

4 ALBERT EMBANKMENT
LONDON SE1 7SR
Telephone: +44 (0)20 7735 7611 Fax: +44 (0)20 7587 3210

Circular Letter No.4704
17 March 2023

To: All IMO Members
United Nations and specialized agencies
Intergovernmental organizations
Non-governmental organizations in consultative status

Subject: **Call for applications to the Voluntary Multi-Donor Trust Fund (VMDTF) for financial support to participants from developing countries, particularly Small Island Developing States (SIDS) and Least Developed Countries (LDCs) to attend meetings of the Marine Environment Protection Committee (MEPC 80) and the Intersessional Working Group on Greenhouse Gas Emissions (ISWG-GHG 15)**

Introduction:

1 Further to Circular Letter No.4703 of 16 March 2023 which communicated information relating to the establishment of the Voluntary Multi-Donor Trust Fund (VMDTF) to support participants from developing countries, particularly small island developing States (SIDS) and least developed countries (LDCs) in attending IMO meetings, the Secretary-General is pleased to announce that applications for financial support through the VMDTF are now open for sponsored[funded] participation the forthcoming fifteenth Intersessional Working Group on Greenhouse Gas Emissions (ISWG-GHG 15) and the eightieth session of the Marine Environment Protection Committee (MEPC 80), being held back to back between 26 and 30 June 2023 and 3 and 7 July 2023, respectively.

2 The objective of the Fund is to provide financial assistance to representatives of LDCs and SIDS who are IMO Member States in attending the meetings of MEPC and meetings related to Greenhouse Gases (GHG) matters. The Fund will cover the costs of the economy round-trip air fares and respective daily subsistence allowance (DSA), limiting requests for assistance from this trust fund to one delegate for each Member State for each session of MEPC and ISWG-GHG.

Method of Application for financial assistance

3 The requesting State, its Permanent Mission, or in its absence, its respective Ministry, shall send a formal communication together with an application form to the IMO Secretariat, requesting financial assistance from the Fund for one representative. The request for financial assistance should be made as soon as possible, but at least three months before the meeting starts. The Fund application form is annexed to this circular letter.

4 IMO is strongly committed to the UN Sustainable Development Goals (SDGs), particularly Goal 5: Achieve gender equality and empower all women and girls. Accordingly, Member States are encouraged to include women in their nominations for delegations. Administrations are also encouraged to use this Trust Fund to develop relevant Government officials.

Status of the Fund and current eligibility for funding

5 Currently, only two hundred thousand Euros (€200,000) is potentially available in the Fund. Therefore, only a limited number of participants from SIDS and LDCs are eligible to be funded for the forthcoming ISWG-GHG 15 and MEPC 80. Member States are therefore strongly encouraged to contribute to the Fund to ensure its sustainability. The Fund is also open for contributions from non-governmental organizations, intergovernmental organizations, other interested entities, and individuals, noting that contributions will remain anonymous, unless otherwise requested, without option of donors to target specific beneficiary States, regions, with their contributions, beyond supporting the Fund's overall mandate.

Submission of completed application forms

6 IMO Member States that are developing countries, and particularly those that are LDCs or SIDS in line with the official United Nations List of LDCs and SIDS* are eligible and strongly encouraged to apply for financial assistance to attend the abovementioned meetings. Completed application forms should be addressed to:

Mr William Azuh
Deputy Director, Subdivision for Maritime Development,
Technical Cooperation Division, IMO Email address: Wazuh@imo.org

with copy to:
Mr Amr Hussein
Programme Officer, Africa and the Middle East Section, Subdivision for
Maritime Development, Technical Cooperation Division, IMO.
Email address: Ahussein@imo.org; and: vmdtf-developingcountries@imo.org

Closing date for the submission of applications

7 Please be advised that the closing date for the submission of all completed application forms, is Monday, 3 April 2023. Successful participants to be sponsored by IMO will be notified by 15 April so as to allow Member States sufficient time to apply for entry visa to the United Kingdom and to make other logistical arrangements.

8 It will therefore be appreciated if applying authorities give this circular letter urgent attention.

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* <https://www.un.org/ohrls/>

ANNEX

TRUST FUND APPLICATION FORM

IMO Voluntary Multi-Donor Trust Fund – assistance to least developed countries (LDCs) and small island developing States (SIDS), to attend MEPC 80 and ISWG-GHG 15

General Instructions: This form must be completed in "TYPE WRITTEN" format and submitted within the established deadlines with the following supporting documents:

- 1 A Note Verbale conveying the nomination through the Government's Permanent Mission in London, United Kingdom;
- 2 A copy of the biodata page of the applicant's national passport; and
- 3 Completed payment instructions Form.

Meeting information:

Name of meeting: Fifteenth session of ISWG-GHG (26-30 June 2023) and eightieth session of MEPC (3-7 July 2023)

Location of Meeting: IMO Headquarters, London

Date of first working day: 26 June 2023

Date of last working day: 7 July 2023

Participant information:

Surname or Family Name as in passport	Given Name	Middle Name
Gender	Date of Birth (dd.mm.yyyy)	City of Birth Country of Birth
Passport Number	Passport Date of Issuance (dd.mm.yyyy)	Passport Date of Expiration (dd.mm.yyyy)
Place of Issuance	Country of Issuance	

Contact information:

Departure City/Airport:			
Home Address			
City	Postal Code	State/Province	Country
Email address			
Phone number (including international dialing code)		Mobile number (including international dialing code)	

I hereby certify that I will adhere strictly to the rules of the International Maritime Organization, including those governing the granting of assistance under trust funds including those applicable to travel.

Signature

Date