



Pacific
Community
Communauté
du Pacifique

Suva Regional Office

Private Mail Bag
Suva, Fiji

Email: spc@spc.int
Phone: +679 337 0733
Fax: +679 337 0021

SPC Headquarters

95 Promenade Roger Laroque
BP D5, 98848 Noumea Cedex
New Caledonia

Email: spc@spc.int
Phone: +687 26 20 00
Fax: +687 26 38 18

MEETING ANNOUNCEMENT

TO : Representatives of Governments and Administrations **No. : 22/61**

COPY : SPC Energy Contacts
Co-Hosting Agencies: (PIFS, PPA, SPREP & USP)
Core Partners: Austria, Norway & UNIDO Development Partners:
ADB, ADFIP, AusAID, EcoCARE Pacific Trust, EU, IRENA,
GET.invest, GIZ, GGGI, IEA, IRENA, ISA, Korean Energy Agency,
NZAID, NDC Hub, One Energy Island, PFAN, PIDF, PRIF, SEIAPI,
SIDS Dock, UNDP, UNESCAP, UPNG, and World Bank)
Sustainable Energy Industry Associations: NECAT, FSEC, SEAP,
SEAV

FILE : PRO 143/1/5/2

DATE : 14 October 2022

SUBJECT : **VIRTUAL MEETING OF THE PACIFIC CENTRE FOR RENEWABLE ENERGY AND ENERGY EFFICIENCY'S STEERING COMMITTEE, 1st DECEMBER 2022**

BACKGROUND

1. The Pacific Community's Centre for Renewable Energy and Energy Efficiency (PCREEE) was established in April 2017 as a regional platform for partnerships to accelerate the region's progress on renewable energy and energy efficiency.
2. The PCREEE's operations is guided by a Project Steering Committee (PSC) that meets annually. The PSC is made up of representatives from Government nominated National Focal Institutions (NFIs) and Thematic Hubs (THs).

OBJECTIVES OF THE MEETING

3. The objective of the meeting is to provide guidance to SPC on the institutional, governance, technical and financial affairs of the PCREEE, including its annual work plan and budget.

DATE OF THE MEETING

4. The meeting will be held virtually on 1st December 2022.

AGENDA / PROGRAMME

5. The draft agenda / programme for the meeting is attached as **Annex 1**.

PARTICIPANTS

6. The usual participants in the meeting are the nominated contacts at the nominated NFIs and THs plus representatives of the development partners. Participation at the PSC meetings are not regular and continuous. The nomination form is attached as **Annex 2**.
7. The 6th PCREEE Steering Committee Meeting on 30th November 2021 therefore endorsed that the NFIs and THs to the PSC be open-ended and for the 7th PSC to be held at the margins of the Pacific Energy Ministers Meeting in 2022. The Pacific Energy Ministers Meeting is now rescheduled to May 2023.

LANGUAGE

8. The meeting will be conducted in the English language only.

VIRTUAL PLATFORM

9. The meeting will be conducted via Zoom. The secretariat will provide the link for the meeting at a later date.

MEETING DOCUMENTS

10. Meeting documents will be made available and can be downloaded from the PCREEE website - <https://www.pcreee.org/event/7th-pcreee-steering-committee-meeting>

TIME DIFFERENCE

11. Given the time difference between the Pacific Islands and Europe, the meeting is planned to take half a day at the most.

CONTACT INFORMATION

12. Completed nomination forms, see **Annex 2**, should be submitted and to be received by the 11th November 2022 at the latest. Further details about this meeting can be obtained from Mrs Sinalauli'i Fifita as per her contacts below:

Sinalauli'i Fifita
Programme Assistant - PCREEE
Georesources and Energy Programme,
Geoscience Energy and Maritime Division
Ph: +676 25209 / Mob: +676 7205759
Email: sinalauliif@spc.int



Dr Paula Vivili

Deputy Director-General, Science and Capability

Attachments : Annex 1 – Draft Meeting Agenda
Annex 2 – Nomination Form

Annex 1

DRAFT MEETING AGENDA

1. Opening
2. Adoption of the 6th PSC meeting Minutes
3. PCREEE Progress Report 2022
4. PCREEE Business Plan / Technical Programme
5. Institutional Structure
6. Financial
7. 2023 Work Programme & Budget
8. Update from the Global Network of Sustainable Energy Centres
9. Other Business & Date and Venue of the next meeting

NOMINATION FORM

**VIRTUAL MEETING OF THE PCREEE STEERING COMMITTEE
1st December, 2022**

Name	
Designation	
Employer	
CONTACT DETAILS	
Postal Address	
Telephone No.	
Fax No.	
Email Address	

Signature of the Nominating Authority and Stamp