

MEETING ANNOUNCEMENT

TO: Representatives of Governments and Administrations in Australia, Cook Islands, Fiji, Kiribati, Tonga, Nauru, New Zealand, Tokelau and Vanuatu
National Statistics Offices
ADB, DFAT, MFAT, PFTAC, PIFS, UNICEF & UNFPA
(representing the UN System), USP and World Bank

No. : 19/36

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DATE: 09.09.2019

SUBJECT **THE 2ND PACIFIC STATISTICS STANDING COMMITTEE (PSSC) MEETING, SPC, NOUMEA, NEW CALEDONIA, 30 – 31 OCTOBER 2019**

1. The Pacific Community (SPC) wishes to advise members that it will convene the 2nd PSSC Meeting on 30 – 31 October 2019 at the Pacific Community headquarters, Noumea, New Caledonia.

OBJECTIVES OF THE MEETING

2. PSSC was established by the 3rd Regional Conference of Heads of Planning and Statistics at its meeting in July 2010. Its main purpose is to oversee the implementation of the Ten-Year Pacific Statistics Strategy 2010 - 2020.

MEMBERS AND COMPOSITION OF DELEGATION

3. PSSC members are Government Statisticians (or a senior representative) of Australia, Cook Islands, Fiji, Kiribati, Tonga, Nauru, New Zealand, Tokelau and Vanuatu. Cook Islands and Tonga represent the Polynesia sub-region. The Melanesia sub-region is represented by Fiji and Vanuatu; and the Micronesia sub-region is represented by Kiribati and Nauru. Tokelau represents smaller National Statistics Offices.
4. ABS and Statistics NZ, the two advanced National Statistics Offices in our region, have generously and willingly supported PSSC since its establishment in 2013, and are members of PSSC.
5. In order that the necessary administrative arrangements are completed on time, we would request you to please fill in the attached nomination forms and email directly to Ms Christine Bury (ChristineB@spc.int) with a copy to Sandra Gianini (SandraG@spc.int) **no later than 15 September 2019**.

SPC Headquarters: Noumea, New Caledonia. Regional offices: Suva, Fiji, and Pohnpei, Federated States of Micronesia.
Country office: Honiara, Solomon Islands.

For contact details – Website: www.spc.int Email: spc@spc.int

Siège de la CPS : Nouméa (Nouvelle-Calédonie), Antennes régionales : Suva (Fidji) et Pohnpei (États fédérés de Micronésie)
Bureau de pays : Honiara, (Îles Salomon).
Site Web : www.spc.int Courriel : spc@spc.int

OBSERVERS MEMBERS

6. In line with SPC-organised meetings' structure, representatives of donors and development partners currently supporting the Ten-Year Pacific Statistics Strategy (TYPSS) are also invited to attend the PSSC Meeting as observers.
7. Currently, DFAT and MFAT are invited as the two main funding partners of TYPSS. In addition, ADB, PFTAC, PIFS, USP, UNICEF, UNFPA and World Bank are invited as main development collaborates working under the Regional Statistics Partnership Programme.
8. Representatives, which includes colleagues from the Australian Bureau of Statistics (ABS) and Statistics New Zealand (SNZ), will be fully responsible for their travel arrangements and expenditures.

VENUE

9. The Meeting will be held at the SPC Archive room, Noumea, New Caledonia.

AGENDA

10. Final Agenda is to be distributed in due course.
11. We aim to make the meeting as paperless as possible. Meeting documents will be available via the SDD website. Documents will be uploaded to the site from 15 October 2019.
12. The Meeting will be conducted in English.

MEETING PAPERS

13. All delegates leading a conference session are to email appropriate meeting papers to **Epeli Waqavonovono, Director, Statistics for Development Division** epeliwa@spc.int who will categorise conference papers and distribute before the meeting; any such papers should be submitted by **30 September 2019**.

TRAVEL, ACCOMMODATION AND FINANCIAL ARRANGEMENTS

14. SPC sponsored PSSC members and delegates will be accommodated at the Nouvata Hotel. Rooms are single occupancy and will be pre-paid for the length of each delegate's stay in Noumea as part of the per diem.
15. The Pacific Community will settle accounts for ROOM and PACKAGE ONLY (for one person) directly to the hotel. Other costs incurred at the hotel will be charged to the meeting delegate. Delegates are personally responsible for settling their accounts prior to departure.
16. In line with SPC travel policy, SPC will provide the sponsored PSSC members and delegates with:
 - a. Return air fares (economy class), based on the most direct route and economical fare, between the representative's country and Noumea, New Caledonia. Purchased tickets cannot be changed without the clearance of the meeting secretariat. Any fee or extra charges resulting from the changes will be at the cost of the delegate.

- b. The Secretariat will organise and cover the airport transfers fee for sponsored participants on arrival and departure from Noumea, New Caledonia.
 - c. Per diems at standard SPC rates to cover costs for necessary overnight transit stops en-route as well as for living expenses and incidentals while in Noumea. Participants who require accommodation for additional nights en-route will need to arrange these themselves and will be responsible for paying all hotel cost (while in transit), meals, local transportation and incidental expenses from the allocated per diem.
 - d. Please retain all boarding passes while in transit, as these will be required to collect per diems.
17. The SPC Meeting Organiser will require all participants receiving per diems to sign the SPC Travel receipt as a standard administrative requirement. If participants have not collected their per diem please inform the meeting Secretariat.
18. Observers attending the meeting will be self-funded. On request, SPC can provide these participants with a list of suitable nearby hotels where bookings and airport transfer can be made.

VISA REQUIREMENTS

19. Visas are no longer required for entry into New Caledonia for stays of up to three months for nationals of all SPC member countries but travel to SPC requires that travellers have:
- Their passports valid for up to 6 months
 - A return ticket.
20. To facilitate entry process, SPC will inform the New Caledonia border control police of the incoming sponsored participant's names attending the meeting, to comply with the new entry procedure.
21. Participants are responsible to apply for any transit visa en route as required. SPC can facilitate and assist this process if required.
22. Observers attending the meeting will be required to provide the below documents to enter New Caledonia:
- A valid passport for up to 6 months
 - Proof of accommodation (hotel booking in Noumea)
 - Compulsory insurance certificate
 - A return ticket
 - Any document providing details on the traveller's status, occupation and main reason for travelling, if it is professional as proof of sufficient financial resources.
23. SPC will liaise with Immigration authorities to facilitate entry to New Caledonia for Observers attending the meeting providing us with the attendance form with ETA/ETD and confirmed booked accommodation by the 04.10.2019 at the latest.

TELECOMMUNICATIONS

24. \Telephone, fax and internet facilities are available at hotels. Charges for all telephone calls, faxes and internet use are the responsibility of the representatives incurring them. Internet is free at the conference venue.

POWER SUPPLY

25. New Caledonia uses '2 round-pin plugs'. The power supply is 220/240 volts.

CURRENCY and BANKING FACILITIES

26. The currency used in New Caledonia is the Central Pacific Franc (XPF). Current approximate exchange rates for some major currencies are as follows:

Currency	XPF
1 Euro	119
1 USD	100
1 AUD	70
1 NZD	67

27. Major international credit cards are accepted at most hotels and some restaurants and stores. Traveller cheques are also widely accepted at major banks and hotels.
28. Local currency i.e. the Pacific franc can be obtained from ATM machines located at banks close to SPC and surrounding hotels.
29. We advise participants to change their foreign currencies at Tontouta airport, since banks in New Caledonia only provide this service to their own customers.

CLIMATE

30. The average daily temperature in New Caledonia in November is around 27 degrees Celsius. For weather, please check the 10 days forecast on:
<http://www.meteo.nc/nouvelle-caledonie/previsions/bulletin>

INSURANCE

23. The Pacific Community does not insure participants while attending meetings or during travel to and from meetings and will not be responsible for expenses arising from sickness, injury or other disability or loss of life.



Cameron Diver
Deputy Director-General



ATTENDANCE INFORMATION FORM/ SPC sponsored delegates

2nd Pacific Statistics Standing Committee Meeting (30-31.10.2019) Noumea – New Caledonia

Please complete and return this form together with a copy of the “information page” and the expiry date of **your valid passport**, to the Statistics for Development Division by e-mail no later than 15 September 2019. Kindly mark it to the attention of Ms Christine Bury (ChristineB@spc.int) with a copy to Mrs Sandra Gianini (SandraG@spc.int)

We need these soonest to be able to book accommodation, do ticketing and organise airport transfers.

Personal details

Family name (as it appears on the passport)	
First name(s) (as it appears on the passport)	
Title Mr/Mrs/Ms/Miss	
Passport number	
Expiry date	
Date and place of issue	
Nationality	
Job title	
Department/Ministry with full mailing address	
Work phone number	
Private phone number	
Email address	
Special dietary request	

Name and address of person to be contacted in case of emergency

Name	
Address	
Phone contact	
Email address	
Relationship of this person to you	



Pacific
Community
Communauté
du Pacifique

ATTENDANCE FORM – Observers / Self-fund participants

**2nd Pacific Statistics Standing
Committee Meeting
(30-31.10.2019)
Noumea – New Caledonia**

ATTENDANCE INFORMATION FORM
(please type or print)

1. GIVEN NAME	
2. FAMILY NAME	
3. FUNCTIONAL TITLE:	
4. ORGANISATION:	
5. OFFICIAL MAILING ADDRESS:	
6. E-MAIL	
7. TEL	
8. Special dietary request	

Please complete and return this to the Statistics for Development Division by e-mail **no later than 04 October 2019**. Kindly mark it to the attention of Ms Christine Bury (ChristineB@spc.int) with a copy to Ms Sandra Gianini (SandraG@spc.int) to duly register your attendance at the meeting.

TRAVEL & BOOKING ACCOMODATION DETAILS
to duly inform New Caledonia's immigration

1. Accommodation in Noumea		
2. ARRIVAL IN NOUMEA	Date:	
	Flight Nr:	
	Time of arrival:	
3. DEPARTURE FROM NOUMEA	Date:	
	Flight Nr:	
	Time of departure:	