



*Ad Hoc Committee to
Elaborate a Comprehensive International Convention on Countering
the Use of Information and Communications Technologies for
Criminal Purposes*

Call for Applications

for financial support to participate in the sixth session of the Ad Hoc Committee to Elaborate a Comprehensive International Convention on Countering the Use of Information and Communication Technologies for Criminal Purposes

in New York, 21 August to 1 September 2023

Member States are herewith informed that the call for applications for financial support to participate in the sixth negotiating session of the Ad Hoc Committee to be held in New York, from 21 August to 1 September 2023, is now open.

Pursuant to operative paragraph 5 of the General Assembly resolution [74/247](#) and operative paragraph 13 of General Assembly resolution [75/282](#), and based on the predictable availability of voluntary contributions, the call is open for developing countries, especially those that do not have resident representation in New York, to nominate **one delegate per country** to be financially supported to the meeting. Taking into consideration the requirements which may be contained in the voluntary contributions by potential donor countries, priority in the granting of financial support may be given to [least developed countries, small island developing states and landlocked developing countries](#).

Applications should be submitted through the [Indico platform](#) by **2 June 2023** and applicants are required to create an account to proceed. Applications will be processed on a first come, first served basis. The delegates to be financially supported to attend the meeting will be notified by 30 June 2023. UNODC highly encourages the application of female experts.

The financial assistance covers flight tickets, daily subsistence allowance, visa fees as applicable, and terminals according to the applicable UN rules and regulations.

Please refer to the detailed information on the financial support before submission of applications.

1. Expressions of interest

States wishing to avail themselves of the financial support are required to submit the following documents to the Secretariat through the [Indico platform](#):

- (a) A letter from the Permanent Mission in Vienna or New York, containing the name and title of the proposed delegate applying for the support. Only one delegate per State will be considered for support;
- (b) A copy of the proposed delegate's passport;
- (c) The attached mini master form, duly filled in by the proposed delegate, including their banking details,
 - i. The form should be signed in part C and the signature must match that of the delegate's passport;
 - ii. The bank account in the Mini Master form must belong to the proposed delegate, and the "Account Title" in part B must match the delegate's name;
- (d) Proof of bank account – the following documents are acceptable:
 - i. A letter from the bank confirming the bank account;
 - ii. A copy of the bank statement header; or
 - iii. Copy of RIB cards/Bank ATM card.
- (e) The attached AX travel agency profile form duly filled in by the proposed delegate.

2. Object of financial assistance

The delegates to be financially supported to attend the sixth session of the Committee will receive the following from the Secretariat, in accordance with [ST/AI/2013/3](#):

- (a) A return ticket in economy class from the Member State's capital to New York where:
 - i. Arrival in New York shall be the day prior to the start of the sixth session, and
 - ii. Departure from New York will take place either the day following the last day of the sixth session or the night of the last day of the session.
- (b) Terminal expenses in the amount of USD 250;
- (c) Daily subsistence allowance (DSA) in the amount of USD 500 per night, not to exceed 13 DSA (approximately USD 6,500), where:
 - i. DSA rates are subject to change without prior notice by the International Civil Service Commission, and
 - ii. Delegates will be responsible for securing their own accommodations, as the Secretariat does not process hotel reservations;
- (d) Reimbursement for applicable visa fees.

75% of the amount referred to in section 4(c) will be paid in advance to the traveller's bank account. The remaining amounts of 4(b) and 4(c) be made to the delegate's bank account upon return from the mission and provision of boarding passes.

3. Selection for financial support

Due to the **limited funding available**, financial assistance will be granted on the following basis:

- (a) Order in which applications are received;

- (b) LDCs, LLDCs and SIDS if donor countries so require; and
- (c) Accuracy of the required documentation.

Selected delegates and their respective Permanent Missions will be notified of selection by 30 June 2023. Travel arrangements will be processed based on **availability of funding** and the date of the funding being received from prospective donor countries which allows the Secretariat to finalize all procedures in relation to financially supporting the participants.

4. Visa and travel procedures

Upon notification of their selection for financial assistance, delegates that so require will be provided with a letter that should be used to request a visa for participation in the meeting. You can find information related to visas issued by the United States [here](#).

For travel arrangements, the Secretariat will contact the selected delegate and provide details on specific procedures, including those related to COVID-19 requirements for entry into the United States of America, as applicable. It should be noted that COVID-19 or other entry requirements may change without prior notice.

5. Submission of documents

All application documents should be submitted through the Indico platform by **2 June 2023**. Applications received after this deadline cannot be considered.