

**Fifteenth Annual Conference of the High Contracting Parties to Amended Protocol II to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed to Be Excessively Injurious or to Have Indiscriminate Effects**

27 September 2013

Original: English

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Geneva, 13 November 2013  
Item 12 of the provisional agenda  
Adoption of the estimated costs for 2014

**Estimated Costs  
Sixteenth Annual Conference of the High Contracting Parties to Amended Protocol II to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons which may be deemed to be Excessively Injurious or to have Indiscriminate Effects**

**Note by the Secretariat**

1. The Fifteenth Annual Conference of the High Contracting Parties to Amended Protocol II to the Convention on Prohibitions or Restrictions on the Use of Certain Conventional Weapons Which May Be Deemed To Be Excessively Injurious or To Have Indiscriminate Effects, held in Geneva on 13 November 2013, decided to convene a one-day meeting of the Sixteenth Annual Conference of the High Contracting Parties on 12 November 2014.
2. This document is submitted pursuant to the above-mentioned decision of the High Contracting Parties and provides estimated costs in the amount of US\$221,900 for convening that 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 past experience and 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 the contributions made by the participants sharing the costs will be determined accordingly.
4. With regard to the financial arrangements, the cost of the Conference of the High Contracting Parties shall be borne by the High Contracting Parties and States not parties participating in the work of the Conference, in accordance with the United Nations scale of assessment adjusted appropriately.
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.

**Sixteenth Annual Conference of the High Contracting Parties  
to Amended Protocol II (APII)  
Geneva, 12 November 2014 (with Summary Records)**

Title of session:		Sixteenth Annual Conference of the States Parties to Amended Protocol II (AP II) on Prohibitions or Restrictions on the Use of Mines, Booby-Traps and Other Devices as Mended on 3 May 1996, Annexed to the Convention on Certain Conventional Weapons (CCW)						
		Geneva, 12 November 2014 (with Summary Records)						
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	13,900							13,900
Translation of documentation		12,300		38,100	11,200			61,600
Support Services requirements						1,700		1,700
Other requirements							22,000	22,000
Total	13,900	12,300		38,100	11,200	1,700	22,000	99,200
* - at US\$ 1=CHF 0.945								
	A. Total conference-servicing requirements (inclusive of 13% programme support costs)							99,200
	B. Non-conference-servicing requirements*							
	1) One P-3 for six months							106,600
	2) Equipment,, Supplies and Publications							2,000
	Sub-total							108,600
	Programme support costs @13% over B							14,100
	Subtotal B							122,700
	Grand total (rounded) A+B							221,900
1/ Sound technician/recording (2 x 1 days) \$1,100; Messenger (1 x 2 days) \$600.								
2/ Rental of PC, printer and flash disk \$50; Secretary (2 x 7 days) \$5,900; Documents control officer (1 x 1 days) \$400; Documents distribution officer (1 x 3 days) \$1,250; Editing \$1,400; Dedicated assistance provided for accounting services and administration of financial resources \$13,000.								