

Review Conference of States Parties to the Convention on Cluster Munitions

21 September 2020

Original: English

Second Review Conference

Lausanne, 23-27 November 2020

Item 8(i) of the provisional agenda

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

Implementation Support Unit 2019 Annual Report

Report summary

1. The Implementation Support Unit's 2016 to 2020 work plan and budget was endorsed at the First Review Conference (IRC) of the Convention on Cluster Munitions (CCM) by the States parties to the Convention. As such, the 2019 Implementation Support Unit (ISU) work plan and budget was derived from this earlier approved five-year work plan and its corresponding budget. This report outlines the key objectives and outcomes for the period under review which covers the period from 1 January to 31 December 2019 and is aligned with the period covered by the financial audit reports of the CCM Implementation Support Unit Trust Fund account.


I. Key Objectives

2. The Implementation Support Unit 2019 work plan was developed on the general directive approved upon its establishment in 2015. This directive 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 in collaboration with the GICHD.

GE.20-12213(E)



* 2 0 1 2 2 1 3 *

Please recycle 

II. Key Outcomes

3. The Implementation Support Unit (ISU) met all the main objectives outlined in its 2019 work plan. In accordance with its primary function, the ISU provided the administrative and substantive support necessary for the Convention's President and Coordination Committee members to effectively carry out their mandates in facilitating the implementation of the Convention's objectives as outlined in the Dubrovnik Action Plan (DAP). This included support to Sri Lanka in its role as the President of the Ninth Meeting of States Parties (9MSP) to the Convention; thus, contributing to the successful hosting of the meeting which was held in Geneva from 2 to 4 September 2019. Support was also availed to Switzerland, which took over from Sri Lanka as the President of the Second Review Conference (2RC) of States Parties to the Convention.

4. The ISU continued to effectively and efficiently provide technical and logistical support to the 14 States Parties that make up the Convention's Coordination Committee which steers implementation of the Convention's various thematic priorities. Additionally, implementation support was made available to States Parties and Signatory States while States not Parties were provided with additional information or clarification as required. Similarly, upon request, the ISU also enabled coordination and cooperation between States and relevant civil society organisations.

5. The ISU continued to produce quarterly newsletters circulated electronically to an established mailing list to fulfil its mandate of communicating the work and raising the profile of the Convention. These were electronic publications were made available on the CCM website and other social media platforms as are other printed Convention related publications.

6. In accordance with the agreement between CCM States Parties and the GICHD, the ISU continued to benefit from the administrative, logistical and infrastructural services provided to it by the GICHD.

III. Financial Report Overview

7. The approved ISU budget for 2019 was CHF 475,362 and at the beginning of the year, its Trust Fund account had an opening balance of CHF 254,532. During the year under review, CCM States Parties financial contributions towards the CCM ISU Trust Fund amounted to CHF 575,089. Therefore, the total funds available in 2019 were CHF 829,621. Of this total, an amount of CHF 170,392 carried over since 2017 was transferred from the CCM ISU Trust Fund account to the restricted Working Capital Reserve. During the review period, the total expenditure for 2019 was approximately CHF 431,915. The savings made of CHF 84,139 during the reporting period was mainly as a result of minimal communication costs, less than planned staff travel as well as an unexpected underspending on staff costs. Therefore, total funds carried over into 2020 amounted to CHF 222,692 which includes the savings of CHF 84,139 made in 2019.

8. The balance of the CCM ISU Working Capital Reserve (WCR) was CHF 556,837 as at 31 December 2019. During the year under review only one State Party had made a contribution of CHF 4,622 to the Fund. The total amount now exceeds the recommended optimum level of CHF 400,000 agreed by States Parties at the 7th Meeting of States Parties to the Convention on Cluster Munitions (7MSP).

9. The Audit Report dated 19 May 2020 covering the CCM Implementation Support Unit Trust Fund and the CCM Sponsorship Programme financial reports were reviewed by independent external auditors, Mazars SA, and deemed to be in compliance with Swiss Law. As required, and on behalf of the 2RC Presidency, the ISU transmitted the 2019 audit reports electronically on 26 May 2020 to all CCM States Parties for their information and record.

10. As at 31 December 2019, the available funds in the CCM ISU Trust Fund amounted to CHF 222,692 while the CCM ISU Sponsorship Programme Fund account had a balance of CHF 40,330. Both balances were carried forward into 2020 to enable the ISU to continue to undertake its activities without interruption.

IV. Report on the 2019 Activities of the Implementation Support Unit

Objectives, Outputs and Outcomes

11. The Implementation Support Unit's 2019 work plan was based on the principal objective of the ISU which is to support CCM States Parties on the implementation of the Convention during the period under review. Additionally, it was in accordance with the decisions taken by States Parties at the 1RC and subsequent meetings of States Parties; and pursuant to the priorities established by the States Parties through the Dubrovnik Action Plan. In keeping with its mandate, the ISU endeavoured to:

- Provide technical support and advice 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 Committee¹, 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.

12. In fulfilling this mandate, the ISU continued to establish its activities on the priorities, objectives and actions outlined in the Dubrovnik Action Plan (DAP) which seek to carry forward the aim of ensuring effective implementation of the CCM provisions from the First to the Second Review Conference of the Convention which will be held in November 2020. Most of the DAP actions are aimed at ensuring the timely implementation of State Party commitments particularly with respect to Convention stipulated deadlines on stockpile destruction and clearance of cluster munition remnants in contaminated areas.

1. Provide support to the Presidency and Coordination Committee

13. Sri Lanka, in its role as President of the 9th Meeting of States Parties (9MSP) to the CCM, took up leadership of the implementation of the Convention on 6 September 2018 at

¹ States Parties participating in the Coordination Committee during the period under review included Afghanistan, Australia, Austria, Chile, Germany, Iraq, Ireland, Lao PDR, Mexico, Montenegro, Mozambique, Netherlands, New Zealand, Namibia, Nicaragua, Panama, Peru, Philippines, Spain, Sri Lanka, Sweden, Switzerland, the United Kingdom and Zambia. Half of these States stepped down at the 9MSP and were replaced by new group of States.

the end of the 8MSP. Subsequently, the ISU provided substantive support to the 9MSP President in all aspects of the work of the Convention to facilitate the effective leading of its work by the Presidency, including the preparation and convening of formal and informal meetings, in addition to the provision of implementation status updates as well as analyses of various national reports to support the work of States Parties. This support comprised inter alia the provision of secretarial, logistical and administrative services at ten (10) Coordination Committee meetings during the year under review. In addition, the ISU also assisted the Presidency on the preparation of the CCM 9MSP Progress Report that was reviewed and adopted at the 9MSP.

14. During the same review period, the ISU also assisted in the organization and provided substantive support at two (2) Coordination Committee meetings chaired by Switzerland, President of the Second Review Conference of States Parties to the CCM (2RC). Switzerland took over leadership of the implementation of the CCM immediately after the closure of the 9MSP on 5 September 2019. Switzerland's term of office will end immediately after the closure of the 2RC on 27 November 2020.

15. The ISU also assisted the Swiss presidency in reaching out to States to support the 2019 UN General Assembly Resolution 74/62 on the "*Implementation of the Convention on Cluster Munitions*". The General Assembly voted on 12 December 2019 on the Resolution, which was adopted with a vote of 144 in favour, 38 abstentions and 1 against. Most notably, a State not Party that had voted NO in the previous 3 CCM Resolutions changed its position to Abstain.

16. In similar manner, the ISU supported individual thematic Coordinators in their efforts to accomplish the objectives as outlined in their respective mandates. This included providing them with the relevant information to assist with the discharging of their mandate to coordinate work associated with and derived from the Convention's Dubrovnik Action Plan as well from other informal meetings of the Convention. The support of the ISU provided members of the Coordination Committee with the necessary tools, technical resources and analytical data to perform their functions and conduct the relevant follow up actions in accordance with the DAP.

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

Support on Universalization

18. Throughout the year under review, the ISU continued to provide information and clarification as necessary to States Parties, Signatory States and States not Parties upon request. Geneva-based activities included undertaking bilateral outreach in support of the Coordinators in the margins of meetings of other Conventions.

19. The thematic Coordinators on universalization, Chile and Panama, with the support of the ISU, on 6th February 2019, hosted a closed meeting on the CCM at the Palais des Nations in Geneva, in the margins of the 22nd International Meeting of Mine Action National Directors and United Nations Advisers (NDM-UN22). Nine representatives from 3 Signatory States and 5 States not Party attended the meeting. Presentations were made by the ISU, the Cluster Munition Coalition (CMC), and the International Committee of the Red Cross (ICRC). State representatives were also given the opportunity to participate in an interactive discussion with the panellists following the presentations.

20. The ISU Director facilitated a closed meeting in the side lines of the 9MSP between the Zimbabwean delegation and the delegations of Germany and Switzerland in their capacities as CCM past President and President-designate respectively. The discussion offered an opportunity to provide additional information to the relevant decision-making authorities in capital.

21. During the United Nations 74th General Assembly (UNGA74) First Committee sessions, the 2RC President, Ambassador Félix Baumann, together with the ISU Director had bilateral exchanges with 30 States on various CCM-related issues, particularly on universalization, transparency measures and national implementation measures. The states were also encouraged to vote in favour of the 2019 CCM Resolution which most significantly, led to a change in the voting pattern of Zimbabwe from NO the previous four years to Abstain in 2019. On 12 December 2019, the UN General Assembly adopted the resolution on the “Implementation of the Convention on Cluster Munitions” by a vote of 144 in favour, 38 abstentions and 1 against.

22. Furthermore, the 2RC President, with the support of the ISU, used the opportunity of the presence of numerous states participating in the 4th Review Conference (4RC) of the Anti-Personnel Mine Ban Convention (APMBC) from 25 to 29 November 2019 in Oslo to promote CCM universalization. Several bilateral meetings were held with Signatory and States not Party to provide any clarification as necessary on implementation of the Convention. On 31 December 2019, there were 107 countries party to the Convention.

Support on Stockpile Destruction and Retention

23. The ISU provided technical support to the Coordinators through the analysis of Article 7 Reports and by facilitating communication with States Parties with Article 3 obligations. This included continuing exchanges related to one State, Bulgaria, in its preparation and submission of a deadline extension request. The ISU participated in the deliberations of the Article 3 Analysis Group which thereafter prepared a report and draft recommendation for consideration by States Parties at the 9MSP in September 2019. The 9MSP considered the first ever extension request under Article 3, submitted by Bulgaria for an extension of its 1 October 2019 deadline and granted it with a 12-month extension pending the provision of a detailed project management and work plan to be included in an updated extension request to be considered at the 2RC.

24. The ISU also began exchanges with Peru, the second state to require an extension of its Article 3 deadline. This initial exchange with the Peruvian delegation was in the sidelines of the APMBC 4th Review Conference in Norway where it informed the ISU that it would not be able to meet its Article 3 deadline and would commence on the preparation of its extension request. The ISU accepted an invitation to travel to Peru to assist the State Party with its preparation of its extension request.

25. After years of reaching out to Guinea-Bissau, the ISU was able to identify a focal person in Guinea Bissau to follow up on its implementation of the CCM. This resulted in the submission of its long overdue initial transparency report on 20 November 2019 in which it requested international cooperation and assistance to help identify any cluster munitions in its stockpiles. In a bilateral meeting in Oslo with the focus person, the ISU was informed that Guinea-Bissau would submit an extension of its Article 3 deadline of 1 May 2019 if it were confirmed to hold stockpiles. The continued ISU engagement with a focus on the State Party’s compliance with CCM Article 3 resulted in an agreement and in collaboration with the Ammunition Management Advisory Team (AMAT) to undertake in early 2020 a verification mission to the country to assist in the identification of any cluster munition stockpiles in its arsenals.

Support on Clearance and Risk Reduction Education:

26. In assisting the Coordinators in their role, the ISU provided technical support through the continuous analysis of Article 7 reports and bilateral engagement to keep abreast of progress recorded by States Parties in compliance with Article 4 obligations.

27. During the year, the ISU provided logistical and technical support to the Analysis Group established to consider the extension requests submitted in 2018 of Germany and Lao PDR. The ISU also regularly kept CCM States Parties informed on any additional information provided by the requesting states. The 9MSP considered these first ever Article 4 Extension Requests and granted both states a five-year extension each to 1 August 2025.

28. Additionally, the ISU continued to reach out to States Parties with Article 4 compliance deadlines in 2021 and that needed to submit their requests 9 months ahead of the 2RC. Consequently, the ISU carried out a mission to Lebanon in March 2019 to provide guidance in the preparation of its 1 May 2021 deadline extension request. Lebanon submitted draft requests to the ISU before the 9MSP for its initial comments on the document. Lebanon submitted its official request to the 2RC President on 12 December 2019 and circulated to States Parties as well as uploaded onto the CCM website. It also had email exchanges with Chile to provide guidance on the preparation of an extension of its deadline. Chile sent official notification that it would submit its extension request in 2020 and provided a draft copy for initial evaluation by the ISU in December 2019.

29. The ISU paid a visit to Montenegro in November 2019 to evaluate progress on Article 4 compliance ahead of its 1 August 2020 deadline and was assured that the state party would not be requesting an extension.

Support on Victim Assistance

30. The ISU provided technical support to the Coordinators through the analysis of Article 7 Reports and with updates on the implementation of Article 5. As in the previous year, the ISU participated with the thematic Coordinators the annual APMBC victim assistance retreat held in the first quarter of the year.

31. The ISU also collaborated with the Coordinators in April 2019 to promote a document produced by the Gender and Mine Action Programme (GMAP) entitled *Victim assistance responsive to gender and other diversity aspects: Operational guidance* which was uploaded onto the CCM website.

Support on International Cooperation and Assistance

32. The ISU provided technical support to the Coordinators through the regular analysis of Article 7 Reports and kept them updated on the implementation of Article 6 of the Convention in accordance with Action 5 of the DAP. It also collaborated with Coordinator Netherlands through the process of revision and adoption of the Methodology for requests of deadline extensions under Articles 3 and 4 of the CCM to be adopted at the 9MSP.

33. Through a voluntary contribution from the Government of Canada to support work on the Country Coalitions concept, the ISU organized on 13 March 2019 a roundtable discussion in Geneva to promote the establishment of Country Coalitions by States Parties with current obligations under Article 3 and Article 4 of the CCM. The Country Coalition concept introduced by Germany in its capacity as the 7MSP Presidency encourages a country specific approach to comply with Convention commitments through comprehensive cooperation adapted to the national context. The event brought together 16 States Parties to exchange views and best practices on employing this mechanism. States Parties that have recorded successes in the implementation of their Article 3 and 4 obligations through the establishment of some form of a Country Coalition shared their experiences at the event.

34. From 29 to 30 April 2019, the ISU participated in a regional seminar organized by CCM State Party Lao PDR and the ICRC, with the support of Norway, to discuss the humanitarian impact of weapons such as cluster munitions, foster partnerships between donor and affected States and promote adherence to disarmament treaties such as the CCM. The event held in Vientiane attracted over 90 participants, including delegates from 7 South-East

Asian States, two of which are States Parties to the CCM and 1 a Signatory State. The ISU Director presented on the key provisions of the Convention and also discussed how to enhance international cooperation and assistance within the framework of the CCM.

Support on Transparency Measures

35. The ISU in collaboration with Iraq, Coordinator on Transparency Measures, continued to engage with the States Parties still to submit initial transparency reports some of which were due as far back 2011. This persistent engagement resulted in the number of overdue initial reports decreasing from 13 at the beginning of the year to eight at the end of it. One of these eight states have since submitted its initial report leaving seven States still to comply with the obligation.

36. Ongoing bilateral engagement further bestowed 2019 the distinction of being the first time that all initial transparency reports due within a calendar year were submitted on time. Sri Lanka, Namibia, the Gambia and the Philippines with initial reports in 2019 all submitted their reports on time. As at 31 December 2019, 98 initial reports out of the expected 106 have been received.

37. Additionally, the ISU in collaboration with the Coordinator produced a brochure that outlines the importance of transparency reporting while also provides guidance on how, when and what to report. The brochure, available on the CCM website, is also helpful in outreach meetings with States not Party to clarify reporting provisions of the Convention.

38. To further encourage timely reporting, the ISU for the second year awarded virtual gold, silver and bronze medals to the first three States Parties submitting their 2018 annual reports. The 2019 gold medal went to Saint Kitts and Nevis, the silver medal to Costa Rica and a joint bronze medal to Australia and Austria. Saint Kitts got gold for the second year running.

Support on National Implementation Measures

39. With ISU logistical and technical support, one of the CCM's newest States Parties, the Philippines, co-hosted with New Zealand, Coordinator on National Implementation Measures, New Zealand a workshop in Manila on 18 to 19 June 2019 to promote the universalization and implementation of the Convention.

40. The objective of the regional workshop was to gather South Asian States to discuss the CCM which remains an under-represented region in the Convention's overall membership. The event gathered 13 countries - 8 States not Party and 5 States Parties. Interactive sessions informed States not Party on the key provisions of the Convention, the accession process, the available resources and the experience of States Parties in joining and implementing the CCM. The ISU, the International Committee of the Red Cross (ICRC) and the Cluster Munition Coalition (CMC) participated as expert resources. The workshop was made possible through the generous contribution of New Zealand and Switzerland and the in-kind support provided by the Philippines.

41. The ISU supported New Zealand as Coordinator and Iraq, Coordinator on Transparency Measures, to organize a meeting at the Permanent Mission of New Zealand in New York in the margins of the UNGA 74 First Committee. The event hosted 31 participants from 22 States Parties, the Cluster Munition Coalition (CMC) and the ISU to discuss the past, present and future of the Convention. New Zealand moderated the event where presentations were made by the troika of CCM presidencies Sri Lanka (9MSP President); Switzerland (2RC President) and United Kingdom (10MSP President-Designate). CCM thematic Coordinators present provided updates on their respective thematic areas. An extensive and productive exchange ensued on topics such as the link between disarmament and the UN

Sustainable Development Goals (SDGs), the importance of sponsoring Small Island Developing States (SIDS) to CCM meetings and the value of military-to-military dialogues.

42. The ISU also published and regularly updated on the Convention's website, a table highlighting the status of the national legislation of States Parties with specific implementation law for the CCM, including 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

43. As in previous years, the ISU responded to requests from individual States Parties and other States requiring additional information on the Convention. This included the provision of clarification on interpretation of CCM Articles, guidance on where to find the requested information and/or how to contact the appropriate expert institutions or individuals. The ISU continuously updated the existing contact list of national focal points and key stakeholders in order to better facilitate outreach and support.

44. Aiming to provide clarity on CCM Article 7 obligations for all States Parties, the ISU in collaboration with the Coordinator produced a brochure highlighting how this vital Convention provision is pivotal in facilitating strengthened partnerships for CCM implementation. The brochure, which is also available on the Convention website, provides information on existing mechanisms and how to access resources available to States to facilitate CCM implementation. It also emphasizes the benefits of establishing country coalitions to enhance implementation efforts and fulfillment of treaty obligations within stipulated timeframes.

45. During the year, the ISU continued to provide technical advice as relevant to the four States Parties that announced that they would submit deadline extension requests for consideration at the 2RC. This support was in the form of providing advice on the process as well as content of the submissions and thereafter providing initial feedback on them. The ISU was acted as the liaison between the two Analysis Groups and the requesting States.

46. The ISU also continued to publish and circulate electronic versions of the CCM quarterly newsletter highlighting key events that occurred during the preceding quarter. They also included reminders for events occurring in the following quarter.

	<i>Print Version</i>	<i>Electronic Version</i>	<i>Costs covered by ISU funds</i>	<i>Costs covered by other funds</i>	<i>Comments</i>
A Guide to Cluster Munitions 3 rd Edition – Arabic version			-		GICHD financed
CCM Quarterly Newsletter	-		-	-	
CCM Brochures	-		-	-	
CCM Membership Maps			-		GICHD in-kind support
CCM Presidency Flags (table)				-	

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

47. The ISU prepared, supported, kept records of and conducted follow-up activities associated with ten meetings of the Coordination Committee held in 2019. Of these, eight were under the Nicaraguan Presidency and two under the Sri Lankan presidency. The ISU also provided additional information and continuous updates to individual members of the Coordination Committee. This was in addition to the support provided in the development of their thematic action plans and strategies aimed at enhancing the implementation of the DAP and the effective execution of their mandates during the year and up to the 9MSP. All Minutes of the Coordination Committee and the reports of other meetings held during the year were uploaded onto the Convention's website. Reports on activities and events held by the Coordinators were also made available on dedicated thematic pages on the Convention's website.

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

48. During the period under review, the ISU continued to administer and maintain the official website of the Convention and constantly provided updated information on the Convention. The ISU, on a regular basis, also communicated updates on matters related to the Convention on its website and other media fora. This included the production of 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. All such brochures/tools are available in downloadable pdf format on the Convention website.

49. The ISU continued its prolific use of the CCM's social media platforms (Twitter and Facebook) to raise visibility of the Convention and to share key information. The success of the use of the Twitter platform could be seen by the increase in new followers from 99 in 2016 to 259 in 2019 while impressions increased from 61,944 in 2016 to 127,274 in 2019. The CCM Twitter account at the end of 2019 had 617 followers. Through the Facebook platform, the number of followers also increased from 553 at the end of 2017 to 594 at the end of 2019. This strategy will continue to be employed to continue growing the CCM audience that follows, likes and shares the information provided.

50. The ISU continued to facilitate dialogue between States Parties, Signatory States and States not Parties amongst themselves and/or with relevant organizations as appropriate. This resulted in the establishment or enhancement of partnerships at different levels in accordance with Article 6 of the Convention.

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

51. As in the past, 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 GICHD staff and students of higher institutions of learning. This included presentations made to 2019 United Nations Programme of Fellowships on Disarmament. 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. Some of these activities conducted were at events held outside Geneva.

Synergies with Secretariats of other Disarmament Conventions

52. In accordance with the decision of States Parties at the 7MSP which encourages the ISU to pursue and further develop informal cooperation on issues of substance with other implementation support units where such cooperation contributes to reinforcing its capacity to effectively support CCM States Parties in implementing the Convention and enhances efficiency, the ISU participated in a retreat organized on 16 January 2019 by the APMBC's Committee on Victim Assistance. The retreat aimed to consider the complexity attached to Victim Assistance implementation and how issues pertaining to this thematic persist even after the elimination of mines and cluster munitions and acknowledged that a collective and sustained commitment to support victims and survivors would be required at all levels.

53. Later in the year, the ISU participated in the first ever *Global Conference on Assistance to Victims of Anti-Personnel Mines and Other Explosive Remnants of War, and Disability Rights* held from 10 to 12 September in Amman, Jordan. The Conference, which was sponsored by the European Union, provided national disability rights and victim assistance experts, decision makers and persons with disabilities including mine and other ERW survivors, with opportunities to further explore challenges and good practices in aligning victim assistance efforts with the Convention on the Rights of Persons with Disabilities (CRPD) and the Sustainable Development Goals (SDGs). This participation contributed further to generating synergies between different Conventions.

Support of the Geneva International Centre for Humanitarian Demining (GICHD)

54. In accordance with the 2014 ISU Hosting Agreement between the CCM States Parties and the GICHD, the ISU was provided logistical and administrative support at an estimated amount of CHF 117,000. 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.

55. Additionally, in accordance with the hosting agreement, the GICHD administers the sponsorship programme in collaboration with the ISU. The GICHD therefore facilitated participation of beneficiaries related to a number of CCM related meetings and workshops. To this end, in 2019, the GICHD facilitated the sponsorship of seventeen (17) state delegates to participate in the 9MSP.

V. 2019 Financial Report

56. The Financial Procedures on the financing of the Implementation Support Unit based on the principles of sustainability, predictability and ownership; adopted at the IRC and effected from 1 January 2016 continued to be implemented in 2019. In applying these procedures, during the year under review, the ISU sent to all States Parties individualized invoices indicating contributions due for the annual budget. The ISU also provided to the Coordination Committee regular updates on the prevailing financial position of the ISU Trust Fund.

57. In January 2019 the ISU Trust Fund account had an opening balance of approximately CHF 254,532 which was carried over from 2018. In 2019, 45 out of 103 States Parties invoiced by the ISU met their obligations contributing a total of CHF 575,089. This represents a lower number of States Parties contributing than in the previous 2 years. The 2019 contributions exceeded the approved ISU budget of CHF 475'362 due to the very generous voluntary contributions of 16 States Parties who together contributed the equivalent of CHF 352'967, which was over 74% of the total budget for the year. Total expenditure for the year amounted to CHF 431,915 which was CHF 43,447 less than budgeted.

58. While in at UNGA 74 in New York, the ISU took the opportunity to facilitate the collection of small cash contributions from 2 pacific island States: Palau and Samoa. This option enables States Parties to make small contributions in cash and avoid bank charges which in many cases would be greater than the invoice amount.

59. The primary reason for the budgetary underspending was because most of the workshops undertaken during the year were financed by voluntary contributions to the ISU, travel undertaken cost less than planned and the continuation of producing most CCM materials electronically rather than in print form. In addition, the change of staff mid-year resulted in underspending on staff costs.

2019 Approved versus Actual Budget with explanatory notes

60. The activities undertaken and detailed in the operational report above were all conducted within the approved ISU 2019 work plan and budget as are detailed below: -

<i>ITEM</i>	<i>2019 Approved Budget (CHF)</i>	<i>Actual Expenditure (CHF)</i>	<i>NOTES on variance</i>
Salaries & Social charges	418,362	385,228	ISU was fully staffed but due to a staff change in 3 rd quarter budgeted amount was slightly higher than actual expenditure
Communication	6,000	1,624	Minimal costs as CCM related promotional material produced as electronic versions
Staff travel	44,000	22,906	Travel expenses less than initially planned as costs were lower than budgeted
Other implementation support costs	7,000	22,158	Expenses incurred in supporting the CCM Presidencies and Coordinators at workshops/side events that exceeded the budget amount were covered by earmarked contributions
TOTAL	475,362	431,915	

Salaries and Social Charges

61. Expenditure was slightly less than budgeted because the actual salary and social costs were lower than estimated in 2015 when the budget was initially approved. Additionally, there was a change of staff mid-year with the Implementation Support Specialist leaving the ISU at the end of August. He was replaced with a new recruitment in October 2019 at a lower cost which is the stipulated starting salary. The total amount spent on this budget line was CHF 385,228; which was CHF 33,134 less than the budgeted amount of CHF 418,362.

Communication

62. In 2019, there were no print publications produced unlike in preceding years. However, as in previous years, the ISU prepared for distribution the standard CCM quarterly newsletters and informational thematic brochures in electronic format on the Convention's website. The ISU, in accordance with the approved 2019 workplan, implemented its mandate to administer and maintain the official website of the Convention; provide information about the Convention; facilitate communication among States Parties and all relevant other stakeholders, to cooperate and coordinate with relevant actors and maintain public relations; produce Convention related publications and other promotional materials as necessary. As the ISU continues to manage the Convention's website itself, this keeps costs at a minimum. In addition, the ISU purchased table flags of the current Presidency used at various events alongside the CCM flag. The ISU also had 100 umbrellas with the CCM logo made to give away as promotional materials to further raise awareness of the Convention.

Staff Travel

63. The budget for this activity was CHF 44,000 but actual expenditure was only CHF 22,906. The variance was mostly because actual travel costs were lower than estimated though the number of trips undertaken were in line with the original workplan.

64. These travel costs related to assignments undertaken by the ISU staff which included travel to participate in various workshops to promote the CCM held in Vientiane, Lao PDR; Manila, Philippines; Amman, Jordan and New York, USA. The ISU also supported the Swiss Presidency of the Convention's Second Review Conference (2RC) in bilateral meetings and consultations held in the margins of the 4th Review Conference of the Anti-Personnel Mine Ban Convention in Oslo, Norway held in November 2019. The ISU also used this opportunity to follow up with over 20 CCM States Parties, Signatory States and States not Parties on Convention related matters. This therefore reduced staff travel costs significantly.

65. In addition, the ISU provided in-country technical support to Lebanon in the preparation of its CCM Article 4 extension request while an evaluation trip was undertaken to Montenegro in support of final Article 4 implementation efforts ahead of its 1 August 2020 compliance deadline.

Other Implementation Support Costs

66. All other implementation support activities undertaken by the ISU are reported under this budget line and in 2019 these amounted to CHF 22,158 against a budget of CHF 7,000. The seeming overspending under this line was covered by earmarked voluntary contributions made by New Zealand in support of the Manila Universalization Workshop held in June 2019. These specific funds for the regional workshop covered travel of participants, accommodation and meals. Financing of the workshop was augmented by the voluntary contribution of Switzerland.

67. In undertaking these support activities, the ISU facilitated and participated in many other CCM related events organized by the Presidency or the thematic Coordinators in Geneva and other locations. Specifically, the ISU delivered presentations at workshops,

seminars and to visiting students of higher institutions of learning with the intention of further raising interest while disseminating understanding of the Convention regarding the obligations and implementation status of the legal instrument, including sharing lessons learnt and key challenges in its implementation.

Overview of voluntary contributions made to the CCM ISU Trust Fund in 2019

2019 VOLUNTARY CONTRIBUTIONS (7c of ISU financial procedures)

Contributions	Australia	30 949
	Canada	2 912
	Chile	422
	Costa Rica	160
	Ireland	21 497
	Italy	33 622
	Japan	10 000
	New Zealand	19 632
	Panama	186
	Portugal	230
	Saint Kitts and Nevis	40
	Spain	21 317
	Sweden	53 428
	Switzerland	68 096
	The Netherlands	46 289
	United Kingdom	44 185
Total		352 967

68. In 2019, sixteen States Parties made voluntary contributions towards the annual ISU-CCM budget a total amount of CHF 352,967 which was equivalent to 74% of the annual budget. This was in addition to the combination of contributions made under 7a and 7b of the ISU financial procedures by the 49 States Parties including most of these 16 States. Of these 16, only 3 contributed under 7c only, while the rest either contributed to 7a, 7b and 7c or to just 7a and 7c. As in previous years, the 2019 budget of CHF 475,362 was met as a result of the generous contributions of these sixteen States Parties.

CCM ISU Working Capital Reserve

69. The CCM States Parties at the 1RC in 2015 resolved that “within the ISU Trust Fund there shall be maintained a working capital reserve 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.”

70. In 2019, the Working Capital Reserve (WCR) received a contribution of CHF 4,622 from one State Party, Ireland, and following the approval of the 9MSP, the amount of CHF 170,392 carried over since 2017 was transferred to the WCR bringing the total amount of restricted funds held within the ISU Trust Fund at end of the year to CHF 556,837. There now exists a surplus of CHF 156,837 over the recommended reserve level of CHF 400,000 to sufficiently cover a full year of ISU operations.

71. The contributions to the WCR in 2019 were as listed below:

<i>State Party</i>	<i>Amount contributed in CHF</i>
Ireland	4 622
Sub-total	4 622
<i>Balance brought forward</i>	552 215
TOTAL	556 837

CCM Sponsorship Programme Trust Fund

72. Diverse participation at the Meetings of States Parties or Review Conferences of the Convention continues to be a crucial element in ensuring a broad-based and diverse participation of affected, low income States Parties as well as of all other interested States unable to meet the costs of participation, which is necessary to further promote the objectives of the Convention. In this regard, the Implementation Support Unit is mandated to manage the CCM Sponsorship Programme guided by the Coordination Committee and contributing States on the criteria to be used for a particular meeting.

73. In fulfilling this mandate in 2019; and guided by the 9MSP Presidency and contributing States, in recommending potential beneficiaries of the programme, the selection criteria took into consideration elements such as attendance of new States Parties, gender balance, Signatory States expected to announce imminent ratification or to provide updates on progress made in their national processes, States Parties in the process of implementing Articles 3, 4, 5 or 9 and needing to provide updates at the meeting and States not Parties that were likely to join the Convention.

74. During the year under review, only four States (Australia, Canada, Germany and Switzerland) contributed a total of CHF 84,404 to the CCM Sponsorship Programme to facilitate the participation of low-income affected States at the 9MSP which was held in September 2019. This was in addition to the CHF 8,514 carried over from 2018. Therefore, from the total of CHF 92,918 available in 2019 under the Sponsorship Programme, the ISU was able to cover the travel and accommodation costs of twenty (20) delegates from nineteen (19) States. Of these, seven (7) were State Party representatives, five (5) Signatory State representatives and seven (7) representatives of States not Party. Unfortunately, three of the sponsored delegates had to cancel their travel a few days before the Meeting due to circumstances beyond their control. This brought the number of sponsored delegates participating in the Meeting to only 17. Of the twelve sponsored Signatory or States not Party, one Signatory State has since ratified and one State not Party has acceded to the Convention bringing the current number of CCM States Parties to 108. The total amount spent on sponsored delegates equalled CHF 52,589. The balance of CHF 40,330 was carried forward into 2020 as agreed with one of the contributing States.

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

Extracted from the 2019 Audit Report

		<i>Account 2019</i>
EXPENDITURES		
Detailed Expenses	Travel	35 418
	Accommodation	12 264
	Per diems	4 825
	Miscellaneous	82
TOTAL EXPENDITURES		52 589
REVENUES		
Contributions		
Australia		10 316
Canada		58 622
Germany		5 465
Switzerland		10'000
TOTAL CONTRIBUTIONS		84 404
Contributions deferred from 2018		8 514
TOTAL REVENUES		92 918
Contributions deferred to 2020		40 330