3 July 1992

**AGENDA ITEM 6(6) : PROPOSAL FOR A REGIONAL CONVENTION
ON THE BAN OF THE IMPORT INTO THE SOUTH PACIFIC
AND THE CONTROL OF TRANSBOUNDARY MOVEMENT
AND MANAGEMENT OF HAZARDOUS WASTES
WITHIN THE SOUTH PACIFIC REGION**

Purpose of Paper

To introduce the attached proposal submitted by the Papua New Guinea Government, for a Regional Convention on the ban of the import into the South Pacific and the control of transboundary movement and management of hazardous wastes within the South Pacific region.

Recommendation

2. The Committee is invited to consider the proposal and endorse the recommendations contained in paragraph 34 (i) to (iv) of the attached paper.

Forum Secretariat, Suva
8 June 1992

**PROPOSAL
FOR A REGIONAL CONVENTION ON THE BAN
OF THE IMPORT INTO THE SOUTH PACIFIC
AND THE CONTROL OF TRANSBOUNDARY MOVEMENT
AND MANAGEMENT OF HAZARDOUS WASTES
WITHIN THE SOUTH PACIFIC REGION**

INTRODUCTION

Over the past few years, plans to store and incinerate chemical weapons on Johnston Atoll have highlighted the regional concern and outrage over the use of the Pacific by industrialized countries for dumping unwanted wastes. But this is only the most publicized recent example of this ongoing problem. The deep trenches of the Pacific have long been looked to for disposal of radioactive wastes. In recent years corporations based in the heavily industrialized countries have engaged in the export of wastes, hazardous products and polluting technologies to the developing world at an unprecedented scale.

2. Recently, there have been at least nine proposals to ship toxic waste, garbage and used tires from the United States to Pacific countries for disposal. Although none of these schemes is known to have transpired so far, the growing international trade in wastes suggests that pressures on Pacific nations to accept wastes will increase. More than 1,000 attempts to ship over 163,000,000 tons of wastes around the globe since 1986 have been documented, much of it to less industrialized countries. Often, huge sums of money are offered by foreign waste brokers to less industrialized countries to mortgage their future. In one case the small African nation of Guinea-Bissau was offered four times its gross national product to accept 15 million tons of European wastes.

3. Most of the world's governments support a ban on toxic trade, and over ninety countries outlaw it. A consensus has emerged among non-OECD (Organization of Economic Co-operation and Development) countries that the OECD must ban all waste exports to them.

4. In March 1992, during negotiations on the UN Conference on the Environment and development, the Group of 77 proposed Principle 12, which stated "Measures taken in a specific country to reduce and/or control activities or projects harmful to the environment shall not lead to the displacement and transfer of these activities or projects to another country. Transboundary treatment or disposal of these substances shall be banned."

5. Despite the unified developing world position against toxic trade, the developed countries have steadfastly pressed for a continued "free trade" in hazardous wastes and products.

6. Given the historic attitude of industrialized nations toward the Pacific, there is ample reason for concern that the region will continue to be seen as a vast and distant dumping ground by those who do not live here. If the region is to be protected from such practices, it is up to Pacific nations themselves to take the appropriate action. A number of valuable steps in this direction have already been taken, including the regulation of ocean dumping within the SPREP Convention area.

7. No where is the inseparability of terrestrial and marine ecosystem more apparent than in the Pacific. Pollution from land based activities almost inevitably find their way to coastal ecosystems, which in turn can have impacts well beyond. Just as the testing of nuclear weapons has been seen as an issue for regional concern, so too, should be the import of toxic wastes, products and technologies to Pacific Islands. Another vital step for the protection of the Pacific and its people would be a regional ban on toxic imports.

8. An important precedent for such strong regional action was established last year, when African nations adopted the Bamako Convention. The Bamako Convention bans the import of hazardous and radioactive wastes, and the import of hazardous products which cannot be used in their countries of origin. It also calls for a review of the transfer of polluting technologies to Africa, and establishes important principles for the regulation of pollution within Africa. This treaty, convened under the auspices of the Organization of Africa Unity (OAU), was seen as necessary because of the failure of existing international agreements to adequately protect Africa from foreign dumping. Regional bans on toxic imports have also been enacted, or are under active negotiations, in the Caribbean, Central America, and the Mediterranean regions.

DUMPING THREATS TO THE PACIFIC

The International Trade in Waste

9. Public concern about pollution in industrialized countries have forced their governments to adopt increasingly strict and costly regulations for waste disposal. Thus, the hazardous by-products of industrialization have tended to move toward those areas with the least political and economic power to refuse them.

10. Most often, this means wastes are shipped to countries where the costs of labour and land are relatively low, and where there is comparatively little environmental regulation or liability obligations.

11. The past several years have seen the spectacles of numerous waste brokers sending ships around the globe in quest of new dumping grounds for their hazardous cargoes. Waste brokers have tried to convince almost every less industrialized country to accept massive quantities of industrialized waste. Then potential recipients of this waste are essentially asked to choose between short-term economic gains and the long term health of their population. Between 1986 and 1988, over three million tons of wastes were exported from the OECD countries to non-OECD countries.

12. Wastes are often presented by dealers as useful raw materials for landfills, recycling, fuel substitution, or housing and road construction. In addition to their presentation as "development projects" that will generate everything from jobs to electricity, these deals are often accompanied by offers of monetary commissions, technical assistance and infrastructural support. Waste dealers always try to assure potential buyers that the waste is totally harmless, or that it can be safely handled. However, in reality these deals simply shift the burden of unwanted wastes to places less equipped for the problems they will inevitably bring.

The Growing Threat of Radioactive Waste Exports

13. The two historically favoured options for dealing with radioactive wastes, dumping on national territory, or dumping in the "global commons" of the oceans, present technical, political and legal problems.

14. Faced with an imminent increase in the quantities of radioactive waste that must be managed, the "nuclear countries" and industry are under pressures to seek other options for the disposal of this extremely hazardous waste, including export for disposal in other countries.
15. The option of dumping radioactive wastes in shallow landfills in the country of origin has now been rejected for national sites by many states on environmental and health grounds, and at present, there exists no operating facility anywhere in the world for the disposal of high level radioactive wastes. Wherever attempts have been made to conduct development work for such facilities, those countries have discovered that their own citizens have rejected them. In countries as diverse as the United Kingdom, Germany, Sweden, France and the former Soviet Union, local communities have vigorously resisted the setting up of high-level radioactive waste disposal facilities.
16. The dumping of radioactive wastes at sea was carried out for many years by the USA and some European countries. In 1983, the contracting parties of the London Dumping Convention (LDC) agreed to impose a moratorium on the dumping of radioactive wastes at sea.
17. In 1989, the SPC adopted a protocol which bans the dumping and sub-seabed disposal of radioactive wastes in exclusive economic zones of the member states.
18. The Treaty of Rarotonga (1985) bans the dumping of radioactive wastes at sea in the South Pacific, and the SPREP Convention prohibits the dumping of radioactive wastes within the Convention area. The Pacific region, however, remains vulnerable to the dumping of radioactive wastes because none of these agreements clearly prohibit their disposal on land.
19. The SPREP Convention area does not cover international waters beyond 200-mile Exclusive Economic Zones, internal waters or land and while signatories to the South Pacific Nuclear Free Zone Treaty prohibit disposal on the high seas and in territorial waters, disposal on land is not prohibited.
20. The LDC moratorium is not a permanent ban. In 1993, LDC parties will review it again; if the moratorium is lifted, then radioactive wastes could be dumped once again in the high seas.

Dumping of other Hazardous Industries, Products and Technologies

21. Multinational chemical companies are seeking markets for their products to relocate their chemical production facilities in countries where environmental protection laws are inadequate.
22. When governments allow transnational corporations to operate in a manner less stringent than that required in their home countries, this lead to tragic and devastating ecological and human health impacts. The most famous examples of this are the disasters in Seveso, Italy and Bhopal, India.
23. Global trends toward free trade and internationalization of capital could mean an increase in the "dumping" of dirty technologies in less industrialized countries, and a double standard for health, safety and environmental practices between rich and poor countries.
24. The trade in hazards takes many forms. Alongside the trends of exporting toxic and radioactive waste, and relocating dirty industries to less industrialized countries, lie the trends of exporting obsolete technology, equipment and other useless and/or polluting products.
25. Environmental concerns in OECD countries are forcing domestic industry to dismantle obsolete, polluting technology. Often, industries discard this dirty old technology by selling it abroad.
26. Some obsolete, polluting or human health-impairing equipment and products that are exported from industrialized countries include incinerators, chlorine bleaching equipment from pulp and paper mills, leaded gasoline, chernobyl-contaminated food products toxic cosmetics such as skin whitener, non-nourishing baby food, asbestors, cadmium-laced products, and many mercury-based products (including paints, textile inks and mining catalysts).

INTERNATIONAL ATTEMPTS TO HALT HAZARDOUS EXPORTS

27. On March 22, 1989, delegates to the United Nations signed for trade in hazardous wastes. The Basel Convention disappointed delegates from less industrialized countries, who had argued that at a minimum, the Convention must ban waste exports from industrialized countries to less industrialized countries.

28. What resulted, however, was a minimalist treaty which failed to prohibit waste exports to any area of the globe except Antarctica. Instead, by elaborating procedures by which countries can engage in waste trade (prior informed consent, or PIC), the Convention legalized what the developing countries could not accept.

29. Rather than accepting "control systems" based on some form of PIC, much of the less-industrialized world insists on complete import or export bans as the only means to adequately remedy the problems associated with the international trade in hazardous wastes. The most relevant intergovernmental waste trade policies and laws for the Pacific include positions adopted by the Group of 77, the Lomé IV Convention, the UN General Assembly, and the Non-Aligned Movement.

30. Several Pacific nations have already helped to establish a ban on waste trade within the Lomé IV Convention, the trade and aid agreement between Africa, Caribbean and Pacific (AC) group of states and the European Economic Community (EEC) signed on 15 December 1989. Under this 10-year pact, the EC is not allowed to ship any hazardous (including nuclear wastes to the 69 ACP countries, and the ACP countries agreed to prohibit hazardous, including radioactive waste imports from any country. Pacific nations protected under the Lomé IV treaty are Fiji, Kiribati, Papua New Guinea, Solomon Islands, Tonga, Tuvalu, Vanuatu and Western Samoa.

31. On 20 December 1988, the General Assembly adopted resolution 43/212, which among other things, urged all States, bearing in mind their respective responsibilities, to take the necessary legal and technical measures to halt and prevent the illegal international traffic in, and the dumping and resulting accumulation of, toxic and dangerous products and wastes; urged all States generating toxic and dangerous wastes to make every effort to treat and dispose of them in the country of origin to the maximum extent possible consistent with environmentally sound disposal.

32. The 9th Non-Aligned Movement Summit meeting in September of 1989 produced a statement on the environment which, inter alia, called for the adoption of effective international measures including conventions and other relevant legal instruments, to prohibit the dumping of toxic and other hazardous wastes in the territories of other countries.

33. They also proposed that the developed countries should, in the meantime, "adopt rigorous administrative measures and legislation to ban the export of toxic and other hazardous wastes to the territories of other, especially developing countries."

RECOMMENDATIONS FOR ACTION

34. Officials and technical experts from the South Pacific Forum countries should meet as a matter of urgency to draft a regional agreement to prohibit hazardous imports into the Pacific. Such an agreement would include the following provisions:

(i) **Ban Waste Imports into the Region**

Although under the Lomé IV Convention and the Basel Convention, some Forum countries ban waste imports, many Forum countries remain legally unprotected from the international trade in wastes. US and European territories in the South Pacific are also not covered by the Lomé Convention, and therefore, face a higher risk of being targeted by waste traders.

(ii) **Prohibition on the Import of Wastes within the Region**

This will not only prevent the import of wastes into the region, but also the expenditure of valuable resources in the evaluation of a potential flood of new proposals.

Such a move would be entirely consistent and in keeping with the global Basel Convention, which allows regional bans on waste imports and/or exports.

It is important that the region adopt a measure similar to the Bamako Convention's Precautionary Principle, which states that each African country "shall strive to adopt and implement the preventative, precautionary approach to pollution problems which entails, inter-alia, preventing the release into the environment of substance which may cause harm to humans or the environment without waiting for scientific proof regarding such harm.

The Parties shall co-operate with each other in taking the appropriate measures to implement the precautionary principle to pollution prevention through the application of clean production methods".

(iii) Inclusion of Radioactive Wastes

Despite strenuous efforts, attempts to codify concerns over the transboundary movements of radioactive wastes within global fora have met with little success. The Basel Convention actually sought to exclude radioactive wastes.

Legally binding "control systems" for the regulation of transboundary movements of radioactive waste do not exist. The International Atomic Energy Agency's (IAEA) "Code of Practice on the International Transboundary Movement of Radioactive Waste", does not in any way prohibit the transboundary movement of radioactive wastes. Rather, this non-binding code only provides the guides to States for the development of policies and law on the international transboundary movement of radioactive waste, based mainly in the "prior notification and consent of the sending, receiving and transit States".

The same code does recognize, however, that "it is the sovereign right of every state to prohibit the movement of radioactive wastes into, from, or through its territory".

It is perfectly legitimate for people in all countries to reject exposure to the long-term risk presented by radioactive wastes. Only a complete ban on radioactive waste import into the South Pacific region will prevent the dangers inherent to radioactive wastes.

(iv) Ban of Import of Hazardous Products

The Forum countries should ban the import of hazardous products, which have been banned, cancelled or refused registration by government regulatory action or voluntarily withdrawn from registration in the country of manufacture.

Other means of preventing toxic imports include: establishing a regional clearing house of information about the environmental impacts of products, wastes and technologies, and about the historical impact of transnational corporations; prohibiting investment by companies with criminal records in any other country; and prohibiting the production of certain chemicals.

