
Meeting of the States Parties to the Convention on the Prohibition of the Development, Production and Stockpiling of Bacteriological (Biological) and Toxin Weapons and on Their Destruction

18 December 2017

Original: English

2017 Meeting

Geneva, 4-8 December 2017

Item 6 of the agenda

Issues of substance and process for the period before the next Review Conference, with a view to reaching consensus on an intersessional process

Estimated costs of the meetings to be held from 2018–2020

Note by the Secretariat

1. By operative paragraph 9 of resolution 72/71, adopted without a vote on 4 December 2017, the General Assembly, inter alia, requested the Secretary-General of the United Nations to continue to render the necessary assistance to the depositary Governments of the Convention and to provide such services as may be required for the implementation of the decisions and recommendations of the review conferences.
2. This document is submitted pursuant to the above-mentioned resolution, and pending the decision of the 2017 Meeting of States Parties to convene annual Meetings of States Parties and Meetings of Experts from 2018 to 2020, and support an Implementation Support Unit, and associated elements.
3. These estimated costs, including conference servicing and non-conference-servicing elements, amount to US\$ 1,519,800 in each of the years 2018, 2019 and 2020, or a total of US\$ 4,559,400 over the three years. A breakdown of these costs is provided in the annex. The costs relating to the Implementation Support Unit, and associated elements, remain identical to the costs presented in BWC/CONF.VIII/5.
4. 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 meetings and completion of related work, with all relevant expenditures recorded in the accounts. At that time, any adjustments in contributions by States Parties will be determined accordingly.
5. With regard to the financial arrangements, the costs of the above-mentioned activities will be shared by the States Parties based on the United Nations scale of assessment pro-rated to take into account differences in membership between the Convention and the United Nations.
6. Subject to approval by the States Parties of the estimated costs and cost-sharing formula, assessment notices will be prepared accordingly. Since the above-mentioned activities shall have no financial implications for the regular budget of the United Nations, States Parties should proceed with the payment of their share of the estimated costs as soon as assessment notices have been received.



Annex I

[English only]

Title of session:	BWC ISU staff costs							
Dates to be held:	N/A							
Conference-servicing items	Meeting Servicing *	Pre-session documentation *	In-session documentation *	Summary records *	Post-session documentation	Support Service requirements	Other requirements	Total *
	\$	\$	\$	\$	\$	\$	\$	\$
Interpretation and meeting servicing								-
Documentation (translation, reproduction and distribution)								-
Support Services requirements								-
Other requirements^{1/}								-
Total	-	-	-	-	-	-	-	-
* - at US								
	A. Total conference-servicing requirements (inclusive of 13% programme support costs)							-
	B. Non-conference-servicing requirements:							
Implementation Support Unit ^{1/}	<i>Fixed-term staff (one P-5, one P-4, one P-3)</i>							730,400
	<i>Travel</i>							20,000
	<i>Equipment and supplies</i>							5,000
	<i>Sub-total:</i>							755,400
	<i>Programme support costs @ 13% of B</i>							98,200
	<i>Total B:</i>							853,600
	C. Other requirements^{2/}							47,800
	Grand total (rounded) A+B+C:							901,400

1/ Staff costs are based on Standard salary costs v2 recosted at US\$ 1=CHF 0.969. Salary costs for the existing staff members include separation indemnities

2/ Dedicated assistance provided for accounting services and administration of financial resources \$47,400.

Annex II

[English only]

Title of session:	BWC Meeting of States Parties							
Dates to be held:	Location Geneva, TBC, 4 working days - with interpretation and translation							
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 ^{1/}	75,900						2,100	78,000
Documentation (translation, reproduction and distribution)		53,700	17,700		19,200			90,600
Support Services requirements ^{2/}						-	3,200	3,200
Other requirements ^{3/}							15,000	15,000
Total	75,900	53,700	17,700	-	19,200	-	20,300	186,800
* - at US\$								
	A. Total conference-servicing requirements (inclusive of 13% programme support costs)							186,800
	B. Non-conference-servicing requirements:							
	<i>Included in separate cost estimate</i>							
					<i>Sub-total:</i>			-
					<i>Programme support costs @ 13% of B</i>			-
					<i>Total B:</i>			-
					Grand total (rounded) A+B:			186,800

Annex III

[English only]

Title of session:	BWC Meetings of Experts							
Dates to be held:	Location Geneva, TBC, 8 working days - with interpretation and translation							
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^{1/}	151,800						2,100	153,900
Documentation (translation, reproduction and distribution)		114,900	25,900		97,200			238,000
Support Services requirements^{2/}						-	6,400	6,400
Other requirements^{3/}							33,300	33,300
Total	151,800	114,900	25,900	-	97,200	-	41,800	431,600
* - at US\$								
	A. Total conference-servicing requirements (inclusive of 13% programme support costs)							431,600
	B. Non-conference-servicing requirements:							
	<i>Included in separate cost estimate</i>							
					<i>Sub-total:</i>			-
					<i>Programme support costs @ 13% of B</i>			-
					<i>Total B:</i>			-
					Grand total (rounded) A+B:			431,600
<i>1/ Other requirements: meeting co-ordination charges \$2,050</i>								
<i>2/ Sound technician/recording (2 x 8 days) \$6,400</i>								
<i>3/ Rental of computer, printer and digital audio recorder for 10 days \$500; Documents control officer (1 x 8 days) \$3,300; Documents distribution officer (1 x 8 days) \$3,300; GS(OL) General temporary assistance (1 x 8 days) \$3,300; Dedicated assistance provided for accounting services and administration of financial resources \$22,900.</i>								