

**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**

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**2007 Session**

**Geneva, 7-13 November 2007**

Item 8 of the Agenda

**Plan of Action to promote the universality of the  
Convention, including the implementation of the  
CCW Sponsorship Programme**

**REPORT OF THE SPONSORSHIP PROGRAMME  
WITHIN THE FRAMEWORK OF THE CONVENTION ON CERTAIN  
CONVENTIONAL WEAPONS**

Submitted by the Coordinator of the Steering Committee

Introduction

1. The Sponsorship Programme was established within the framework of the Convention pursuant to a decision by the Third Review Conference of the High Contracting Parties to the Convention (Decision 5 of the Final Document, CCW/CONF.III/11 (Part II)). The particulars of that Decision, comprising the Sponsorship Programme's general principals, its basic goals, basic operational purposes and basic operational modalities, are outlined in Annex IV of the Final Document (CCW/CONF.III/11 (Part II), Annex IV).

The Purpose of the Sponsorship Programme

2. The CCW Sponsorship Programme aims at:

- (i) strengthening the implementation of the Convention and its Protocols;
- (ii) promoting universal observance of the norms and principles enshrined therein;
- (iii) supporting the universalization; and
- (iv) enhancing the cooperation, the exchange of information and the consultations among the States parties on issues related to the Convention and its annexed Protocols.

3. According to its basic operational purposes, the Programme shall provide various forms of assistance, including to support the participation in activities related to the Convention of the representatives of States, especially of States which are explosive remnants of war-affected and mine-affected that are the least-developed countries (LDC) or have limited resources, or States which are on the path towards accession to the Convention and its annexed Protocols, and States

which are engaged in activities related to their own implementation of the Convention and its annexed Protocols. The Programme may also support the attendance of appropriate qualified experts with field experience or of scholars, particularly from the States referred to above, to prepare studies and/or presentations on certain topics of interest at relevant meetings or seminars.

The Sponsorship Programme's Steering Committee

4. Pursuant to the basic operational modalities set out in the Decision, an informal Steering Committee has been tasked to set operational modalities which have not been specified in the Decision and to ensure the guidance of the day-to-day implementation of the Sponsorship Programme. The Steering Committee members comprise representatives of donor States to this Programme and the United Nations Office for Disarmament Affairs (UNODA). Aside from its members, representatives of the three Regional Groups and China, the President-designate of the Meeting of the High Contracting Parties and representatives of UNMAS are invited to participate in its meetings as observers and advisors. Every State Party may also ask to be heard by the Committee. The administrative management of the Programme has been entrusted by the States Parties to the Geneva International Centre for Humanitarian Demining (GICHD).

5. Since the establishment of the Sponsorship Programme, the Steering Committee has met three times in Geneva: on 16 May, 29 June and 28 September 2007, respectively.

6. At its second meeting, the Committee decided that its work should be coordinated by a Coordinator. Consequently, Lithuania was appointed as the Coordinator of the Steering Committee and will act in this capacity until the Committee decides otherwise. In this regard, Ambassador Edvardas Borisovas of Lithuania is currently the Coordinator.

7. In its work the Steering Committee followed the principle of conducting the Programme in an informal and flexible way. The Steering Committee discussed, and reached an understanding on the following:

- (i) The notion of CCW universalization should be one of the guiding principles of the Programme. The implementation of the basic operational purposes other than to support the participation of States' representatives as outlined in the Decision on the Establishment of a Sponsorship Programme might also be explored.
- (ii) Criteria may be established for individual beneficiaries or a group of beneficiaries, but the Steering Committee should take decisions on a case-by-case basis. In the case that several candidates are nominated by one country the selection priority should depend on whether the aspect of 'universalization' or 'demining' would be more relevant to the country concerned.
- (iii) There might be two levels of criteria in the selection process: (1) eligibility (LDC, ERW-affected), and (2) quality (type of experts, issues).
- (iv) There is a need to further develop the criteria to determine eligibility, and in particular to be more precise as to which countries shall be considered ERW- and mine-affected.
- (v) First-time beneficiaries should not be overburdened by conditions. In the case of accepting two or more candidates from one country the Steering Committee could consider additional conditions for the participation. The States not parties should

be ready to inform on the status of their accession process. The States Parties should perform the standard reporting obligations, to provide information on the implementation of the CCW under the Decision on Compliance. A performance evaluation mechanism to assess whether conditions should be set for particular beneficiaries for subsequent meetings could be considered.

- (vi) Funds available will determine the type of criteria for potential beneficiaries (expansive or restrictive, quality or quantity). A rotation of sponsoring countries might be applied.
- (vii) Funds that are not utilized shall be carried over to the next year, if appropriate.
- (viii) Earmarked contributions should not contradict the terms of the establishment of the Programme. A maximum degree of flexibility on this matter needs to be maintained.
- (ix) There is no fixed membership of the Steering Committee as any country that provides funding automatically becomes a member.
- (x) The decision taking mechanism should be as flexible as possible because it is a practical program that needs quick decisions. In particular, the Steering Committee agreed to use the 'silent procedure' to decide on the beneficiaries.

8. The Committee took all its decisions by consensus. The Decisions concern the operation of the Sponsorship Programme, including the granting of travel and daily subsistence allowances for participation in the activities related to the Convention, in accordance with the basic goals and the operational purposes of the Sponsorship Programme.

#### The Donors

9. One of the general principles guiding the Programme is that contributions to the Programme are made on a voluntary basis.

10. Following a letter by the Secretary-General of the Third Review Conference, dated 23 February 2007, whereby the States Parties to the Convention were invited to consider supporting financially the establishment of the Sponsorship Programme, several donor countries had been identified, namely Australia, China, Canada, the European Union (EU), Lithuania, and Turkey.

11. As per 31 October 2007, the total amount available on the GICHD accounts of the Sponsorship Programme was CHF 71,754.84 - including bank charges and interest gains. The donors are as follows:

DONOR	CURRENCY	AMOUNT	DATE OF RECEIPT
Australia	AUS Dollars	20,000.00	18.06.2007
China	US Dollars	10,000.00	07.08.2007
Canada	CND Dollars	20,000.00	09.08.2007
Lithuania	CHF	10,000.00	04.09.2007
Turkey	US Dollars	980.00	16.10.2007
European Union	EUR	250,000.00	12.2007

12. In relation to this, through its general contribution to the GICHD, Switzerland is covering the expenses related to staff, office space and other support for the effective administration of the CCW Sponsorship Programme. The EU has indicated that its financial contribution would cover activities undertaken over the next 18 months.

#### The Guidelines for the CCW Sponsorship Fund Administration

13. The Steering Committee considered and approved the Guidelines for the CCW Sponsorship Fund Administration, as contained in Annex I. The Committee also considered a number of issues on its functioning and the operation of the Programme, including the applicable procedures, the criteria for sponsorship and its evaluation, and identified a list of potential beneficiaries, based on the criteria established in the decision of the Third Review Conference.

#### The Beneficiaries

14. The Steering Committee has operated in a transparent way in the decision-making process to decide on the countries that benefit from the Sponsorship Programme. The Steering Committee, taking into consideration the fact that the Programme is new and that there are certain time constraints, has identified as eligible beneficiaries States that are the least-developed or ERW-affected and mine-affected. To this end the Coordinator has transmitted letters of invitation to 44 States Parties, one State Signatory and 33 States not parties to the Convention which fall under the category as outlined and agreed by the Steering Committee, inviting them to participate in the three CCW-related meetings which have been scheduled to take place in Geneva from 5 to 17 November 2007. The 23 countries that have accepted the invitation to be sponsored under the Programme are listed in Annex II.

#### Conclusion

15. The three CCW-related meetings in November 2007 provide the opportunity for the trial run of the Sponsorship Programme. The States Parties would need to review the implementation of the Programme in order to strengthen its effectiveness and efficiency for future activities.

16. The success and efficiency of the Sponsorship Programme will greatly depend on the availability of funds as it is funded through voluntary contributions. Therefore, all States parties are invited to consider supporting the Programme financially.

17. The funds allocated to the Sponsorship Programme will be subject to an audit by an external auditor and audit reports will be sent to all members of the Committee, and made available upon request to any State Party by the United Nations. The financial report of the CCW Sponsorship Programme for 2007 will be submitted to the next Meeting of the High Contracting Parties and a more comprehensive report on the matter will be issued.

18. The Sponsorship Programme, and its basic operational modalities, will be reviewed and assessed by States Parties at the next Review Conference.

Annex I**SPONSORSHIP PROGRAMME WITHIN THE FRAMEWORK OF  
THE CONVENTION ON CERTAIN CONVENTIONAL WEAPONS (CCW)****Guidelines for the CCW Sponsorship Fund Administration**

(As approved by the Sponsorship Programme's Steering Committee on 29 June 2007)

1. The Geneva International Centre for Humanitarian Demining (GICHD) is entrusted with the technical management of the CCW Sponsorship Programme. The GICHD will administer free of charge to donors the fund for the Sponsorship Programme in accordance with the terms of the relevant Decision by the Third CCW Review Conference on the establishment of a Sponsorship Programme under CCW (CCW/CONF.III/11, Part. II, Annex IV).
2. The Steering Committee of the CCW Sponsorship Programme is composed of representatives of donors to this programme and the UN Office for Disarmament Affairs. It shall elect a Coordinator. Representatives of the three UN Regional Groups, China, the President-designate of the CCW and representatives of UN Mine Action Service (UNMAS) will be invited to participate in the meetings of the Steering Committee as observers and advisors.
3. The Steering Committee will inform the GICHD of its composition and of any changes in its composition. The Steering Committee's Coordinator is the point of contact for the GICHD. She/He will work closely with the GICHD on the CCW Sponsorship Programme and inform the Committee about decisions regarding sponsorship matters.
4. Contributions to the CCW Sponsorship Programme should be transferred to the bank account of the GICHD. The details are as follows:

Owner of the bank account: Centre international de déminage humanitaire  
Name of the bank account: CCW Sponsorship Programme  
Reference: Project 9308  
Bank: UBS Geneva, P.O. Box 2600, CH - 1211 Geneva 2  
Account Number: 0240-FP102368.2  
IBAN: CH 48 00 240 240 FP 102 36 82  
SWIFT CODE: UBS W CH ZH 80A

The interest earned and fees paid of this account are to be included in this bank account.

5. The GICHD will receive the sums allocated by the members of the Steering Committee for the CCW Sponsorship Programme. For this purpose, a contract between the donor and the GICHD will be signed.
6. The GICHD will inform the Steering Committee on the account situation before each meeting of the CCW Sponsorship Programme's Steering Committee. The GICHD will submit to

the Steering Committee the CCW Sponsorship Programme's account balance three months after the conclusion of each sponsored CCW-related event.

7. The GICHD will submit an annual report to the Steering Committee and provide a qualified auditor to certify all financial statements regarding the CCW Sponsorship Programme.

8. The Steering Committee shall decide on the potential beneficiaries of the CCW Sponsorship Programme at least one month prior to each CCW activity. The GICHD will proceed with the sponsoring of the participants according to these decisions. The GICHD, in consultation with the Coordinator and the Steering Committee, may decide on an alternative representative from the same country as a participant to whom sponsoring was allocated if her/his participation is cancelled for pressing reasons. As a matter of principle, potential beneficiaries, who have made a presentation on landmines and/or ERW in other international treaty fora, shall not be allowed to make the same presentation in the CCW.

9. The Steering Committee, in coordination with the GICHD, will decide on other expenditure, in accordance with the basic goals and operational purposes of the CCW Sponsorship Programme.

10. The person responsible for the CCW Sponsorship Programme at the GICHD is Mr. Davide Orifici, Policy and External Relations. Ms. Catherine Borrero is in charge of the logistical and technical aspects in organising the CCW Sponsorship Programme. The contact details are as follows: telephone: (+41 22) 906 16 85, fax: (+41 22) 906 16 90, E-mail: [c.borrero@gichd.org](mailto:c.borrero@gichd.org). The GICHD will advise the Steering Committee on any changes to the point of contact within the GICHD.

11. With reference to paragraph 4 (i) (ii) of the Decision on the establishment of a Sponsorship Programme under CCW, the Sponsorship Programme will allocate funds as follows:

(a) Transportation<sup>1</sup>:

- (i) Air travel: the most cost-effective economy-class round-trip.
- (ii) Local transportation (airport to hotel return): CHF 70.
- (iii) Meals in aircraft, when not included: against receipt.

(b) Lodging: Hotel accommodation will be arranged by the GICHD at preferential rates. Accommodation will include the night prior to the start of the meeting and will end with the night after the last day of the meeting.

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<sup>1</sup> Rates are subject to change according to inflation and cost of living adapted to the costs. For experts traveling to destinations other than Geneva other rates will be applied, in coordination with the Coordinator of the Steering Committee.

(c) Meals:

- (i) Breakfast will be included in hotel accommodation.
- (ii) Lunch: CHF 35.
- (iii) Dinner: CHF 50.

(d) Visa fees.

Telephone calls, mini-bar, laundry, or other expenses incurred are not included in the funding and will not be reimbursed.

12. Any cases of disputes between sponsored participants and the GICHD will be submitted to the Coordinator of the Steering Committee of the CCW Sponsorship Programme for arbitration.

13. If a CCW meeting takes place back-to-back with meetings profiting from another GICHD-implemented sponsorship programme, the GICHD will ensure coordinated action in case a delegate applies for sponsorship under both sponsorship programmes.

14. In case of fund liquidation, the Steering Committee will meet to take a decision on the funds remaining.

15. These guidelines may be amended at any time by the Steering Committee in consultation with the GICHD.

Annex II

**List of States Beneficiaries of the CCW Sponsorship Programme  
Geneva, 5 to 13 November 2007**

1. Afghanistan<sup>\*</sup>
2. Bangladesh
3. Belarus
4. Benin
5. Burundi
6. Chad<sup>\*\*</sup>
7. Cuba
8. Democratic Republic of the Congo<sup>\*\*</sup>
9. El Salvador
10. Eritrea<sup>\*\*</sup>
11. Ethiopia<sup>\*\*</sup>
12. Guinea Bissau<sup>\*\*</sup>
13. Laos
14. The former Yugoslav Republic of Macedonia
15. Malawi<sup>\*\*</sup>
16. Mongolia
17. Mozambique<sup>\*\*</sup>
18. Myanmar<sup>\*\*</sup>
19. Peru
20. Senegal
21. Tunisia
22. Viet Nam<sup>\*</sup>
23. Zambia<sup>\*\*</sup>

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<sup>\*</sup> State signatory to the Convention.

<sup>\*\*</sup> State not party to the Convention.