

Conditions of Internship

1. Duration

The internship usually runs for a period of not less than three months (and a maximum of 6 months).

2. Payment

The internship programme runs on a non-remunerative basis. All costs connected with the intern's participation in the Programme are borne by the student or the supporting institution. These include costs and arrangements for travel, visas, accommodation and living expenses.

3. Medical/Health Insurance

The Secretariats accepts no responsibility for the medical insurance of the intern or for costs arising from accidents and illness incurred during the internship. Applicants have to show proof of valid medical insurance coverage.

4. Visas and Accommodation

The intern is expected to obtain the necessary visa permits at his/her own efforts and cost. The Secretariat can provide a letter of acceptance for the internship if this is necessary.

5. Commencement

Before commencement of service, interns need to sign a **conditions form**, based on UNEP policy, that outlines the conditions governing the CMS Family internship.

6. Education and Work Plan

A draft Education and Work Programme will be developed by the acting supervisor and consulted with the intern before he/she commences her/his service.

7. Report

Upon completion of the internship, the candidate will be expected to prepare a report to the relevant CMS Family Executive Secretary, through his/her immediate supervisor, assessing the experience gained as well as his/her contributions made to the CMS work programme, and make recommendations for improvement.