

**Meeting of the High Contracting Parties 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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**2013 Session**

**Geneva, 14–15 November 2013**

Item 6 of the provisional agenda

**Organization of work, including that of  
any subsidiary body of the Meeting**

**Estimated Costs**

**2014 Meeting of the High Contracting Parties 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 2013 Meeting of the High Contracting Parties 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 14 and 15 November 2013, decided to convene the 2014 Meeting of the High Contracting Parties to the Convention on 13 and 14 November 2014.
2. This document is submitted pursuant to the above-mentioned decision of the States Parties and provides estimated costs in the amount of US\$478,500 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 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 their Rules of Procedure, the costs are shared among the States Parties participating in the conferences or 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 States Parties but that have accepted the

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\* Submitted after the due date as soon as the required information and feedback was received by the Secretariat.

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.

### Meeting of the High Contracting Parties to the Convention on Certain Conventional Weapons (CCW)

#### Geneva, 13 – 14 November 2014 (2 days – with Summary Records)

Title of session:	Meeting of the High Contracting Parties to the Convention on Certain Conventional Weapons (CCW)							
	Geneva, 13 - 14 November 2014 (2 days - with 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	27,700							27,700
Translation of documentation		12,300	12,300	75,200	32,200			132,000
Support Services requirements <sup>1/</sup>						2,700		2,700
Other requirements <sup>2/</sup>							40,400	40,400
Total	27,700	12,300	12,300	75,200	32,200	2,700	40,400	202,800
* - at US\$ 1=CHF 0.945								
	A. Total conference-servicing requirements (inclusive of 13% programme support costs)							202,800
	B. Non-conference-servicing requirements*							
	1) One P-4 for twelve months							232,000
	2) Travel							10,000
	3) Equipment, Supplies and Publications							2,000
	Sub-total							244,000
	Programme support costs @13% over B							31,700
	Subtotal B							275,700
	Grand total (rounded) A+B							478,500
1/ Sound technician/recording (2 x 2 days) \$2,100; Messenger (1 x 2 days) \$600.								
2/ Rental of PC, printer and flash disk \$100; Secretary (2 x 7 days) \$5,900; Documents control officer (1 x 2 days) \$850; Documents distribution officer (1 x 2 days) \$850; Editing \$3,400; Dedicated assistance provided for accounting services and administration of financial resources \$29,300.								