



Our Ref.: C/X/AGP-729

Your Ref.:

1 December 2011

**Subject: Financial Assistance for Developing Country Attendance at the Seventh Session of the Commission on Phytosanitary Measures in Rome from 19 to 23 March 2012**

Dear IPPC Contact Point,

The formal invitation letter from the Director-General (ref. C/X/AGP-729) inviting Contracting Parties to the International Plant Protection Convention (IPPC) to participate in the Seventh Session of the Commission on Phytosanitary Measures (CPM), is under final preparation and should be dispatched to FAO contact persons by mid-December 2011. As a result, deadlines for logistics will be tight and we are sending out this letter from the IPPC Secretariat earlier than normal.

The European Union has generously once again made funds available to support developing country participation in various IPPC-related activities. Some funds have been made available from this special trust fund and from the Trust Fund for the IPPC to assist with Member (Contracting Party) participation in the CPM 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 Seventh Session of the CPM. As funds are limited (as for 2011), and the number of contracting parties from developing countries increase, it is likely that funds will only be available to assist members from the low- and lower-middle-income economies, using the World Bank country groupings. Please see this web link for additional information:

[http://web.worldbank.org/WBSITE/EXTERNAL/DATASTATISTICS/0,,contentMDK:20421402~pagePK:64133150~piPK:64133175~theSitePK:239419,00.htm#Low\\_income](http://web.worldbank.org/WBSITE/EXTERNAL/DATASTATISTICS/0,,contentMDK:20421402~pagePK:64133150~piPK:64133175~theSitePK:239419,00.htm#Low_income)

Countries that intend to send more than one participant (other than their permanent representative to FAO) will be given low priority for financial assistance. Please note that this financial assistance:

- (a) is subject to the continued availability of funds;
- (b) 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) will consist of:
  - a pre-paid economy class round-trip air ticket, and if your country qualifies
  - a per diem contribution towards living expenses (to help cover hotel costs) for each day of the five-day meeting, plus one day of travel time, where applicable, which will be made available to the delegate upon arrival at FAO Headquarters in Rome. Depending on the number of requests received, it is possible that in some situations financial assistance will be restricted to air fares only; and
- (d) will be considered only after formal nomination of the national delegate and at the specific request of the national authorities.

**The deadline for receipt of any such request for financial assistance is 13 January 2012. Requests received after this date may not be considered.** Requests for financial assistance should be sent to the IPPC Secretariat as soon as possible (email address: [ida.mancini@fao.org](mailto:ida.mancini@fao.org); fax: +39-0657054819).

cc: Permanent Representatives to FAO  
FAO Representatives

Please note that the Secretariat of the International Plant Protection Convention is unable to make hotel arrangements for participants attending the meeting. Participants coming from countries with Permanent Representations in Rome are advised to contact them for assistance in this matter.

Attention is drawn to the strict provisions in force regarding entry into Italy, including the refusal of entry to persons not having the required visas. Participants requiring entry visas must obtain these from the Italian Consulate or Diplomatic Mission in their country before leaving for Rome. It should be noted that, since Italy's adherence to the Schengen Agreement, the issuance of an Italian entry visa may require up to three weeks. Those participants travelling from a country where there is no Italian Consulate or Diplomatic Mission may obtain a visa on arrival in Rome provided that they advise the FAO Protocol Branch, Rome, by fax of their arrival. Participants must provide their full name, date and place of birth, nationality, passport number, flight number, date of arrival and their travel itinerary. This information must reach FAO at least three weeks before the arrival of participants to permit the Protocol Branch to request the issue of an entry visa at Rome airport or other point of entry into Italy. Participants failing to comply with the above will not be allowed by the Italian authorities to enter Italy. **It is highly recommended that all participants obtain the necessary information regarding their visa well in advance of their date of departure.**

**We would like to draw your attention to paragraph 6 of the invitation letter to be sent by the Director General to contracting parties regarding the submission of credentials:**

"The credentials of the representative(s) as well as the names of alternate representatives and advisers should be submitted to the Secretariat. The credentials should be issued either by the Head of State or Government, the Minister of Foreign Affairs or Minister of Agriculture or, in the case of a regional economic integration organization, by the competent authority of that organization. An example of credentials, issued by a Minister of Foreign Affairs, is attached for your information. If credentials are submitted in copy or by fax, the original should be submitted upon registration."

The Director-General would appreciate being informed by 13 January 2012 of the observers designated to attend the Seventh Session. Meeting registration is on-line registration system for participants to FAO meetings and online registration is accessible through the password-protected FAO Permanent Representatives Website (PRWS) at <http://permereps.fao.org/>. Instructions for online registration can be downloaded from the PRWS. Please note that online registration requires the uploading of a recent passport-size digital photograph. This registration is no longer controlled by the IPPC Secretariat and failure to register correctly or provide a passport sized photograph is likely to ~~cause significant delays in access to the FAO premises.~~

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Yours sincerely,



Yukio Yokoi  
Secretary  
International Plant Protection Convention