

Instructions for applications for assistance with travel and daily subsistence allowance for delegates from developing countries in respect to meetings with the Commission on the Limits of the Continental Shelf or its subcommissions

According to the terms of reference of the voluntary Trust Fund for the purpose of facilitating the preparation of submissions to the Commission on the Limits of the Continental Shelf for developing States, in particular the least developed countries and small island developing States, and in compliance with article 76 of the United Nations Convention on the Law of the Sea, as amended by paragraph 37 and the Annex to General Assembly resolution 70/235, financial assistance from the Trust Fund is available for:

“Air travel and daily subsistence allowance for up to three members of a delegation when the Commission or relevant subcommission has invited that delegation to attend its meeting or session, except in cases where a joint submission of three or more States is being considered, for which a maximum of six members total of such a joint delegation may receive assistance.”

The Permanent Mission of any Government wishing to apply for the above-mentioned financial assistance, should submit an application to the Division for Ocean Affairs and the Law of the Sea (the Division) no later than 30 days prior to the first day of meeting(s) with the Commission or subcommission, for which assistance is sought.

The requirements for the application are:

- (1) A copy of the communication from the Commission inviting the State to attend its meeting or session;
- (2) A communication from the requesting Government(s) nominating the delegate(s) who will attend a meeting or session of the Commission or subcommission, and clearly indicating the following, for each delegate:
 - a. The dates during which each delegate will be required to attend such meeting or session;
 - b. What type assistance is being sought (daily subsistence allowance, air travel or both); and
 - c. Any assistance with travel, per diems or accommodations that will be provided by the Government.
- (3) A copy of the passport information page and any required visas for each delegate; and
- (4) Completed and signed [application](#) and [F249](#) banking forms for each delegate.

In this connection, it is noted that if assistance for travel is requested, economy round-trip airline tickets will be issued directly by the United Nations in due course. It is of the utmost importance that the beneficiaries of the travel assistance do not purchase their own tickets. Upon their arrival in New York, and upon their return home, all travelers benefiting from assistance are required to provide the Division with copies of all boarding passes.

Please note that daily subsistence allowance will be provided in order to support the participation of the designated members of the Delegation at the meetings for which assistance is requested. Should there be any absences by one or more of these delegates during these meetings, however, the daily subsistence allowance will be reduced accordingly, including through a request for refund of amounts advanced, if applicable. Failure by one or more of these delegates to attend the session will result in a request for a refund of the entirety of the daily subsistence allowance related to that/those delegate(s) as well as a request for reimbursement of airfare costs.