



SPREP

Secretariat of the Pacific Regional
Environment Programme

LETTER OF AGREEMENT

between the

Secretariat of the Pacific Regional Environment Programme (SPREP)

and the

Climate Change and Development Authority (CCDA), Papua New Guinea (PNG)

relating to

Support for Pacific Small Islands Developing States (PSIDS) National Engagement Activities to Prepare for the 27th Conference of the Parties (COP27) to the United Nations Framework Convention for Climate Change (UNFCCC) in Egypt



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This LETTER OF AGREEMENT (LOA) is made between the **Secretariat of the Pacific Regional Environment Programme (SPREP)** and **Climate Change and Development Authority (CCDA)** relating to support from SPREP under the funding from the Government of Ireland.

The purpose of this LOA is to formalise this support and facilitate an overseas payment by SPREP to CCDA for expenses relating to the implementation of approved national preparatory activities to support engagement of national delegation at the UNFCCC COP27 in Sharm el Sheikh, Egypt.

SPREP and CCDA have agreed to collaborate on the abovementioned activity, and it is now further agreed that:

1. SPREP will:

- a. Work according to the attached Scope of the Support (See Annex 1).
- b. Provide funding support up to the total of the approved Activity Plan and Budget to CCDA for implementing activities detailed in the Activity Plan (See Annex 2). The total amount of the funds transferred shall not exceed USD10,000.
- c. Provide the funding in one instalment.
- d. Deposit the funds in the following account:

Financial Institution: Bank of Papua New Guinea

Account No.: 7013381772

IBAN: Not Applicable

Swift Code: BOSPPGPM

Branch Address: Port Moresby Branch, Corner of Musgrave & Douglas Street, Port Moresby, Papua New Guinea

Title of Account: CCDA Operating Account

2. CCDA will:

- a. Perform the work outlined in the approved Activity Plan and Budget as outlined in Annex 2, with due diligence and efficiency.
- b. Perform the work to meet all the requirements set out in the approved Activity Plan and Budget.
- c. Follow the government procurement processes and submit a
 - i. Final Activity Report; and
 - ii. Financial report with invoices and receipts providing details of expenditure and any required supporting documents at the completion of this activity.
 - iii. The reports are to be provided within seven (7) working days of receiving a request from SPREP.

3. This LOA will come into effect upon signature of the Parties and will remain in effect until 16 December 2022.

4. SPREP and CCDA may request each other to make variations to this Agreement. Requests for variations shall not be unreasonably withheld.



SPREP

Secretariat of the Pacific Regional
Environment Programme

Sefanaia Nawadra

Director General

**Secretariat of the Pacific Regional
Environment Programme (SPREP)**

Date: 30/08/2022

William Lakain

Managing Director

**Climate Change and Development Au-
thority**

Date:

30/8/2022



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Annex 1: Scope of the Support (SPREP Cir#22/55)



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CIRCULAR

FILE: AP 3/2/2/2
DATE: 1 July 2022
CIRCULAR: 22/55

TO: UNFCCC National Focal Points

SUBJECT: Support for Pacific Small Islands Developing States (PSIDS) national engagement activities to prepare for the UNFCCC COP27 in Egypt

Dear Focal Points,

The Secretariat is pleased to advise of support available for national activities to support engagement in the UNFCCC Processes and COP27.

The support is valued at US\$10,000 Dollars per country. This funding will fund engagement and preparatory activities which could include but not limited to the following:

- Stakeholder engagement at national, sectoral or community level on national priorities for COP27;
- Communication and advocacy activities; and
- Development of national baselines and consolidation of data and other relevant information to support the development of your national position paper and interventions relevant to your national priorities at COP27.

Should your government be interested please convey the request to Mr. Sefanaia Nawadra, Director General of SPREP email sefanaian@sprep.org and copy the Director of the Climate Change Resilience Programme Ms. Tagaloa Cooper email tagaloac@sprep.org. The request should include an outline of the proposed national activity and budget. To ensure the timely processing of your request for support, please submit your request at your earliest convenient but no later than close of business at 17:00 on Friday 29 July, 2022.

For more information about this support, kindly contact Ms. Filomena Nelson email filomenan@sprep.org.

Yours sincerely,

Easter Chu Shing
Acting Director General

ECG/TC/rmg



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Annex 2: Activity Plan and Budget

CLIMATE CHANGE & DEVELOPMENT AUTHORITY



OFFICE OF THE MANAGING DIRECTOR

3rd Floor, Dynasty Tower, Savannah Heights,
Waigani Drive, WAIGANI, Port Moresby

P O Box 4017, Boroko 111, NCD.
Papua New Guinea



Telephone: (+675) 7411 2493, Facsimile: (+675) 3257620, Email: info@ccda.gov.pg Website: www.ccda.gov.pg

PSIDS SUPPORT BREAKUP

In Country Preparation

	Activities	Accomm (K)	DSA (K)	Advance (K)	Total (K)
A	Presentation of Bonn Outcomes – All Stakeholders			2,000.00	2,000.00
B	Development of Country Position Paper – 2 sessions			5,000.00	5,000.00
C	5 x Inter-Agency Meetings			2,175.00	2,175.00
D	1 x Workshops				
	- Technical Negotiations (9); and	19,200.00	4,200.00		23,400.00
	- High Level Delegation (3)				
				Grand Total	K32,575

"To be the leader in promoting climate resilience, low carbon growth and sustainable development"