



Our Ref.:

Your Ref.:

27 January 2017

Subject: Financial Assistance for Developing Country Attendance at the Twelfth Session of the Commission on Phytosanitary Measures to be held in Incheon, Republic of Korea from 5 to 11 April 2017

Dear IPPC Contact Points,

I refer to the letter from the Director-General dated 27 January 2017 (ref C/X/AGP-729) inviting Contracting parties to the International Plant Protection Convention (IPPC) to participate in the Twelfth Session of the Commission on Phytosanitary Measures (CPM-12).

The European Union and the Republic of Korea have generously made funds available to support developing country participation in the CPM-12 Meeting. Consequently some financial assistance can be provided from the IPPC trust funds for the attendance of a limited number of delegates from developing countries at the Twelfth Session of the CPM. As in the past due to the limitation of funds and to the additional increase of contracting parties from developing countries, funds will be available only to assist members from the low- and lower-middle-income economies, using the World Bank country groupings. Each member state is responsible for understanding the circumstances of their eligibility before traveling and no exceptions will be made. Shall you wish to be considered for travel assistance please send an email to IPPC-CPM12@fao.org and see this web link for additional information: (<https://www.ippc.int/publications/criteria-used-prioritizing-participants-receive-travel-assistance-attend-meetings>).

Should you have any questions regarding the circumstances of your support, they should be addressed to the Secretariat before arriving to the Republic of Korea for the CPM. Once in the Republic of Korea, no exceptions or alterations will be made to your travel arrangements.

Countries that intend to send more than one participant will be given low priority for financial assistance. Please note the following:

- a) Financial assistance is subject to the continued availability of funds;
- b) Financial assistance is available for only one delegate per country, to be designated by the Government (highest priority will be given to those developing countries that have not been represented at a previous Commission meeting);
- c) Financial assistance will consist of:
 - A pre-paid economy class round-trip air ticket, and, only if your country qualifies (no exceptions will be made);
 - Participants are responsible for directly booking and paying their hotel unless otherwise informed. Refer to the Local Information Paper for additional information posted in [Local Information in Republic of Korea](#)
- d) Financial assistance will only be considered after formal nomination of the national delegate and at the specific request of the national authorities.
- e) Should you be eligible for financial assistance, you will be sent a separate email notifying them of the circumstances of their support, along with information concerning responsibilities as a delegate and attendance requirements.

Requests for financial assistance must be sent to the IPPC Secretariat email box IPPC-CPM12@fao.org **no later than 15 February 2017**. Please note that requests received after this date will not be considered.

Attention is drawn to the strict provisions in force regarding entry into Republic of Korea, including the refusal of entry to persons not having required visas. Participants are advised to enquire at the nearest Republic of Korea Diplomatic mission whether visas are required to enter to Republic of Korea, at least 30 days before the date of the meeting. Kindly refer for further information at the Local Information Paper posted in [Local Information in Republic of Korea](#) .

We would like to draw your attention to the invitation letter <https://www.ippc.int/en/core-activities/governance/cpm/> which will be sent by the Director General to contracting parties regarding the submission of credentials (example of credentials at <https://www.ippc.int/en/publications/83966/>)

The original copy of the credentials of the representative(s) as well as the names of alternate representatives and advisers should **be submitted by 17th March 2017 to:**

*Secretariat of the IPPC
Plant Production and Protection Division (AGPM) Food and Agriculture Organization of the
United Nations
Viale delle Terme di Caracalla
00153 Rome, Italy
Tel: (+39 06) 5705 4812
e-mail: IPPC-CPM12@fao.org*

Please note that credentials of Members and Associate Members of the Organization shall be valid if they:

- i. bear the signature, or are signed on behalf of, either of the following: the Head of State, the Head of Government, the Minister of Foreign Affairs or the Minister of the Department concerned;
- ii. letters signed by an ambassador, chief of mission, or chargé d'affaires, which contain a phrase confirming that they are acting upon instruction from their governments;
- iii. "Ordres de Mission" if specific mention is made of the current session of the CPM-12 and if they are signed by the Minister concerned;
- iv. Notes Verbales; and
- v. scanned copies of the original credentials.

If credentials are submitted in copy, the original should be submitted upon registration

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Yours sincerely,

A handwritten signature in black ink, reading "Jingyuan Xia". The signature is written in a cursive, flowing style with a prominent initial 'J'.

Jingyuan Xia

Secretary

International Plant Protection Convention (IPPC)