

**Meeting of the States Parties to the Convention
on the Prohibition of the Use, Stockpiling,
Production and Transfer of Anti-Personnel
Mines and on Their Destruction**

3 December 2013

Original: English

Thirteenth Meeting

Geneva, 2-5 December 2013

Item 15 of the agenda

**Date, duration, location and presidency of the
Third Review Conference, and matters pertaining to
the preparations for the Third Review Conference**

**Estimated costs for the Second Preparatory Meeting for the
Third Review Conference of the States Parties to the
Convention on the prohibition of the use, stockpiling,
production and transfer of anti-personnel mines and on their
destruction and its**

Note by the Secretariat

1. The Thirteenth Meeting of the States Parties to the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and on Their Destruction, held in Geneva, from 2 to 5 December 2013, decided to convene the Third Review Conference of the States Parties to the Convention in Maputo, Mozambique, from 23 to 27 June 2014. The Meeting further decided to convene a Second Preparatory Meeting in advance of the Third Review Conference in Geneva, Switzerland, on 10 April 2014.
2. This document is submitted pursuant to the above-mentioned decision and provides estimated costs in the amount of **US\$158,500** for conference and non-conference servicing of the Preparatory Meeting. A breakdown of these costs is provided in the attached table. 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 closing of the Meeting when the exact workload is known. At that time, any adjustments in contributions by the participants sharing the costs will be made accordingly.
3. With regard to the financial arrangements, it will be recalled that, in accordance with article 14 (1) of the Convention, “the costs... shall be borne by the States Parties and States not parties to this Convention participating therein, in accordance with the United Nations scale of assessment adjusted appropriately”.
4. Since preparations for the Preparatory Meeting will involve costs that will need to be defrayed beforehand, and as the holding the Meeting shall have no financial implications for the regular budget of the United Nations, the Secretariat will prepare and issue assessment notices as soon as the Thirteenth Meeting of the States Parties has accepted the attached estimated costs in accordance with the established practice.

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5. The States Parties should proceed with the payment of their assessed share of the estimated costs as soon as the assessments notices have been received.

Title of session:	SECOND PREPCOM FOR THE THIRD REVIEW CONFERENCE OF THE STATES PARTIES TO THE CONVENTION ON THE PROHIBITION OF THE USE, STOCKPILING, PRODUCTION AND TRANSFER OF ANTI-PERSONNEL MINES AND ON THEIR DESTRUCTION							
	Geneva (WMO), 10 April 2014							
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	12,900							12,900
Translation, reproduction, distribution		107,800	7,000		7,000			121,800
Support Services requirements ^{1/}						500		500
Other requirements ^{2/}							14,600	14,600
Total	12,900	107,800	7,000		7,000	500	14,600	149,800
* - at US\$1=CHF 0.896								
A. Total conference-servicing requirements (inclusive of 13% programme support costs)								149,800
B. Other costs:								
1) Rental of two conference rooms								7,700
Subtotal								7,700
Programme support costs @13% over B								1,000
Subtotal B								8,700
Grand total (rounded) A+B								158,500
1/ Sound technician/recording (1 x 1 day) \$500								
2/ Secretary (1 x 20 days) \$7,900; Secretarial Overtime (10 hours) \$700; Dedicated assistance provided for accounting services and administration of financial resources \$6,000.								

Estimated costs for the Third Review Conference of the States Parties to the Convention on the prohibition of the use, stockpiling, production and transfer of anti-personnel mines and on their destruction

Note by the Secretariat

1. The Thirteenth Meeting of the States Parties to the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and on Their Destruction, held in Geneva, from 2 to 5 December 2013, decided to convene the Third Review Conference of the States Parties to the Convention in Maputo, Mozambique, from 23 to 27 June 2014.
2. This document is submitted pursuant to the above-mentioned decision and provides estimated costs in the amount of **US\$464,800** for conference and non-conference servicing of the Third Review Conference of the States Parties. A breakdown of these costs is provided in the attached table. 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 closing of the Meeting when the exact workload is known. At that time, any adjustments in contributions by the participants sharing the costs will be made accordingly.
3. With regard to the financial arrangements, it will be recalled that, in accordance with article 14 (1) of the Convention, “the costs... shall be borne by the States Parties and States not parties to this Convention participating therein, in accordance with the United Nations scale of assessment adjusted appropriately”.
4. Since preparations for the Third Review Conference of the States Parties will involve costs that will need to be defrayed beforehand, and as the holding the Meeting shall have no financial implications for the regular budget of the United Nations, the Secretariat will prepare and issue assessment notices as soon as the Thirteenth Meeting of the States Parties has accepted the attached estimated costs in accordance with the established practice.
5. The States Parties should proceed with the payment of their assessed share of the estimated costs as soon as the assessments notices have been received.

Title of session:		THIRD REVIEW CONFERENCE OF THE STATES PARTIES TO THE CONVENTION ON THE PROHIBITION OF THE USE, STOCKPILING, PRODUCTION AND TRANSFER OF ANTI-PERSONNEL MINES AND ON THEIR DESTRUCTION						
		Maputo, Mozambique, 23 - 27 June 2014						
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 ^{1/}	274,600							274,600
Translation, reproduction, distribution		106,600	7,000		7,000			120,600
Support Services requirements						-		-
Other requirements ^{2/}							26,200	26,200
Total	274,600	106,600	7,000		7,000	-	26,200	421,400
* - at US\$1=CHF 0.896								
A. Total conference-servicing requirements (inclusive of 13% programme support costs)								421,400
B. Other costs:								
1) Equipment and supplies								2,000
2) Travel costs for planning mission (2 staff members for 5 working days each)								13,500
3) Travel costs for Geneva based UN staff (3 staff members for 8 working days each)								22,900
Subtotal								38,400
Programme support costs @13% over B								5,000
Subtotal B								43,400
Grand total (rounded) A+B								464,800
1/ Includes \$175,800 for travel, DSA and terminal expenses for 20 interpreters and 6 meeting servicing staff (1 Conference Officer, 1 Conference Coordinator, 1 Documents Control Officer, 1 Documents Distribution Officer, 1 Documents Reproduction Officer and 1 IT Assistant).								
2/ Secretary (1 x 20 days) \$7,900; Secretarial Overtime (10 hours) \$700; Dedicated assistance provided for accounting services and administration of financial resources \$17,600.								