

Convention on Cluster Munitions

8 July 2019

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Ninth Meeting of States Parties**Geneva, 2–4 September 2019**

Item 12 (b) of the provisional agenda

Preparations for the Second Review Conference of States Parties:**Date, duration, venue and estimated costs for the organization
of the Second Review Conference of States Parties**

Estimated costs of the 2020 Review Conference of the Convention on Cluster Munitions and its Preparatory Committees

Note by the Secretariat

1. The Ninth Meeting of States Parties of the Convention on Cluster Munitions, held in Geneva, Switzerland, from 2 to 4 September 2019, decided to convene in Geneva a five days Second Review Conference in 2020 and two Preparatory Meetings of one day each. The relevant estimated costs are calculated based on a Review Conference and two Preparatory Meetings taking place at the Palais des Nations in Geneva, unless the President of the Review Conference decides at a later stage to host the meeting in another venue or location, in accordance with paragraph 30 (d) of the Final Report of the Review Conference of the Convention on Cluster Munitions (CCM/CONF/2015/7).
2. The present document is submitted pursuant to the above-mentioned decision of the Ninth Meeting of States Parties and provides estimated costs in the amount of USD 450,500 for convening the 2020 Review Conference and USD 39,900 for each of the two Preparatory Meetings. A breakdown of the costs is provided in the tables at the end of the document.
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 the completion of related work, with all relevant expenditures recorded in the accounts. At that time, any adjustments in contributions 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 practice followed on the occasion of multilateral disarmament conferences and related meetings, and as reflected in article 14 of the Convention on Cluster Munitions, the costs are shared among the States Parties and observer States participating in the meetings, based on the United Nations scale of assessment pro-rated to take into account the number of States participating in the meetings.
5. Subject to the approval of the States Parties 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, States Parties should proceed with the payment of their share of the estimated costs as soon as assessment notices have been received.



Table 1

Title of session:		First Preparatory Meeting for the Second Review Conference of the Convention on Cluster Munitions						
Dates to be held:		Geneva, May/June 2020 (TBD)						
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	13,300							13,300
Translation of documentation		17,500			5,900			23,400
Support Services requirements ^{1/}						800		800
Other requirements ^{2/}							2,400	2,400
Total	13,300	17,500	0	0	5,900	800	2,400	39,900
* - at US\$								
		A. Total conference-servicing requirements (inclusive of 13% programme support costs)						39,900
						Grand total (rounded)		39,900
<i>1/ Sound technician (2 x 1 day) \$800</i>								
<i>2/ Rental of computer and printer \$13; 1 Document Distribution Officer (1 x 1 day) \$ 300; Dedicated assistance provided for accounting services and administration of financial resources \$2,100</i>								

Table 2

Title of session:	Second Preparatory Meeting for the Second Review Conference of the Convention on Cluster Munitions							
Dates to be held:	Geneva, September 2020 (TBD)							
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	13,300							13,300
Translation of documentation		17,500			5,900			23,400
Support Services requirements ^{1/}						800		800
Other requirements ^{2/}							2,400	2,400
Total	13,300	17,500	0	0	5,900	800	2,400	39,900
* - at US\$								
	A. Total conference-servicing requirements (inclusive of 13% programme support costs)							39,900
						Grand total (rounded)		39,900
<i>1/ Sound technician (2 x 1 day) \$800</i>								
<i>2/ Rental of computer and printer \$13; 1 Document Distribution Officer (1 x 1 day) \$ 300; Dedicated assistance provided for accounting services and administration of financial resources \$2,100</i>								

Table 3

Title of session:	Second Review Conference of the Convention on Cluster Munitions							
Dates to be held:	Location Geneva, October or November 2020 (TBD) (5 days without 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	93,800							93,800
Translation of documentation		245,000	6,300		22,700			274,000
Support Services requirements^{1/}						4,000		4,000
Other requirements^{2/}							76,400	76,400
Total	93,800	245,000	6,300	-	22,700	4,000	76,400	448,200
* - at US\$								
	A. Total conference-servicing requirements (inclusive of 13% programme support costs)							448,200
	B. Non-conference-servicing requirements:							
	1. Equipment and Supplies							2,000
	Sub-total:							2,000
	Programme support costs @ 13% of B							300
	Total B:							2,300
	Grand total (rounded) A+B:							450,500
1/ Sound technician/recording (2 x 5 days) \$4,000								
2/ Documents distribution officer (1 x 5 days) \$1,600; documents control officer (1 x 5 days) \$1,600; rental of computer and printer for 5 days \$65; GS(OL) General temporary assistance (2 x 60 days) \$49,200; Dedicated assistance provided for accounting services and administration of financial resources \$23,900.								