



Adaptation Futures Conference 2025

Dates of Meeting	Monday 13th October – Thursday 16th October
	As lead presenter, please use this runsheet template to outline the format and requirements of your presentation. Please return one runsheet per presentation, by Friday, 26 September .
Session Name	<i>Ocean, Islands, Futures</i>
Presentation Name	<i>Understanding Loss and Damage in the Pacific: Local Perspectives and Regional Approaches</i>
Session date and time	Monday 13 October 1.30pm - 2.30pm
Moderator	Filomena Nelson
Names and roles of presenters	Moderator: Paddy Pringle – Welcomes the audience, provide an overview of the session, and introduces the panellists. Panellists: - Filomena Nelson will speak to the work at the regional level on loss and damage. - Bertine Lakjohn will present on the experienced loss and damage in the Republic of Marshall Islands and what RMI is doing to address their key priority loss and damage responses. - Mereana Bishop will share a case study on loss of pupu and how this is affecting ability of women in Cook Islands in particular the island of Mangaia to collect the pupu for their handicrafts. - Matereti Mateiwai will speak to the Fiji's relocation initiative.
Remote presenters	Please advise any presenter names who are joining remotely as they will be sent a zoom link and instructions directly. Not Applicable
Presentation files	Please submit a copy of your presentation to this link by Friday, 3rd October. There will be an AV tech in your room, and a speaker preparation room onsite you can visit prior to your session to ensure everything is set up correctly
Room set up	Each room will either be set as theatre (chairs only) or cabaret (chairs and tables) depending on the overall session presentation types. You can see how your room will be set up here. Each room will be equipped with a - Laptop - data projector - lectern 4x person panel table with 2x tabletop microphones (except Exhibition Hall 4 and Town Hall Auditorium which will be casual seating) 2x roving handheld microphone. There will also be a session facilitator and ambassador in the room to ensure the session runs to time.
Equipment requirements	Please advise any additional equipment you require for your presentation. Items can be arranged at the prices below (per item, per use, excluding GST). Kindly indicate the quantity required in the space provided: NO \$50 Whiteboard with pens – Qty: _____ \$40 Flipchart with paper and pens – Qty: _____ \$50 Poster board (2.3x1.2m) for displaying items – Qty: _____ \$55 Box of 50 standard Bic pens – Qty: _____ \$10 A4 ream of 500 sheets – Qty: _____ - Other: _____



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		Please note: the venue does not allow anything to be stuck or attached to the walls. If you require items to be displayed around the room, please order a poster board.	
Delegate requirements		Please advise if you require attendees to bring specific items eg laptop This will be included in the presentation description on the programme however we cannot guarantee attendees will action - NO	
Printing		If you require anything printed for your session, you must arrange this at your own cost. Please contact info@cq.co.nz	
Recording permission		Every session and presentation is being recorded and provided to all attendees' post event. Please indicate if you give permission for your presentation recording to be shared to delegates for post-conference viewing. Please note the recording will only include the speakers and panellists that have provided individual recording permission. – THIS IS FINE.	
Schedule for example - if each presenter will be taking turns presenting, how long will they be speaking for and in what order? Will there be Q&A and/or breakouts Please note if your session is in a live streamed room (below), virtual attendees will <u>not</u> be able to participate in breakouts but they will be able to ask questions via the platform			
Time	What	Who	
15 minutes prior to session	All presenters to go to session room	All	
1.30pm – 1.40pm	Introduction and scene setting presentation	Paddy Pringle	
1.40pm – 1.45pm	Presentation – Filomena Nelson, SPREP	Filomena Nelson	
1.45pm – 1.50pm	Presentation – Bertine Lakjohn, RMI	RMI	
1.50pm – 1.55pm	Presentation – Mereana Bishop, Cook Islands	Cook Islands	
1.55pm – 2.00pm	Presentation – Matereti Mateiwai, Fiji	Matereti Mateiwai	
2.00pm – 2.20pm	Q&A with panellist and audience, moderated by Paddy	All	
2.20pm – 2.25pm	Closing remarks	Paddy Pringle	
Live-streamed Please note live-streamed is different to remote speaker who will be joining via zoom. All rooms will allow remote speakers.		Some rooms will be live streamed to allow online attendees to view the session via a platform. The platform allows for one way viewing and online engagement via the Q&A feature so please plan your presentation accordingly. You can see if your room will be live streamed here . If having live streaming breakouts for the online attendees is a key requirement of your presentation please email af2025@adaptationfutures2025.com to advise us of your online facilitator/s and to discuss your requirements.	