

APPLICATION INFORMATION SHEET

Information to assist you with completing your application to become an approved visitor

1. In order for your application to be considered, please ensure that:
 - You have read and understood the content of this document and submitted the Online Application to become an approved visitor, located at: <https://www.irmct.org/en/visitor-application> **[Please note that the form must ONLY be completed by the person wishing to become an approved visitor]**.
 - Separate applications are submitted for each applicant and/or each detainee.
 - The Detainee has also submitted a request for the approval of you as a visitor following the standard UNDU procedure known to each Detainee (*IRMCT staff are not in a position to contact the Detainee on your behalf and you need to coordinate your application with the request of the Detainee*).
2. You will be advised of the approval or denial of your application within five (5) working days of receipt of your application and the Detainee's request. If the application/request is denied, both you and the Detainee will be advised of the reasons.
3. Once you become an approved visitor to a Detainee you can plan visits in consultation with the Detainee. The Detainee will then request specific dates and times for each visit (the Detainee must submit each request a minimum of five days before your visit). It is the Detainee's responsibility to advise you of the details of approved visits.
4. Please note that upon arrival at the UNDU for your first visit, you will be required to sign an *Undertaking for Visitors to the UN Detention Unit* before the visit may begin. For your convenience, a copy of the Undertaking is also available on this page.
5. Once you are on the list of approved visitors to a specific detainee, there is no requirement to reapply for subsequent visits. However, failure to adhere to the Rules and Regulations of the UNDU may result in the withdrawal of your approved visitor status. For your convenience, the relevant Rules and Regulations are also available on this page.

If you have any questions or you want to provide some additional information, please send an e-mail to: detentionunit@un.org or tel: +31-(0)88-071 4680 **(please note that we speak English and Bosnian/Croatian/Serbian)**.

UN Detention Unit address is:

Pompostationsweg 32 –2597 JW The Hague, Netherlands