

Convention on Cluster Munitions

18 August 2014

Original: English

Fifth Meeting of States Parties

San José, 2-5 September 2014

Item 7 of the provisional agenda*

Adoption of arrangements for meeting the costs of the Meeting

Estimated costs of the Preparatory Committees of the First Review Conference of the Convention on Cluster Munitions

1. The Fifth Meeting of States Parties to the Convention on Cluster Munitions, held in San José from 2 to 5 September 2014, decided to convene two preparatory meetings of half a day each in Geneva, in February and June 2015, in preparation for the Review Conference of States Parties from 7 to 11 September 2015 in Dubrovnik, Croatia (to be confirmed).
2. The present document is submitted pursuant to the above-mentioned decision of the Fifth Meeting of States Parties and provides estimated costs in the amount of **US\$ 303,000** for convening those meetings. A breakdown of these costs is provided in the tables at the end of the document.
3. It should be noted that the costs are estimated on the basis of past experience and anticipated workload. The actual costs will be determined after the closure of the meeting and the completion of related work, with all relevant expenditures recorded in the accounts. At that time, any adjustments in contributions by the participants sharing the costs will be determined accordingly.
4. With regard to the financial arrangements, it will be recalled that, in accordance with the practice followed on the occasion of multilateral disarmament conferences and related meetings, and as reflected in article 14 of the Convention, the costs are shared among the States parties and observer States participating in the meetings, based on the United Nations scale of assessments prorated to take into account the number of States participating in the meetings.
5. Subject to the approval of the States parties of the estimated costs and cost-sharing formula, assessment notices will be prepared based on the overall estimated costs and applicable cost-sharing formula. Since the above-mentioned activities shall have no financial implication for the regular budget of the Organization, High Contracting Parties should proceed with the payment of their share of the estimated costs as soon as assessment notices have been received.

* CCM/MSP/2014/1.



Table 1

Title of session: 2015 First Preparatory Committee of the First Review Conference of the Convention on Cluster Munitions: estimated costs (in United States dollars)

Location and dates to be held: Geneva — 1/2 day^a in February 2015 (to be confirmed)

| <i>Conference-servicing items</i> | <i>Meeting servicing*</i> | <i>Pre-session documentation*</i> | <i>In-session documentation*</i> | <i>Summary records*</i> | <i>Post-session documentation*</i> | <i>Support Services requirements*</i> | <i>Other requirements*</i> | <i>Total*</i> |
|--|---------------------------|-----------------------------------|----------------------------------|-------------------------|------------------------------------|---------------------------------------|----------------------------|----------------|
| Interpretation and meeting servicing | 14 400 | | | | | | | 14 400 |
| Translation of documentation | | 64 500 | 35 900 | | 14 100 | | | 114 500 |
| Support Services requirements ^b | | | | | | 800 | | 800 |
| Other requirements ^c | | | | | | | 17 400 | 17 400 |
| Total | 14 400 | 64 500 | 35 900 | – | 14 100 | 800 | 17 400 | 147 100 |

* At an exchange rate of US\$ 1 = CHF 0.910.

| | |
|---|----------------|
| A. Total conference-servicing requirements (inclusive of 13 per cent programme support costs) | 147 100 |
| B. Non-conference-servicing requirements: | – |
| Subtotal | – |
| Programme support costs at 13 per cent of B | – |
| Total B | – |
| Grand total (rounded) A+B | 147 100 |

^a Conference-servicing requirements are based on one full day of meetings even if resources are only used for half a day, since the services of staff cannot normally be utilized for the other half day. Should their services be utilized otherwise during the second half of the day, that would be taken into account when processing the reimbursement of charges for such services.

^b Sound technician/recording (2 x 1 day), \$800.

^c Documents Control Officer (1 x 1 day), \$450; Documents Distribution Officer (1 x 1 day), \$450; GS(OL) General temporary assistance (20 days), \$8,800; dedicated assistance provided for accounting services and administration of financial resources, \$7,700.

Table 2**Title of session: 2015 Second Preparatory Committee of the First Review Conference of the Convention on Cluster Munitions: estimated costs (in United States dollars)****Location and dates to be held: World Meteorological Organization, Geneva — 1/2 day^a in June 2015 (to be confirmed)**

| <i>Conference-servicing items</i> | <i>Meeting servicing*</i> | <i>Pre-session documentation*</i> | <i>In-session documentation*</i> | <i>Summary records*</i> | <i>Post-session documentation*</i> | <i>Support Services requirements*</i> | <i>Other requirements*</i> | <i>Total*</i> |
|--|---------------------------|-----------------------------------|----------------------------------|-------------------------|------------------------------------|---------------------------------------|----------------------------|----------------|
| Interpretation and meeting servicing | 14 400 | | | | | | | 14 400 |
| Translation of documentation | | 64 500 | 35 900 | | 14 100 | | | 114 500 |
| Support Services requirements ^b | | | | | | 800 | | 800 |
| Other requirements ^c | | | | | | | 17 800 | 17 800 |
| Total | 14 400 | 64 500 | 35 900 | – | 14 100 | 800 | 17 800 | 147 500 |

* At an exchange rate of US\$ 1 = CHF 0.910.

| | |
|---|----------------|
| A. Total conference-servicing requirements (inclusive of 13 per cent programme support costs) | 147 500 |
| B. Non-conference-servicing requirements: | |
| Rental of conference rooms at WMO | 7 400 |
| Subtotal | 7 400 |
| Programme support costs at 13 per cent of B | 1 000 |
| Total B | 8 400 |
| Grand total (rounded) A+B | 155 900 |

^a Conference-servicing requirements are based on one full day of meetings even if resources are only used for half a day, since the services of staff cannot normally be utilized for the other half day. Should their services be utilized otherwise during the second half of the day, that would be taken into account when processing the reimbursement of charges for such services.

^b Sound technician/recording (2 x 1 day), \$800.

^c Documents Control Officer (1 x 1 day), \$450; Documents Distribution Officer (1 x 1 day), \$450; GS(OL) General temporary assistance (20 days), \$8,800; dedicated assistance provided for accounting services and administration of financial resources, \$8,100.