

# Convention on Cluster Munitions

26 June 2023

Original: English

---

**Eleventh Meeting of States Parties****Geneva, 11-14 September 2023**

Item 10 (j) of the provisional agenda

**Review of the status and operation of the Convention and other matters important for achieving the aims of the Convention****Implementation Support**

## Convention on Cluster Munitions Implementation Support Unit – 2022 Annual report

### I. Report summary

1. The six-year 2021 to 2026 work plan and budget of the Implementation Support Unit (ISU) was approved in September 2021 by the Second Review Conference (2RC) of the Convention on Cluster Munitions (CCM). As such, the 2022 ISU work plan and budget was derived from this multi-year work plan and its corresponding budget.

#### A. Key Objectives

2. The ISU was established in 2015 to support and coordinate the work of the CCM. As is the practice, its 2022 work plan was developed on the general directive articulated upon its establishment which mandates the ISU to support States Parties, *inter alia*, in the following ways: assist the President in all aspects of the Presidency; support Coordinators in efforts to advance thematic implementation; assist, prepare, support and follow up on formal and informal meetings of the Convention; offer advice and support to States Parties on the implementation of the Convention; develop and maintain a resource base of relevant technical expertise and practices and, upon request, provide States Parties with such resources; facilitate communication among States Parties and other relevant actors, cooperate and coordinate amongst these and maintain public relations, including efforts to promote the universalization of the Convention; keep records of formal and informal meetings under the Convention and other relevant knowledge products, expertise and information pertaining to the implementation of the Convention; and manage the Sponsorship Programme.

#### B. Key Outcomes

3. In the year under review, with the return to normal activities after two years of restrictions due to the global COVID – 19 pandemic, the ISU managed to meet all the main objectives outlined in its 2022 work plan. In line with its primary function, the ISU provided the substantive and administrative support necessary for the Convention's Presidency and Coordination Committee members to effectively carry out their mandates in facilitating the implementation of the Convention's objectives as outlined in the Lausanne Action Plan (LAP). This included the ongoing support to the United Kingdom in its role as President of the Tenth Meeting of States Parties (10MSP) which was successfully held from 30 August to 2 September 2022.



4. Similarly, the ISU provided the requisite substantive and technical support to the 17 States Parties which constitute the Coordination Committee of the Convention in steering implementation of the various thematic priorities. Implementation support was also made available to States Parties and Signatory States as needed as well as to States not Parties that requested additional information or clarification. Similarly, upon request, the ISU facilitated coordination and cooperation between States and relevant civil society organizations.

5. The ISU continued to produce the CCM quarterly newsletter circulated electronically to fulfil its mandate to communicate the work of the Convention and raise its profile. These publications were also made available on the CCM website and other social media platforms.

6. After a two-year suspension of implementation due to the COVID-19 pandemic travel restrictions, the CCM Sponsorship Programme was fully functional again in 2022. The Programme facilitated the participation of several government delegates in the 4-day 10MSP.

7. In accordance with the agreement signed in 2014 between CCM States Parties and the Geneva International Centre for Humanitarian Demining (GICHD), the ISU continued to benefit from the administrative, logistical, and infrastructural services provided by the Centre.

### **C. Financial reports**

8. The approved ISU budget for 2022 was CHF 486,194 and at the beginning of the year, its Trust Fund account had an opening balance of CHF 313,046. In the year under review, the financial contributions of CCM States Parties towards the CCM ISU Trust Fund amounted to CHF 465,465. Therefore, the total funds available were CHF 778,511 while the total expenditure for the year was about CHF 532,029. The seeming overspend of CHF 45,835 is as a result of the universalization activities undertaken but funded separately by dedicated project funds. Total funds carried over into 2023 amounted to CHF 246,482 all of which was carried over from the surplus contributions recorded in previous years. Unfortunately, for the second year in a row, the number of contributions did not equal the approved annual budget. Fortunately, prior to 2021, the ISU had always received surplus contributions which it carried forward and was critical in ensuring that the Unit did not face a budget deficit. One State Party requested a refund of CHF 29,744 of the unspent money in proportion to its contribution in 2021.

9. The balance in the CCM ISU Working Capital Reserve (WCR) on 1 January 2022 was CHF 566,041. In 2022, again only one State Party contributed the amount of CHF 4,143 to the Reserve bringing the balance available on 31 December 2022 to CHF 570,184. The total amount in the Reserve continues to be well above the recommended target level of CHF 400,000 reconfirmed by States Parties at the 2RC.

10. On 31 December 2022, the available funds in the CCM ISU Trust Fund amounted to CHF 246,482 while the CCM ISU Sponsorship Programme account had a balance of approximately CHF 43,847. Both balances were carried forward into 2023 to enable the ISU to continue to undertake its activities without interruption.

11. The Audit Reports dated 8 and 12 May 2023 covering the CCM ISU Trust Fund and the CCM Sponsorship Programme financial reports for the 2022 reporting year were reviewed by independent external auditors, Mazars SA, and deemed to be compliant with Swiss Law. As required, and on behalf of Iraq, the 11MSP Presidency, the ISU transmitted the 2022 audit reports electronically on 23 June 2023 to all CCM States Parties for their information and record.

### **D. Detailed Report on the 2022 activities of the ISU**

#### **Objectives, Outputs and Outcomes:**

12. The 2022 work plan of the ISU was based on its principal objective which is to support and coordinate the work of the Convention on Cluster Munitions and support CCM States Parties on the implementation of the Convention. Additionally, it was in accordance with the

decisions taken by States Parties at the 2RC and pursuant to the priorities established by the States Parties through the Lausanne Action Plan (LAP). In keeping with this mandate, the ISU endeavoured to:

- Provide advice and guidance to the Presidency in all aspects of its role and mandate in leading the work of the Convention.
- Provide support to all States Parties through the Convention's implementation machinery and Coordination Committee<sup>1</sup>, as well as to the Sponsorship Programme.
- Provide advice and technical support to individual States Parties through relevant expertise and best practices on the implementation of the Convention.
- Prepare for and keep records of formal and informal meetings under the Convention and other relevant knowledge products, expertise and information pertaining to the implementation of the Convention.
- Facilitate communication amongst States Parties and other relevant actors, cooperate and coordinate amongst these and maintain public relations including efforts to promote universalization and other work of the Convention.
- Serve as an interface between the States Parties and the international community on issues related to the implementation of the CCM.

13. In fulfilling this mandate, the ISU activities were based on the decisions taken by CCM States Parties aimed at ensuring the timely implementation of State Party commitments particularly with respect to the timebound obligations regarding stockpile destruction and clearance of cluster munition remnants in contaminated areas.

## 1. Provide support to the Presidency and Coordination Committee

14. The ISU continued to provide substantive support to the United Kingdom, in its role as President of the 10MSP, in all aspects of the work of the Convention, including the preparation and convening of informal meetings in preparation for the hosting of the 10MSP. This support comprised, inter alia, the provision of substantive, secretarial, logistical, and administrative support at seven Coordination Committee meetings in 2022 in addition to two informal consultative meetings in preparation for the 10MSP.

15. The ISU supported the United Kingdom presidency in the organization of the first Intersessional Meeting for the Convention since 2015 that was held from 16 to 17 May 2022 in a hybrid format at the International Conference Centre of Geneva (CICG). This was following the decision taken by the 2RC to revive in 2022, on a trial basis, the practice of holding an Intersessional Meeting to monitor progress on the implementation of Convention obligations and on the LAP. The meeting also provided an opportunity for the Coordination Committee to consult States Parties on some of the key decisions to be taken at the 10MSP. During the two-day meeting, the CCM community discussed progress made, and the challenges related to CCM implementation particularly regarding Article 3 and Article 4. States Parties with requests for deadline extensions to be considered at the 10MSP were also afforded the opportunity to present their draft requests for comments. The financial status of the Convention as well as substantive issues related to the CCM machinery were also discussed.

16. During the last quarter of 2022, the ISU also prepared for and provided substantive support at the two Coordination Committee meetings chaired by Iraq in its role as the presidency of the Eleventh Meeting of States Parties to the CCM (11MSP). Iraq took over leadership on overseeing implementation of the CCM immediately after the closure of the

---

<sup>1</sup> States Parties participating in the Coordination Committee during the period under review included Australia, Austria, Belgium, Bulgaria, Chile, France, Gambia, Germany, Guyana, Iraq, Lebanon, Malawi, Mexico, Montenegro, Namibia, Netherlands, New Zealand, Norway, Philippines, Spain, Sweden, Switzerland, and the United Kingdom. Some of these States stepped down at the conclusion of the 10MSP and were replaced by a new group of States. The States joining the Committee in September 2022 were Austria, Belgium, Gambia, Lebanon, Malawi, Norway, and the Netherlands, while Australia, Montenegro, Namibia, the Philippines, Sweden, and Switzerland stepped down.

10MSP on 2 September 2022. The ISU will continue its support until Iraq's term of office ends immediately after the conclusion of the 11MSP scheduled for September 2023.

17. As has become the practice in the recent past, the ISU provided both in-person and remote guidance and support to individual CCM Coordinators in their efforts to achieve the objectives outlined in their respective thematic workplans. This included providing them with substantive advice and the relevant information to assist with the discharging of their mandate to coordinate work associated with and derived from the Convention's multi-year Action Plan as well as from other formal and informal meetings of the Convention. The support of the ISU provided members of the Coordination Committee with the necessary tools, technical resources, analytical data as well as its guidance and advice to perform their functions and conduct the relevant follow up actions in accordance with agreed processes. ISU support also included the provision of implementation status updates as well as analyses of various national reports in support the work of the thematic Coordinators.

18. Specifically, the ISU assisted the Coordination Committee in the following ways: -

### **Support on Universalization**

19. During the year under review, the ISU continued to provide information and clarification as necessary to States Parties, Signatory States and States not Party upon request albeit mostly through virtual or other remote working means. This included organizing and participating in various workshops around the world as well as undertaking bilateral outreach in support of the coordinators in the margins of other disarmament meetings held in Geneva and New York.

20. The ISU organised the CCM Africa Regional Universalization Workshop that was co-hosted by the Governments of the United Kingdom, Switzerland and Nigeria in Abuja, Nigeria, on 23 to 24 March 2022. The workshop had originally been planned for March 2020 but was cancelled following the outbreak the coronavirus disease (COVID-19). The two-day workshop brought together 8 out of the 9 CCM Signatory States, 2 States not Party and 4 States Parties from the region. States yet to join the Convention were given an opportunity to share the perceived obstacles and challenges faced in joining the CCM and to provide an update on the status of their national ratification/accession. Participating African States Parties were also on hand to share their experiences in joining and subsequently implementing the Convention. Additionally, a closed-door military-to-military dialogue was held for military representatives to discuss the military considerations of joining and implementing the CCM. The representatives of the International Committee of the Red Cross (ICRC) and Norwegian People's Aid (NPA) participated as expert resources.

21. On 28 March 2022, the ISU, along with 17 States Parties and 7 organizations, took part in a virtual meeting of the Informal Working Group on Universalization convened by the Universalization Thematic Coordinators, Philippines and Spain. The objective of the meeting was to facilitate the exchange ideas, generate synergies, and harmonize efforts in promoting the CCM and its norms. The Working Group was established in 2020 to serve as a platform to share experiences on how to promote the CCM and its norms and has opened its membership to all interested States Parties, relevant institutions, and other partners.

22. As in previous years, the ISU was at the United Nations Headquarters in New York from 17 to 21 October 2022 to leverage on the presence of the wider disarmament community to promote the implementation of the CCM during the UNGA 77 First Committee sessions. In this regard, the ISU team conducted bilateral meetings with several states to follow up on several issues particularly with those that are either unrepresented or underrepresented in Geneva. It also used the opportunity to engage with Signatories and States not Parties to obtain additional information on their ratification or accession processes to the Convention. Based on these objectives, as well as to promote support for the annual UNGA Resolution on implementation of the CCM, the ISU had bilateral consultations with representatives of more than 25 states during the mission, including Benin, Bolivia, Burkina Faso, Costa Rica, Congo, Djibouti, Guinea, Indonesia, Jamaica, Libya, Mozambique, Nepal, Palau, Philippines, Qatar, Russia, Rwanda, Saint Vincent and the Grenadines, Sierra Leone, State of Palestine, Timor-Leste, Togo, United Arab Emirates, Uganda, Yemen, and Zambia.

23. The draft 2022 Resolution on the “Implementation of the Convention on Cluster Munitions” submitted by the United Kingdom in its capacity as the President of the 10MSP was approved by the UNGA First Committee on 1 November 2022 with a vote of 145 in favour, 35 abstentions, 1 against. This was a record achievement for the Resolution at the First Committee stage since the introduction of the CCM Resolution in 2015.

24. On 18 October 2022, the ISU supported Iraq, in its role as CCM 11MSP presidency, in the organization of the Arab region roundtable discussion on “Peace Building and Development through Disarmament Conventions” in the margins of the UNGA 77 First Committee session. The Roundtable saw the participation of 15 of the 22 states forming the Arab region. The ISU, Spain, in its role as a CCM Coordinator on Universalization, and the Cluster Munition Coalition (CMC) delivered presentations on the work of the international treaty that strives to prevent and mitigate the humanitarian impact caused by cluster munitions. This was followed by a constructive dialogue on the impact of the implementation of disarmament treaties on peace and development in the region.

25. In addition to providing technical and logistical support to the organization of the Arab regional roundtable discussion hosted by Iraq, the ISU team also provided support to CCM thematic Coordinators in the execution of their mandate. In this regard, the ISU collaborated with Spain in its role as CCM Universalization Coordinator to reach out to several states to promote ratification or accession to the Convention.

26. During the rest of the year, the ISU participated in various other regional workshops to promote greater understanding of the Convention. It made presentations at the 11th South Asia Regional Conference on International Humanitarian Law (IHL) co-hosted by the Government of Nepal and the International Committee of the Red Cross (ICRC) Mission in Kathmandu from 31 October to 2 November 2022 in Kathmandu, Nepal. The Conference themed “Bringing IHL home: A focus on weapons, means and methods of warfare” aimed to strengthen dialogue and collaboration between states on IHL-related matters through sharing best practices and showcasing achievements in domestic IHL implementation. The Conference was attended by around 30 high-level government officials from Bangladesh, Bhutan, Iran, the Maldives, Nepal, Pakistan, and Sri Lanka, as well as experts from the ICRC and other organizations, including the ISU represented by its Director, Ms. Sheila N. Mweemba.

27. The ISU, from 12 to 15 December 2022 participated in a workshop organized by the Geneva International Centre for Humanitarian Demining (GICHD), in cooperation with the Centre for Humanitarian Demining Training in Benin (CPADD), for the Francophone Regional Cooperation Programme (FRCP) in Ouidah, Benin. The ISU used the opportunity to inform on how the Convention supports efforts in preventing and mitigating the effects of cluster munition contamination. The workshop brought together representatives from 7 national authorities, and several operators and UN agencies from the Sahel and West Africa regions. The ISU was represented by Ms. Elaine Weiss.

### **Support on Stockpile Destruction and Retention**

28. The ISU continued to provide the thematic Coordinators with substantive and technical support through the frequent analysis of Article 7 and other country reports to keep them updated. It also facilitated their communication with States Parties with ongoing Article 3 obligation deadlines.

29. The ISU participated in the deliberations of the Article 3 Analysis Group (AG) on the third extension request submitted by Bulgaria as a result of an explosion that occurred at a factory of the contractor engaged to destroy its cluster munition stockpile. The request for an additional 15 months up to 31 December 2023 was granted by the 10MSP.

30. Ensuing a sustained follow-up with Guinea-Bissau over the last 5 years, the ISU finally undertook a visit to the country from 2 to 4 August 2022 to discuss the implementation of the Convention’s provisions with the national authorities in Bissau and to reaffirm its support to ensure that the State Party was compliant with its Article 3 obligations. The team met with the Minister of State for the Ministry of Defense and the Homeland of Freedom Fighters, who reiterated the commitment of Guinea-Bissau to its obligations under the Convention. The ISU also met with other senior government officials who assured that

Guinea-Bissau would do its utmost to verify all information regarding its implementation of the CCM. This undertaking culminated in Guinea-Bissau submitting a “Declaration of Compliance” at the 10MSP.

31. Throughout the period under review, the ISU continued to engage with the remaining four States Parties with Article 3 obligations through either virtual or in-person bilateral meetings to support implementation and reporting obligations.

#### **Support on Clearance and Risk Education**

32. As is the mandate, the ISU provided substantive and technical support to the thematic Coordinators through the constant analysis of Article 7 reports and regular bilateral engagement with States Parties with Article 4 obligations to keep abreast of their progress and the coordinators updated on this.

33. The ISU also provided support to four States Parties (Bosnia and Herzegovina, Chad, Chile, and Iraq) needing to extend their deadlines to comply with Article 4 obligations. Most of this support was provided either in-country, in the margins of other disarmament meetings or through virtual means. Bosnia and Herzegovina requested an additional 12-month extension up to 1 September 2023 due to the discovery of new locations contaminated by cluster munitions after having been on track to declare completion in 2022. Chile requested a further 4-year extension up to 1 June 2026 while Chad submitted its first ever extension request for 13 months up to 1 October 2024 to mobilize resources and conduct non-technical survey of a previously inaccessible area. The States Parties were granted the extensions as requested.

34. In early June 2022, the ISU undertook a support mission to Basra in response to a request from Iraq to provide it with assistance in the preparation of its Article 4 extension request. To this end, a 3-day workshop was held from 11 to 14 June in Basra, which is one of the heaviest cluster munition-contaminated provinces in the country. The workshop was attended by representatives of the Iraq Directorate of Mine Action (DMA), Iraq Regional Mine Action Centre (RMAC-South) and Information Management and Mine Action Programs (iMMAP). As a follow-up to this in-country support visit, on 23 June 2022, the ISU met with Dr. Jassim Abdul Aziz Al-Falahi, Minister of Environment of Iraq, in the sidelines of the 25th Meeting of Mine Action Directors and United Nations Advisers (NDM-UN25). Dr. Al-Falahi highlighted Iraq’s efforts in CCM implementation including on victim assistance, as Iraq has more than 100,000 victims in need of ongoing support and rehabilitation.

35. In line with its annual workplan, the ISU provided substantive, technical and logistical support to the Article 4 Analysis Group (AG) in its consideration of the extension requests of Bosnia and Herzegovina, Chad, and Chile that were considered at the 10MSP. As part of the consideration process, the ISU kept other CCM States Parties regularly informed of any additional information provided by the requesting states as relevant.

#### **Support on Victim Assistance**

36. During the period under review, the ISU provided substantive and technical support to the thematic Coordinators through regular updates on the implementation of Article 5 by States Parties with this obligation. As in previous years, the ISU participated in the annual Victim Assistance retreat of the Anti-Personnel Mine Ban Convention (APMBC) held on 28 January 2022. The retreat provided an opportunity to share plans and objectives, discuss respective priorities and identify possible opportunities for cooperation, with a view to promoting concerted and synergistic approaches to victim assistance.

37. Throughout the year, the ISU continued to analyse Article 7 Reports and to follow up with those States Parties that had not provided updated information on the status of their implementation of CCM Article 5.

#### **Support on International Cooperation and Assistance**

38. Through the regular analysis of Article 7 Reports, the ISU provided technical support to the thematic Coordinators in keeping track of states requesting assistance and those in a

position to provide it. It also provided guidance and advise to the coordinators to enhance their understanding of cooperation and assistance in the context of the Convention particularly through the establishment of “Country Coalitions”. The ISU continued to promote the Country Coalition concept and encouraged affected States to download the brochure on the implementation of the mechanism, which had been made available on the CCM website.

39. On 2 September 2022, the CCM ISU held a meeting with the Iraqi delegation participating in the 10MSP to discuss implementation of the Convention by Iraq, with a focus on the preparation of its Article 4 extension request and the potential establishment of a country coalition to facilitate the full compliance of Iraq’s CCM obligations. The meeting was attended by the Directors of the Iraqi Regional Mine Action Centres in the North and South, other representatives of the Directorate of Mine Action of Iraq and a representative of the Iraqi Permanent Mission in Geneva.

40. On 24 November 2022, the ISU participated in a lunch meeting hosted by Germany in the margins of the 20th Meeting of States Parties to the Anti-Personnel Mine Ban Convention held in Geneva to discuss the country coalition to be established between France and Mauritania in support of the latter state’s cluster munition clearance efforts. The CCM Article 6 co-coordinator, Lebanon, also participated in the meeting. The Country Coalition was established in response to Mauritania’s discovery of 36 km<sup>2</sup> of previously unknown cluster munition contamination in 2019. Mauritania had previously declared compliance with CCM Article 4 in September 2013. During Part 2 of the 2RC in September 2021, Mauritania was granted a deadline extension up to 1 August 2024.

#### **Support on Transparency Measures**

41. The ISU in collaboration with the thematic Coordinator on Transparency Measures, continued to engage with the States Parties still to submit initial transparency reports, some of which have been overdue for over ten years, namely: Cabo Verde, Comoros, Congo, Guinea, Madagascar, Rwanda, Sao Tomé and Príncipe and Togo.

42. For the fifth consecutive year, the first three States Parties to submit their annual transparency report were awarded medals to acknowledge their diligence in submitting annual reports well ahead of the 30 April deadline. The most frequent gold medallist, Saint Kitts & Nevis, retained the gold medal, while the silver went to Australia, another repeat medallist, and the bronze medal went to the new medallist, Iraq.

43. To encourage timely submissions of annual reports, for the second year in a row, regional early bird medals have been awarded to the first three annual transparency reports submitted per region. All 12 awarded States Parties provided their reports well ahead of the deadline of 30 April 2022, setting a good example to all States Parties. Unfortunately, only 35 of 110 States Parties complied with the deadline in 2022.

44. The regional gold medallists were Australia, Saint Kitts and Nevis, Slovenia, and Zambia; the silver medals went to Iraq, Liechtenstein, Mauritius and Nicaragua while the bronze medals went to Guatemala, Guinea-Bissau, Lebanon and Portugal.

#### **Support on National Implementation Measures**

45. The ISU provided substantive and technical support to the thematic Coordinator by providing updates obtained through the analysis of Article 7 reports and regular follow up with States Parties still to comply and report on their article 9 obligations. All new information was promptly shared with the coordinator.

46. The ISU continued to regularly update the table on the Convention website highlighting the status of the national legislation in those States Parties with specific implementation law on the CCM, including on the prohibition of investments in cluster munitions.

## **2. Provide advice and technical support to individual States Parties through the development of a resource base of relevant expertise and practices on the implementation of the Convention**

47. In line with its mandate, the ISU responded to requests from individual States Parties and other States requiring additional information and guidance on the Convention. This included the provision of guidance and clarification on interpretation of CCM Articles, guidance on obtaining information pertaining to the Convention, as well as facilitation communication between requesting parties and relevant stakeholders. The ISU constantly updated the existing contact list of national focal points and key stakeholders to better facilitate outreach and support.

48. During the period under review, the ISU continued to provide technical advice as relevant to the five States Parties that announced that they would submit deadline extension requests for consideration at the 10MSP and the 11MSP. This support was in the form of providing substantive advice on the rationale and process as well as on the content of the submissions. Besides providing advice and substantive support at Analysis Group (AG) meetings, the ISU also acted as the liaison between the two AGs and the requesting States.

49. During the year under review, the LAP was published in booklet form in Arabic, French and Spanish with the generous contribution of the Government of the United Kingdom. The LAP booklets were distributed at all events the ISU took part in and are expected to facilitate easy reference. They can also be downloaded from the CCM website.

50. The ISU continued to publish and circulate electronic versions of the CCM quarterly newsletter highlighting key events that occurred during the preceding quarter. These publications aim to foster a sense of community and reinforce the collective determination to implement the CCM in the spirit of effective multilateralism.

## **3. Prepare for and keep records of formal and informal meetings under the Convention and other relevant knowledge products, expertise and information pertaining to the implementation of the Convention**

51. The ISU prepared, supported, kept records of and conducted follow-up activities associated with seven meetings of the Coordination Committee under the United Kingdom Presidency of the 10MSP held on 30 August to 2 September 2022. In like manner, after the conclusion of the 10MSP up to December 2022, the ISU provided support to the two meetings convened by the Iraqi 11MSP presidency. During the review period, the ISU provided additional information and continuous updates to individual members of the Coordination Committee. This was in addition to the assistance provided in supporting implementation of their mandates during the period up to the 10MSP and beyond. All minutes of the Coordination Committee and the reports of other meetings held during the period were uploaded onto the Convention website after their approval by the Committee.

## **4. Facilitate communication amongst States Parties and other relevant actors, cooperate and coordinate amongst these and maintain public relations including efforts to promote universalization and other work of the Convention.**

52. On 14 February 2022, the ISU launched the upgraded CCM website which was redesigned and optimized for both desktop and mobile browsers. The new design was developed with the aim of improving its content accessibility and increase user friendliness. In line with its mandate, the ISU continued to administer and maintain the official website of the Convention and constantly generating content and providing updated information on the Convention. The ISU, on a regular basis, also communicated updates on matters related to the Convention such as extension requests and events on its website and other media fora. This included the production and dissemination of the quarterly newsletter. The ISU constantly updated, as relevant, Convention-related publications and other promotional

materials including brochures on specific obligations under the Convention to further provide practical tools to CCM States Parties and others seeking to understand the Convention better. These brochures/tools are available in downloadable pdf format on the Convention website.

53. In September 2022, the ISU posted the vacancy announcement of the ISU Director position on the Convention's website as well as on its LinkedIn account. This helped to widen the scope of potential candidates for the position.

54. Since the launch of the new website on 14 February 2022, the number of website views significantly increased. The average views per day in 2022 was 218, while the average views per day of the old website was 124. The total number of views from 14 February to 31 December 2022 was 69,664. This was much higher than the average of 45,312 views per calendar year of the old website.

55. On 31 Dec 2022, the CCM Twitter account had again gone up to around 1,716 followers – an increase of more than 300 followers in 2022. The number of impressions, however, decreased slightly from 114,510 in 2021 to 109,407 in 2022. The Facebook platform also registered an increase in followers, from 761 to 801.

56. The ISU also continued to facilitate dialogue between States Parties, Signatory States and States not Parties amongst themselves and/or with relevant organizations as appropriate.

## **5. Serve as an interface between the States Parties and the international community on issues related to the implementation of the CCM**

57. The ISU continued to deliver presentations or briefings at various workshops/seminars as well as at donor meetings, to new diplomatic representatives in Geneva, to new GICHHD staff and students of higher institutions of learning. These were conducted with the objective of further raising awareness of the CCM while disseminating understanding of the Convention regarding the obligations and implementation status of the Convention. This included sharing lessons learnt and key challenges in implementing the Convention.

58. The ISU participated in the 11th South Asia Regional Conference on International Humanitarian Law (IHL) workshop co-hosted by the Government of Nepal and the International Committee of the Red Cross (ICRC) Mission in Kathmandu held from 31 October to 2 November 2022 in Kathmandu, Nepal. The theme of the Conference was "Bringing IHL home: A focus on weapons, means and methods of warfare". The aim of the workshop was to strengthen dialogue and collaboration between states on IHL-related matters through sharing best practices and showcasing achievements in domestic IHL implementation. The Conference gathered around 30 high-level government officials from Bangladesh, Bhutan, Iran, the Maldives, Nepal, Pakistan, and Sri Lanka, as well as experts from the ICRC and other organizations.

59. Similarly, the CCM ISU participated in a workshop hosted by the Geneva International Centre for Humanitarian Demining (GICHHD), in cooperation with the Centre for Humanitarian Demining Training in Benin (CPADD), for the Francophone Regional Cooperation Programme (FRCP) in Ouidah, Benin, from 12 to 15 December 2022. The workshop brought together representatives from 7 national authorities, and several operators and UN agencies from the Sahel and West Africa regions.

### **Support of the Geneva International Centre for Humanitarian Demining (GICHHD)**

60. In accordance with the 2014 ISU Hosting Agreement between the CCM States Parties and the GICHHD, the ISU was provided logistical and administrative support at an estimated amount of CHF 115,000 in 2022. According to the information provided by the GICHHD, this in-kind support covered costs related to office space, human resources management, financial management, monitoring and controlling (including management of contribution agreements and service contracts), internal information, management, IT network maintenance, travel services, general logistics (office supplies, software acquisition, etc.). This amount also includes expendables such as mailing and telecommunications, and audit costs.

61. The 10MSP resolved to task the GICHD to assist CCM States Parties with the technical and administrative aspects of hiring the next Director of the Convention's ISU. The procedure started in September 2022 with the engagement of a recruitment agency, "Impactpool", to start the hiring process.

62. Additionally, in accordance with the hosting agreement, the GICHD administers the sponsorship programme in collaboration with the ISU. In 2022, the GICHD provided administrative support to facilitate participation of 19 beneficiaries from 16 States to participate in the 10MSP held from 30 August to 2 September 2022.

## **II. 2022 Financial reports**

63. The financing of the ISU as articulated in its Financial Procedures is based on the principles of sustainability, predictability, and ownership. In applying these procedures, after the approval of the ISU 2022 work plan and budget during Part 2 of the 2RC in September 2021, the ISU sent individualized invoices to all States Parties indicating contributions due for the annual budgets in October 2021.

64. The activities undertaken and detailed in the operational report above were all conducted within the context of the approved 2022 ISU work plan and accompanying budget as detailed below.

## **III. 2022 Approved Budget versus Actual Expenditure**

65. At the beginning of 2022, the ISU Trust Fund account opened with a balance of CHF 313,046 most of which was carried over since 2019. During the year under review, 61 out of 110 States Parties invoiced by the ISU met their obligations contributing a total of CHF 465,465. This represented a much higher number of States Parties contributing than in the previous year and the total amount contributed was also higher than that of the previous year. However, for the second consecutive year, the 2022 contributions did not reach up the level of the annual budget and therefore a revenue deficit of CHF 20,729 was recorded. Total expenditure for the year amounted to CHF 532,029 which was CHF 66,564 over the contributions received during the year but within the amount available in the ISU Trust Fund.

66. During the year under review, eleven States Parties provided a total of CHF 213,413 in voluntary contributions towards the annual ISU-CCM budget covering the equivalent of 44% of the budget. This was in addition to the combination of contributions made under 7a and 7b of the ISU financial procedures by 61 States Parties which included most of these 11 States. Specifically, of these 11, one State Party contributed only to 7a and 7c; three States Parties under 7c only, while the rest contributed to all 7a, 7b and 7c. Positively, the number of contributing countries significantly increased from 51 in 2021 to 61 in 2022. As in previous years, the approved 2022 budget of CHF 486,194 came close to be fully covered because of the generous contributions of some of the eleven States Parties.

**A. 2022 expenditure versus budget with explanatory notes**

<i>ITEM</i>	<i>2022 Approved Budget (CHF)</i>	<i>Actual Expenditure (CHF)</i>	<i>Notes on variance</i>
Salaries	355,162	344,742	Slightly less than estimated due to calculations factoring in unforeseen expenses
Social charges	71,032	67,328	Estimated at 20% of staff annual salary, includes mandatory accident and travel insurance
Communication	10,000	9,481	Design and production of the Lausanne Action Plan booklet in 4 languages as well as design and migration of new CCM website were the main expenses
Staff travel	25,000	32,952	Earmarked extra-budgetary funds for universalization workshops covered the related travel expenses
Other implementation support costs	25,000	77,526	Dedicated funds for CCM universalization costs are accounted for under this budget item
<b>Total</b>	<b>486,194</b>	<b>532,029</b>	

**B. Salaries and Social Charges**

67. As usual, the expenditure was significantly less than budgeted because the actual salary and social costs were lower than estimated which allows for unexpected factors if needed. The total amount spent on this budget line was CHF 412,070, some CHF 14,124 less than the budgeted amount of CHF 426,194.

**C. Communication**

68. The actual expenditure was close to the budgeted amount with most of the costs being incurred through the printing of the LAP into four of the six UN languages - Arabic, French, English and Spanish. The ISU also launched a new website during the year with the objective of a more user-friendly format and accessibility. As the ISU continues to manage the Convention's website itself, this keeps administration costs at a minimum. In line with past practice, the ISU purchased table flags of the Presidency-Designate, Mexico, to be displayed at various events of the Convention alongside the CCM flag once its presidency commenced.

**D. Staff Travel**

69. The allocated budget for this activity was CHF 25,000 but actual expenditure was CHF 32,952. Of the total ISU travel expenditure, CHF 8,878 was attributed to travel cost incurred by ISU staff participating in the CCM Africa Regional Universalization workshop held in Nigeria, which was co-financed by the United Kingdom and Switzerland. Other ISU travel expenses for the purposes of providing in-country technical support to States Parties or participating in international meetings amounted to CHF 24,074.

## E. Other Implementation Support Costs

70. All other implementation support activities undertaken by the ISU are reported under this budget line and amounted to CHF 77,526 against a budget of CHF 25,000. The overspend on this budget item is due to the Abuja workshop whose costs were accounted for under this budget item.

## F. Overview of voluntary contributions made to the CCM ISU Trust Fund in 2022

2022 VOLUNTARY CONTRIBUTIONS (7c of ISU financial procedures)

Contributions	Burundi	11
	Canada	1 500
	France	7 752
	Ireland	19 269
	Italy	36 265
	Japan	6 517
	Saint Kitts and Nevis	70
	Spain	7 147
	Sweden	13 250
	Switzerland	70 093
	United Kingdom	51 540
Total		213 413

### CCM ISU Working Capital Reserve

71. At the 2RC, CCM States Parties reconfirmed their resolve that “within the ISU Trust Fund there shall be maintained a Working Capital Reserve (WCR) at a level to be determined on a regular basis by the Meeting of States Parties. The purpose of the working capital reserve shall be to ensure continuity of operations in the event of a temporary shortfall of cash.”

72. As has been the case over the last few years, again in 2022, only one contribution from Ireland was received in the amount of CHF 4,143 towards the WCR bringing the total amount of restricted funds held within the ISU Trust Fund as of 31 December 2022 to CHF 570,184. The Reserve, therefore, continued to hold a healthy surplus of CHF 170,184 that is well over and above the recommended reserve level of CHF 400,000. This reserve amount can sufficiently cover a full year of ISU operations in the unfortunate event that there are insufficient contributions made in a particular year.

### CCM Sponsorship Programme

73. The ISU is tasked to manage the Convention’s Sponsorship Programme in order to facilitate participation at formal meetings of the Convention to ensure that all low-income affected and non-affected States Parties, as well as all other interested States can take part in these fundamental meetings to further strengthen the Convention. It also aims to ensure that there is regional diversity in representation as well as collective ownership of the decisions taken at these meetings. In implementing this mandate, the ISU consults with the Coordination Committee and contributing States on the criteria used in the awarding of sponsorship.

74. In 2022, the Sponsorship Programme was fully functional following a two-year suspension due to the COVID-19 pandemic that had adversely affected international travel due to restrictions in place aimed at controlling the spread of the coronavirus. Only one state Party, Canada, made a fresh contribution in the amount of CHF 31,043 to the Sponsorship Programme bringing the total funds available for the year to CHF 111,041. Of this total figure, CHF 79,998 had been carried over from 2021. Total expenditure by the Programme in 2022 amounted to CHF 67,194 and the unspent balance of CHF 43,847 was carried forward into 2023.

75. In 2022, the Sponsorship Programme facilitated the participation of 22 government representatives from 19 States in the 10MSP held in September 2022. This sponsorship covered the travel, accommodation, and related costs of 16 State Party representatives, five Signatory State representatives and one representative of a State not Party. Unfortunately, three of the delegates had to cancel their participation due to various reasons. In the end only 19 delegates from 16 states participated in the 10MSP.

#### **Expenditures and Revenue Statement (CHF) of the CCM Sponsorship Programme**

76. Extracted from the 2022 Audit Report

		<i>Account 2022</i>
<b>EXPENDITURES</b>		
Detailed Expenses	Travel	67 114
	Miscellaneous	80
<b>TOTAL EXPENDITURES</b>		<b>67 194</b>
<b>REVENUES</b>		
Contributions		
Canada		31 043
<b>TOTAL CONTRIBUTIONS</b>		<b>31 043</b>
Contributions deferred from 2021		79 998
<b>TOTAL REVENUES</b>		<b>111 041</b>
Contributions deferred to 2023		43 847