



**2nd MEETING OF THE AEWA EUROPEAN GOOSE MANAGEMENT
INTERNATIONAL WORKING GROUP**
15-16 June 2017, Copenhagen, Denmark

INFORMATION FOR FUNDED DELEGATES

Your participation at the 2nd Meeting of the AEWA European Goose Management International Working Group will be organised and funded by the UNEP/AEWA Secretariat.

The meeting itself will take place on Thursday 15 June to Friday 16 June 2017 at the MBK Conference Centre in Copenhagen, Denmark.

Your costs will be covered as described below.

General

Funded delegates will receive a sum to cover their costs of accommodation, subsistence, travel to and from airports, visas, and any other incidental costs (calculated according to the UN regulations for daily subsistence allowance - DSA). You will be informed of the actual amount due to you after you have pre-registered for the meeting.

The DSA will be provided to you **on the first morning of the meeting** in the form of a **cash card**, charged with the appropriate amount. The cash cards used are Master Cards, embossed with a number but no name. They can be used in the same way as regular credit cards, e.g. for getting cash at ATM's or paying at hotels, restaurants or shops.

Please make sure that you have sufficient Danish Krone (DKK) with you for buying local transport tickets or any other items on your day of arrival and for the first morning of the meeting.

Travel

International travel to the meeting will be organised and provided by the UNEP/AEWA Secretariat. Following your registration to the meeting, you will be contacted by the UNEP/AEWA Secretariat regarding your travel arrangements.

Travel to Copenhagen is planned for **Wednesday 14 June and departure for Friday 16 June 2017**.

NOTE: If you would like to travel on other dates, you will be requested to cover any possible higher cost of the flight ticket. Please also note, that the UNEP/AEWA Secretariat will only cover your hotel accommodation in Copenhagen for the period 14-16 June 2017 (unless, of course, your departure is not possible until the 17 June due to international flight schedules).

Accommodation

Your DSA covers the cost of your accommodation, thus, you are required to **make your own reservation** at a hotel of your choice. Should you require any assistance, please contact the UNEP/AEWA Secretariat.

Meals

The Danish Environmental Agency has kindly offered to provide lunches at the meeting venue. All other meals are covered by your DSA.

Visa applications and expenses

The Danish Environmental Agency and the UNEP/AEWA Secretariat will assist you with your visa application.

Following your registration, the Secretariat will arrange for a **letter of invitation** from the Agency as well as for a **diplomatic verbal note** from the UNEP/AEWA Secretariat to support your application. Please apply for your visas as soon as possible. Depending on your country of origin, there can be up to a one month waiting period for an appointment at the respective Danish embassy. The issuance of the actual visa can also take several weeks. Please check the website of the local Danish Embassy for more information on the visa requirements (valid passport, current photo(s), proof of health insurance etc.).

Please note that your DSA also covers visa costs.

Contact

Please contact Ms Jolanta Kremer at the UNEP/AEWA Secretariat if you have any questions or require any assistance: jolanta.kremer@unep-aewa.org