



الاتفاقية الدولية  
لوقاية النباتات  
国际植物  
保护公约

International Plant  
Protection Convention  
Convention internationale  
pour la protection des végétaux

Международная конвенция по  
карантину и защите растений  
Convención Internacional  
de Protección Fitosanitaria

Rome, 9 January 2019

**Subject: Financial Assistance for Developing Country Attendance at the Fourteenth Session of the Commission on Phytosanitary Measures to be held in Rome from 1 to 5 April 2019**

Dear IPPC Contact Points,

I refer to the letter from the Director-General dated 08 January 2019 (ref C/X/AGP-729) inviting contracting parties to the International Plant Protection Convention (IPPC) to participate in the Fourteenth Session of the Commission on Phytosanitary Measures (CPM-14).

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 project to assist with Members (Contracting Parties) participation in the CPM meeting. Consequently, some financial assistance can be provided for the attendance of a limited number of delegates from developing countries at the Fourteenth Session of the CPM. Due to this limitation of funds and to the increased demand of contracting parties from developing countries for funding, priority of funding will be given mainly to secure the quorum and regional geographical representation balance through primarily assisting members from the least developed countries. Other lower-middle-income countries, will be considered for funding based on the availability of funds and applied IPPC criteria, and based on the World Bank country groupings. Granted financial assistance will be for only one delegate per country, to be designated by the Government. Each contracting party is responsible for understanding the circumstances of their eligibility before traveling and no exceptions will be made. Please see this web link for additional information: <https://datahelpdesk.worldbank.org/knowledgebase/articles/906519-world-bank-country-and-lending-groups>

**Should you have any questions regarding the circumstances of your support, they should be addressed to the Secretariat before arriving to Rome for the CPM at [ippc@fao.org](mailto:ippc@fao.org).** Once in Rome, no exceptions or alterations will be made to your travel arrangements.

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);
- In line with the current procedures, the Organization will directly book and pay the hotel accommodation through its own travel agency (CWT). As a consequence, the DSA paid to the participants to this meeting will be correspondingly reduced by the lodging portion of the DSA (it will cover meals and incidental expenses). CWT will issue the hotel voucher and will send it to each participant by email.
- Financial assistance will only be considered after formal nomination of the national delegate and at the specific request of the national authorities.
- Once nominated, the traveler 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 address: [ippc@fao.org](mailto:ippc@fao.org)) **no later than 05 February 2019**. Please note that requests received after this date will not be considered.

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. It is highly recommended that all participants obtain the necessary information regarding their visa well in advance of their date of departure.

In the light of the above requirement, we would like to inform all participants that the travel authorisation will be raised and approved only upon receipt of confirmation of the entry visa obtained.

We would like to draw your attention to the invitation letter ([https://www.ippc.int/static/media/files/publication/en/2019/01/C\\_X\\_AGD\\_729\\_letter\\_en\\_rllirZ.pdf](https://www.ippc.int/static/media/files/publication/en/2019/01/C_X_AGD_729_letter_en_rllirZ.pdf)) sent by the Director General to contracting parties regarding the submission of credentials (example of credentials at [https://www.ippc.int/static/media/files/publication/en/2019/01/credentials\\_sample\\_2019\\_En\\_5fcwgre.pdf](https://www.ippc.int/static/media/files/publication/en/2019/01/credentials_sample_2019_En_5fcwgre.pdf))

“The credentials of the representative(s) as well as the names of alternate representatives and advisers should be submitted to:

***Secretariat of the IPPC  
Agriculture and Consumer Protection Department (AG)  
Food and Agriculture Organization of the United Nations  
Viale delle Terme di Caracalla  
00153 Rome, Italy  
Tel: (+39 06) 5705 4812  
e-mail: [IPPC@fao.org](mailto:IPPC@fao.org)***

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 the original should be submitted upon registration.”

.../..

Online registration will be accessible through the password-protected area of the FAO Members Gateway at <http://www.fao.org/members-gateway/home/en>. Instructions for online registration can be downloaded from the website. 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.

Yours sincerely,

A handwritten signature in black ink, reading "Jingyuan Xia". The signature is written in a cursive, flowing style.

Jingyuan Xia

Secretary

International Plant Protection Convention (IPPC)