

**Twenty-First 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**

1 October 2019

Original: English

Geneva, 12 November 2019

Item 12 of the provisional agenda

Adoption of the estimated costs for 2020

**Estimated Costs**

**2020 Twenty-Second Annual Conference of the High Contracting Parties to Amended Protocol II**

**Note by the Secretariat\***

1. The Twenty-First 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 12 November 2019, decided to convene a one-day meeting of the Twenty-Second 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\$87,300 for convening that meeting. The biennial budget for 2020 and 2021 (US\$87,300 x 2) is US\$174,600. 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 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 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.

\* This document was scheduled for publication after the standard publication date owing to circumstances beyond the submitter's control.



<b>Title of session:</b>	<b>Twenty-Second Annual Conference of the States Parties to Amended Protocol II (AP II) on Prohibitions or Restrictions on the Use of Mines, Booby-Traps and Other Devices, Annexed to the Convention on Certain Conventional Weapons (CCW)</b>							
<b>Dates to be held:</b>	<b>Location Geneva, 2020 (1 day with Summary Records)</b>							
	<b>Meeting</b>	<b>Pre-session</b>	<b>In-session</b>	<b>Summary</b>	<b>Post-session</b>	<b>Support Services</b>	<b>Other</b>	
<b>Conference-servicing items</b>	<b>Servicing *</b>	<b>documentation *</b>	<b>documentation *</b>	<b>records *</b>	<b>documentation *</b>	<b>requirements *</b>	<b>requirements *</b>	<b>Total *</b>
	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
<b>Interpretation and meeting servicing</b>	<b>18,800</b>							<b>18,800</b>
<b>Translation of documentation</b>		<b>12,300</b>		<b>20,300</b>	<b>28,500</b>			<b>61,100</b>
<b>Support Services requirements<sup>1/</sup></b>						<b>800</b>		<b>800</b>
<b>Other requirements<sup>2/</sup></b>							<b>6,600</b>	<b>6,600</b>
<b>Total</b>	<b>18,800</b>	<b>12,300</b>		<b>20,300</b>	<b>28,500</b>	<b>800</b>	<b>6,600</b>	<b>87,300</b>
<b>* - at US\$</b>								
	<b>A. Total conference-servicing requirements (inclusive of 13% programme support costs)</b>							<b>87,300</b>
	<b>B. Non-conference-servicing requirements</b>							
					<b>Grand total (rounded) A+B</b>			<b>87,300</b>
	<b>Additional Note: Biennial budget for 2020 &amp; 2021 (\$87,300 x 2): \$174,600</b>							

*1/ Sound technician/recording (2 x 1 day) \$800*

*2/ Rental of PC and printer \$100; Secretary (2 x 2 days) \$1,600; Documents control officer (1 x 1 day) \$300; Dedicated assistance provided for accounting services and administration of financial resources \$4,600*