

Convention on Cluster Munitions

3 September 2010

Original: English

Preparatory Meeting

Geneva, 6 September 2010

Item 5 of the provisional agenda

Adoption of arrangements for meeting the costs of the Preparatory Meeting

Estimated costs for the Preparatory Meeting of the first Meeting of States Parties to the Convention on cluster munitions

Note by the Secretariat

1. Pursuant to paragraph 1 of Article 11 of the Convention on Cluster Munitions, the relevant decision of the States Parties to the Convention and General Assembly resolution 64/36, the First Meeting of States Parties to the Convention will take place from 9 to 12 November 2010 in Vientiane, Lao People's Democratic Republic, with a preparatory meeting to be held at Geneva on 6 September 2010.
2. This document is submitted pursuant to the above-mentioned provisions and provides estimated costs in the amount of US\$208,300 for convening the Preparatory Meeting. 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 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 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 previous multilateral disarmament conferences and related meetings, and as reflected in Article 14 of the Convention, the costs are shared among the States Parties to this Convention participating in the meetings, based upon the United Nations scale of assessment pro-rated to take into account the number of States Parties participating in the meetings. States that are not party but that have accepted the invitation to take part in the meetings share in the costs to the extent of their respective rates of assessment under the United Nations scale of assessments.
5. Subject to the States 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, States Parties should proceed with the payment of their share of the estimated costs as soon as assessment notices have been received.

Title of session: 2010 Preparatory Meeting for the First Meeting of States Parties to the Convention on Cluster Munitions
Date to be held: Geneva, 6 September 2010

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	15,000							15,000
Translation of documentation		25,300	105,800		40,500			171,600
Support Services requirements						1,100		1,100
Other requirements							3,100	3,100
Total	15,000	25,300	105,800		40,500	1,100	3,100	190,800

* - at US\$ 1=CHF 1.041

A. Total conference-servicing requirements (inclusive of 13% programme support costs) 190,800

B. Non-conference-servicing requirements (Implementation Support Unit) * :

1. Planning mission to Lao PDR (3 staff members for 5 days)

15,500

Sub-total:

15,500

Programme support costs @ 13% of B

2,000

Total B:

17,500

Grand total (rounded) A+B:

208,300