

**MEETING OF THE STATES PARTIES TO
THE CONVENTION ON THE PROHIBITION
OF THE USE, STOCKPILING, PRODUCTION
AND TRANSFER OF ANTI-PERSONNEL
MINES AND ON THEIR DESTRUCTION**

APLC/MSP.6/2005/4
31 August 2005

Original: ENGLISH

Sixth Meeting

Zagreb, 28 November – 2 December 2005

Item 6 of the provisional agenda

Adoption of the budget

**ESTIMATED COSTS FOR CONVENING THE SIXTH MEETING OF THE
STATES PARTIES TO THE CONVENTION ON THE PROHIBITION OF
THE USE, STOCKPILING, PRODUCTION AND TRANSFER OF ANTI-
PERSONNEL MINES AND ON THEIR DESTRUCTION**

Note by the Secretariat

1. The General Assembly, in paragraph 8 of its resolution 59/84 of 3 December 2004, requested the Secretary-General of the United Nations to undertake the preparations necessary to convene the next meeting of the States Parties, pending a decision to be taken at the First Review Conference. The First Review Conference held at Nairobi from 29 November to 3 December 2004, decided, as stipulated in paragraph 33 (a) of the Final Report of the Conference (APLC/CONF/2004/5), that the Sixth Meeting of the States Parties shall be convened in Croatia, from 28 November to 2 December 2005.
2. This document is submitted pursuant to the above-mentioned request and provides estimated costs in the amount of US\$456,000 for conference and non-conference servicing of the Conference. A breakdown of these costs is provided in the attached table. 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 closing of the Conference when the exact workload is known. At that time, any adjustments in contributions by the participants sharing the costs will be made accordingly.
3. With regard to the financial arrangements, it will be recalled that, in accordance with article 14 (1) of the Convention, “the costs... shall be borne by the States Parties and States not parties to this Convention participating therein, in accordance with the United Nations scale of assessment adjusted appropriately”.

4. Since preparations for the Sixth Meeting of the States Parties will involve costs that will need to be defrayed beforehand, and as the holding the meeting shall have no financial implications for the regular budget of the United Nations, the Secretariat will prepare and issue assessment notices as soon as the States Parties have accepted the attached estimated costs in accordance with the established practice.
5. The States Parties should proceed with the payment of their assessed share of the estimated costs as soon as the assessments notices have been received.
6. Finally, it should be noted that the Government of Croatia will make available at its cost such conference space and facilities as are necessary for the holding of the Sixth Meeting on the basis of a separate agreement with the United Nations.

Title of session: **SIXTH MEETING OF STATES PARTIES TO THE MINE-BAN CONVENTION
(APLC)
Zagreb, 28 November - 2 December 2005**

Conference-servicing items	Meeting Servicing \$	Pre-session documentation \$	In-session documentation \$	Summary records \$	Post-session documentation \$	Support Services requirements \$	Other requirements \$	Total \$
Interpretation and meeting servicing (a)	89,109							89,109
Translation, reproduction, distribution		156,895	28,152		61,152			246,199
Support Services requirements								0
Other requirements (b)							8,907	8,907
Total	89,109	156,895	28,152	0	61,152	0	8,907	344,215

* - at US\$1=CHF1.19

A. Total conference-servicing requirements (inclusive of 13% programme support costs)	344,215
B. Other costs:	
1) <i>Travel and subsistence for 2 planning missions to Zagreb for 3 persons</i>	10,000
2) <i>Travel and subsistence expenses of 4 Geneva DDA staff</i>	18,560
3) <i>Travel and subsistence expenses of conference servicing staff: one conference coordinator and those listed under notes (a) and (b)</i>	67,386
4) <i>Freight and communications</i>	3,000
Subtotal	98,946
<i>Programme support costs @13% over B</i>	12,863
Subtotal B	111,809
Grand total (rounded) A+B	456,000

Notes:

(a) Team of 20 interpreters for 10 meetings, 2 conference officers

(b) 1 IT specialist, 1 documents control officer, 1 documents reproduction officer and 1 documents distribution officer