

Twentieth Annual Conference of the High Contracting Parties to Amended Protocol II to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects

2 November 2018

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Geneva, 20 November 2018
Item 12 of the provisional agenda
Adoption of the estimated costs for 2019

## Estimated Costs 2019 Twenty-First Annual Conference of the High Contracting Parties to Amended Protocol II

## Note by the Secretariat

- 1. The Twentieth Annual Conference of the High Contracting Parties to Amended Protocol II to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to have Indiscriminate Effects, held in Geneva on 20 November 2018, decided to convene a one-day meeting of the Twenty-first Annual Conference of the High Contracting Parties on a date to be decided.
- 2. This document is submitted pursuant to the above-mentioned decision of the High Contracting Parties and provides estimated costs in the amount of US\$97,500 for convening that meeting. The biennial budget for 2019 and 2020 (US\$97,500 x 2) is US\$195,000. A breakdown of these costs is provided in the attached table.
- 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 completion of related work, with all relevant expenditures recorded in the accounts. At that time, any adjustments in the contributions made 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 financial measures adopted in 2017, the assessment of contributions towards the cost of preparing and holding meetings shall be calculated on the basis of the United Nations scale of assessment, adjusted to take into account the difference between the United Nations membership on the one hand and the number of States other than High Contracting Parties in attendance combined with the number of High Contracting Parties on the other. States that are not High Contracting Parties but that have accepted the invitation to take part in the meetings share the costs to the extent of their respective rates of assessment under the United Nations scale of assessments.
- 5. Subject to the High Contracting Parties' approval of the estimated costs and costsharing 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 and States not parties participating in the work of the Conference should proceed with the payment of their share of the estimated costs as soon as assessment notices have been received.

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	Title of session: Restrictions on the Use of Mines, Booby-Traps and Other Devices, Annexed to the Convention on Certain Conventional							
Dates to be held:	Location Geneva, 2019 (1 day with Summary Records)							
	Meeting	Pre-session	In-session	Summary	Post-session	Support Services	Other	
Conference-servicing items	Servicing *	documentation *	documentation *	records *	documentation *	requirements *	requirements *	Total *
	\$	\$	\$	\$	\$	\$	\$	\$
Interpretation and								
meeting servicing	13,500							13,5
Translation of documentation		11,800		21,400	23,900			57,1
Support Services requirements <sup>2/</sup>						800		8
Other requirements <sup>3/</sup>							6,600	6,6
Total	13,500	11,800		21,400	23,900	800	6,600	78,0
* - at US\$	A.	Total conference-	servicing requiren	nents (inclusive	of 13% programn	ie support costs)		78,0
	В.	Non-conference-se	ervicing requirem	ents				
		1) Equipment, Supplies and Publications						6,0
				Sub-total				6,0
		Programme support costs @13% over B						8
					Subtotal B			6,8
	C.	Contingency						12,7
		Grand total (round				ided) A+B+C		97,5
	Additional Note: B	Siennial budget for	2019 & 2020 (\$97	,500 x 2) \$ 195,0	000			

<sup>2/</sup> Sound technician/recording (2 x 1 day) \$800

<sup>3/</sup> Rental of PC, printer and digital audio recorder \$100; Secretary (2 x 2 days) \$1,600; Documents control officer (1 x 1 day) \$400; Dedicated assistance provided for accounting services and administration of financial resources \$4,500