



## Pacific Disaster Risk Reduction Officials Meeting

14<sup>th</sup> and 16<sup>th</sup> September 2022

Nadi, Fiji

Hybrid Meeting: In-person and Virtual

### PROVISIONAL ANNOTATED AGENDA

This meeting will be convened in two parts on 14<sup>th</sup> August and 16<sup>th</sup> August. The purpose of the Pacific Disaster Risk Reduction Officials Meeting is twofold: (i) ensure that officials are fully versed with the intent, scope and approach to the Ministers meeting noting that advice in this regard will be circulated in advance of the meeting to all members, and; (ii) discuss further comments and finalise the draft Declaration noting that an initial draft will also be circulated in advance of the meeting.

### Closed Meeting

#### Day One, Wednesday 14<sup>th</sup> September

1. Appointment of the Chair (3.30pm)

To be officiated by the SPC.

2. Call to Order and Opening Remarks by the Chair (3.35pm)

The Chair will call the meeting to order and deliver opening remarks.

3. Adoption of the Agenda & Meeting Timetable (3.40pm)

The Chair will invite Officials to adopt the agenda and meeting timetable.

4. Focus of the DRR Officials Meeting (3.45pm)

The Chair will invite SPC and PIFS to explain the purpose and intended outcomes of the DRR Officials Meeting.

5. Appointment of Drafting Committee for the Ministers Meeting Declaration (4.00pm)

The Chair will invite nominations for the Drafting Committee for the Ministers Meeting Declaration and also invite nominations for the Chair of the committee.



The Drafting Committee will be supported by SPC and PIFS who will provide advice on the drafting process for the approval of the DRR Officials Meeting.

6. Meeting to Adjourn (4.10)

The Chair will adjourn the meeting and invite Officials to reconvene on Friday 16<sup>th</sup> September at 9.00am.

The Chair will also invite the Chair and members of the Drafting Committee to immediately convene with SPC and PIFS to discuss the drafting process.

*Following the adjournment, Officials will accompany Ministers to the Traditional Ceremony of Welcome at 5.00pm followed immediately by the Welcome Reception hosted by the Government of Fiji at 6.00pm.*

Day Two, Friday 16<sup>th</sup> September

7. Call to Order and Reflections from Day 1 of the Ministers Meeting (9.00am)

The Chair will call the meeting to order and invite Officials to share any reflections from Day 1 of the Ministers Meeting.

8. Consideration of Draft Declaration (9.10am)

The Chair will invite the Chair of the Drafting Committee to present the draft Declaration assisted by SPC and PIFS. The Chair will then invite comments on the draft and seek endorsement of agreed changes.

BREAK – (10.00am) - Official Photo and Morning Tea

9. Consideration of the Draft Declaration – Cont'd (10.15am)



#### 10. Meeting Close (11.00am)

The Chair will thank the Officials, invite final comments and then close the meeting.

*Following this agenda item, the Officials meeting concludes. Officials will then re-join Ministers in their meeting for the briefing on the APMCDRR at 11.30am and subsequent agenda items in the Minister's meeting agenda.*

*It is to be noted that the Drafting Committee will need to be prepared to make further adjustments to the draft Declaration, if needed, during the lunch break at the Ministers meeting. Ministers will be making final comments in connection with item 13 on their agenda and this may necessitate changes to the draft Declaration.*